

Time: 2 hours

Maximum Marks: 100

Note: Write the answers for Questions from 1 to 30 in the MCQ answer sheet

Part- I Choose the correct answer

(20 x 1 Mark = 20 Marks)

1. represents the investment made by the owners in the business.
a. Capital b. Asset c. Income
2. Suppliers are called in Peachtree.
a. Customer b. Vendor c. Creditor
3. Ledger is a book of
a. Original entry b. Primary entry c. Secondary entry
4. The process of transferring journal entries into the ledger is called
a. posting b. balancing c. totaling
5. In Peachtree, the chart of accounts has
a. General headerfield b. Budget headerfield c. General & Budget headerfields
6. The person who owes money to us are called
a. Debtor b. Creditor c. Owner
7. Bank account is account.
a. personal b. real c. none
8. In Tally, is the shortcut key to change the date of a voucher.
a. F2 b. F8 c. F7
9. Sale returns are also called
a. returns inwards b. returns outwards c. scrap
10. Trial Balance is
a. a statement b. an account c. a summary
11. City medicals purchased Furniture for Rs. 10,000 on credit from New wood Furniture. It is a case of :
a. Bank a/c Dr.10, 000
b. New wood Furniture Dr.10, 000
c. New wood Furniture Cr.10, 000
12. In Peachtree, the customer ID can be up to characters length.
a. 20 b. 12 c. 15
13. Salaries paid to Sabu amounting to Rs.900 will be debited to.....
a. Salaries account b. Sabu's account c. trading account
14. The amount of goods withdrawn by the proprietor for his personal use is termed as
a. capital b. drawings c. withdrawals
15. balance of pass book shows an overdraft.
a. debit b. credit c. either credit or debit
16. In Tally, the function key is used to get Sales Voucher Entry Screen.
a. F8 b. F5 c. F4
17. A Bank Reconciliation Statement is prepared by
a. Banker b. Customer c. Debtor

18. All operating expenses are debited in the account
 - a. Trading
 - b. Profit & Loss
 - c. Cash
19. The main window of Tally is called
 - a. Accounts info
 - b. display
 - c. Gateway of Tally
20. assets used for selling purpose.
 - a. Fixed Asset
 - b. Intangible Asset
 - c. Current Asset

Part- II State whether True or False (10 x 1 Mark = 10 Marks)

21. The shortcut key to close a company is ALT+C in Tally.
22. Customers come under accounts receivable group in Peachtree.
23. Fixed assets are constantly used in the business.
24. All the transactions of financial nature are not recorded in the books of accounts.
25. To create more than one ledger under a single account group is called Multiple Ledger.
26. The goods available with the business for sale on a particular date is termed as stock.
27. Depreciation is the process of allocation of cost.
28. Revenues are amounts earned by selling the products of a concern.
29. The two sides of a balance sheet will always tally.
30. The amount received from the sale of fixed asset is capital receipt.

Part- III Answer the following (Any five) (5 x 10 Marks = 50 Marks)

31. Explain Bank Reconciliation Statement and Pass book.
32. Journalise the following transactions.
 - a. Sold goods to Rajesh on credit Rs.20,000/- and for cash Rs.30,000/-
 - b. Received cash Rs.19,500/- from Rajesh in full settlement of his account.
33. Explain cash discount and distinguish between cash discount and trade discount.
34. What is meant by trial balance? Draw the form of a trial balance.
35. Explain the structure of tally screen.
36. Explain the difference between Profit & Loss account and Balance sheet.
37. Discuss the type of ledgers and their group.
38. Explain Types of Accounts and Debit and Credit Rules of these Accounts.
39. Explain four accounting voucher's in Tally.

Part- IV. Answer any one of the following (1 x 20 Marks = 20 Marks)

40. Pass journal entries and post them in the ledger accounts 2008
 - Jan 1. Started business with cash Rs.20,000/-.
 - Jan 2. Purchased goods from Dev Rs. 6,000/-.
 - Jan 3. Paid to Dev in full settlement of his account Rs.5,900/-.
 - Jan 9. Purchased furniture Rs.5,000/-.
 - Jan 12. Paid salaries Rs.1,000/-.
 - Jan 15. Rent received Rs.500/-.
 - Jan 18. Sold goods to Ram Rs.4000/-.

41. The following balances were extracted from the books of Mr. Murali on 31st December, 2008. Prepare Trading and Profit and Loss Account and Balance Sheet.

Particulars	LF	Dr.Amount	Cr.Amount
Debtors		28,000	
Creditors			20,000
Plant Machinery		40,000	
Purchases		65,000	
Sales			95,000
Land & Building		20,000	
Salaries		5,000	
Wages		6,000	
Bad debts		500	
Provision for doubtful debt			2,000
Stock		15,000	
Cash in hand		5,500	
Capital			70,000
Rent received			3,000
Drawings		5,000	
		1,90,000	1,90,000

The following adjustments are to be made;

1. Closing stock on December 31, 2001 is Rs.20,000/-.
2. Rent received in advance is Rs.1,000/-.
3. Rs.600/- is to be charged as interest on drawings
4. Allow 5% interest on capital.
5. A provision for bad and doubtful debt @ 5% on debtors is to be made.
6. Create 5% commission on profit to managers after charging commission.
7. Provide Rs.600/- on discount on debtors and Rs .1,000/- for discount on creditors.