සියලු	ම හිමිකම් ඇවිරිණි / All Rights Reserved			
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	දෙවන වාර ප	රීක්ෂණය - 10	ශේණිය - 2019	
	Second Ter	m Test - Grad	de 10 - 2019	
	Business	& Accounting	Studies-I, II	Time: 03 hours
In	dex No/Name :	Busines	ss & Accountin	ng Studies-I
No				
	Answer all questions. In each of the questions 1 to 40, pick or most appropriate.		·	
* *	Mark a (\times) on the number corresponding Further instructions are given on the back			
(01)	Kasun's business is a profit oriented bu (1) generating employment opportuni (3) Increasing the customer's satisfact	ties (2)		ality of goods and services
(02)	for this,			•
	(1) Fax machine (2) Interne		Computer	(4) Telephone
(03)	What is the interested party of a busine decisions".	ess which is having	the objective of the	e "successness of their own
	(1) Managers (2) employ	yees (3)	Owners	(4) Suppliers
(04)	A characteristic of a good is,			
	(1) Can't be separate from the supplier(3) Can't be stored		being tangible being variety acco	ording to the supplier
(05)	Select the answer which includes exam (1) Building, Crude oil, Cash, Motor V (2) Motor Vehicle, Cash, Building, M (3) Coal deposit, Machinery, Cash, Bu (4) Machinery, Building, Motor Vehicle	Vehicle achinery uilding	actor of production	"Capital".
(06)	If a business has done in deceptive cus	stomer fraud, it is b	eing prosecuted un	der the,
	(1) Consumer rights Act(3) Act of consumer affairs Authority		Market fraud prote Business liabilities	
(07)	It is not a reason that the government if (1) Conserning the service to the socion (2) Collecting taxes due (3) generating employment opportunit (4) Increasing the domestic production	ety from the busin	-	
(80)	Supplying electricity, water, lands and	-		
	(1) essential services(3) infrastructure facilities		subsidies environmental fac	tors

(09)	Select the answer which includes only economic environmental factors. (1) interest rate, inflation, savings, new machines (2) interest rate, inflation, savings, production methods (3) interest rate, inflation, savings, international relations (4) interest rate, inflation, savings, new Transportation						
(10)	Study following incidents, select the in a. Using modern machines instead ob. Increasing the interest rate for dep c. Using e-mail instead of the snail nd. Computers and information system book keeping (1) a, b, c (2) a, b, d	f simple hand machines osits nail are used to record accounting in					
(11)	The occasion can't be occurred in Glo (1) Economic, social and cultural rela (2) Far boarder distances among peop (3) Conducting business activities free (4) The entire world has now become	balization is, tionship le ely without any cross hoarder					
(12)	A negative impact from the global env (1) domestic skilled workers migratin (3) possibility to obtain latest technology	g to foreign countries (2) inflow					
(13)	Select the incorrect statement, (1) Other associations are relate to pri (2) Businesses are classified as privat (3) Cooperative societies are relate to (4) State corporations are relate to the	e and public, according to the ov the public sector	vnership.				
(14)	Match the column A with the column	В.					
, ,	Column A	Column B	7				
	b. Cooperative societies c. State corporations 2. Sri la 3. Sport	perative lending societies anka Railway department as societies cultural Insurance Board					
	(1) a, 4 / b, 2/ c, 3 / d, 1 (3) a, 4 / b, 3/ c, 1 / d, 2	(2) a, 2 / b, 1/ c, (4) a, 2 / b, 4/ c,					
(15)	What is the most suitable business org (1) state companies (2) Sole p	anization for professionals like a roprietorships (3) cooperative s	<u>•</u>				
(16)	Within how many days should be someoning a sole proprietorship. (1) 07 days (2) 10 days		gister the business name, after (4) 21 days				
(17)	e. Partnerships f. Cooperatih. Farmer's Associations	mpanies c. State departments ve societies g. Incorpora	d. Sole proprietorships atted companies				
	(1) b, c, d, e (2) b, d, e	, g (3) a, c, d, e	(4) d, e, t, g				
(18)	Mr. Senarathana who came to Sri lan "Pinibindu Grocery". Select a characte (1) not having a legal personality (3) having an unlimited liability	ristic which can't be seen in this (2) not mandato	busniess				

