# B.COM (General \& Computers) 

## (wef 2008- '09)

## QUESTION BANK



# FACULTY OF COMMERCE OSMANIA UNIVERSITY HYDERABAD - 500 007, A.P 

## Commerce Lab - Practical Question Bank FACULTY OF COMMERCE, OSMANIA UNIVERSITY

## B.Com (Tax Procedures \& Practices) I Year

## CENTRAL SALES TAX AND VALUE ADDED TAX

Time: 60 Minutes

| Record | $: 10$ |
| :--- | :--- |
| Skill Test | $: \underline{20}$ |
| Total Marks | $: \underline{30}$ |

1. Prepare a chart showing objectives of CST Act, 1956.
2. Prepare a table showing the method of calculation of sales price under CST Act, 1956.
3. Prepare a table indicating the differences between a works contract and a sale.
4. Present a chart showing various documents usually called "document of title to goods".
5. List out various exemptions from CST Act, 1956.
6. Obtain a blank form A under CST and note the contents.
7. Obtain a blank form A and fill it with imaginary details.
8. Obtain a blank form B under CST and note the contents.
9. Obtain a Registration certificate of a dealer under CST Act, and note the contents.
10. Obtain a blank form C under CST and note the contents.
11. Prepare a table showing the purposes for which E-I and E-II forms are used under CST Act.
12. Prepare a table showing the procedure for registration of a dealer under CST Act.
13. Obtain a blank form F under CST Act and note the contents.
14. Obtain a blank form G under CST Act and note the contents.
15. A of Ludhiana comes to Mumbai to purchase goods from B with the understanding that will send goods to Ludhiana under his supervision. Decide whether it is chargeable to CST with reasons.
16. $X$ of Chandigarh comes Yamunanagar and purchases goods from $Y$. After purchasing, $X$ transports these goods to Chandigarh in his own name. Decide whether it is chargeable to CST with reasons.
17. A of Nizamabad sends goods in his own name at Chennai. At Chennai goods are sold to different parties by the employees of A. Decide whether it is chargeable to CST with reasons.
18. Mr. X reported sales turnover of Rs. $36,20,000$. This includes Excise duty of Rs. $3,00,000$ and packages deposits Rs. $5,00,000$. Sales tax was not included separately in the sales invoice. Compute tax liability under the CST Act, assuming the rate of tax as $2 \%$.
19. Prepare a table showing different rates of tax levied under APVAT Act, 2005.
20. Prepare a chart showing list of any ten goods exempt from tax as per schedule-I of APVAT.
21. Prepare a chart showing list of any ten goods taxable @ $1 \%$ as per APVAT.
22. Prepare a chart showing list of any ten goods taxable @ $2 \%$ as per APVAT.
23. Prepare a chart showing list of any ten goods taxable @ $12.5 \%$ as per APVAT.
24. Obtain a blank form TOT 001 and fill it with imaginary details. (Registration)
25. Obtain a blank form TOT 007 and fill it with imaginary details.(Quarterly return)
26. Obtain a blank form TOT 014 and fill it with imaginary details.(Cancellation)
27. Obtain a blank form TOT 025 and fill it with imaginary details.(Assessment)
28. Obtain a blank form VAT 100 and fill it with imaginary details. (Application for Registration)
29. Obtain a blank form VAT105 and fill it with imaginary details.(Certificate of Registration)
30. Obtain a blank form VAT115 and fill it with imaginary details.( Claim for credit on stock)
31. Obtain a blank form VAT200 and fill it with imaginary details.( Monthly return)
32. Obtain a blank form VAT200B and fill it with imaginary details. (Final return)
33. Obtain a blank form VAT305 and fill it with imaginary details. (Assessment)
34. Obtain a blank form VAT525 and fill it with imaginary details.(Register of Stock)
35. Obtain a blank form $X$ or 600 and fill it with imaginary details.(waybill)
36. Mr. Rohith is a trader in pulses, running his business in his own premises, situated at St.Anns road, Secunderabad. Personal profile: Name ------- Father's name ------ Date of birth --------, Residential address -------, Email -----, PAN ----. He deals mainly in retail business. He has a bank account no. 3427689, SBI, Sainikpuri branch. Turnover for the last 12 months Rs. 482500 . Estimated turnover Rs. 10 lakhs, Registration No under profession Tax 23456476895.
Prepare an application form as TOT dealer, dated $16^{\text {th }}$ June 2009 to A.C.T.O Sainikpuri circle. Secunderabad division, A.P.
37. Commercial Tax office, MG Road circle, received an application from M/s Maheshwari traders for registration as TOT dealer. Their place of business is situated at 5-6-234, Ajantha complex, MG Road, Secunderabad and their branch is situated at 2-4-677, AS Rao nagar, Secunderbad.
Your senior office assistant has put up a note for issue of TOT registration certificate to be issue on 10-9-2009 and its validity is from 15-9-2009, suggesting to a lot registration No as BGT/04/2/3245. As Assistant Commercial Tax officer of MG Road circle, issue TOT registration certificate.
38. From the following particulars, prepare challan for VAT payment.

