

(4)

(b) Why is it necessary to make adjustments in the book value of assets and liabilities at the time of admission of a partner? Give journal entries that have to be passed regarding this aspect.

(c) New Ltd. invited applications for 10,00,000 shares of Rs. 10 each. The shares were payable as: on application Rs.3; on allotment Rs. 2; on first call Rs. 2.50 and on final call Rs. 2.50. the public applied for 9,50,000 shares. All applications were accepted and all moneys were received. Give journal entries to the above.

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Total No. of Questions : 4]

[Total No. of Printed Pages : 4

Course Code
DOM - 06

Term End Examination - December, 2019

INTRODUCTION TO ACCOUNTING AND
FINANCE

Diploma in Office Management (DOM)

Time : 3 hours

Full Marks : 100

The figures in the right-hand margin indicate marks

Answer **all** Groups as directed

Group—A

1. Answer *all* the questions, each within 1 word or 1 sentence : 1×10=10

(a) What do you mean by Finance?

(b) Write any two short-term sources of finance.

(c) What do you mean by Liability?

(d) Name two Accounting Conventions.

(e) What is Dilapidation?

(f) Define Common Size Statement.

(2)

- (g) What is Trend Analysis?
- (h) Define the term 'Company'.
- (i) What is meant by Nominal Capital?
- (j) What is Forfeiture of Shares?

Group—B

2. Answer any *four* questions each within
100 words : 5×4=20
- (a) Outline the objectives of Finance.
 - (b) Write the golden rules of accounting.
 - (c) State different methods of charging depreciation.
 - (d) What are the different financial statements that are to be analyzed and interpreted?
 - (e) Explain the term 'Appropriation of Profits'.
 - (f) Write the journal entry for Forfeiture of Shares.

(3)

Group—C

3. Answer any *four* questions each within
200 words : 10×4=40
- (a) "Finance is the life blood of the organization". Do you agree? Justify.
 - (b) Explain different sources of long-term sources of Finance.
 - (c) Differentiate between Straight line and Diminishing Balance Method of charging depreciation.
 - (d) What are liquidity ratios? Explain.
 - (e) Explain different types of Partners.
 - (f) Discuss different types of share capital.

Group—D

4. Answer any *two* questions each within
300 words : 15×2=30
- (a) Take any imaginary five transactions of your own and prepare the Journal, Ledger and Trial balance.