

TOPIC : Trial Balance and Rectification of Errors

Pre-Content/content Post-Content	Learning Outcome/Objectives	
	General	Specific
<u>Pre-Content</u> Students have learnt about the basic principles of accounting that for every debit there will be an equal credit. It implies that if the sum of all debits equals the sum of all credits, its presumed that the posting to the ledger in terms of debit and credit amounts is accurate. <u>Content</u> It is an arithmetical check under the double entry system which verifies that both aspects of every transaction have been recorded accurately. It may be noted that the accounting accuracy is not ensured even if the totals of debit and credit balances are equal because some errors do not affect equality of debits and credits. <u>Post-content</u> Trial balance is an important statement in the accounting process. which shows final position of all accounts and helps in preparing the final statements. The suspense account is an account in which the difference in the trial balance is put till such time that errors are located and rectified. It facilitates the preparation of financial statements even when the trial balance does not tally.	Students will be able to ✓ state the meaning of trial balance; ✓ enumerate the objectives of preparing trial balance ; ✓ prepare trial balance; ✓ explain the types of errors; ✓ state various process of locating errors ; ✓ identify the errors which affect the agreement of trial balance and those which do not affect the agreement of trial balance; ✓ rectify the errors without preparing suspense account; and ✓ rectify the errors with suspense account	Students will be able to ✓ Understand the meaning of trial balance. ✓ Understand the objective of trial balance. ✓ Now how to prepare trial balance. ✓ Understand the type of errors. ✓ Know the errors affecting trial balance. ✓ Know how to detect errors. ✓ Know how to rectify errors. ✓ Know the preparation and disposal of suspense account.

Home Work /Assignments:

NCERT Book –theoretical aspects will be discussed.

Assignment sheet is also given

Questions taken in the class were also discussed and asked to solve.

Teacher's Activity	Student's Activity	Teacher's Observation And Remedial
The teacher will guide students to recapitulate the preparation of Trial Balance in Chapter on Ledger. In this chapter, teacher will explain: <i>Various types of errors :</i> (i) <i>Errors of commission</i> (ii) <i>Errors of Omission</i> (iii) <i>Errors of Principle</i> (iv) <i>Compensating error</i> The teacher will explain the technique of <i>Rectification of errors</i>: Errors affecting only one account can be rectified by giving an explanatory note or by passing a journal entry. Errors which affect two or more accounts are rectified by passing a journal entry. The teacher will explain the <i>Meaning and utility of suspense account</i> : An account in which the difference in the trial balance is put till such time that errors are located and rectified. It facilitates the preparation of financial statements even when the trial balance does not tally. The teacher will guide on the <i>Disposal of suspense account</i> : When all the errors are located and rectified the suspense account stands disposed of.	Students will give examples of the type of errors made by them when they prepare Journal and Ledger. The errors pertaining to totalling, posting, casting, writing amount in wrong account, debiting expenses instead of asset and so on. They will understand the classification of errors. Students will practice questions by adopting the process of : a) Making correct entry b) Analysing the wrong entry c) Passing the rectified entry. Students will understand the reason of preparing 'Suspense A/c' and how to dispose it. They will pass rectifying entries with the help of Suspense Account. Students will be able to built up their confidence and ability to tackle problems asked in CBSE examinations.	Teacher will write her observations after completion of the topic.

Teaching Aids : Active inspire, NCERT Book , Reference Book

Methodology/Innovative Methods : Discussion, Recall, Explanation, Question-Answer method, problem solving

Interdisciplinary Links : Business Studies, Entrepreneurship, Economics and Mathematics

Coordinator

Vice-Principal

Principal