

Code No. **22 X**

**COMMERCE EXAMINATIONS**  
**BOOK-KEEPING & ACCOUNTANCY**  
**JUNIOR GRADE - I Paper**

**July, 2015**

{ Time : 2  $\frac{1}{2}$  Hours  
Max. Marks : 100

- Note :* i) Answer all the questions.  
ii) All questions carry equal marks.

1. From the following Trial Balance of Akshatha and Sisters as on 31.03.2005, prepare Trading and Profit and Loss Account for the period and a Balance Sheet as on that date. 20

	Rs.
Capital Account	47,600
Drawing Account	10,000
Furniture	37,000
Debtors	15,000
Creditors	25,000
Salaries	10,000
Purchases	25,000
Stock as on 01.01.2002	5,000
Sales	30,000

Stock at the close was valued at Rs. 28,400.

[ Turn over

2. Journalize the following transactions in the Books of Mr. Girish Kumar and post them into Ledger Account. 20

		Rs.
1.1.2002	Girish Kumar started the business	
4.1.2002	Purchased goods worth	1,00,000
9.1.2002	Sold to Nagraj & Co.	12,000
12.1.2002	Stationery purchased	200
15.1.2002	Bought stamps	50
16.1.2002	Purchased from Balu	5,000
18.1.2002	Paid Rent	200
26.1.2002	Received Interest	50
28.1.2002	Sold Goods to Manjunath	2,000
30.1.2002	Paid Salary	500

3. a) Explain the advantages of opening a Bank Account.
- b) The Bank passbook of Om Prakash showed a credit balance of Rs. 4,200; but his cash book showed a different balance. Prepare a reconciliation statement from the following particulars. 20
- |  | Rs.   |
|--|-------|
| (i) Cheques issued but not yet presented for payment                     | 1,000 |
| (ii) Cheques deposited into Bank A/c but not yet credited                | 460   |
| (iii) L.I.C. premium paid by the bank but not yet entered into cash book | 300   |
| (iv) Dividend collected by them and credited to account                  | 400   |
| (v) Bank charges yet to be recorded into cash book.                      | 25    |

4. a) What is book-keeping ? What are the objectives of book-keeping ?
- b) Explain the subsidiary books.
- c) What is a Bill of Exchange ? Give a form with examples. 20
5. Write short notes on the following : 20
- a) Assets and Liabilities
- b) Trade Discount and Cash Discount
- c) Debit and Credit Notes
- d) Bank pay-in slips.
- 
-