

**PAPER CCIT2 TAX ACCOUNTING AND DOCUMENTATION FOR E-FILING AT
INCOME TAX PORTAL**

MAX. MARKS: 100

EXTERNAL: 70

INTERNAL: 30

PASS: 40%

Objective:

Credits: 6

Develop a detailed understanding in the students mind regarding documents, records, books of accounts and tax returns, and the requirement for the payment of Income Tax using computer hardware and software packages in a business set-up.

SECTION A

Unit-1

Conceptual knowledge of documents related to filing of returns: -Knowledge of Form no 16, 16A, 15G, 15 H 26AS, TIS(Tax Payer Information Summary) and Annual Information System (AIS) and its cross verification with relevant financial information.

Unit-2

Understanding of financial statements like Balance Sheet, Trading and Profit and loss Account.

SECTION B

Unit-3

Awareness in regards to the Income Tax e-filing portal and other concepts like PAN application, PAN updating, Aadhar linking, Intimation, Revised , Belated and updated returns etc.

Unit-4

Conceptual knowledge of Form No 49A and 49B and their relevant data fields. Knowledge of different income tax return forms like ITR 1, ITR2, ITR3, and ITR 4 and their relevant data fields.

Unit-5

Awareness regarding provisions for deposit of Advance tax, tax deduction at source and introduction to tax collection at source. Deposit of income tax challan for self-assessment tax, advance tax and TDS.

Suggested Readings:

1. Manoharan, T. N. *Students Handbook on Income Tax Law*. Snow White Publications
Mehrotra, H. C. *Income Tax Law and Accounts including Tax Planning*. Sahitya Bhawan Publications.
2. Narang and Gaur. *Income Tax*. Himalaya Publishing House.
3. Prasad, B. *Direct Taxes - Law and Practices*. Wishwa Prakashana
4. Singhania, Vinod K and Singhania, Kapil. *Direct Tax Planning and Management*. Taxman.
5. Singhania, Vinod, K. *Direct Taxes - Law and Practices*. Taxman Publications.

Note: Latest edition of text books may be used.