

SECTION-D

Note: Long answer type questions. Attempt any two questions out of three questions. (2x8=16)

- Q.23 Discuss different types of accounting errors and their impact on the trial balance.
- Q.24 What do you mean by accounting? Discuss the functions and characteristics of accounting.
- Q.25 What do you mean by Bank Reconciliation Statement? Discuss the reason of disagreement between cash book and pass book balances.

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Roll No.

3rd Semester/ OMCA

Subject : Book Keeping & Accountancy

Time : 3 Hrs.

M.M. : 60

SECTION-A

Note: Multiple choice questions. All questions are compulsory (6x1=6)

- Q.1 Internal users of accounting information are
- a) Potential investors b) creditors
c) Management d) Customers
- Q.2 Which of the following is the main objective of accounting?
- a) To maintain records of business transactions
b) To calculate profit or loss
c) To ascertain the financial position of the business
d) All of the above
- Q.3 Which of the following is not a type of account?
- a) Personal account b) Nominal account
c) Real account d) Budget account

- Q.4 Which of the following is an example of a real account?
 a) Capital Account b) Cash Account
 c) Sales Account d) Purchase Account
- Q.5 The outstanding salary is classified as which type of account?
 a) Personal Account b) Real Account
 c) Nominal Account d) None of the above
- Q.6 Which of the following is a liability for a business?
 a) Cash in hand b) Bank overdraft
 c) Machinery d) Debtors

SECTION-B

- Note:** Objective/ Completion type questions. All questions are compulsory. (6x1=6)
- Q.7 In the double-entry system of accounting, every transaction affects _____ accounts. (Two / Three)
- Q.8 The financial statement that shows the financial position of a business is called the _____. (Profit and Loss account / Balance sheet)
- Q.9 The process of recording transactions in the books of accounts is called _____ (Accountancy / Book keeping)
- Q.10 Accounting is the process of recording only cash transactions. (True/False)

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- Q.11 A trial balance is prepared to determine the financial position of a business. (True/False)
- Q.12 Good will is a tangible asset. (True/False)

SECTION-C

- Note:** Short answer type questions. Attempt any eight questions out of ten questions. (8x4=32)
- Q.13 Discuss the objectives of book-keeping.
- Q.14 State the difference between book-keeping and accounting.
- Q.15 Explain the classifications of accounts with examples.
- Q.16 Discuss the rules of Journalising.
- Q.17 Explain the format of ledger with imaginary figures.
- Q.18 State the difference between cash book and cash account.
- Q.19 What are the different types of subsidiary book.
- Q.20 State the rules for preparing bank reconciliation statement.
- Q.21 Discuss the errors disclosed by trial balance.
- Q.22 State the difference between journal and ledger

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