(19)	It is not an advantage by registering the business name of a sole proprietorship. (1) Receiving a legal personality (2) Provides an ownership of the business name (3) Provides qualification to obtain incentives given by the government (4) Easy to obtain loans
(20)	Select the transaction which is decreased both assets and equity. (1) Purchased a machine Rs. 30 000 (2) Owner invested Rs. 200 000 as capital (3) Obtained a loan Rs. 50 000 (4) Paid electricity bill Rs. 3 000
(21)	Assets = equity + liabilities 40 000 = + 40 000 Select the transaction for above formation (1) Paid electricity bill Rs. 40 000 (2) Paid bank loan installment Rs. 40 000 (3) Owner has taken Rs. 40 000 from the business for his personal uses. (4) Obtained a bank loan Rs. 40 000
(22)	Select the answer which is included current assets only. (1) Stock, debtors, bank loan, cash (2) Stock, debtors, investment, cash (3) Stock, creditors, commission received, cash (4) Stock, creditors, electricity expenses, cash
•	Using following transactions answer question No. 23 & 24. A. Paid bank loan installment Rs. 3 000 B. Purchases Rs. 25 000 C. Sales Rs. 45 000 D. Purchased furniture Rs. 20 000
(23)	Select the transaction which is decreased both assets and liabilities. $ (1) A \qquad \qquad (2) B \qquad \qquad (3) C \qquad \qquad (4) D $
(24)	Select the transaction which is decreased assets and increased assets. (1) A (2) B (3) C (4) D
(25)	 Kavishka Jayalath started a business by investing Rs. 800 000. As above transaction, increases both assets and equity by Rs. 800 000 increases assets by Rs. 800 000 and decreases liability by Rs. 800 000 decreases assets by Rs. 800 000 and increases equity by Rs. 800 000 decreases both assets and equity by Rs. 800 000
(26)	The creditors account relates to, (1) an asset account (2) an expense account (3) an equity account (4) a liability account
(27)	Select the examples which is related only income accounts. (1) building account, debtors account, cash account (2) Creditors account, bank loan account, accrued expenses account (3) Sales account, discount received account, interest income Account (4) Sales account, discount received account, capital account
(28)	'Purchased stock Rs. 35 000 on credit' As above transaction, It is changed (1) assets and liabilities (2) Only assets (3) Only liabilities (4) assets, liabilities and equity all
(29)	Select the transaction which is not affected to the equity (1) Paid electricity bill Rs. 5 000 (2) received interest income Rs. 5 000 (3) Paid bank loan interest Rs. 5 000 (4) Paid bank loan installment Rs. 5 000
(30)	Select the correct transaction for following double entry. Cash account Dr. Rs. 40 000 Capital Account Cr. Rs. 40 000 (1) Paid telephone bill Rs. 40 000 (2) Invested extra capital Rs. 40 000 (3) Withdraw goods Rs. 40 000 for personal uses. (4) received bank loan Rs. 40 000

"Owner has paid his personal electricity bill from the business cash". Relevant double entry is, (31)(1) electricity expenses Acc. Dr. - cash Acc Cr. (2) drawings Acc. Dr. - electricity bill Acc. Cr. (3) drawings Acc. Dr. - cash Acc. Cr. (4) electricity bill Acc. Dr. - drawings Acc - Cr. Select the related source documents for stock sold Rs. 50 000 on cash and stock purchased Rs. 35 000 (32)on cash of Pathum Sampath's business. (1) receipt & voucher (2) Voucher & receipt (3) invoice & counterfoil (4) Journal Voucher and counterfoil Kasun purchased stock Rs. 75 000 for his business and paid the amount by a cheque. Relevant source (33)document is, (1) receipt (2) Voucher (3) counterfoil (4) invoice Select the incorrect statement relates to the cash book. (34)(1) Cash book is a ledger account. (2) Cash book is a prime entry book. (3) Increasing cash asset is credited to the cash book (4) Transactions are recorded in the cash book according to the double entry system Sameera's business has obtained Rs. 150 000 from the bank account for business purposes. Relevant (35)double entry is, (1) Cash book Acc. Dr 150 000 - bank account Cr. 150 000 (2) Drawings Acc. Dr. 150 000 - Cash book Cr. 150 000 (3) Bank acc. Dr 150 000 - cash book Cr. 150 000 (4) Drawings Acc. Dr. 150 000 - bank account Cr. 150 000 The balance of the bank account of sankalpa's business was Rs. 65 000 as at 01.06.2019. During the (36)month of June the business has issued cheques Rs. 75 000 and there were not any deposit. As at 30.06.2019, the bank account should be, (1) a balance Rs. 10 000 (2) a balance Rs. 65 000 (3) an overdraft Rs. 10 000 (4) an overdraft Rs. 75 000 Using following information answer question No. 37 & 38. The balance of the bank account of chamodi's business as at 30.06.2019 was Rs. 35 000 during the month of june, 2019. The amount of issued cheques were Rs. 75 000 The amount of deposited cheques were Rs. 90 000 Payments on standing orders Rs. 25 000 Direct remittances Rs. 35 000 Assume all issued cheques were presented and all deposited cheques were realized. What is the balance of the bank account of this business as at 01.06.2019? (37)(4) Rs. 30 000 (1) Rs. 45 000 (2) Rs. 20 000 (3) Rs. 50 000 What was the balance of the bank statement as at 30.06.2019? (38)(1) **Rs.** 30 000 (2) **Rs.** 10 000 (3) Rs. 45 000 (4) Rs. 35 000 Keshani's business has purchased trade stock Rs. 250 000 from Hasini's business on credit, When settling the due amount discount received Rs. 25 000. This discount relates to Heshani's business as, (1) an expense (2) an asset (3) a liability (4) an income Amantha purchased trade stock Rs. 150 000 from Thrimani's business on credit. If the business will settle the amount within a month the business could be received a discount. The relevant double entry to record this discount of Thrimani's business is. (1) Creditors account Dr. 15 000 - Discount received Acc. Cr. 15 000 (2) Discount allowed Acc. Dr. 15 000 - Debtors Acc. Cr. 15 000 (3) Discount allowed Acc. Dr. 15 000 - Cash Acc. Cr. 15 000

