

C-1218

Sub. Code

80413

B.Com. DEGREE EXAMINATION, NOVEMBER 2023.

First Semester

Shipping and Logistics

PRINCIPLES OF ACCOUNTANCY

(2023 onwards)

Duration : 3 Hours

Maximum : 75 Marks

Part A

(10 × 1 = 10)

Answer **all** questions.

1. What is the fundamental accounting equation?
 - (a) Assets = Liabilities
 - (b) Assets = Equity
 - (c) Assets = Liabilities + Equity
 - (d) Liabilities = Equity

2. Which accounting concept states that financial statements should reflect the assumption that a business will continue to operate indefinitely?
 - (a) Matching Principle
 - (b) Going Concern Concept
 - (c) Revenue Recognition Principle
 - (d) Conservatism Principle

3. Which of the following is typically not part of the final accounts?
 - (a) Income Statement
 - (b) Balance Sheet
 - (c) Trial Balance
 - (d) Cash Flow Statement

4. Which financial statement provides a summary of a company's cash inflows and outflows during a specific period?
 - (a) Income Statement
 - (b) Balance Sheet
 - (c) Cash Flow Statement
 - (d) Statement of Changes in Equity

5. What is a Bill of Exchange?
 - (a) A promissory note issued by a bank
 - (b) A negotiable instrument used in international trade for payment
 - (c) A written agreement between two parties to exchange goods or services
 - (d) A formal invoice sent by a supplier to a customer

6. In an Accommodation Bill, who is the accommodating party?
 - (a) The drawer
 - (b) The drawee
 - (c) The payee
 - (d) A third party who lends their name and credit

7. In a consignment arrangement, who is the consignor?
- (a) The party who receives and sells the consigned goods
 - (b) The party who delivers the goods on consignment
 - (c) The party who purchases the consigned goods
 - (d) The third party who handles the financial transactions
8. Which accounting method is commonly used to account for joint ventures when the joint control of the business exists?
- (a) Equity Method
 - (b) Cost Method
 - (c) LIFO Method
 - (d) FIFO Method
9. Which of the following adjustments would be made in the bank reconciliation statement if a bank error is discovered?
- (a) Add the error to the cash book balance
 - (b) Deduct the error from the cash book balance
 - (c) Add the error to the bank statement balance
 - (d) Deduct the error from the bank statement balance
10. If a deposit made by the company does not appear on the bank statement, how would this item be treated in the bank reconciliation statement?
- (a) Deducted from the cash book balance
 - (b) Added to the cash book balance
 - (c) Deducted from the bank statement balance
 - (d) Ignored in the reconciliation process

Part B

(5 × 5 = 25)

Answer **all** questions.

11. (a) What is accounting?

Or

(b) Enter the following transactions in the books of Thiru. Ganesan.

2020 January		Rs.
	1 Started business with	25,000
	2 Deposited into bank	23,500
	3 Purchased furniture by issuing cheque	2,000
	4 Cash purchase	5,000
	5 Sold goods to Ramu	150
	6 Goods worth Rs.250 taken from the shop for personal use.	

12. (a) Rectify the following errors:

Purchase book is overcast by Rs. 500

Sales book has been undercast by Rs.300

Purchase returns book has been overcast by Rs. 50

Sales return book has been undercast by Rs.75

Or

(b) How do you deal with 'Returns outwards' and 'Return inwards' in the trading a/c?

13. (a) How do you ascertain the due date, when it falls on holidays?

Or

- (b) Mr. Ravi draws a bill for Rs. 2,000 on Gopal on 15th September for three months. On maturity, Gopal failed to honour the bill. Pass the necessary journal entries in the books of Rai and Gopal, if he had retained the bill with him till maturity.

14. (a) What are the methods of recording transactions relating to joint venture?

