Accounting Information System

Brand: Mehta Solutions
Product Code: 1330302215
Weight: 0.00kg

Price: Rs600

Short Description
 Accounting Information System

Description

Accounting Information System SOLVED PAPERS AND GUESS

Product Details: UTKAL UNIVERSITY Accounting Information System

Format: BOOK

Pub. Date: NEW EDITION APPLICABLE FOR Current EXAM

Publisher: MEHTA SOLUTIONS

Edition Description: 2021-22

RATING OF BOOK: EXCELLENT

FULLY SOLVED BOOK LASY 5 YEARS PAPERS SOLVED PLUS GUESS

Accounting Information System

Unit -1 Accounting information system : Overview: AIS: Meaning and reliance: AIS and Business Organization: Internal Control and AIS and Decision making: AIS and

Management information system.

Transaction Processing: transaction Flows in a manufacturing firm, Transaction Processing System: Designs Double Entry System: Coding System for Transaction Processing: Principle for form
Designing

Unit -2 : Computerized Accounting Information System: Computers and Automated Data Processing: Computer Data Processing system. Hardware and Software, Input and Output Devices. File processing and Data Management concepts: Data Management systems: Control and Data
Processing: Input Control, Processing Controls and Output Controls.

Unit-3: Practical: Operating System: Windows: Basic Elements of windows, starting windows parts of the windows screen. Desktop icons .the title bar, the tool bar .the Control Box, Menus, Dialog Boxes, Running a Programme, Selecting, Copying and Cutting in Windows application. Word Processing : Creating a document ,Simple Editing ,Deleting, Copying, Moving, Finding, and replacing ,Saving files, Formatting a document, Character Formatting, Paragraph Formatting, page Formatting, Section Formatting, Spell Checking, Grammar checking, object linking and Embedding Auto text ,Printing a document.

Unit-4 : Practical : Electronics spreadsheet : Worksheet moving around a worksheet ,Giving commands, Creating worksheet ,Editing Data, Saving a work book, entering and Formatting worksheet data, Essential spreadsheet operating, Working with rows and columns, Navigation through Excel ,using Worksheet Function, Chart making basics, Working with lists, Printing your work. Data manipulation, starting Acess, Database Concepts, Opening and Designing the database,
Designing and creating a table, Viewing and Editing Records, Creating and Design Forms, Queries, Creating and Designing Reports.

Unit-5: Accounting Software: Maintains Company Data. Handling Vouchers maintaining Stock Details ,handling Inventory Transaction, Invoicing ,Handling Bills, handling Cost Center ,Bank Reconciliation, budgets and Controls ,Financial Analysis , Report Consolidation of Accounts ,Order processing ,bill of Material, Stock valuation methods, Inventory Analysis Methods. Financial Statements.