2071
P.G. Diploma in Computer Applications
Second Semester
PGD-2104: Computer Based Accounting

Time allowed: 3 Hours

Max. Marks: 60

NOTE: *Attempt five questions in all, including Question No. I which is compulsory and selecting one question from each Unit.*

x-x-x

I. Attempt the following:-

a) What do you mean by nominal accounts?

b) What do you mean by provision for bad debts?

c) What do you mean by transaction files?

d) A firm reports its capital and liabilities as Rs. 13,00,000, Rs. 12,25,000 respectively on 31st March 2020. What would be its assets on that date?

e) What do you mean by sales order processing?

f) What do you mean by trial balance?   (6x2)

UNIT - I

II. What do you mean by accounting concepts and conventions? Explain accounting concepts and conventions in brief.   (12)

III. Journalize the following transactions in the books of a trader:-

a) Sold goods worth Rs. 3,45,000 to Mohan and Company on credit

b) Purchased office Almirah for Rs. 1,50,000

c) Purchased goods from Anubha worth Rs. 1,50,000 on credit

d) Cash Purchases, Rs. 1,40,000

e) Withdrawn cash from bank Rs. 1,30,000

f) Cash sales 1,55,000

g) Received from Rahul by cheque Rs. 10,200 in settlement of the sum owed of Rs. 11,000

h) Received from Sham Singh and company 1,20,000

i) Paid to Prithvi Raj 1,18,000 through cheque

j) Paid to Neha by cheque Rs. 13,000, received discount from her 800.   (12)

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UNIT - II

IV. What do you mean by computerized financial accounting? What are the different types of files maintained in the case of computerized financial accounting? (12)

V. The following balances were extracted from the books of Baldev, Prem and company as on 31st December, 2019:

Debit Balances:	Rs,		Rs.
Plant and Machinery	2, 20,000	Motor Car	1, 12,000
Manufacturing Wages	34,500	Purchases	5, 02,000
Salaries	15,850	Sales Returns	3,100
Furniture	40,000	Bad Debs	1,400
Freight on Purchases	1,860	Interest and Bank Charges	400
Freight on Sales	2,140	Cash at Bank	4,200
Buildings	25,000	Cash in Hand	1,120
Manufacturing Expenses	9,500		
Insurance and Tax	4,250	Credit Balances:	
Goodwill	25,000	Capital Account of Baldev	2, 00,000
General Expenses	8,200	Sundry Creditors	44,560
Factory Fuel and Power	1,280	Bank Loan	45,000
Sundry Debtors	78,200	Purchases Returns	1,740
Factory Lighting	950	Sales	6, 50,850
Opening Stock	34,200	Provision for Bad Debts	2,000
		Capital Account of Prem	1, 80,000

Prepare Trading and Profit and Loss Account of Baldev, Prem and company for the year ended 31st December, 2019 and the Balance Sheet as on that date taking after into consideration the following information:-

a) Stock on hand on 31st December 2019 was valued at Rs. 40,500.
b) Depreciate Plant and Machinery by 15%, Furniture by 10% and Motor Car by Rs. 1,000.
c) Bring Provision for Bad Debts to 5% on Sundry Debtors. (12)

UNIT - III

VI. What are the objectives of computerized inventory control? Examine the steps involved in computerized inventory control? (12)

VII.   Write short notes on:-

    a) ABC analysis

    b) Sales order processing   (2x6)

UNIT - IV

VIII.   What do you mean by computerized invoicing? What are the financial accounting issues in computerized invoicing?   (12)

IX.   Write short notes on:-

    a) Uses of accounting package Tally

    b) Computerized payroll   (2x6)

x-x-x