

## COURSE STRUCTURE : 2017-18

### SUBJECT : ACCOUNTANCY

CLASS - FIRST PUC

DURATION : 3 HRS. 15 MINS.

MAX. MARKS: 100

CHAPTER	CHAPTER HEAD	PERIODS ALLOTTED (Including POQ)	MARKS ALLOTTED
	<b>Bridge Course</b>	05	-
1	Introduction to Accounting	4+1	03
2	Theory Base of Accounting	04	03
3	Recording of Transactions - I	13+4	21
4	Recording of Transactions - II	13+1	25
5	Bank Reconciliation Statement	12	14
6	Trial Balance and Rectification of Errors	8+1	09
7	Depreciation, Provisions and Reserves	12+2	14
8	Accounting for Bills of Exchange	12+2	13
9	Financial Statements-I	6+2	08
10	Financial Statements with Adjustments -II	10	13
11	Accounts from Incomplete Records	12+1	19
12	Applications of Computers in Accounting	5+1	03
13	Computerised Accounting System	09	07
	<b>Total (Excluding POQ Marks)</b>	-	<b>152</b>
	<b>Practical Oriented Questions Marks</b>	-	<b>15</b>
	<b>Grand Total (Including POQ)</b>	<b>5+120+15=140</b>	<b>167</b>

## SUGGESTED QUESTION PAPER DESIGN : 2017-18

SUBJECT: ACCOUNTANCY (CODE - 30 )

Class : I PUC

Duration : 3 Hours and 15 Minutes

Max Marks : 100

Sl No	Typology of Questions & Weightage	Very Short Answer Type (01 Mark)	Short Answer Type (02 Marks)	Long Answer Type (06 Marks)	Long Answer Type (12 Marks)	POQ (05 Marks)	% age of Weightage	Total Marks
01	<b><u>Knowledge (Remembering) (15%)</u></b> (Simple recall questions, identify, define, to know specific facts, terms, concepts, principles or theories, illustrates /cites examples)	03	02	01	01	-	15	25
02	<b><u>Understanding (Comprehension) (25%)</u></b> (Meaning, concept, interpret, compare, contrast, explain, identifies relationships, detection of errors, discriminates, classifies, extrapolates , solutions, summarises )	05	04	02	01	01	25	42
03	<b><u>Application(Higher Level Understanding) (40%)</u></b> Application of rules, use abstract of information in concrete situations, provide an example, solve a problem, establish relationships, reason for cause-effect relation, analysis, hypothesizes, predicts, inferences, generalises, evolve appropriate plan of action.	01	01	02	04	01	40	68
04	<b><u>Skill : (20%)</u></b> Reorganise the materials, judges adequacy, justifies, display originally draws diagrams , labels diagrams.	01	01	02	01	01	20	32
	<b>Total Questions (35 Questions)</b>	<b>10</b>	<b>08</b>	<b>07</b>	<b>07</b>	<b>03</b>	<b>--</b>	<b>--</b>
	<b>Total Marks</b>	<b>10</b>	<b>16</b>	<b>42</b>	<b>84</b>	<b>15</b>	<b>100</b>	<b>167</b>

## SUGGESTED QUESTION PAPER PATTERN : 2017-18

SUBJECT : ACCOUNTANCY (CODE - 30 )

CLASS : I PUC

Duration : 3 Hours and 15 Minutes

Max Marks : 100

Section	Nature of questions	Questions given	Questions to be answered	Marks for each question	Total marks
A	Very Short Answer Questions	10	08	01	08
B	Short Answer Questions	08	05	02	10
C	Six Short Problems And One Long Theory Type Question	07	04	06	24
D	Long Problems	07	04	12	48
E	Practical Oriented Questions (POQs)	03	02	05	10
<b>Total</b>		<b>35</b>	<b>23</b>	<b>---</b>	<b>100</b>

