



ଓଡ଼ିଶା ରାଜ୍ୟ ମୁକ୍ତ ବିଶ୍ୱବିଦ୍ୟାଳୟ, ସମ୍ବଲପୁର, ଓଡ଼ିଶା
Odisha State Open University, Sambalpur, Odisha
Established by an Act of Government of Odisha.

ASSIGNMENT – 1 to 6

SESSION: 2017-18

DIPLOMA IN ACCOUNTING

(DIA)

Please read the instructions carefully before attempting assignment questions.

INSTRUCTIONS

Dear Learner,

Welcome to the Diploma Programme in Accounting offered by Odisha State Open University, Sambalpur.

You are required to submit one assignment per course within the stipulated time in order to become eligible to appear in the term-end examination. The assignments will be evaluated by the counselors at your Study Centre. Please submit your assignment response to Coordinator of the Study Centre. Before you attempt the assignments, please go through the course materials carefully. Please read the instructions pertaining to an assignment before you start writing your answer. Do not copy from the course material or from any other source. You are advised to read the material carefully, understand the same and write answers in your own language and style so that you will get good marks/grades.

Purpose of Assignments:

1. Assignments are part of the continuous evaluation process in Open and Distance Learning (ODL) system. Due weightage is given to the marks/grades you obtain in assignments. This will help you for better performance in the term-end examination. If you secure good grades/marks in assignments, your overall performance will improve.
2. Assignments are also a part of the teaching-learning process in ODL. Your assignment, after evaluation, will be returned back to you with specific and general comments by the evaluator. This will help you to know your strength as well as your weakness. Thus, it will establish a two-way communication between learner and evaluator.

How to write assignments:

1. Write your name, programme code, course title, enrolment no. and study centre code in the top sheet of the assignment answer booklet.
2. Write the answers in your handwriting. Give sufficient margin in the left side of each page so that the evaluator will give comments on each paragraph/page.
3. Do not cross the word limit given in each question.
4. Your handwriting should be neat and readable.

Weightage for each assignment:

1. Each assignment will carry 25% weightage and term-end examination will carry 75% weightage.
2. Each assignment will be of 100 marks. But it will carry 25% weightage.
3. You have to score minimum pass mark i.e. 40% in each assignment. In case you do not submit assignment or get fail mark in assignment you have to re-submit in the next year.

SUBMISSION DATES FOR ASSIGNMENTS

Sl. No.	Course Code	Name of the Course	Date of Submission	Day as per Calendar
1	DIA-01	Basic Accounting	22 nd October 2017	Sunday
2	DIA -02	Financial Statement	29 th October 2017	Sunday
3	DIA -03	Application of Computer in financial accounting	5 th November 2017	Sunday
4	DIA-04	Partnership Accounting	18 th February 2018	Sunday
5	DIA-05	Company Accounts	11 th March 2018	Sunday
6	DIA-06	Analysis of financial statement	18 th March 2018	Sunday

ASSIGNMENT

Course Code: DIA- 01

Course Title: Basic Accounting

GROUP – A

(SHORT TYPE QUESTIONS)

5 X 6 = 30

1. State 5 advantages of Accounting.
2. What are the different types of Accounting?
3. Give the format of bills receivable & bills payable account.
4. Differentiate between cash basis & accrual basis of accounting.
5. State 5 points of distinction between Journal & Ledger.
6. What do you mean by Debtor & Creditor?

GROUP – B

(MEDIUM TYPE QUESTIONS)

10 X 3 = 30

1. State the reasons for which there is a difference between Bank pass book & Cash book.
2. Show that the accounting equation is satisfied after taking into consideration each of the following transactions in the books of Mr. Nayan:
 - Started business with capital 1,00,000
 - Bought furniture 25,000
 - Bought goods for cash 20,000
 - Bought goods from Ram on Credit 5,000
 - Sold goods for cash for 15,000
3. Write out the following transactions in the Triple column cash book of Sitaram:
2017:
 - Jan. 1 Sitaram commences his business with cash = Rs. 30000
 - Jan 2 He pays into bank current account = Rs. 20000
 - Jan. 3 He receive cheque from Kulwant Rai on account = Rs. 1000
 - Jan. 7 He pays Kulwant Rai's cheque into bank = Rs. 1000
 - Jan. 10 He pays Radha Sharan by Cheque = Rs. 1980 and receive discount = Rs. 20
 - Jan. 11 He receive cheque from Wasim = Rs. 970 and allow him discount = Rs. 30
 - Jan. 15 He makes sales for cash = Rs. 2000
 - Jan. 17 Cash deposited into bank = Rs. 3000
 - Jan. 19 He purchased a motor car by cheque = Rs. 6500
 - Jan. 20 He purchased goods by cheque = Rs. 1500
 - Jan. 22 He pays jajoo traders in cash = RS. 2000 and receives discount = Rs. 100

