

NOVEMBER 2019

65178/KDAA1

Time : Three hours

Maximum : 75 marks

PART A — (10 × 1 = 10 marks)

Answer any TEN questions.

1. Define Accounting
2. What is meant by voucher?
3. What is Ledger?
4. What do you understand by post dated voucher?
5. What is meant by report?
6. What is Trial Balance?
7. What is cash book?
8. What is meant by Bills payable statements?
9. What is a stock item?
10. How to create stock group?
11. Define VAT.
12. What is Budgeting?

I M. Com - Computerised Accounting

PART B — (5 × 5 = 25 marks)

Answer any FIVE questions.

13. What are the components of Tally Screen?
14. What is Journal Voucher? Explain its types.
15. How to prepare sales Invoice?
16. What are the steps for creating purchase order?
17. What are the important options in Account Statements?
18. What is the buttons available in common printing information?
19. Is service tax included in GST?

PART C — (4 × 10 = 40 marks)

Answer any FOUR questions.

20. What is the procedure for installing Tally?
21. Discuss the process of company creation.
22. What are the fields appeared in stock items screen? Explain.
23. How can you change the configuration of the Balance sheet?

24. Highlight the inventory details displayed in Stock Summary.

25. What are the types of GST in India? Explain.