**CHAPTERWISE WEIGHTAGE OF MARKS, ALLOTMENT OF HOURS AND  
TYPOLOGY OF QUESTIONS**

**SUBJECT : ACCOUNTANCY**

**CLASS - FIRST PUC**

**DURATION : 3 HRS. 15 MINS.**

**MAX. MARKS: 100**

Ch. No.	Chapter Head	Hours Allotted	Marks (Excluding POQ)	01 Mark Ques.	02 Marks Ques.	06 Marks Ques.	12 Marks Ques	POQ
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
	<b>Bridge Course</b>	05	-	-	-	-	-	-
1	Introduction to Accounting	4+1	03	1	1	-	-	1
2	Theory Base of Accounting	04	03	1	1	-	-	-
3	Recording of Transactions-I	13+4	21	1	1	1	1	4
4	Recording of Transactions-II	13+1	25	1	-	2	1	1
5	Bank Reconciliation Statement	12	14	-	1	-	1	-
6	Trial Balance and Rectification of Errors	8+1	09	1	1	1	-	1
7	Depreciation, Provisions and Reserves	12+2	14	-	1	-	1	2
8	Accounting for Bills of Exchange	12+2	13	1	-	-	1	2
9	Financial Statements-I	6+2	08	-	1	1	-	2
10	Financial Statements with adjustments	10	13	1	-	-	1	
11	Accounts from Incomplete Records	12+1	19	1	-	1	1	1
12	Applications of Computers in Accounting	5+1	03	1	1	-	-	1
13	Computerised Accounting System	09	07	1	-	1	-	
	<b>Total (Excluding POQs)</b>		<b>152</b>	<b>10</b>	<b>08</b>	<b>07</b>	<b>07</b>	<b>15</b>
	<b>Practical Oriented Questions Marks</b>		<b>15</b>					
	<b>Grand Total including POQ</b>	<b>140</b>	<b>167</b>					

**List of Practical Oriented Questions: (15 Hours for 10 Marks)**

1	Draw a diagram of Accounting Process	9	Prepare Machinery A/c for 2 years with imaginary figures under WDV
2	Write the Accounting Equation and find the missing figures	10	Prepare a Specimen of Bill of Exchange
3	Pass Journal Entries from Ledger Accounts with five entries	11	Prepare a Specimen of Promissory Note
4	Draft a Specimen of Debit Voucher	12	Prepare Trading A/c with five imaginary figures
5	Draft a Specimen of Credit Voucher	13	Prepare Balance Sheet with five imaginary figures
6	Prepare a Simple Cash Book with five imaginary figures	14	Prepare Opening/Closing Statement of Affairs with five imaginary figures
7	Prepare a Trial Balance with 10 imaginary figures	15	Draw a Block Diagram of Main Components of Computer
8	Prepare Machinery A/c for 2 years with imaginary figures under SLM		

**Important Note:**

**Out of 3 POQs to be asked, Choose First POQ from Sr.No.1 to 5, Second POQ from Sr.No.6 to 10 and Third POQ from Sr.No.11 to 15.**

# MODEL QUESTION PAPER BLUE PRINT

CLASS: FIRST PUC

SUB: ACCOUNTANCY(CODE-30)

Chapt No	Chapter Head	Total Hrs excl Bridge Course	Total Marks incl POQ	Knowledge-15%=25Marks					Understanding 25%=42Marks					Application-40%=68Marks					Skill-20%=32Marks					Total Questions								
				1M	2M	6M	12M	5M	1M	2M	6M	12M	5M	1M	2M	6M	12M	5M	1M	2M	6M	12M	5M	1M	2M	6M	12M	5M				
				5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29				
1	Introduction to Accounting	5	3+5	1						1				1												1	1					1
2	Theory Base of Accounting	4	3							1	1															1	1					
3	Recording of Transactions-I	17	21		1		1			1															1		1	1	1			
4	Recording of Transactions-II	14	25+5							1		1					1	1							1			2	1	1		
5	Bank Reconciliation Statement	12	14		1																						1		1			
6	Trial Balance and Rectification of Errors	9	9	1												1	1									1	1	1				
7	Depreciation,Provisions and Reserves	14	14								1							1									1		1			
8	Accounting for Bills of Exchange	14	13							1			1													1				1		
9	Financial Statements-I	8	8								1						1										1	1				
10	Financial Statements with adjustments	10	3															1			1					1				1		
11	Accounts from Incomplete Records	13	19									1				1			1							1		1	1			
12	Applications of Computers in Accounting	6	3+5							1																1	1					1
13	Computerised Accounting System	9	7	1		1																				1		1				

	<b>Total</b>	<b>135</b>	<b>167</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>1</b>		<b>5</b>	<b>4</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>4</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>10</b>	<b>8</b>	<b>7</b>	<b>7</b>	<b>3</b>
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## Probable periods available for teaching to PUC-I classes for the academic year 2017-18