Or

- (b) Arun Consigned 2,000 tonnes of coal @ Rs. 50 per tonne to Balu of Delhi. He paid Rs. 20,000 as freight. Due to normal wastage only 1,950 tonnes were received by Balu. He also paid Rs. 5,000 as unloading and cartage charges. The goods unsold amount to 650 tonnes. You are required to calculate the value of closing stock.

15. (a) What is a bank reconciliation statement? Why is it important for professionals to prepare bank reconciliation statements regularly?

Or

- (b) A professional has a cash balance of Rs. 10,000 in their cash book and a bank balance of Rs. 12,000 in their bank statement. The professional has outstanding cheques of Rs 2,000 and cheques deposited but not cleared of Rs. 1,000. Prepare a bank reconciliation statement for the professional.

Part C**(5 × 8 = 40)**Answer **all** questions.

16. (a) Explain the accounting concepts and conventions in detail.

Or

- (b) From the under mentioned balances, prepare a trial balance as on 31.03.2020

Particulars	Rs.	Particulars	Rs.
Cash in hand	4,800	Furniture	60,000
Purchases	4,80,000	Bills receivable	80,000
Opening stock	1,40,000	Salaries	80,000
Sundry creditors	96,000	Capital	4,00,000
Machinery	2,40,000	Bills payable	88,000
Wages	64,000	Sundry debtors	2,00,000
Sales	8,04,000	Rent	40,000

17. (a) The following balances are drawn from the books of M/s. Dhara & Co as on 31st December 2019.

Particulars	Amount	Particulars	Amount
	(Rs.)		(Rs.)
Land	1,00,000	Sales	3,00,000
Buildings	2,00,000	Purchases	1,75,000
Sales returns	10,000	Stock (1.1.2019)	25,000
Purchase returns	5,000	Debtors	50,000
Bank overdraft	15,000	Cash in hand	5,000
Creditors	20,000	Salaries	10,000

Particulars	Amount	Particulars	Amount
	(Rs.)		(Rs.)
Wages	12,000	Goodwill	15,000
General expenses	5,000	Selling expenses	12,000
Bad debts.	1,000	Insurance	1,000
Capital	2,81,000		

Adjustments:

- (i) Closing stock is Rs. 30,000
- (ii) Provide for depreciation on buildings @ 10%
- (iii) Write off further bad debts Rs. 1,000
- (iv) Salaries yet to be paid Rs. 3,000

You are required to prepare a Trading and profit & Loss account and Balance sheet of M/s. Dhara & co.

Or

- (b) Explain the various adjustments usually appear at the time of preparing the final account.
18. (a) Following the transactions

	Rs.
On 1 st January 2019, A owes B	2,000
On 1 st March 2019, A remits cash	600
On 1 st April 2019, A buys goods from B	1,200
On 1 st May 2019, A remits cash	1,800

Show Account current rendered by B to A for the half year ending 30th June 2019. calculating interest at 10% per annum.

Or

- (b) Distinguish between “Bill of Exchange” and “Promissory Note”.

19. (a) A, B and C enter into a joint venture to divide profits equally. They bought goods from D for Rs. 1,25,000 and from A for Rs.25,000. A contributed Rs. 30,000. B Rs. 40,000 and C Rs. 90,000 which amounts were banked in a joint account. They settled their account with D by cheques and paid for carriage and other expenses for Rs.7,500. They sold goods for cash Rs. 65,000 and to E on credit for Rs. 1,40,000 who accepted a draft for the amount. The acceptance was cashed and realised Rs. 1,37,000. A was allowed 5% commission on sales for effecting the transactions. Pass necessary journal entries and open accounts, assuming that the final settlement between parties was made by cheques.

Or

- (b) Describe the Features and characteristics of a Joint venture.
20. (a) A professional has the following income and expenditure for the month of March 2023:

	Rs.
Income from clients:	1,00,000
Payments to suppliers:	50,000
Business expenses:	20,000
Salary drawn by the professional:	10,000

Prepare a receipts and payments account and an income and expenditure account for the professional.