(4) Cash acc. Dr. 15 000 - Discount received Acc. Cr. 15 000

සියලුම හිමිකම් ඇවිරිණි / All Rights Reserved ී අධාාපන දෙපාර්තමේන්තුණව උප (Mial Breen) නිබ් (ජාධාල රාජ ලක් පොර සමාජින ලක් නිම් නිම් ව ovincial Department අධාාපන දෙපාර්තමේන්තුව Provincial Department of Education වයඹ පළාත් අධාාපන දෙපාර්තමේන්තුව Provincial Depa Ш kannen etent Propincial Department of Education factors Education no sale in the content of the වයඹ පළාත් අධාාපන දෙපාර්තමේන්තුව Provincial Department of Education වයඹ පළාත් අධාාපන දෙපාර්තමේන්තුව Provincial Department of Education දෙවන වාර පරීක්ෂණය - 10 ශේණිය 2019

Second Term Test - Grade 10 - 2019

Index No/Name : Business & Accounting Studies - II

Note

- * Answer five questions only as instructed.
- Any extra questions answeréd if not struck off by the condidate himself will be crossed out by the examiner without being marked.
- * Including question No. 01, answer 05 questions selecting 02 questions from each of the parts I and II.
- * Write your answers in neat hand writing.
- Answer the questions from i x from the scenario given below. (01)

After his G.C.E. O/Ls, Deneth joined a manufacturing company related to natural resources owned by the father of his friend Janitha. Later Deneth started his own business on june 01st of 2019 named "Visithuru Viskam" by investing Rs. 50 000 and by utilizing the training and experience gained from his previous employment.

Deneth utilizes his father's bike to buy the coconut shells in his village and makes various ornaments and decorations and sells them in front of the bus stand.

Below are the transactions that took place in his business in June.

2019-06-05 purchased coconut shells	Rs.	10 000
2019-06-05 petrol for the motor bike	Rs.	1 000
2019-06-06 polish & other material	Rs.	3 000
2019-06-10 required small tools	Rs.	5 000
2019-06-20 purchased coconut shells	Rs.	10 000
2019-06-25 Labour charges	Rs.	5 000
2019-06-30 Sales	Rs.	25 000
2019-06-30 payable (Accrued) electricity bill	Rs.	1 500

- (i) Name the factor of production which coconut shells related to.
- What is the type of business organization of this business? (ii)
- Write an advantage and a disadvantage of this type of business organization.
- Should "Visithuru Viskam" business be registered? give reason. (iv)
- (v) Classify above business according to following terms.