Month	Total Days in the month	Non-working days				Net available days	Periods available for teaching	Remarks
		Sundays	Govt Holidays	Test/Exam days	Total non-working days			
1	2	3	4	5	6	7	8	9
June-2017	22	03	01	-	04	18	15	26-6-17-Mon-Ramjan
July-2017	31	05	-	-	05	26	22	
August-2017	31	04	02	03	09	22	18	3 days for First test of 50 marks, 15/8-Ind. Day 25/8-Ganesh chaturthi
September-2017	30	04	04	-	08	22	18	2/9-Bakrid, 19/9-Mahalaya amavase 29/9-Mahanavami, 30/9-Vijaya dashami
October-2017	15	02	02	-	04	11	10	Mid-term vocation(7 <sup>th</sup> oct – 22 <sup>th</sup> oct) 2/10-Gandhi jayanti, 5/10-Valmiki jayanti
November-2017	30	04	02	10	16	14	12	Mid term exam -100 marks 1/11-K.Rajyotsava, 6/11-Kanakadas Jayanti
December-17	31	05	02	-	07	24	20	1/12-Idd-Milad, 25/12-Christmas
January-2018	31	04	02	03	09	22	18	3 days for Second test of 50 marks 14/1-M.Sankranti, 26/1-Republic day
February-2018	10	01	01	-	02	08	07	Classes ends up to 10-2-18&Annual Exams
<b>Total</b>	<b>231</b>	<b>32</b>	<b>16</b>	<b>16</b>	<b>64</b>	<b>167</b>	<b>140</b>	<b>(167X5/6=140 periods)</b>
<b>Less: Loss of days not available for teaching due to various reasons as follows</b>								5 Periods in a week of 6 working days from Monday to Saturday
1) PUC-II Supplementary exam duty or Valuation duty					<b>08</b>			
2) Annual sports + Inagural function + Annual day function+Extra curricular activities/functions					<b>07</b>			
3) Local holidays in the year(3)					<b>03</b>	<b>18</b>		
<b>Total working days available for teaching during the A.Y.2017-18</b>						<b>149</b>	<b>140</b>	

Notes: 1. PUC-I classes starts from 9th June, 2017 and Mid Term vacation from 7th October to 22nd October.

2. PUC-I classes may be engaged up to 10<sup>th</sup> February as the annual exams will be held from 2nd Week of February every year.

3. This is irrespective of loss of days mentioned above, leaves taken by lecturers, training for lecturers, abnormal reasons like strikes etc., which are to be adjusted by engaging special classes.,

**FIRST PUC PROGRAMME OF WORK : 2017-18**  
**SUBJECT:ACCOUNTANCY(CODE-30)**

Month & periods available	Chapter and Topics	Split-up of Available periods in a month	Hrs.required to complete the chapter	No of Hrs for POQ	Marks Allotted (excluding POQ)
JUNE	<b>Bridge Course</b>	<b>05</b>	<b>05</b>	<b>-</b>	<b>-</b>
<b>15 periods</b>	<b>Chapter:1.Introduction To Accounting:</b> 1.1-Meaning of Accounting 1.2-Accounting as a source of information 1.3-Objectives of Accounting 1.4-Role of Accounting 1.5-Basic Terms in Accounting: Entity, Transaction,Assets,Liabilities,Capital, Sales,Revenues,Expenses,Expenditure,Profit, Gain,Loss,Discount,Voucher,Goods,Drawings, Purchases,Stock,Debtors,Creditors	<b>05</b>	<b>04</b>	<b>01</b>	<b>03</b>
	<b>Chapter:2.Theory Base of Accounting:</b> 2.1-Generally Accepted Accounting Principles 2.2-Basic accounting concepts: Business Entity, Money Measurement, Going Concern, Accounting Period, Cost, Dual Aspect, Revenue Recognition, Matching, Full Disclosure Consistency, Conservatism(Prudence), Materiality, Objectivity. 2.3-Systems of Accounting 2.4-Basis of Accounting 2.5-Accounting Standards 2.6-International Financial Reporting Standards	<b>04</b>	<b>04</b>		<b>03</b>
	<b>Chapter:3. Recording of Transactions-I:</b> 3.1-Business Transactions & Source Document	<b>01</b>	<b>13</b>	<b>04</b>	<b>21</b>