GROUP – C

(LONG TYPE QUESTIONS)

20 X 2 = 40

1. Explain the Accounting concept in detail.
2. Journalise the following transactions in the books Mr. Nirmal for the month of April, 2017:

10th April : Commenced business with a capital of 1,00,000

11th April : Purchased goods from Veeru for 20,000

13th April : Purchased Goods for Cash 15,000

14th April : Purchased Goods from Abhiram for cash 9,000

16th April : Bought Goods from Shyam on credit 12,000

17th April : Sold goods worth 15,000 to Tarun

19th April : Sold goods for cash 20,000

20th April : Sold goods to Utsav for cash 6,000

21st April : Sold goods to Pranav on credit 17,000

22nd April : Returned goods to Veeru 3,000

23rd April : Goods returned from Tarun 1,000

25th April : Goods taken by the proprietor for personal use 1,000

26th April : Bought Land for 50,000

27th April : Purchased machinery for cash 45,000

28th April : Bought computer from Intel Computers for 25,000

28th April : Cash sales 15,000

29th April : Cash purchases 22,000

30th April : Bought furniture for proprietor's residence and paid cash 10,000

ASSIGNMENT

Course Code: DIA- 02

Course Title: Financial Statement

GROUP –A

Answer following questions each within 500 words.

20 X 2 = 40

1. On 10th January, 2015 A accepts a bill drawn by B at three months for Rs 10,000 in payment of a debt. B endorsed the same to M on the due date, the acceptance is dishonored and M gets the bill noted by paying Rs 20. B grants a fresh bill payable after 1 month to C including an interest of Rs 50. Record these transaction in the books of A, B and C.
2. What is Trial balance? What is the importance of it? Explain the errors do not disclosed by the trial balance with suitable examples.

GROUP –B

Answer following questions each within 300 words.

10 X 3 = 30

3. What are provision and reserve? Distinguish between provision and reserve.
4. Mr. Shubhojit purchased a machine for Rs 8000 on 1st April 2010. He spent Rs 10,000 on its installation. Depreciation is written off @ 10% \p.a. on the original cost. On 30th June, 2013, due to poor performance the machine was sold for Rs 7,000. Prepare the machine account from 2000 to 2013 assuming that accounts are closed on 31st December every year.
5. Describe different types of errors with suitable examples.

GROUP –C

Answer following questions each within 100 words.

5 X 6 = 30

6. What is depreciation? What are the different methods to charge the depreciation on fixed assets?
7. Explain bill of exchange and promissory note distinguish between the two.
8. Explain the concept of accommodation bill.
9. What is error of principle? Give 2 examples of it.
10. What is suspense account? When and how it is used?
11. What do you mean by final Accounts? Why it is prepared?

ASSIGNMENT

Course Code: DIA- 03

**Course Title:
Application of Computer in financial accounting**

GROUP - A

Answer following questions each within 500 words.

20 X 2 = 40

1. Mention the procedure of Construction and interpretation of chart for single set data.
2. Mention the different uses of Electronic spread sheet in Computerized Financial Accounting

GROUP - B

Answer following questions each within 300 words.

10 X 3 = 30

3. Discuss the merits of database management system in computerized accounting.
4. What is computerized accounting system? Distinguish it with the manual Accounting system.
5. Describe the importance of Electronic spread sheet in the Business world.

GROUP - C

Answer following questions each within 100 words.

5 X 6 = 30

6. Mention the different types of charts in Excel.
7. How charts are added in Excel.
8. Discuss the Advantages of Excel chart.
9. State the limitations of computer in accounting.
10. What is electronic spreadsheet? How it is applicable in computerized financial Accounting?
11. State the Uses of Excel in the Business world.

ASSIGNMENT

Course Code: DIA- 04

Course Title: Partnership Accounting

GROUP - A

Answer following questions each within 500 words.

20 X 2 = 40

1. What is partnership? State the chief characteristics of a partnership? Describe the main provisions of the Partnership Act that are relevant to partnership accounts.
2. Lokesh and Azad are partners sharing profits in the ratio 3:2 with capitals of Rs. 50,000 and Rs. 30,000 respectively. Interest on capital is agreed @ 6%p.a. Azad is allowed a salary of Rs. 2,500 p.a. During 2002, the profits for the year prior to the calculation of interest on capital but after charging Azad's salary amounted to Rs. 12,500. A provision of 5% of profits is to be made in respect of manager's commission. Prepare an account showing the allocation of profits and partner's capital accounts.

