



Reg. No. : .....

Name : .....

V Sem B.A. & B.Sc.  
V<sup>th</sup> Sem 2013  
BA, BSc

M 4523

V Semester B.A./B.Sc./B.Com./B.B.A./B.B.A.T.T.M./B.B.M./B.C.A./B.S.W./  
B.A. Afsal-UI-Ulama Degree (CCSS – Regular/Supple./Improvement)  
Examination, November 2013  
Open Course  
5D01 BBA/5D01 BBA(T)/5D01 COM : BASIC ACCOUNTING

Time : 2 Hours

Max. Weightage : 20

PART – A

This Part consists of **two** bunches of question carrying **equal** weightage of **one**.  
**Each** bunch consists of **four** objective type questions. Answer **all** questions.

- I. 1. When an entry is made in journal ?
  - a) Assets are listed first
  - b) Accounts to be debited first
  - c) Accounts to be credited listed first
  - d) Accounts may be listed in any order
2. The ledger folio column of journal is used to
  - a) Record the date on which amount posted to a ledger account
  - b) Record the number of ledger account to which information is posted
  - c) Record the number of amounts posted to the ledger account
  - d) Record the page no. of the ledger account
3. Goods drawn by the proprietor from the business for personal use
  - a) Increases capital and decreases asset
  - b) Increases assets and decreases expense
  - c) Decreases capital and decreases assets
  - d) Increases and decreases asset
4. Sales returns book records
  - a) Return of assets sold on credit
  - b) Return on goods sold on credit
  - c) Return of all things
  - d) Return of capital

(W=1)

P.T.O.



- II. 5. The ledger is a book of
- a) Original entry
  - b) Secondary entry
  - c) All cash transactions
  - d) Petty cash transactions
6. Writing of transaction in the ledger is called
- a) Costing
  - b) Balancing
  - c) Journalising
  - d) Posting
7. Bank Reconciliation Statement is prepared by
- a) The customers of the bank
  - b) Bank
  - c) Proprietor of the business
  - d) Tax authorities
8. Trial balance is \_\_\_\_\_
- a) A statement
  - b) An account
  - c) A summary
  - d) An information
- (W=1)**

#### PART – B

Answer **any six** questions in **one** or **two** sentences **each**. **Each** question carries a weightage of **one** :

- 9. What is compound journal entry ?
  - 10. What is trade discount ?
  - 11. What is trial balance ?
  - 12. What is a source document ?
  - 13. What is an account ?
  - 14. What is a special journal ?
  - 15. What are compensating errors ?
  - 16. What is trading account ?
  - 17. What are non-profit organisations ?
  - 18. What do you understand by capital fund ?
- (W=6×1)**



PART – C

Answer **any four** questions. Answer **not** to exceed **one** page. **Each** carries a weightage of **two** :

19. Record the following transactions in journal :

- 1) Goods worth Rs. 500 given as charity.
- 2) Received Rs. 975 from Harikrishnan in full settlement of his account for Rs. 1,000.
- 3) Received a first and final dividend of 60 paise in a rupee from the official receiver of Mr. Rajan, who owed us Rs. 1,000.

20. From the following information, show the account of Rajan in the books of Vijay :

- 2010 June 1 Credit balance b/d Rs. 1,600
- 9 Purchased goods from Rajan Rs. 1,400
- 17 Returned goods to Rajan Rs. 250
- 24 Sold goods to Rajan worth Rs. 750
- 28 Received goods returned by Rajan Rs. 450
- 29 Paid cash Rs. 2,425 to Rajan ; discount allowed by him Rs. 25

21. Record the following transactions in a single-column cash book :

2010		Rs.
March	1 Mohan commenced business with cash	20,000
"	2 Opened a bank account	5,000
"	4 Purchased goods for cash	4,100
"	5 Bought office furniture	3,600
"	10 Sold goods for cash	2,400
"	13 Paid for stationery	250
"	17 Received cash on sales	1,750
"	21 Received cheque for goods sold	650
"	22 Electricity charges paid	175



" 23 Rent paid	325
" 23 Cheque received was paid into bank	650
" 29 Purchased goods	3,000
" 31 Salary paid	1,900

22. The following are the transactions taken from the books of a furniture dealer. Prepare his sales book.

2009

Feb. 1 Sold to Anil 5 wooden tables at Rs. 135 per table.