**FIRST PUC PROGRAMME OF WORK : 2017-18**  
**SUBJECT:ACCOUNTANCY(CODE-30)**

<b>JULY 22 periods</b>	3.1.1-Preparation of Accounting Vouchers	<u>15</u>			
	3.2-Accounting Equation: 3.3-Using Debit & Credit 3.3.1-Rules of Debit & Credit 3.4-Books of Original Entry 3.4.1-Journal 3.5-Ledger 3.5.1-Classification of Ledger Accounts 3.6-Posting from Journal	<b>16</b>			
<b>AUG 18 periods</b>	<b>Chapter:4.Recording of Transactions-II:</b> 4.1-Cash Book 4.1.1-Single Column Cash Book 4.1.2-Double Column Cash Book 4.1.3-Petty Cash Book 4.1.4-Balancing of Cash Book	<b>06</b>	<b>13</b>	<b>01</b>	<b>25</b>
	4.2-Purchases Book 4.3-Purchases Returns Book 4.4-Sales Book 4.5-Sales Returns Book 4.6-Journal Proper 4.7-Balancing the Accounts	08			
	<b>Chapter:5.Bank Reconciliation Statement:</b> 5.1-Need for reconciliation 5.1.1-Timing differences 5.1.2-Differences caused by errors 5.2-Preparation of BRS 5.2.1- Preparation of BRS without adjusting Cash Book Balance	<b>10</b>	<b>12</b>		<b>14</b>
		<b>18</b>			
	<b>FIRST TEST FOR 50 MARKS (3 / 4 DAYS)</b>				



**FIRST PUC PROGRAMME OF WORK : 2017-18**  
**SUBJECT:ACCOUNTANCY(CODE-30)**

<b>OCT 10 periods</b>	<p>7.6-Methods of calculating Depreciation Amount</p> <p>7.6.1-Straight Line Method</p> <p>7.6.1.1-Advantages of Straight Line Method</p> <p>7.6.1.2-Limitations of SLM</p> <p>7.6.2-Written down Value Method</p> <p>7.6.2.1-Advantages of WDVM</p> <p>7.6.2.2-Limitations of WDVM</p> <p>7.7-SLM &amp; WDVM: A Comparative Analysis</p> <p>7.7.1-Basis of charging Depreciation</p> <p>7.7.2-Annual charge of Depreciation</p> <p>7.7.3-Total charge against P &amp; L A/c (Depreciation + Repair charges)</p> <p>7.7.4-Recognition by Income Tax Law</p> <p>7.7.5-Suitability</p> <p>7.8-Methods of recording depreciation</p> <p>7.8.1-Charging depreciation to Asset A/c</p> <p>7.8.2-Creating Provision for Depreciation A/c / Accumulated Depreciation A/c</p> <p>7.9-Disposal of Asset</p> <p>7.9.1-Use of Asset Disposal A/c</p> <p>7.10-Effect of any addition or extension to the existing asset</p> <p>7.11-Provisions</p> <p>7.11.1-Accounting treatment for Provisions</p> <p>7.12-Reserves</p> <p>7.12.1-Difference between Reserve &amp; Provision</p> <p>7.12.2-Types of Reserves</p> <p>7.12.3-Difference between Revenue Reserve and Capital Reserve</p> <p>7.12.4-Importance of Reserves</p> <p>7.13-Secret Reserve</p>	<b>07</b>			
	<p><b>Chapter:8.Bills of Exchange:</b></p> <p>8.1-Meaning of Bills of Exchange</p> <p>8.1.1-Parties to Bills of Exchange</p> <p>8.2-Promissory Note</p> <p>8.2.1-Parties to Promissory Note</p> <p>8.3-Advantages of Bills of Exchange</p> <p>8.4-Maturity of Bill</p> <p>8.5-Discounting of Bill</p>	<b>03</b>	<b>12</b>	<b>02</b>	<b>13</b>

