

WEEK WISE LESSON PLAN

PERIOD - JAN 2018 to APRIL 2018

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| Name of Lecturer:- | Neetika Bajaj | Class :- | B.Com-IIIrd (VI th Semester) |
| Department :- | Commerce | Name of Subject :- | Auditing |
| January | | | |
| Week -1 (1-6) | Chapter - 1st Introduction → Meaning, Definition features, General discussion on Auditing | | |
| Note :- | 7 Jan - Sunday | | |
| Week -2 (8-13) | Chapter - 1st Continued. Chapter - 2nd → Objects of Auditing. Discussion on errors and leads. | | |
| Note :- | 14 Jan - Sunday | | |
| Week -3 (15-20) | Advantages and Limitations of Auditing Revision / Test. | | |
| Note :- | 21 Jan - Sunday | | |
| Week -4 (22-27) | Chapter - 3rd → Types of Audit → Discussion on different types of audit according to leads. | | |
| Note :- | 22 Jan - Vasant Panchami, 24 Jan - Sir Chhotu Ram Jayanti, 26 Jan - Republic Day, 28 Jan - Sunday | | |
| Week -5 (29-31) | Types of Audit Continued and Group discussion on different types. | | |
| Note :- | | | |
| February | | | |
| Week -1 (1-3) | Audit Proceen → Meaning and discussion the procedure and essentials of Audit Proceen. | | |
| Note :- | 4 Feb - Sunday | | |
| Week -2 (5-10) | Audit Programme Theory, working papers and evidence. Assignment - Test. | | |
| Note :- | 10 Feb - Maharshi Dayanand Saraswati Jayanti, 11 Feb - Sunday | | |
| Week -3 (12-17) | Internal Control and Internal Check → Discussion on the duties of Auditor in Internal Control regards to purchases and credit sale. | | |
| Note :- | 13 Feb - Maha Shivratri, 18 Feb - Sunday | | |
| Week -4 (19-24) | Internal check regarding cash sales, cash payments and Differences of Internal Control/Check Internal Audit / check Assignment Test - Test | | |
| Note :- | 25 Feb - Sunday | | |
| Week -5 (26-28) | Vouching → Meaning, essentials and auditor duties regarding vouching. | | |
| Note :- | *28 Feb to 4 March - Break | | |

March

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| Week -1 (1-3) | <u>Holidays</u> |
| Note :- | 1 March - Guru Ravidas Birthday, 2 March - Holi, 4 March - Sunday, * 28 Feb to 4 March - Break |
| Week -2 (5-10) | Vouching of Receipts & Payment side of Cash Book, Vouching of Purchase Book and Sales Book. Essentials. Revision / Test. |
| Note :- | 11 March - Sunday |
| Week -3 (12-17) | Verification of Assets and liabilities - Objects of verification, Duties of auditor, and discussion of short answer Questions. Assignment - Ind |
| Note :- | 18 March - Sunday |
| Week -4 (19-24) | Auditor report → Meaning, Differences, features of Clean and Qualified Report. Specimen Assignment TEST - Ind |
| Note :- | 23 March - Shaheedi Diwas of Bhagat Singh, Rajguru & Sukhdev, 25 March - Sunday / Ram Navami |
| Week -5 (26-31) | Investigation → Differences, Qualification of Auditor, regarding Investigation. Investigation and due diligence |
| Note :- | 29 March - Mahavir Jayanti |
| April | |
| Week -1 (2-7) | Company Auditor → Rights, duties, appointment powers. |
| Note :- | 1 April - Sunday, 8 March - Sunday |
| Week -2 (9-14) | Professional Ethics of Auditing. Revision / Test |
| Note :- | 14 April - Dr. Ambedkar Jayanti / Vaisakhi, 15 April - Sunday |
| Week -3 (16-21) | Revision of Important Questions. / Test. |
| Note :- | 18 April - Parashurama Jayanti, 22 April - Sunday |
| Week -4 (23-28) | Revision of Short Answer Question. / Test. |
| Note :- | 29 April - Sunday |
| Week -5 (30) | |
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