Time: 2:30 Hours   **Total Marks: 70**

Q-1   1. What is Account? Explain Double Entry System in brief.   [07]

        2. What do you mean by Book keeping System? Explain in detail.   [07]

                                     OR

Q-1   1. Define the term Transaction: Explain the classification of Transaction.   [07]

        2. Write a detail note on Different Types of Accounts.   [07]

Q-2   1. Write a detail note on Company Info Menu with its all functionality.   [07]

        2. What do you mean by Voucher? Describe the usages of voucher in detail.   [07]

                                       OR

Q-2   1. What do you mean by Ledger? How to Create Ledger explain with suitable example.   [07]

        2. How to Create Account Group in Tally? Explain any two in detail.   [07]

Q-3   1. What is Capital? Explain Capital Transaction in detail.   [07]

        2. Define the following terms in detail: [07]

              a) Cash & Debit.

              b) Sale.

              c) Purchase.

                                       OR

Q-3   1. Differentiate: Return of Purchase V/S Return of Sales.   [07]

        2. What do you mean by Depreciation? Explain Depreciation on Assets in brief.   [07]

Q-4   1. What is Liabilities? Write a detail note on Liabilities.   [07]

        2. Explain in Brief: Classification of Assets.   [07]

                                       OR

Q-4   1. What is Report? Describe the characteristics or features of the Report and Explain the Reports in detail.   [07]

        2. Discuss: Case and Bank Transaction in detail.   [07]

Q-5   1. What is DTP? Explain Features of DTP Package and describe the Various Application of DTP.   [07]

        2. Write a detail note on Various DTP Packages.   [07]

                                       OR

Q-5   1. Comparison between word processing packages and DTP packages.   [07]

        2. Discuss: Advantages and Disadvantages of DTP Packages.   [07]