Computer Operator and Programming Week-35

S.no.	Week No.	Name of Topic	No. of Hours
1	35	Using Accounting Software Basics of Accounting, Golden Rules of Accounting, Voucher Entry, Ledger Posting, Final Accounts Preparation.	6 Hrs.
2		Cash Book. Ratio Analysis, Depreciation, Stock Management.	
3		Analysis of VAT, Cash Flow, Fund Flow Accounting.	