

**MAHARASHTRA STATE BOARD OF VOCATIONAL EDUCATION EXAMINATION,
MUMBAI - 51**

1	Name of Syllabus	C. C. IN FINANCIAL ACCOUNTING SYSTEM (408107)																																															
2	Max.Nos of Student	25 Students																																															
3	Duration	6 Month																																															
4	Type	Part Time																																															
5	Nos Of Days / Week	6 Days																																															
6	Nos Of Hours /Days	4 Hrs																																															
7	Space Required	Workshop = 200 Sq feet Class Room = 200 Sq feet TOTAL = 400 Sq feet																																															
8	Entry Qualification	S.S.C.Pass																																															
9	Objective Of Syllabus/ introduction	To provide systematic training in acquiring working knowledge and skill in the field of accounting.																																															
10	Employment Opportunity	Job opportunities in financial accounting field.																																															
11	Teacher’s Qualification	Graduate in commerce with experience of computerized accounting..																																															
12	Training System	<table><tr><th colspan="7">Training System Per Week</th></tr><tr><th>Theory</th><th>Practical</th><th>Total</th><th colspan="4"></th></tr><tr><td>6 Hours</td><td>18 Hours</td><td>24 Hours</td><td colspan="4"></td></tr></table>						Training System Per Week							Theory	Practical	Total					6 Hours	18 Hours	24 Hours																									
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13	Exam. System	<table><tr><th>Sr. No.</th><th>Paper Code</th><th>Name of Subject</th><th>TH/PR</th><th>Hours</th><th>Max. Marks</th><th>Min. Marks</th></tr><tr><td>1</td><td>40810711</td><td>Introduction to computers</td><td>TH-I</td><td>3 hrs</td><td>100</td><td>35</td></tr><tr><td>2</td><td>40810712</td><td>Financial accounting package</td><td>TH-II</td><td>3 hrs</td><td>100</td><td>35</td></tr><tr><td>3</td><td>40810721</td><td>Introduction to computers</td><td>PR-I</td><td>3 hrs</td><td>100</td><td>50</td></tr><tr><td>4</td><td>40810722</td><td>Financial accounting package</td><td>PR-II</td><td>3 hrs</td><td>100</td><td>50</td></tr><tr><td></td><td></td><td>Total</td><td></td><td></td><td>400</td><td>170</td></tr></table>						Sr. No.	Paper Code	Name of Subject	TH/PR	Hours	Max. Marks	Min. Marks	1	40810711	Introduction to computers	TH-I	3 hrs	100	35	2	40810712	Financial accounting package	TH-II	3 hrs	100	35	3	40810721	Introduction to computers	PR-I	3 hrs	100	50	4	40810722	Financial accounting package	PR-II	3 hrs	100	50			Total			400	170
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Syllabus

Financial accounting system

Theory - I - Introduction to computers

- 1 Fundamentals of computers**
- 2 elements of computers, hardware, system**
- 3 computer arithmetic, number system**
- 4 computer communication and co-ordination**
- 5 programming languages**
- 6 programming aids**
- 7 system software**
- 8 utility software**
- 9 operating systems**
- 10 MS Dos, commands**
- 11 Windows 98/2000/2003/2007 commands**
- 12 Ms office**
- 13 Ms word 2000**
- 14 Ms excel 2000**

Practical - I - Introduction to computers

Introduction to computers

- 1 Fundamentals of computers**
- 2 elements of computers, hardware, system**
- 3 computer arithmetic, number system**
- 4 computer communication and co-ordination**
- 5 programming languages**
- 6 programming aids**
- 7 system software**
- 8 utility software**
- 9 operating systems**
- 10 MS Dos, commands**
- 11 Windows 98/2000/2003/2007 commands**
- 12 Ms office**
- 13 Ms word 2000**
- 14 Ms excel 2000**

Theory - II - Financial accounting package

**Financial accounting packages,
use of Financial accounting package,
study of different instructions
use of hem
Application with some actual data**

Practical - II - Financial accounting package

**Financial accounting packages,
use of Financial accounting package,
study of different instructions
use of hem
Application with some actual data**