According to ownership	According to objective

- Write a strength and an opportunity of this business.
- (vii) Write the prime entry book and the relevant source document used in the business "Visithuru Viskam"
- (viii) Write the accounting equation as at 01.06.2019
- (ix) Prepare the cash book and show the cash balance as at 30.06.2019
- Write a transaction each that affects to increase the equity and decrease the equity of above (x) business. $(2 \times 10 = 20)$

			Part I - Business Studies					
*	Ansv	ver o	nly 02 questions.					
(02)	(i)	(a)	Write 02 differences can be seen in goods and services.	(01 mark)				
		(b)	State 02 stakeholders of a school	(01 mark)				
	(ii)	Stat	e whether the following statements are true or false.	(02 marks)				
		(a)	Specialized knowledge of employees is an opportunity of a business.					
		(b)	Retail businesses are examples for service providing businesses					
		(c)	Needs can be created and want's can't be created.					
		(d)	Needs are being diverse and wants are being limited.					
	(iii)	ntional Training. ducation office.						
		(a)	Write a strength and	(01 mark)				
		(b)	An opportunity of this business.	(01 mark)				
	(iv)		reesha runs a business where she dries bulrush and makes bulrush related prelets etc. in order for sale.	roducts like hats,				
		(a)	What is the human need that Kaveesha is fulfilled?	(01 mark)				
		(b)	What is the factor of production that dried processed bulrush related to?	(01 mark)				
				$(2 \times 4 = 8)$				
(03)	(i)	Rea	d following paragraph carefully.					
		A business owner addressed his employees and managers and said. "For a business to be successful, it is essential to pay constant attention to its environment." In addition he said that the business should act with customers, suppliers and competitors in an attractive manner.						
		(a)	Name a party relates to the internal environment of above case and state a business from that party.	n impact over the (01 mark)				
		(b)	Name 02 external environmental parties of above business.	(01 mark)				
	(ii)	Stat	e whether the following statements are true or false.					
		(a)	Fiscal policies are related to legal environment.	()				
		(b)	The role of company registrar is related to the political environment.	()				
		(c)	Infra structure policies are related to political environment.	()				
		(d)	The laws and regulations of central Environmental Authority are related to	political				
			environment.	()				
	(iii)	Dala		$1/2 \times 4 = 2 \text{ marks}$				
	(iii)	Below is an extract from a newspaper article. Provide answers based on this.						
		Few days before, Sri Lanka had to face a global terrorist attack and the public criticized the politicians that they are accountable for this - However the government made a statement that the tourist industry had a massive hit due to this, and the prevailing communication systems are not sufficient to defeat the terrorism.						
		(a)	What is the external environmental factor reletes to the economic impact of tourist industry?	occured in the (01 mark)				
		(b)	Present a suitable proposal to enhance the activation of prevailing legal en	vironment. (01 mark)				
	(iv)		engths and weaknesses can be identified after studying the internal environment ties and threats can be identified after studying the external environment	ent and the oppor				
		(a)	Give 02 examples for strengths of a business.	(01 mark)				

Write 02 examples affects as threat to a business.

(01 mark)

 $(2 \times 4 = 8)$

What is a partnership (01 mark) (i) (a) (04)Name 02 Acts affect to the partnerships (b) (01 mark) (ii) State following statements are true or false. Partnerships have a continued existence. (.....) (b) The liability of an incorporated company is limited. (.....) The incorporated companies are managed by a board of directors. (c) (.....) (d) State Departments have an independent decision making (.....) $(1/2 \times 4 = 2)$ (iii) To achieve common needs of a group of individuals voluntarily gathered and enjoy a collective ownership is called as cooperative society. (a) Write 02 characteristics can be seen in cooperative societies $(1/2 \times 2 = 1)$ Write a disadvantage can be seen in a cooperative societies. (01 mark) (b) (iv) Following are some businesses. Write the source of capital requirement of each business. Sri lanka Railway Department Supun stores (a) (b) Multi purpose cooperative societies Richard Peiris Limited company (c) (d) $(2 \times 4 = 8)$ Part II - Accounting Answer only 02 questions. (05)(i) Name 02 characteristics of a liability. $(1/2 \times 4 = 2)$ Write a transaction which is affected of to change the equity. $(1 \times 2 = 2)$ Following shows the impact of transactions to the accounting equation of a business. According to (ii) this write the possible transaction. **Date** Assets **Equity** Liabilities 2019-01-01 Decrease (a) + Increase Decrease Decrease + (b) 2019-01-02 (c) 2019-01-03 Increase = Increase (d) 2019-01-04 Decrease Decrease $(1 \times 4 = 4)$ Write the double entry to following transactions. (iii) Purchased a land Rs. 300 000 Debtor Kavisha settled his due amount Rs. 50 000 $(1 \times 2 = 2)$ (iv) Following information provides you from Divya's business. Liabilities Assets Bank loan Furniture 75 000 50 000 Building Creditors 30 000 150 000 Cash 25 000 Calculate the capital of this business (02 marks) Write the main 04 reasons affect to change the equity. (02 marks) (v)

