Roll No. [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] **Total No. of Pages : 04**

Total No. of Questions : 18

BBA/BBA(RD)/(Event Management/Business Economics/SIM)
(2018 Onwards) (Sem.–1)
BBA(SIM) (2018 Batch)

BASIC ACCOUNTING

Subject Code : BBA-102-18

M.Code : 75083

Time : 3 Hrs. **Max. Marks : 60**

INSTRUCTIONS TO CANDIDATES :

1. **SECTION-A is COMPULSORY consisting of TEN questions carrying TWO marks each.**
2. **SECTION-B consists of FOUR Sub-sections : Units-I, II, III & IV.**
3. **Each Sub-section contains TWO questions each, carrying TEN marks each.**
4. **Student has to attempt any ONE question from each Sub-section.**

SECTION-A

Write briefly :

1. Explain three merits of trial balance.
2. What do you mean by subsidiary book?
3. How journal book differ from ledger?
4. Define income and expenditure.
5. Discuss in detail benefits of double entry system.
6. Define financial accounting.
7. How will you calculate long term capital?
8. What do you mean by outstanding expenses?
9. How you define convention of accounting?
10. Define computer.

SECTION-B

UNIT-I

11. "*Accounting concepts are like scientific rule, which are time tested and applicable universally across the boundaries and in different situations, where as conventions are certain accounting policies and procedures which are followed as a matter of practice is the business organizations*". Discuss.

12. What do you mean by accounting standards. Discuss in detail objectives, benefits and brief review of Accounting Standards.

UNIT-II

13. Prepare a Cash Book with discount column of Shri Shyam from the following transaction. Enter the following in Shri Shyam's Cash Book and show the Balance:

    2009

March 1	Balance of cash in Hand Rs. 25,000
March 3	Rent paid Rs. 2.000
March 5	Purchased goods for cash Rs. 10,000
March 10	Stationery purchased Rs. 2,500
March 12	Sold Goods for Cash for Rs. 8.000
March 15	Cash received from Ram Rs. 980 and discount allowed Rs.20
March 18	Cash paid to Shyam Rs.950 and discount Received Rs.50
March 25	Wages Paid Rs. 2,000

14. Business transactions of Mr. A for the month of Jan. 1998.

    1. 1st January, 1998 A started business with cash Rs.20,000/-
    2. 3rd January, 1998 Goods purchased for cash Rs.6,000/-
    3. 5th January, 1998 Goods purchased from S Rs.4,000/-

4. 7th January, 1998 Goods sold for cash Rs. 2.000/-

5. 10th January, 1998 Goods sold to B Rs. 6,000/-

6. 12th January, 1998 Cash paid to S Rs. 2,000/- MODULE - 1 Business Environment Notes 69 Basic Accounting Principles DIPLOMA IN INSURANCE SERVICES

7. 17th January, 1998 Cash received from B Rs.4,000/-

8. 23rd January, 1998 Paid wages Rs.100/-

9. 25th January, 1998 Furniture purchased from R Rs.400/-

10. 28th January, 1998 Paid for interest Rs.200/-

11. 31st January, 1998 Paid salaries Rs.200/

Pass the journal entries for the above transactions in the Books of Mr. A.

UNIT-III

15. From the following balances of Mr. Sunil, prepare the P&L account for the year ended on 31-3-2004 and balance sheet for the same date, after making necessary adjustments

PARTICULARS	AMOUNT (RS)	PARTICULARS	AMOUNT (RS)
Capital of MR. Sunil	2,28,800	Stock (1-4-03)	38,500
Drawing of MR. Sunil	13,200	Wages	35,200
Plant and Machinery	99,000	Sundry creditors	44,000
Freehold Property	66,000	Postage and telegrams	1,540
Purchases	1,10,000	Insurance	1,760
Return outward	1,100	Gas and fuel	2,970
Salaries	13,200	Bad debts	660
Office Expenses	2,750	Office rent	2,860
Office Furniture	5,500	Freight	9,900
Discounts (Dr.)	1,320	Loose tools	2,200
Sundry debtors	29,260	Factory lightening	1,100
Loan to Mr.Mukesh @ 10% p.a. as on 1-4-03	44,000	Provision for bad debts	880
		Interest on loan to Mr.Mukesh	1,100
Cash at bank	29,260	Cash on hand	2,640
Bills Payable	5,500	Sales	2,31,440

Adjustments:

a) Stock on 31-3-2004 was valued at Rs. 72,600.

b) A new machine was installed during the year costing Rs. 15,400. But it was not recorded in the books as no payment was made for it. Wages Rs. 1100 paid for its erection has been debited to wages account.

c) Depreciate Plant and machinery by l/3rd, Furniture by 10% freehold property by 5%.

d) Loose tools were valued at Rs. 1,760 on 31-3-2004.

d) Of the sundry debtors Rs. 600 are bad and should be written off.

e) Maintain a provision of 5% on sundry debtors and doubtful debts.

f) The manager is entitled to a commission of 10% of the net profit after charging such companies.

16. What do you mean by trial Balance? Discuss in detail various method of preparing trial balance with the help of examples. Which errors can be traced by trial balance?

UNIT-IV

17. Financial accounting is such accounting mechanism which helps in making aggregate presentation of monetary transaction to arrive at the financial results of the business enterprise. Explain?

18. Define computers. What are the different forms software used in different organizations? Discuss in detail objectives, advantages and disadvantages and applications of computers in accounting.

NOTE : Disclosure of identity by writing mobile number or making passing request on any page of Answer sheet will lead to UMC against the Student.