**Name of the College: R.G.P.G College Meerut** 

Student Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Reg no:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Class:\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Time:60 Min Max Marks: 100 M**arks** **Basic-Set-1**

**QUALIFYING EXAM OF TALLY**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **SN** | **QUESTION\_STATEMENT** | **ANS\_A** | **ANS\_B** | **ANS\_C** | **ANS\_D** | **Ans** |
| **1** | In Tally we can maintain | Inventory only | Accounts only | Account with Inventory | Both B & C | D |
| **2** | Depositing cash to SBI should be passed through | Payment mode | Receipt mode | Contra mode | Purchase | C |
| **3** | Under which head Motor Car is shown? | Current Assets | Fixed Assets | Sundry Creditors | Sundry Debtors | B |
| **4** | Tally by default provides | 5 ledgers | 4 ledgers | 2 ledgers | no ledgers | C |
| **5** | Through which configuration we can activate Dr / Cr instead of To / By ? | F11 | F12 | Alt+F3 | None | B |
| **6** | Bank OCC Accounts is the alias of | Bank Accounts group | Bank Overdraft group | Both | None of these | B |
| **7** | In Tally Simple and Compound Interest can be charged. | True | False |  |  | A |
| **8** | F12 - Key is also known as | Configuration window | Company Features window | Company Properties window | None of these | A |
| **9** | Bad Debts are recorded through | Contra mode | Journal mode | Receipt mode | Payment mode | B |
| **10** | . In Tally We Can Split Company Data for | 3 Months | 4 Months | 6 Months | all of the above | D |
| **11** | Tally can warn on negative balance of Cash. | True | False |  |  | A |
| **12** | What is the short cut key of Bank Payment and Bank Receipt Voucher respectively? | F4 and F5 | F6 and F7 | F5 and F6 | None | C |
| **13** | To switch from Profit & Loss a / c to Balance Sheet we will use | F10 | alt + 10 | F11 | Ctrl + F12 | A |
| **14** | At the time of ledger creation the shortcut to create online Group / Subgroup is | Insert key | Ctrl + C | Alt + C | Ctrl + Enter | C |
| **15** | Depreciation ledger falls under | Indirect Incomes | Fixed Assets | Indirect Expenses | Direct Incomes | C |
| **16** | Can we Create two Company having same name ? | yes | no |  |  | A |
| **17** | Outstanding bill report can be seen from | Display - Inventory Book- Outstanding | Display - Accounts Books - Outstanding | Display - Statement Of Accounts - Outstanding | None of these | C |
| **18** | In purchase bill we can given Tracking Number | TRUE | FALSE |  |  | B |
| **19** | Payment is an \_\_\_\_\_\_\_\_\_\_\_\_\_. | Accounting voucher | Inventory voucher | Optional voucher |  | A |
| **20** | Started Business with cash Rs 100000. | Contra mode | Payment mode | Receipt mode | None of these | C |
| **21** | Can we zoom any reports in tally ? | yes | No |  |  | A |
| **22** | To see existing ledgers of a Company choose | Gateway of Tally > AccountsInfo > Ledgers > Create | Gateway of Tally > Accounts Info > Ledgers > Display | Gateway of Tally > Accounts Info > Ledgers > Alter | None of these | B |
| **23** | Keeping a copy of data in other media is termed as | Tally Vault | Tally Audit | Restore | Backup | D |
| **24** | Stock categories can be maintained in Tally | True | FALSE |  |  | A |
| **25** | Debit Note vouchers can be used for | Sales Return | Sales Order | Purchase Return | Rejection Out | C |
| **26** | "The shortcut key ""to remove a line in a report "is" | Ctrl + R | Alt + L | Alt + R | Either (a) or (b) | C |
| **27** | The shortcut to Delete a Company is | Alt + Delete | Shift + Delete | Ctrl + Delete | Alt + D | D |
| **28** | How to switch between opened Companies | Alt + F3 | F1 | F3 | F2 | C |
| **29** | Cash ledger can be allowed in journal mode | true | FALSE |  |  | A |
| **30** | Company features are applicable with the current company only | True | FALSE |  |  | A |
| **31** | BOM Stands for | Base of materials | Bill of materials | Bill of matter | Bill of management | B |
| **32** | GSTIN format structure | 29ABCDE1234F2Z5 | 29ABCD51234F2Z5 | 29ABCDE1234FKZ5 | 29ABCDE1234F2 | A |
| **33** | Is it possible to see the opening balance in trial balance | Yes | No |  |  | A |
| **34** | To maintain Godown with Inventory turn on the option | Maintain Locations in F11 | Use Godowns in F12 | Maintain Multiple Godowns in F11 | Use Multiple Locations in F12 | C |
| **35** | To view current balance of ledger during voucher entry turn on the option | Show Ledger Balances from F11 | Show Ledger Current Balances from F12 | Display Current Balance from F11 | None of these | B |
| **36** | Is it possible to pass a payment entry in single entry mode | yes | no |  |  | A |
| **37** | Shut down a company means to delete a company | True | False |  |  | B |
| **38** | Cash to Bank transaction in Tally can be passed through | Payment Voucher | Contra voucher | Reciept voucher | Voucher Class | B |
| **39** | Drawings account will be assigned with the group | Profit and Loss with Debit balance | Capital Account with Debit balance | Capital Account with Credit balance | Profit and Loss with Credit balance | B |
| **40** | The shortcut key used to create a New Company | Alt + F1 | Alt + F3 | Both A & B | Alt + F2 | C |
| **41** | There are \_\_\_\_\_\_\_\_ types of Unit of measurements | 1 | 2 | 3 | 4 | B |
| **42** | Expenses or Fixed Asset are allowed in Purchase Vouchers | True | False |  |  | A |
| **43** | Is it necessary to create at least one item for maintaining price List | True | False |  |  | A |
| **44** | To save a Voucher from any position press | F4 | Ctrl + U | Ctrl + A | Ctrl + V | C |
| **45** | Which tax is the part of integrated tax in GST | GST | IGST | CGST | SGST | B |
| **46** | User can print Confirmation of Statement of any ledger from Tally 9.0 | True | False |  |  | A |
| **47** | Which tax is not replace by GST | Central Excise Duty  CVD  CST & VAT | Entry Tax & Octroi  Surcharges & Cess levied by State govt | TDS | others | A |
| **48** | A Voucher Types can be created | from scratch | based on existing voucher type | Either A or B | None of these | B |
| **49** | Which tax is a single unified indirect tax system aims at uniting India’s complex taxation structure to a ‘One Nation- One Tax’ regime. | GST | Vat | Service tax | others | C |
| **50** | The ledger salary payable falls under the group | Current liabilities | Duty and taxes | Loan liabilities | All of the above | A |