*

(12 marks)

- (06) (i) Name the dual function of cash book. (02 marks)
 - (ii) Write 02 relevant source documents relates to the cash book

(02 marks)

- (iii) Following Transactions occurred in Lakshan's business during the first week of the month of January
 - (1) 2018.01.01 Cash balance Rs. 175 000
 - (2) 2018.01.05 additional capital invested Rs. 50 000 (Receipt No. 01)
 - (3) 2018.01.06 Obtained a bank loan Rs. 50 000 (Receipt No.02)
 - (4) 2018.01.06 Purchased a trade stock Rs. 20 000 (Voucher No. 20)
 - (5) 2018.01.07 Lakshan withdraw Rs. 25 000 from the business for his personal uses. (Voucher No. 21)

Required

- (a) Record above transactions in a cash book (04 marks)
- (b) Post them in to the ledger accounts and balancing off them (04 marks)

(12 marks)

(07) (i) Briefly explain the bank overdraft.

(02 marks)

(ii) What is a bank statement?

(02 marks)

- (iii) Following transactions occurred in sanjana's business during the first week of March.
 - 2018.3.01 Bank balance Rs. 110 000
 - 2018.3.2 Paid electricity bill Rs. 5 000 by a cheque
 - 2018.3.3 Deposited the cheque in the bank Rs. 50 000 which is received in last February.
 - 2018.3.4 Purchased trade goods Rs. 30 000 by issuing a cheque
 - 2018.3.5 Paid building rent Rs. 15 000 by a cheque

Required

- (a) Record above transactions in the bank account and balancing off. (04 marks)
- (b) Post above transactions into the ledger and balancing off them (04 marks)

(12 marks)



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අவ்வாக දෙපාර් **P** இன்ற Provincial D Tepartment of Education வி. இரு இரும் இரு இரும் இரும වයඹ පළාත් අධාාපන දෙපාර්තමේන්තුව Provincial Department of Education වයඹ පළාත් අධාාපන දෙපාර්තමේන්තුව Provincial Department of Education

> දෙවන වාර පරීක්ෂණය - 10 ශේණිය 2019

Second Term Test - Grade 10 - 2019

Business & Accounting Studies - Answer

		Paper I		
01.	11.	21.	31.	
02.	12.	22.	32.	
03.	13.	23.	33.	
04.	14.	24.	34.	
05.	15.	25.	35.	
06.	16.	26.	36.	
07.	17.	27.	37.	
08.	18.	28.	38.	
09.	19.	29.	39.	
10.	20.	30.	40.	

Paper II

- (01) (i) Capital
 - (ii) Private sector/ profit oriented/sole proprietorship
 - (iii) give marks for any correct answer
 - (iv) yes

The business name is different from the full name of its owner

- (v) Ownership private sector Objective - profit oriented
- (vi) Strength Deneth's skills and experiences.

Opportunity • can supply coconut shells from the living area

• established near the bus stand

- (vii) Cash book receipt & paying voucher
- = Equity + liabilities (viii) Assets $50\ 000 = 50\ 000$
- (ix) 41 000 or

Visithuru Viskam Business

Debit

Cash book as at 30.06.2019

Credit

Date	Description	Amount	Date	Description	Amount
6/1 6/30	Capital Sales 1/2	50 000	6/5 6/5	purchases fuel	10 000 7 1 000 1/2
0/30		25 000	6/6	polish	3 000
			6/10	small tools	5 000 7
			6/20 6/25	purchases labour charges	$\begin{bmatrix} 10 & 000 \\ 5 & 000 \end{bmatrix} 1/2$
			6/30	b/c/f	41 000
	1 ₂ // ₂ // ₅	75 000			<u>75 000</u>
7/1	b/b/f	41 000	6/30		

