

A
(21119)

Roll No.

Total Questions : 13]

[Printed Pages : 7

18039

B.B.A. Ist Semester Examination, Nov., 2019

**BOOK-KEEPING AND BASIC
ACCOUNTING**

(BBA-104)

Time : 3 Hrs.]

[M.M. : 75

Note :- Attempt questions from each Section as per instructions. Use of calculator is allowed.

Section-A

(**(Very Short Answer Type Questions) 3×5=15**

Note :- Attempt all the *five* questions. Each question carries 3 marks. Very short answer is required.

ND-178

(1)

Turn Over

1. What do you mean by Capital Expenditure ?
2. Give the names of various types of Cash Book.
3. Who is the holder in due course ?
4. Name the methods of providing depreciation.
5. What are the preference shares ?

Section-B

(Short Answer Type Questions) $7\frac{1}{2}\times 2=15$

Note :- This Section contains three questions. Attempt any *two* questions. Each question carries $7\frac{1}{2}$ marks. Short answer is required not exceeding **200** words.

6. What is a contra entry ? How will you recognise it from among other entries in cash book ?
7. What is the difference between a share and debenture ?
8. Ledger is the principal book of accounts. Do you agree with this view ?

ND-178

(2)

Section-C

(Long Answer Type Questions) 15×3=45

Note :- This Sections contains five questions. Attempt any *three* questions. Each question carries 15 marks.

Answer is required in detail:

9. Is the agreement of Trial balance is conclusive evidence of the accuracy of the books of account ?
If not, what are the errors which remain even on its agreement ?
10. What do you mean by Capital Reserve ? How is it created ? What are its uses ?
11. Pass Journal Entries with narrations to rectify the following errors :
 - (i) An amount of ₹ 200 withdrawn by the proprietor for his personal use has been debited to Trade Expenses Account.
 - (ii) A purchase of goods from Ashok Kumar amounting to ₹ 300 has been wrongly entered through the sales book.
 - (iii) A credit sale of ₹ 100 to Shiv Kumar has been wrongly passed through the purchase book.
 - (iv) A discount of ₹ 40 allowed to customer has been credited to him as ₹ 37.
 - (v) A contractor's bill for extension of premises amounting to ₹ 2,750 has been debited to Building Repairs Account.
12. From the following particulars, ascertain the balance that would appear in the pass book of Sh. Jai Prakash as at 31-03-2015 :
 - (i) Overdraft as per cash book ₹ 12,000.

- (ii) Cheques drawn but encashed by customer after 31-03-2015 ₹ 7,200.
- (iii) Cheques deposited but cleared after 31-03-2015 ₹ 4,200.
- (iv) Interest on overdraft charged during 6 months ended 31-03-2015 ₹ 1,650.
- (v) Bank charged for the above period ₹ 240.
- (vi) Interest on IDBI received by Bank directly on 29-03-2015, not recorded in the cash book ₹ 4,320.
- (vii) Telephone bill of ₹ 6,120 directly deposited by Bank on 26-03-2015 not recorded in the Cash Book.

Prepare a bank reconciliation statement as on 31-03-2015. Books are closed on 31st March each year.

13. A Ltd. invited applications for 1,00,000 shares (equity) of ₹ 10 each at a premium of ₹ 2 per share. The shares are payable at ₹ 2.50 on application, ₹ 4.50 on allotment (including premium), ₹ 2.50 on first call and ₹ 2.50 on final call.
- There were oversubscription and applications were received for 1,50,000 equity shares. Prorata allotment were made to the applicant for 1,20,000 shares and the remaining applications were totally rejected. Excess money paid on application was adjusted against sums due on allotment.

Mr. Rakesh who was allotted 200 equity shares could not pay the sum due on allotment. Shares held by him were forfeited on his failure to pay the first call.

The company forfeited his shares after the first call.

Show the entries in the journal of A Ltd.