



THE INSTITUTE OF COMPUTER ACCOUNTANTS

27, N. S. Road, Kolkata – 700001
Offline Question Paper | Tally.ERP 9
Paper Code: 02041901

Full Marks: 100

Time: 60 min.

- 1) Open your Student Login portal through your user ID and password. Then do the following: [05]
 - a) Click on download button and extract it
 - b) Open Tally Document for Set1 document file and do the work as per given instruction
 - c) After completion all the work upload the tally backup file and backup of Question no. 12 from your student login
- 2) Create a company with “Your Code & Question Paper Code Pvt. Ltd.” Based on West Bengal with the following details for the financial year 2018-2019. [05]
Company Address: Block DC, Salt Lake City, Sector 1, Kolkata – 700 064
** PAN No.: AAAGM0289C, TAN No.: ARTF47851K, GSTIN: 19AAAGM0289C1ZG*
- 3) Create the following ledgers.
Machinery – 115000, Loan from HDFC Bank – 75000, Cash in hand – 60000, IDBI Bank – 610000, Outstanding Telephone Bill – 22400, Profit & Loss A/c – 60000, Petty Cash – 35000, Capital – Remaining Amount [08]
- 4) On 02.12.2018 Company paid ₹55000 by cheque no. 312548 as Commission like below: [07]
Mr. Dubey – 30%, Mr. Ghorui – 50%, Mr. Guha – 20%
- 5) Open ‘DOCUMENT 1’ and pass the required entries and on the next day paid the amount by cheque no. 312549. [07+03]
- 6) Open ‘DOCUMENT 2’ and pass the necessary entry. On the same day paid the amount by cheque no. 312550. [09+03]
- 7) Create a Voucher Type with below information: [07]
Name of Class: Tax Invoice
Include Group: Sundry Debtors
Ledger Name: Sales
GST: IGST
- 8) Open ‘DOCUMENT 3’ and pass the necessary entries by using the above voucher type. On the same day Company received 50% of the full amount by HDFC Bank cheque no. 623145. [08+03]
- 9) On 02.01.2018 Company paid the TDS amount to the Govt. by cheque no. 312551. [06]
- 10) Now open ‘DOCUMENT 4’ and pass the necessary entries. On the next day received 95% of bill amount as full and final settlement through Axis Bank cheque no. 148569. [08+05]
- 11) On 31.01.2019 Company purchased a **Machinery [HSN: 84538000]** worth ₹67000 from **Machinery World [GSTIN: 19AABCS1429B1ZR]**. On the same day pay the bill amount through cheque no. 312552. [07+03]
- 12) Export the Balance Sheet in JPEG Format and keep it in the folder that you have downloaded. [06]