	(x)	equit	y decrease - any	expense indicat	a in tl	20.000			Answer
		equit	y increase - any	income] Indicat	e in u	ie case		(2:	x 10 = 20)
(02)	(i)	(a)	Corrected 02 dif	ferences give ma	rks				
` /	()	(b)		ers, Parents, Old 1		communi	tv. governmen	t etc.	(1 mark)
	(ii)	(a)	X (b) ✓	(c) ✓	(d)		., 80		$1/2 \times 4 = 02$
	` ′	(a)	` /	d a dress making	` ′				(1 mark)
	(,	(b)		ated near the mai			and education	office attractive	·
	(iv)) (a)	Clothes (1 mark)		(b)	capital	(1 mark)		(2 mark)
(03)	(i)	(a)	Owners - financi	ial strength, know	ledge	and exp	erience		
			managers - leadi	ng resources					
			employees - skil	ls, attitudes and c	ompe	tencies			
				(N	Vame 1	the factor	1/2 each x 2 =	: 01)	
		(b)	Customers/ supp	liers/competitors					
				(F	or rea	son 1/2 e	ach x 2 = 01		
	(ii)	(a) >	X (b) X	(c) 🗸	•	(d) X		(1 mark)
							(එක	කට ලකුණු 1/2	x 4 = 2යි.)
	(iii)) (a)]	Economic environ	nment					(1 mark)
		(b)	• introducing ne	w laws ● adju	sting	the currer	nt laws	(1	mark)
	(iv) give	e marks for any 02	2 correct example	es				(2 mark)
(04)	(i)	(a)	-	among individual	ls con	ducting a	business in co	mmon with an o	•
			profit is known a	•					(1 mark)
		(b)	The partnerships						
			-	act No 07 th of 200					
				me ordinance of i	eleva	•			$(1/2 \times 2 = 1)$
		(a)	\times (b)	(c) /		(d) X			$(1/2 \times 4 = 2)$
	(iii)) (a)	give marks for re	evenant character	istics				$(1/2 \times 2 = 01)$
									(1 mark)
	(iv)) (a)	Government	(b) Owners	8	(c)	members	(d) share hol	ders
									$(1/2 \times 4 = 02)$
(05)	(i)	(a)	• Arose as a resu	ılt of a past transa	action				
			• When settle the	e due amount, a p	art of	resource	s will flow out		
			• Having a prese		$(1/2 \times 2 = 01)$				
		(b) give marks for a correct transaction							(1 mark)
			(Should be addit	ional capital inve	sted, o	drawings)	income or exp	penses related tr	ansaction)
	(ii)	give	e marks for a suita	ble answer				$(1 \ X \ 4 =$	= 4 marks)
	(iii)) (a)	Land Account D	r.	Rs.	300 000			
			Cash account Cr		Rs.	300 000			(1 mark)
		(b)	Cash account Dr	•	Rs.	50 000			
			debtors Acc. Cr.		Rs.	50 000			(1 mark)

(iv) 750 00 + 150 000 + 25 000 = 250 000 50 000 + 30 000 = (80 000) Equity = 170 000

(2 marks)

(v) Additional capital, drawings, Income, expenses

 $(1/2 \times 4 = 2 \text{ marks})$

(06) (i) Act as a prime entry book

Act as a ledger account
(ii) receipt & paying voucher

(2 marks)

(iii)

Cash book

Date	R/N	Description	L/F	Amount Rs.	Date	V/N	Description	L/F	Amount Rs.
1/1		b/b/f		175 000	1/6	20	Purchases 1/2		75 000
1/5	01	Capital		50 000	1/7	09	Drawings 1/2		25 000
1/6	02	bank loan		50 000					175 000
					1/7		b/b/f 1/2		
				275 000					275 000
				175 000					
		b/b/f							

(iv) (a) For recording in ledger accounts correctly

(4 marks)

(b) For balancing off them

(4 marks)

- (07) (i) When cheques are issued in excess of the existing bank balance and when the bank makes payments on them, the account holder becomes a debtor to the bank and that debit balance is known as the bank overdraft

 (2 marks)
 - (ii) Banks send a statement to their current account holders once a month by showing the items which are debited and credited by tha bank during the month (2 marks)

(iii)

Bank Accounts

	Date	R.N	Description	L.F	Amount Rs.	Date	V.N	Description	L.F	Amount Rs.
Γ	3/1		b/b/f		110 000	3/2		Electricity bill		5 000
	3/3		cash		50 000	3/4		purchases		30 000
						3/5		building rent		15 000
						3/7		b/c/f		110 000
					160 000					160 000
	3/8		b/b/f		110 000					

(a) For recording in ledger accounts correctly

(4 marks)

(b) For balancing off

(4 marks)

(12 marks)