**FIRST PUC PROGRAMME OF WORK : 2017-18**  
**SUBJECT:ACCOUNTANCY(CODE-30)**

	8.6-Endorsement of Bill	10			
NOV 12 periods	<b>MID TERM EXAMS FOR 100 MARKS- 10 TO 12 DAYS</b>				
	8.7-Accounting Treatment: 8.7.1-In the books of Drawer/Promissor 8.7.2-In the books of Acceptor/Promissory 8.8-Dishonour of Bill 8.8.1-Noting Charges 8.9-Renewal of the Bill 8.10-Retiring of the Bill 8.11-Bills Receivable and Bills Payable Books: 8.11.1-Bills Receivable Book 8.11.2-Bills Payable Book 8.12-Accommodation Bills	11			
	<b>Chapter:9.Financial Statements - I</b> 9.1 Stakeholders and their Information Requirements 9.2 Distinction between Capital and Revenue	01 12	06	02	08
DEC 20 periods	9.3 Financial Statements 9.4 Trading and Profit and Loss Account 9.5 Operating Profit (EBIT) 9.6 Balance Sheet 9.7 Opening Entry	07			
	<b>Chapter:10.Financial Statements:</b> 10.1 Need for Adjustments 10.2 Closing Stock 10.3 Outstanding Expenses 10.4 Prepaid Expenses 10.5 Accrued Income 10.6 Income Received in Advance 10.7 Depreciation 10.8 Bad Debts 10.9 Provision for Bad and Doubtful Debts 10.10 Provision for Discount on Debtors 10.11 Manager's Commission 10.12 Interest on Capital	10 03	10		13

**FIRST PUC PROGRAMME OF WORK : 2017-18**  
**SUBJECT:ACCOUNTANCY(CODE-30)**

	<b>Chapter:11.Accounts from Incomplete Records</b> 11.1 Meaning of Incomplete Records 11.2 Reasons for Incompleteness and its Limitations 11.3 Ascertainment of Profit and Loss	20	12	01	19
<b>JAN 18 periods</b>	11.4 Preparing Trading and Profit and Loss Account and the Balance Sheet 11.4.1-Ascertainment of Credit Purchases 11.4.2- Ascertainment of Credit Sales 11.4.3- Ascertainment of B/R and B/P 11.4.4- Ascertainment of missing information through summary of cash	10			
	<i><b>SECOND TEST FOR 50 MARKS (3 / 4 DAYS)</b></i>				
	<b>Chapter:12. Applications of Computers in Accounting</b> 12.1 Meaning and Elements of Computer System 12.2 Capabilities of Computer System 12.3 Limitations of a Computer System 12.4 Components of Computer 12.5 Evolution of Computerised Accounting 12.6 Features of Computerised Accounting System 12.7 Management Information System and Accounting Information System 12.7.1 Designing of Accounting Reports 12.8.2 Data Interface between the Information System	06	05	01	03
	<b>Chapter:13.Computerised Accounting System</b> 13.1 Concept of Computerised Accounting System 13.2 Comparison between Manual and Computerised Accounting	02	09		07
		18			

**FIRST PUC PROGRAMME OF WORK : 2017-18**  
**SUBJECT:ACCOUNTANCY(CODE-30)**

<b>FEB 7 periods</b>	13.3 Advantages of Computerised Accounting System	<b>07</b>			
	13.4 Limitations of Computerised Accounting System				
	13.5 Sourcing of Accounting Software 13.6 Generic Considerations before Sourcing an Accounting Software				
	<b>FROM 10<sup>TH</sup> ONWARDS REVISION, ANNUAL EXAMS &amp; EVALUATION</b>	<b>07</b>			
	<b>PRACTICAL ORIENTED QUESTIONS MARKS</b>				<b>15</b>
	<b>Total</b>	<b>140</b>	<b>125</b>	<b>15</b>	<b>167</b>

Notes: 1. PUC-I classes starts from 9th June, 2017 and Mid Term vacation from 7th October to 22nd October.

2. PUC-I classes may be engaged up to 10<sup>th</sup> February and annual exams will be held from 3<sup>rd</sup> week of February

**Model Question Paper-1****Subject Code: 30 (NS)****ACCOUNTANCY (English Version)****Class: First P.U.C**

Time: 3Hours 15 Minutes

Max. Marks: 100

**Instructions:**

1. All sub-questions of Section-A should be answered continuously at one place.
2. Provide Working Notes wherever necessary.
3. 15 Minutes of Extra Time have been allotted for the candidates to read the questions.
4. Figures in the right hand margin indicate full marks.

**SECTION-A**

Answer **any eight** questions. Each question carries **two** marks. **(8X1=8)**

1. Accounting begins with the identification of transactions and ends with the preparation of \_\_\_\_\_ Statements.
2. A concept that a business enterprise will not be sold or liquidated in the near future is known as:
  - a) Going Concern.
  - b) Economic Entity.
  - c) Monetary Unit.
  - d) None of the above.
3. The process of recording transactions in Journal is called \_\_\_\_\_
4. Ledger records transactions in \_\_\_\_\_.
  - a) Chronological order.
  - b) Analytical order.
  - c) Both a and b above.
  - d) None of the above.