" 7 Sold to Rajan 2 dressing tables for cash Rs. 275 each.

" 11 Sold to Hameed one typewriter for Rs. 1,500

" 17 Sold to Gopi 2 dining tables at Rs. 1,200 per dining table ; Trade discount 10%

" 19 Sold 50 chairs to Anil, at Rs. 45 per chair.

" 21 Sold to Gopi 2 steel cabinets at Rs. 1,500 each.

23. Prepare a Bank Reconciliation Statement from the following :

	Rs.
1) Balance as per pass-book as on 31-12-2010	9,000
2) Cheques issued but not presented	1,100
3) Cheques paid in, but not collected	1,350
4) Interest on current account credited in the pass-book	110
5) Bank charges debited	90

24. Give journal entries to rectify the following errors :

- 1) A credit sale of goods Rs. 240 to Anand has been wrongly passed through the purchase book.
- 2) An amount of Rs. 2,500 received on sale of machinery is credited to sales account from the cash book.
- 3) Rs. 500 spent for repairs of a building was debited to the building account.



25. Calculate the amount of operating profit from the following :

Net sales Rs. 4,00,000 ; Cost of goods sold Rs. 1,90,000 ; Operating expenses Rs. 90,000.

26. From the following information prepare a Profit and Loss Account of Rajan and Bros. for the year ending 31<sup>st</sup> Dec. 2010 :

	Rs.	
Gross profit	12,000	
Salaries	4,500	
Stationery	250	
Insurance	200	
Carriage on sales	450	
Commission paid	800	
Advertising	850	
Discount allowed	500	
Discount received	700	
Interest received	1,000	
Bad debts	200	(W=4×2=8)

PART – D

Answer **any one**. Each question carries a weightage of **four** :

27. From the following figures extracted from the books of T. Anand, you are required to prepare a Trading and Profit and Loss Account for the year ended 31<sup>st</sup> December 2010 and a Balance Sheet as on the date after making necessary adjustments.

Debit balances	Rs.	Credit balances	Rs.
Purchases	1,20,500	Capital	52,000
Stock (opening)	21,500	Sales	1,86,000



Salaries	14,000	Sundry creditors	10,900
Rent and rates	3,000		
Insurance	800		
General expenses	3,100		
Wages	25,000		
Machinery	31,000		
Sundry debtors	20,000		
Cash at bank	3,000		
Drawings	7,000		

**Adjustments :**

- 1) Salaries for the month of December still unpaid Rs. 1,600.
  - 2) Insurance prepaid to the extent of Rs. 250.
  - 3) Depreciate machinery by 10%.
  - 4) Closing stock was valued at Rs. 26,000.
28. From the given particulars ascertain the amount to be credited to Income and Expenditure Account for the year ending 31<sup>st</sup> December, 2010 :

	Rs.
a) Subscription received during the year	9,350
Subscription outstanding on 1 <sup>st</sup> Jan. 2010 Rs. 900; of which Rs. 810 were received in 2010	
Subscriptions received in advance on 1 <sup>st</sup> Jan. 2010	350
Subscriptions received in advance on 31 <sup>st</sup> Dec. 2010	150
Subscriptions outstanding on 31 <sup>st</sup> Dec. 2010	250
b) Salary paid during the year	Rs. 1,800
Salary unpaid on 31 <sup>st</sup> Dec. 2010	Rs. 550
Salary unpaid on 1 <sup>st</sup> Jan. 2010	Rs. 740
Salary prepaid on 1 <sup>st</sup> Jan. 2010	Rs. 430
Salary prepaid on 31 <sup>st</sup> Dec. 2010	Rs. 570



29. Prepare a Trial Balance from the following ledger balances extracted from the books of a trader, as on 31<sup>st</sup> December 2010 :

	Rs.		Rs.
Capital	50,000	Sundry debtors	40,000
Drawings	5,000	Sundry creditors	49,000
Stock (opening)	20,000	Sales	60,575
Machinery	22,000	Purchases	35,000
Cash at bank	15,100	Rent and taxes	1,450
Cash in hand	900	Printing and stationery	675
Return outwards	1,000	Insurance	1,400
Return inwards	2,000	Carriage inwards	1,300
Bills receivable	2,650	Furniture	1,500
Bad debts	1,500	Discount	1,500
Salaries	8,600		(W=1×4=4)

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