

**BACHELOR OF VOCATION**  
**BPM & Analytics**  
**Subject: Accounting & Finance for BPS**  
**Subject Code: GBGE203**  
**Semester: Third**  
**January 2021**  
**Theory (External): 70 Marks**  
**Time: 03 Hours**

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**Instructions to the Students**

1. This Question paper consists of two Sections. All sections are compulsory.
2. Section A comprises 10 questions of objective type in nature. All questions are compulsory. Each question carries 2 marks.
3. Section B comprises 8 essay type questions out of which students need to do any 5. Each question carries 10 marks.
4. Read the questions carefully and write the answers in the answer sheets provided.
5. Do not write anything on the question paper.
6. Wherever necessary, the diagram drawn should be neat and properly labelled

<b>Roll Number</b>											

**SECTION –A (SHORT/OBJECTIVE TYPE QUESTIONS)**  
**(10x2=20 Marks)**

- A What is Book Keeping?
- B Define the scope of Financial Accounting?
- C What are the accounting Concept of Accounting?.
- D What do you understand by the Principle of Accounting?
- E Explain Accounting Concepts?
- F What do you mean by Cash Book?
- G What is the meaning of Depreciation?
- H What is the Accounting process?
- I What do you mean by Trading Account?
- J What is Capital Budgeting?

**SECTION –B (ESSAY TYPE QUESTIONS)**  
**(5x10=50 Marks)**

1. What is Financial Accounting? Explain the objective and Limitation of the Financial Accounting.
2. Prepare a Trading and Profit and Loss Account and a Balance Sheet with imaginary figures.
3. Discuss the Merits and Demerits of providing Depreciation by Diminishing Balance Method.
4. Distinguish between: -
  - a) Cash Book & Ledger
  - b) Ledger & Trial Balance
5. Write the process of preparing ledger from a Journal. What did you understand by imprest amount in petty Cash Book?
6. Why Cash Book is prepared? Explain the types of Cash Book.
7. Explain the various Principles and Convention of the Accounting.
8. The following are the balances extracted from the books of Raghuram ji as on 31<sup>st</sup> December, 2019. From these balances, prepare his trading and Profit & Loss Account and Balance Sheet as on that date:

	Dr. Rs.	Cr. Rs.
Opening Stock	12,000	
Purchases	40,000	
Sales		86,000
Discount		400
Sales Return	6,000	

Buildings	50,000	
Debtors	16,000	
Salaries	2,400	
Office Expenses	1,200	
Wages	10,000	
Purchase Return		4,000
Interest		800
Travelling Expenses	400	
Fire Insurance premium	800	
Machinery	20,000	
Carriage on Purchases	700	
Commission	400	
Cash in Hand	2,300	
Rent and Taxes	1,800	
Capital		62,000
Creditors		10,800

**Adjustments:-**

- a) Closing Stock was valued at Rs. 16,000.
- b) Wages Rs. 2,000 and salaries Rs. 1,200 are outstanding.
- c) Rent for two months at the rate of Rs. 500 per month is outstanding.
- d) Depreciate buildings by 5% and machinery by 10%.
- e) Prepaid insurance Rs. 200.

**\*\*\*\*\*END OF PAPER\*\*\*\*\***