5. Trial Balance is a Statement. (State True or False)
6. A bill is drawn on 1/04/2017 for 3 months. Find out the date of Maturity.
7. How do you treat interest on capital while preparing Profit and Loss Account?
8. Why the Statement of Affairs is prepared?
9. Expand AIS.
10. Give an example for Accounting Software.

### SECTION -B

Answer **any five** questions. **Each** question carries **two** marks. **(5X2=10)**

11. Define Accounting.
12. What is Double Entry System?
13. State the Rules of Debit and Credit of Assets Account.
14. Why the Bank Reconciliation Statement is prepared?
15. Purchase of Machinery for 25,000 has been entered in the Purchases Book. Give the Rectifying Entry.
16. Name any two types of 'Provision'.
17. Give an example for Closing Entry.
18. What are the functional components of Computer System?

### SECTION -C

Answer **any four** questions. **Each** question carries **six** marks. **(4X6=24)**

19. **Classify** the following Accounts into Assets, Liabilities, Capital, Revenue/Gains & Expenses/Losses:

a	Cash A/c	b	Purchases A/c
c	Drawings A/c	d	Computer A/c
e	Buildings A/c	f	Salary A/c
g	Interest on Investments A/c	h	Sales A/c

i	Outstanding Salary A/c	j	Creditors A/c
k	Purchases Return A/c	l	Bills Receivable A/c

20. Enter the following transactions in an **Analytical Petty Cash Book**:

Date	Transaction	Amount
01/03/2017	Received Cash from Main Cashier	500
05/03/2017	Paid for postage	120
10/03/2017	Taxi hire charges paid	70
17/03/2017	Purchased Stationery	110
24/03/2017	Paid for printing	150

21. From the following transactions, prepare **Purchases Book**:

Date	Transaction	Amount
01/02/2017	Bought goods from Gagan	7,500
05/02/2017	Purchased goods from Vinay	3,000
17/02/2017	Bought goods from Naveen	2,000
21/02/2017	Pavan supplied goods to us	5,000
26/02/2017	Purchased buildings from Arjun	10,000

22. From the following ledger balances, prepare the **Trial Balance** as on 31/03/2017:

Ledger Accounts	Amount	Ledger Accounts	Amount
Cash A/c	45,000	Sales A/c	70,000
Purchases A/c	62,500	Wages A/c	15,000
Bank Loan A/c	17,500	Rent received A/c	2,500
Furniture A/c	22,500	Salary A/c	6,000

Capital A/c	75,000	Advertisement A/c	14,000
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23. Compute **cost of goods sold** for the year 2017:

Particulars	Amount(Rs.)
Sales	2,00,000
Purchases	1,50,000
Wages	10,000
Stock on 01/04/2016	30,000
Stock on 31/03/2017	40,000
Carriage inwards	10,000

24. Find out the Credit Sales by preparing **Total Debtors A/c**:

Particulars	Amount (Rs.)
Opening Debtors	40,000
Closing Debtors	50,000
Cash received from Debtors	2,00,000
Discount allowed	2,000
Sales returns	8,000

25. **Distinguish** between Manual Accounting System and Computerised Accounting System.

#### SECTION-D

Answer **any four** questions. **Each** question carries **twelve** marks. **(4X12=48)**

26. **Journalise** the following transactions in the books of Shri Ganesh:

Date	Transactions	Amount
2017 April 01	Started business with cash	80,000
April 03	Opened Bank A/c with SBI	20,000
April 06	Cash Purchases	10,000
April 09	Sold goods to Mohan	20,000
April 12	Goods returned from Mohan	2,000
April 15	Cash received from Mohan in full settlement of his account	17,500
April 18	Received commission	1,000
April 20	Drew from Bank for personal use	2,500
April 25	Paid rent by cheque	4,000
April 28	Purchased furniture from Manohar	8,000
April 30	Paid for salary	6,000

27.  
From  
the

following transactions, prepare **Double Column Cash Book**.