Or

- (b) Discuss the importance of accurate and up-to-date financial records for professionals. What are some of the challenges that professionals face in maintaining accurate financial records?

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B.Com. DEGREE EXAMINATION, NOVEMBER – 2023

First Semester

Shipping and Logistics

**BUSINESS ORGANISATION AND OFFICE
MANAGEMENT**

(2023 onwards)

Duration : 3 Hours

Maximum : 75 Marks

Section A

(10 × 1 = 10)

Answer **all** the questions.

1. The structure in which there is a separation of ownership and management is called _____
 - (a) Sole proprietorship
 - (b) Partnership
 - (c) Company
 - (d) All business Organisations

2. Provision of residential accommodation to the members at reasonable rates is the objective of
 - (a) Producer's cooperative
 - (b) Consumer's cooperative
 - (c) Housing cooperative
 - (d) Credit cooperative

3. What is the primary factor that influences the location of a business?
 - (a) Proximity to competitors
 - (b) Availability of raw materials
 - (c) Government regulations
 - (d) Historical significance

4. Which of the following is considered an internal source of finance for a business?
 - (a) Bank loan
 - (b) Equity shares
 - (c) Retained earnings
 - (d) Debentures

5. What is a “bull market’ in stock trading?
 - (a) A market where stock prices are falling
 - (b) A market characterized by optimism and rising stock prices
 - (c) A market with no price fluctuations
 - (d) A market that is closed for trading

6. When a trade union and a company engage in negotiations to determine working conditions and wages, this process is known as:
 - (a) Collective bargaining
 - (b) Free trade agreement
 - (c) Chamber of commerce mediation
 - (d) Regulatory compliance

7. Which of the following is not a common office layout design?
 - (a) Open office
 - (b) Cubicle layout
 - (c) Circular layout
 - (d) Traditional closed offices

8. Which of the following is NOT a common method of indexing documents?
 - (a) Alphabetical indexing
 - (b) Numerical indexing
 - (c) Chronological indexing
 - (d) Haphazard indexing

9. What is the primary purpose of a paper shredder in an office environment?
 - (a) To scan and digitize documents
 - (b) To create copies of documents
 - (c) To securely destroy sensitive documents
 - (d) To laminate important papers

10. Which of the following is a key component of a data processing system?
- (a) Keyboard
 - (b) Monitor
 - (c) Central Processing Unit (CPU)
 - (d) Printer

Section B

(5 × 5 = 25)

Answer **all** the questions.

11. (a) Explain Sole proprietorship in detail.
- Or
- (b) What is a Public Enterprise? Explain.
12. (a) Discuss the factors determining the optimum size of the firm.
- Or
- (b) Explain long term sources of finance with examples.
13. (a) What is the procedure for trading on stock exchange?
- Or
- (b) Describe DEMAT of shares with its benefits.
14. (a) List the requisites of an ideal office and its importance.
- Or
- (b) What are the factors affecting office accommodation and office location?
15. (a) What is EDP? Explain the merits and demerits of EDP.
- Or
- (b) Discuss the advantages of Mechanization.

Section C

(5 × 8 = 40)

Answer **all** the questions.

16. (a) Discuss nature and scope of business in detail.
Or
(b) What are Partnership firms? Explain their advantages and disadvantages.
17. (a) Explain Shares, Debentures, Public Deposits, Bank credit and Trade credit.
Or
(b) Define localization of Industries and discuss its procedure.
18. (a) What is a stock exchange? Explain the functions of stock exchange.
Or
(b) Explain chambers of commerce. Distinguish between Trade union and Chambers of commerce.
19. (a) What is an office? Explain the principles and types of Office layout.
Or
(b) Define filing. Explain Classification and methods of filing.
20. (a) Explain the methods of collecting data for an EDP.
Or
(b) Describe in detail about duplicators.
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80415

B.Com. DEGREE EXAMINATION, NOVEMBER – 2023

First Semester

Shipping and Logistics

PRINCIPLES OF MANAGEMENT

(2023 onwards)

Time : 3 Hours

Maximum : 75 Marks

Section A

(10 × 1 = 10)

Answer **all** the questions.

