

2016

**BOOK-KEEPING & ACCOUNTANCY**

Full marks : 60

Time : 2½ hours

**General instructions:**

- i) *Approximately 15 minutes is allotted to read the question paper and revise the answers.*
- ii) *The question paper consists of 25 questions. All questions are compulsory.*
- iii) *Internal choice has been provided in some questions. In such questions, attempt only one of the choices.*
- iv) *Marks allocated to every question are indicated against it.*

**N.B:** *Check that all pages of the question paper is complete as indicated on the top left side.*

**Choose the correct answer from the given alternatives:**

**10x1=10**

- 1. Trading account is ascertained from
  - a) trading account
  - b) profit and loss account
  - c) balance sheet
  - d) trial balance
- 2. Balance sheet is prepared to know
  - a) profit
  - b) errors
  - c) balance of accounts
  - d) financial position
- 3. Cash column of the cash book is
  - a) balanced
  - b) totaled
  - c) either balanced or totaled
  - d) neither balanced nor totaled
- 4. Contra entry is passed only if \_\_\_\_\_ cash book is prepared.
  - a) double column
  - b) single column
  - c) three column
  - d) petty
- 5. Petty cash book records
  - a) petty expenses
  - b) all expenses
  - c) outstanding expenses
  - d) petty expenses paid in cash
- 6. The payment of promissory note is received by its
  - a) maker
  - b) payee
  - c) drawer
  - d) bank
- 7. A bill of exchange involves
  - a) maker and payee
  - b) drawer and payee
  - c) drawee and payee
  - d) drawer, drawee and payee



- b. The trial balance of Mr. Tali on 31<sup>st</sup> March, 2014 reveals the following balances:

Trial Balance  
as on 31<sup>st</sup> March, 2014

Particulars	Debit Balances	Credit Balances
Plant and machinery	90,000	-
Purchases and sales	58,000	1,27,000
Opening stock	40,000	-
Sundry debtors and creditors	45,000	25,000
Salaries	31,000	-
Capital	-	1,10,000
Purchase return	-	1,200
Discount received	-	800
Total	2,64,000	2,64,000

The stock was valued at ₹ 13,000. Prepare trading, profit and loss account and balance sheet.

22. a. Distinguish between cash discount and trade discount.

**Or**

- b. Enter the following transactions in a three column cash book.

2010

Jan. 1	Started business with cash	20,000
Jan. 3	Opened current account with SBI	8,000
Jan. 6	Bought goods by cheque	150
Jan. 8	Received cheque from Tamsu	200
	Allowed him discount	10
Jan. 12	Sold goods for cash	40
Jan. 21	Paid Metha by cheque	345
	Discount received	15
Jan. 28	Drew cash from bank for office	200
Jan. 30	Paid wages by cheque	60

23. a. What is meant by bank reconciliation statement? Explain any four of its importance.

**Or**

- b. On 31<sup>st</sup> December 2015, your cash book shows that you have ₹ 18,170 in the bank. On checking your cash book with the pass book, it was found that:

- i) Cheques drawn amounting to ₹ 2,140 have not been passed through the bank.

- ii) Cheques for ` 840 has not yet been credited
- iii) Bank has credited interest ` 220
- iv) Discount and other charges ` 140

Prepare a bank reconciliation statement.

24. a. Explain briefly any five elements of bills of exchange.

**Or**

- b. A sold goods to B for ` 3,000 on 1<sup>st</sup> January, 2014. On the same day, A draws a bill on B for the amount for 3 months. B accepted this and returned to A. The bill is dully paid on maturity.

Pass necessary journal entries in the books of both parties.

25. a. Discuss any five objectives of charging depreciation.

**Or**

- b. Avito purchased a machine at ` 40,000 on 1<sup>st</sup> January, 2010. Depreciation was to be charged @ 10% per annum on the original cost.

Show machinery account for the first five years by straight line method assuming that the books are closed on 31<sup>st</sup> December every year.

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