# 2023

## Time - 3 hours

## Full Marks - 60

*Answer **all groups** as per instructions.*

*Figures in the right hand margin indicate marks.*

### GROUP – A

1.  Fill in the blanks. (<u>any eight</u>)                    [1 × 8

(a)  AIS stands for _____.

(b)  BRS stands for _____.

(c)  EVC stands for _____.

(d)  _____ is the first version of Tally that runs only on DOS and serves only basic accounting.

(e)  ALT+F2 key is used for selecting or changing the _____ in Tally Prime.

(f)  _____ voucher is used for recording goods delivered to a customer.

(g)  The shortcut key to create multi godowns under the chart of Accounts Screen is _____.

(h)  PRAN is the short form of _____.

(i)  The full form of PAN is _____.

(j)  GST stands for _____.

(k)  There are _____ types of formats available for exporting files from Tally Prime.

(l)  Tax Calculator is available under _____ menu of Income Tax Website.

## GROUP – B

2.  Answer <u>any eight</u> of the following questions within two to three sentences each.

[1½ × 8

(a)  What is Accounting Software ?

(b)  What are the special features of Tally Prime version ?

(c)  What is memorandum voucher ?

(d)  What is a budget ?

(e)  What is GST Council ?

(f)  What is statutory report ?

(g)  What is TDS report ?

(h)  What is Data Path ?

(i) What is object oriented DBMS ?

(j) What is Form 26AS ?

## GROUP – C

3. Answer <u>any eight</u> of the following questions within 75 words each.

[2 × 8

(a) Write various merits of spread sheet.

(b) How do you reconcile bank transactions manually ?

(c) What are the features of godowns options under Tally Prime ?

(d) What are the features of payroll in Tally Prime ?

(e) Write various steps to record payroll transaction.

(f) Discuss the steps for creating State GST Ledger.

(g) How can you enable GST in Purchase Ledger ?

(h) Write the steps to run a query.

(i) Describe different types of ledger with examples.

(j) What are the conditions to be satisfied to claim relief u/s 89(1) ?

## GROUP – D

Answer **all** questions within 500 words each.

4. What are the steps for sales order creation in Tally Prime ?    [6

OR

Discuss the steps to purchase goods where slabwise GST is applicable.

5. Discuss various steps for setting a payroll in Microsoft Access.

6

OR

What is P/L A/c ? How a P/L A/c is created in MS-Access ?

6. What is relief ? Discuss how relief u/s-89 can be claimed ? 6

OR

What is ITR ? Discuss various types of ITR.

7. What is DSC ? Discuss how DSC is useful in filing ITR. 6

OR

Discuss various ways of submission of ITR.