

## Unit

## 1

**INTRODUCTION  
TO ACCOUNTING****Points to Remember**

- ⇒ Accounting is termed as the language of the business.
- ⇒ Records of debit and credit were found in the 12<sup>th</sup> century itself.
- ⇒ In 1494, Luca Pacioli an Italian developed double-entry book-keeping system.
- ⇒ Accounting is the systematic process of identifying, measuring, recording, classifying, summarising, interpreting and communicating financial information.
- ⇒ The transactions or events of a business must be recorded in monetary terms.
- ⇒ Entries are made in the journals on the basis of source documents in the chronological order.
- ⇒ Finding the difference between the total of the debit column and credit column of all the ledger accounts is called balancing.
- ⇒ The closing balances of an accounting year are taken as the opening balances for the next accounting year.
- ⇒ Accounting records are generally accepted as evidence in courts of law and other legal authorities in the settlement of disputes.
- ⇒ Accounting records are the basic source for computation and settlement of income tax and other taxes.
- ⇒ There are various branches of accounting such as financial accounting, cost accounting, management accounting, social responsibility accounting and human resource accounting.
- ⇒ Revenue is recognised when cash is earned and expenses are recognised when cash is paid.
- ⇒ Under section 128(3) of the Indian Companies Act, 2013, all the companies are required to maintain the books of accounts according to the accrual basis of accounting.
- ⇒ There are three bases of accounting namely cash basis, accrual or mercantile basis and mixed or hybrid basis.
- ⇒ Persons who need the accounting information are internal users and external users.
- ⇒ An accountant plays several roles in an organisation such as :
  - i) Record keeper,
  - ii) Provider of information to the management
  - iii) Protector of business assets
  - iv) Financial advisor
  - v) Tax manager
  - vi) Public relation officer

# 11th Accountancy Guide

**Divya Sharma**



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