Date	Transactions	Amount
2017 July 01	Cash in hand	27,500
	Cash at bank	15,000
July 03	Purchased goods for cash	3,000
July 05	Received cheque from Anand	8,000
July 08	Sold goods for cash	6,000
July 10	Anand's cheque deposited into Bank	-----
July 12	Paid for carriage	1,000
July 18	Drew cash from Bank for office use	2,000
July 24	Received commission by cheque	5,000
July 28	Withdrew cash for personal use	1,000
July 30	Paid rent	2,000

28. From the following information, prepare **Bank Reconciliation Statement**:

Sl.No	Particulars	Amount
1.	Bank Balance as per Pass Book.	42,000
2.	Cheques paid into Bank, but not credited in Pass Book.	3,800

3.	Cheques issued , but not presented for payment.	4,500
4.	Interest on investments collected by Bank and credited in Pass Book.	2,500
5.	Bank commission credited in Pass Book.	200
6.	Direct deposit made by a customer to our Bank A/c appeared only in Pass Book.	6,000

29 On 01/04/2013, Santosh Company Ltd. purchased a Plant costing Rs.85,000 and spent Rs.15,000 for its erection. On 31/03/2015, the Plant was sold Rs.75,000. On 01/04/2015, a new Plant was purchased for Rs.50,000. The firm charges depreciation @ 10% PA under **Straight Line Method**. Accounts are closed on 31<sup>st</sup> March every year.

Prepare : 1. Plant A/c and

2. Provision for Depreciation A/c for first 4 years.

30. On 01/04/2017, Prakash drew a Bill on Suresh for Rs.50,000 payable after 3 months. Suresh accepted the Bill and returned it to Prakash. On the same date, Prakash endorsed the Bill to Ramesh. On the above date, the Bill is discounted by [Ramesh @12% pa](#). On the due date the Bill is honoured.

Pass the **Journal Entries** in the books of Prakash, Suresh and Ramesh.

31. From the following ledger balances and adjustments, prepare **Trading A/c, Profit and Loss A/c and Balance Sheet**.

#### Trial Balance as on 31/03/2017

Sl.No.	Name of Accounts	Debit(Rs)	Credit(Rs)
1	Opening Stock	20,000	-----
2	Purchases & Sales	80,000	1,60,000
3	Returns	400	1,200
4	Wages	12,000	-----
5	Salary	9,000	-----
6	Miscellaneous Income	-----	12,000
7	Rent	-----	6,000

8	Drawings and Capital	4,000	80,000
9	Debtors and Creditors	12,000	14,000
10	Cash	6,000	-----
11	Investments	20,000	-----
12	Buildings	86,000	-----
13	Furniture	23,800	-----
	<b>Total</b>	<b>2,73,200</b>	<b>2,73,200</b>

### Adjustments:

1. Closing Stock was valued at Rs. 4,000.
2. Depreciate furniture by 10 % pa. and building by 15% pa.
3. Bad Debts written off Rs.500.
4. Salary Outstanding Rs.1,000

32. Anand keeps his books under **Single Entry System** .From the following information, prepare **Statement of Profit and Loss and Revised Statement of Affairs** as on 31/03/2017.

<b>Assets and Liabilities</b>	<b>01.04.2016 (Rs.)</b>	<b>31.03.2017 (Rs.)</b>
Cash at Bank	8,000	10,000
Sundry Debtors	25,000	30,000
Machinery	20,000	20,000
Sundry Creditors	17,000	13,000
Furniture	10,000	10,000
Stock	18,000	28,000
Investments	-----	15,000
Bills Payable	3,000	4,000
Bills Receivable	15,000	12,000

During the year, Anand withdrew Rs.10,000 for his personal use and introduced a further capital of Rs.7,500.

### Adjustments:

1. Depreciate Machinery by 10% pa & Furniture by 12% pa.
2. Provide for Bad and Doubtful Debts @5% on Sundry Debtors
3. Prepaid Insurance Rs.500.
4. Legal Expenses due but not paid Rs.1,000.

## SECTION-E

### (Practical Oriented Questions)

Answer **any two** questions. Each question carries **five** marks. **(2X5=10)**

33. Write the **Accounting Equation** for each item and find the missing figure:

Sl.No	Assets(Rs.)	Liabilities (Rs.)	Capital (Rs.)
.			
a.	1,00,000	60,000	?
b.	90,000	?	45,000
c.	?	24,000	56,000

34. Prepare **Machinery A/c** for two years with imaginary figures under Written Down Value Method.

35. Prepare a **Specimen of Promissory Note**.

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