

Time : Three hours

Maximum : 75 marks

PART A — (10 × 1 = 10 marks)

Answer any TEN questions.

1. What is Inventory System?
2. Write short note on "Purchase Order".
3. Write a procedure for displaying a multiple group.
4. Define – Payment Voucher.
5. What is Balance sheet?
6. What is meant by Inventory Voucher?
7. Define - Accounting Reconciliation Statement.
8. What is meant by configuration Directory?
9. What do you mean by Status Bar?
10. What is Service Tax?
11. Define Budgeting.
12. Write a method of valuation for profit and loss A/c.

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PART B — (5 × 5 = 25 marks)

Answer any FIVE questions.

13. How to create a multiple groups?
14. State the procedure for creation of inventory master.
15. Mention the advantages of VAT.
16. How to creating sales ledger for service?
17. Explain the procedure for comparing Company two dates in a balance sheet.
18. Describe the steps for creating voucher.
19. Explain the procedure for creating a single ledger.

PART C — (4 × 10 = 40 marks)

Answer any FOUR questions.

20. Explain the following statements :
 - (a) Creating a sales order
 - (b) Altering a sales order
 - (c) Deleting a sales order.
21. What is meant by invoice? Explain the invoice Entry.

22. Explicate the procedure for creation of groups.
23. How to displaying a Trial Balance report for a particular date?
24. Explain the steps to create a sales voucher for VAT.
25. Give brief note on steps for configure the balance sheet.