

UPSSSC Assistant Accountant Syllabus 2024

Part 1: Book-keeping, Accounting Law & Arithmetic Syllabus

Topics	
Basic principles of accounting	Fundamental Book-keeping and Accounting Law
Preparation of initial accounting books	Preparation of Final Accounts
Provision for Doubtful Debts	Adjustments-Depreciation
Evaluation of Inventories	Outstanding and Prepaid
Branch and departmental account	Hire Purchase and Instalment Payment methods
Calculations of insurance claims	Insolvent Accounts
Bank Reconciliation Statement	Double-entry system
Use of Computer in Budgetary Control	Internet Banking
Introduction to Accounts of Indian Government	Internal Audit
Knowledge of Financial Rules	R.T.G.S.

Knowledge of Stores purchase Rules	E-Banking
Business Laws	Business Economics and Indian Economics etc.
Taxation and Arithmetic	Use of Computer in Budgetary Control
General and Comptroller within the Indian Constitution.	Taxation (Direct and Indirect).
Auditing	Indian Audit and Accounts Service.
Indian Audit and Accounts Service.	Cost and Management Accountancy.

Principles and Practice of Management.

Part 2: Knowledge of concepts of Computer and Information Technology and Contemporary Technology Development Syllabus

Topics	
Computer and Information Technology	Hardware
Operating System, Spreadsheet	Software
Social Networking, E-governance	E-mail
Internet and World Wide Web (WWW)	Digital Financial tools and applications
Elements of Word Processing	Future Skills and overview of Cyber Security
Technological developments and innovations in Computer and Information Technology (Artificial Intelligence, Big	India's achievements in Contemporary Technology Development and Innovation

Data Processing, Deep Learning, Machine Learning, Internet of Things)	
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Part 3: General Information related to Uttar Pradesh Syllabus

Topics	
Culture	History
Literature	Regional Languages
Heritage	Social Customs and Tourism
Environment	Natural Resources
Climate - Soil, Forest, Wildlife, Mines and Minerals	Geographical Landscape
Festivals	Art, Architecture
Polity and Administration	Folk Dance
Industry	Business and Employment
Contemporary events and achievements of the state of Uttar Pradesh in various other fields.	Economy of Uttar Pradesh