



Bureau of Indian Standards
The National Standards Body of India

One Day Training Program on Accrual Accounting, Trial Balance, Budgeting etc.,

Timing	Topics & Speakers
9:30 A.M. to 10:00 A.M.	INTRODUCTION SESSION
10:00 A.M. to 11:15 A.M.	(a) Introduction to the Present System of Accounting (b) General Principles of Accrual Accounting (c) Conversion of accounts from cash basis to accrual basis of accounting -issues/ challenges (d) Impact of GST in Accrual Accounting (e) TDS on GST
11:15 A.M. to 11:45 A.M.	TEA BREAK
11:45 A.M. to 1:00 P.M.	(a) Accounting of Fixed Assets (b) IODA System in GST Regime. (c) Bank Transaction, Reconciliation and online payments including POS Terminals
01:00 P.M. to 02:00P.M.	LUNCH
02:00 P.M. am to 03.30P.M.	(a) Preparation of Trial Balance at HQ/ROs/BOs, (b) Preparation of Receipt and Payment Account (c) Common Formats of Accounts for preparation of Financial Statements issued by Ministry of Finance.
03:30 P.M. to 04:00P.M.	TEA BREAK
04.00 P.M. to 5:00 P.M.	Budgeting