1. Management is a process of planning, organizing, actuating and controlling to determine and accomplish the objectives by the use of people and resources.
(a) Terry. G (b) Peter F. Drucker
(c) Koontz. H. (d) Lawrence.A, Appley
2. A series of functions that lead to the achievement of certain objectives is known as _____
(a) Management (b) Planning
(c) Process (d) Art
3. General statements that guides decision making
(a) policies (b) procedure
(c) method (d) rules
4. Which among the following is correct in terms of planning?
(a) It improves employee's morale
(b) It increases uncertainties
(c) It makes the objectives confusing
(d) It lowers the economy

5. This is the basic principle of organising, which represents division of work and activities into small tasks and jobs necessary for achieving a set of objectives
- (a) Principle of division of labour
 - (b) Principle of Efficiency
 - (c) Principle of Cooperation
 - (d) Principle of Continuity
6. _____ indicates the top managerial position at the centre and other middle and lower managerial positions revolve from centre in concentric circles.
- (a) Circular Chart (b) Vertical Chart
 - (c) Horizontal Chart (d) None of the above
7. _____ motivation is done through negative incentives.
- (a) Positive (b) Negative
 - (c) Financial (d) Non-Financial
8. This style is used when leaders tell their employees what they want done and how they want it accomplished, without getting the advice of their followers.
- (a) Participative (b) Autocratic
 - (c) Delegated (d) Free reign
9. Communication between a CEO and Managing Director at the board meeting would be a communication
- (a) Lateral (b) Formal
 - (c) Meta (d) Gestures
10. Language can also sometimes act as a _____ to communication.
- (a) Flexible (b) Barrier
 - (c) Bridge (d) Best

Section B

(5 × 5 = 25)

Answer **all** the questions.

11. (a) Explain Managerial Skills and Role of a Manager.
Or
(b) What do you think were the key functions where the Operations Manager failed to perform?
12. (a) What are some of the problems encountered during the process of planning?
Or
(b) Classify problems into relevant categories and give examples of problems that fit into each category
13. (a) Organisational structure provides the framework for undertaking managerial functions. Discuss.
Or
(b) What is Organising? What do you understand by Organisational Structure?
14. (a) What are the meaning, definition and nature of Motivation? Explain importance of motivation.
Or
(b) Explain in detail the ERG theory of motivation. How does it significantly differ from Maslow's model of motivation?
15. (a) Explain the significance of communication in a sales organisation.
Or
(b) "People interpret what they see and call it a reality". Discuss

Section C

(5 × 8 = 40)

Answer **all** the questions.

16. (a) Study the nature of management of any one organisation you have visited recently. Enlist 10 functions each of the scientific and artistic approach in management functions therein.
Or
(b) What do you understand by the term Management? How is it different from Administration? Give answers with suitable examples for both.

17. (a) A new business venture has to develop a comprehensive business plan to borrow money to get started. Companies leading the industry assert that they did not follow the original plan cry closely. Does that mean that developing the plan was a waste of time for these eventually successful companies?

Or

(b) Discuss decision-making process under conditions of certainty and uncertainty

18. (a) How does line and staff organisation structure differ from pure line organisation structure? Write in your own words.

Or

(b) How can authority be delegated? Discuss the advantages and disadvantages of delegating authority.

19. (a) Motivation is defined as a drive that tries to satisfy an existing unsatisfied need. Is this drive within you as an inherited trait or is it the force of environmental factors that created this drive? Give examples.

Or

(b) Explain in detail the Equity theory of motivation. What are some of the standards against which the concept of fairness can be measured?

20. (a) Critically analyse the concept of stereotyping and halo effect. Examine the role of human psychology in this context.

Or

(b) Contrast between upward-downward, diagonal-lateral, formal-informal and verbal-nonverbal communication. With suitable references.