Time : 2 Hours

Max. Marks : 20

PART – A

Answer **any three** questions from the following. **Each** question carries **1** mark.

1. Expand TDS.

2. What is a Bank Reconciliation Statement ?

3. Write a short note on F 12 configuration.

4. What do you mean by credit note ?   (3×1=3)

PART – B

Answer **any three** questions from the following. **Each** question carries **3** marks.

5. Explain any five features of Tally.

6. Summarise different types of GST.

7. Explain the procedure for entering transactions in vouchers.

8. Outline the steps for cost centre creation.   (3×3=9)

PART – C

Answer **any one** question from the following. **Each** question carries **8** marks.

9. What are the technological advantages of Tally ? Explain in detail.

10. What do you mean by voucher ? Explain the various accounting and inventory vouchers.   (1×8=8)

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