Student EnrollNo. _____

SARDAR PATEL ACADEMY AND RESEARCH CENTER

National Institute of Open Schooling(NIOS), AVI No. 990262, MHRD Govt. Of India
NIELIT/DOEACC Society, Ministry of IT, Govt of India - ACCR. No 01921.

TALLY/BUSY
Paper Code - TALLY/BUSY-FEB-2023

Time: 2 Hours   Max Marks: 80.

Instructions

1. Student can give answers either in Hindi or English.
2. Student can only use black or blue pan.
3. Mobile phones are not allowed
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4. You can't leave exam room at first hour

Question 1. Fill In the Blanks (All Questions are Compulsory)   10x1 = 10

1. _____ Expense is also called official expense.
2. Investment is a _____ asset
3. _____ is used for Sales Return bill.
4. Total vouchers are categorized into_____,_____ and_____.
5. _____ key is used for Purchase order voucher.
6. Outstanding exp. is also called as _____ liabilities.
7. An entry that belongs to current asset is _____
8. Discount allowed is an_____
9. _____ and_____ are predefined ledger in Tally.
10. Accounting has _____aspects

Question 2. MCQ (All Questions are Compulsory)   10x1 = 10

1. If we purchase any Fixed asset in credit, we can pass it from
   a. Receipt mode   b. Payment mode
   c. Journal mode   d. Contra mode
2. "Allow components list details (Bill of Materials)" option is activated for
   a. Budgets   b. Stock Items
   c. Cost Category   d. Ledgers
3. Discount Column is available in
   a. Both b and c   b. Purchase Invoice
   c. Sales Invoice   d. Accounting Voucher
4. To get Payroll Reports choose
   a. Gateway of Tally > Display > Statement of
   Accounts   b. Gateway of Tally > Display
                                                    d. Gateway of Tally > Display > Statements of
   c. Gateway of Tally > Display > Payroll Reports Payroll
5. What is TAN?
   a. Tax Assessment Number   b. Tax Account Number
   c. Tax Assign Number   d. Tax Absorb Number
6. VAT stands for
   a. VAT Stands TAX   b. Value Added Tally
   c. Valuable At Tax   d. Value Added Tax
7. What is the full of TCS?

a. Tax Collected at Source   b. Tax Consumption at Source

c. Tax Collected by Staff   d. Tax Collected from Sales

8. Memorandum Voucher is used to...

a. None of these   b. Remind entry which may have effect in future

c. For entries regarding bank overdraft   d. Enter the entry having multiple account effect

9. We can modify an existing Company from

a. Company Info > Alter   b. Gateway of Tally > Modify Company

c. Company Info > Alter Company

10. In the case of personal accounts, the receiver is...

a. Balance entered in voucher   b. Both

c. Credit   d. Debit

Question 3. Write shortcuts of following (All Questions are Compulsory)   10x1 = 10

1. Debit Note voucher (Tally)
2. Budget
3. Save (busy)
4. F2 (busy)
5. Item Invoice
6. Debit Note
7. F10 (busy)
8. Online Ledger Creation (busy)
9. Calculator
10. Company info

Question 4. True/False (All Questions are Compulsory)   10x1 = 10

1. Stock transfer transaction is used to record purchase bill.
2. F12 key is known as company configuration
3. Outstanding salaries is shown as on outstanding asset
4. TDS stand for Tax Deduction at Services
5. There are 18 types of vouchers in Tally 9 by default.
6. Tcs stand for Tax collected services.
7. Balance Sheet is comes under the Gateway of Tally
8. Accounting is a Art
9. It is possible to create company without user & password in Busy
10. You cant delete any ledger in Display.

Question 5. Define Following (Short Questions) Attempt any 10   10x2 = 20

1. Masters
2. budget
3. Creditors
4. Direct income
5. rejection out
6. purchase voucher
7. Drawings
8. Short term liability
9. Budget variance
10. Budget & price level
11. incomes
12. purchase transaction

Question 6. Attempt any 4 Questions   4x5 = 20

1. What is Payroll?

2. What is the use of Bills of materials?

3. Explain the function keys in Tally

4. Explain different types of Liabilities

5. Explain the Purchase Transactions and Sales Transactions?

6. What is Export/Import of data?