

**SARDAR PATEL UNIVERSITY**  
**Programme & Subject: Bachelor of Education (Advanced)**  
**Semester: II**  
**Syllabus with Effect from: June-2010**

<b>Paper Code: UE02CBEA17</b>	<b>Total Credit: 3</b>
<b>Title Of Paper: Methodology of Teaching Accountancy</b>	

Unit	Description in Detail	Weightage (%)
I	<b>Curriculum and Text Book Analysis</b> A) Curriculum: concept, significance, criteria for designing curriculum B) Text book: concept, significance, criteria for designing text book: NCERT guidelines C) Content analysis of accountancy text book D) Material Production: Preparation and Showcasing, Importance and use of Audio-Visual, newspaper & magazine, bulletin boards	30%
II	<b>Evaluation, Qualities of Accountancy Teachers</b> A) Teacher of Accountancy: Role, Qualifications and Qualities B) Financial Literacy C) Types of Evaluation: Annual, Continuous and Comprehensive Evaluation, Open Book Examination System D) Corporate Governance and CSR	30%
III	<b>Accountancy: Content</b> As per prescribed syllabi of CBSE and GSHSEB of standard XII	40%
<b>Practicum</b>		
	Collecting information of organization and activities for Accountancy Teachers and analysis of the same Collecting information about work of Industrialists, Businessman Visits to banks, insurance houses, warehouse, trade centers, companies and other business houses Commerce laboratory practices	

**Basic Texts & Reference Books:-**

- Boynlon, L. O. (1995). Methods of teaching book keeping Cincinnati: South Western Publication Company.
- Kochhar S. K. (1992). Methods and techniques of teaching. New Delhi: Sterling Publishers Private Limited.
- Verman, M. M. (1979). Method of teaching accountancy. New York: McGraw Hill.
- Wani and others. Book keeping and Accountancy, Pragati Prakashan Bombay.