GROUP - B

Answer following questions each within 300 words.

10 X 3 = 30

3. State the various advantages and disadvantages of partnership.
4. What do you mean by dissolution of firm? How dissolution of partnership differs from dissolution of firm?
5. What do you mean by insolvency of a partner what will be if all the partners become insolvent?

GROUP - C

Answer following questions each within 100 words.

5 X 6 = 30

6. What is partnership? Describe the salient features of partnership.
7. What do you mean by partnership deed? What are the main clauses of partnership deed?
8. Distinguish between sacrificing ratio and gearing ratio.
9. Illustrate how interest on drawings will be calculated under various Situations?
10. Define goodwill. Describe various methods of valuing goodwill.
11. Discuss the various Needs for Admission of a partner.

ASSIGNMENT

Course Code: DIA- 05

Course Title: Company Accounts

GROUP - A

Answer following questions each within 500 words.

20 X 2 = 40

1. 21st Century Cotton Mills Ltd was registered with a capital of Rs 1000000 divided into 1 lakh shares of Rs 10 each. 50000 shares were offered to public for subscription at a discount of Rs 1 per share. The amount was payable as Rs 5 per share on application and allotment and Rs 4 per share on call. Applications were received for 48000 shares. Call was made and money was duly received except on 1000 shares. These shares were forfeited. 800 of forfeited shares were reissued at Rs 12 per share. Make journal entries in the books of the company. Prepare the Balance sheet also.
2. What are pledge, hypothecation and mortgage? Distinguish between pledge hypothecation and mortgage

GROUP - B

Answer following questions each within 300 words.

10 X 3 = 30

3. Highlights the advantages of Joint Stock Company.
4. What is preference share? State the advantages and disadvantages of it?
5. Discuss the methods and sources of redemption Of Debenture.

GROUP - C

Answer following questions each within 100 words.

5 X 6 = 30

6. What do you mean by company? What are the characteristics of it?
7. State the different stages of formation of a company.
8. What is debenture? What are the features of it?
9. What items are required to be included under the current assets loan and advances?
10. Describe the various kinds of bank customer in India
11. What is pass book, what are the features of it?

ASSIGNMENT

Course Code: DIA- 06

Course Title: Analysis of financial statement

GROUP – A

(SHORT TYPE QUESTIONS)

5 X 6 = 30

1. State the characteristics of an ideal financial statement.
2. Which ratios have to be calculated for analyzing the profitability of a company?
3. State 5 advantages of calculating cash flow statement.
4. Explain gross & net operating cycle in brief.
5. Why is adjusted profit & loss account prepared?

GROUP – B

(MEDIUM TYPE QUESTIONS)

10 X 3 = 30

1. From the data calculate :

(i) Gross Profit Ratio	(ii) Net Profit Ratio	(iii) Return on Total Assets	
(iv) Inventory Turnover	(v) Working Capital Turnover	(vi) Net worth to Debt	
Sales	25, 20,000	Other Current Assets	7, 60,000
Cost of sale	19, 20,000	Fixed Assets	14, 40,000
Net profit	3, 60,000	Net worth	15, 00,000
Inventory	8, 00,000	Debt.	9, 00,000
Current Liabilities	6, 00,000		

2. Differentiate between Funds flow & Cash flow statement.
3. State 5 sources of working capital financing.

GROUP – C

(LONG TYPE QUESTIONS)

20 X 2 = 40

1. State the factors influencing the size of working capital requirement of a company.
2. The Balance Sheets of National Co. as on 31st December, 2015 and 31st December 2016 are as follows:

<i>Liabilities & Capital</i>	<i>2003 Rs.</i>	<i>2004 Rs.</i>	<i>Assets</i>	<i>2003 Rs.</i>	<i>2004 Rs.</i>
Share Capital	5,00,000	7,00,000	Land and Buildings	80,000	1,20,000
Profit & Loss	1,00,000	1,60,000	Plant and Machinery	5,00,000	8,00,000
General Reserve	50,000	70,000	Stock	1,00,000	75,000
Sundry Creditors	1,53,000	1,90,000	Debtors	1,50,000	1,60,000
Bills Payable	40,000	50,000	Cash	20,000	20,000
Expenses O/S	7,000	5,000			
	8,50,000	11,75,000		8,50,000	11,75,000

Additional Information:

- Rs. 50,000 depreciation has been charged on Plant and Machinery during 2004.
- A piece of Machinery was sold for Rs. 8,000 during the year 2004. It had cost Rs. 12,000; depreciation of Rs. 7,000 had been provided on it.

Prepare a Schedule of changes in Working Capital and a Statement showing the Sources and Application of Funds for 2016.