Personal profile: Name of the remitter: M/s. Harsha Enterprices, Residential address: Flat no. 23, Brindavan colony, Defence colony, Sec-bad. R.C. NO: 2778654123. Purpose of payment; VAT for 9/09 Amount: Rs. 126900.
39. From the following, prepare TOT registration certificate under AP VAT Act 2005, in the form TOT 003.
Name of the business --------, Name of the proprietor -------, Place of the business -----, Commercial Tax office -----, Circle Ragapally, Division Khammam, GRN to be allotted KHM/06/2/2345. Date of issue of the certificate 14-12-2009. With effect from 15-122009.
40. Personal profile: Name - Suchitra Singh, Father's name - Rakesh Singh, Date of birth -1-7-1974, Residential address - Jawahar nagar, Railway colony, Secunderabad, email
id---------, PAN : BMEPS3456S. She deals in whole sale trade of refined oil, Her bank account: SBI, Tarnaka branch. Turnover for the last 12 months Rs. 310000, Estimated turnover Rs. 800000. On 21-7-2009 turnover exceeds Rs. 600000, Registration no. under profession tax act 2543768217. Prepare an application form as TOT dealer, dated $15^{\text {th }}$ June 2009, to A.C.T.O. Maharanjgunj circle, Charminar division, Hyderabad (AP).
41. Mr Rana Pratap is a trader in food grains, running the business in his own premises in Ranigung, Secenderabad, PIN 500003. He intends to apply for dealer as TOT under A.P.VAT Act, 2005. Personal profile: Name: Rana pratap, Father's name: Rakesh Pratap, Date of birth: 2-6-1972, Residential address: 36, Defence Colony, Sainikpuri, Secunderabad. email id----, PAN : BMMPG342A. He deals in whole sale trade of grains. His bank account: Andhra bank, Koti branch. Turnover for the last 12 months Rs. 285100. Estimated turnover Rs. 600000, On 5-7-2009, turnover exceeds Rs. 400000. Registration no under profession tax act 24681011334 . Prepare an application form as TOT dealer dated $15^{\text {th }}$ June 2009, to A.C.T.O. Maharanjgunj circle, Charminar division, Hyderabad (AP).
42. Calculate net tax payable from the following information:
a) Taxable turnover Rs. 50 lac , VAT rate $10 \%$
b) Purchase tax Rs. 3 lac.
c) Input tax credit eligible Rs. 2 lac.
43. A dealer M/s Ramesh and Sons is a reseller who purchase (two) types of items $X$ and $Y$ in a particular quarter. X was purchased paying input tax of Rs. 5,000 and Y was purchased from a dealer in New Delhi. In the same period, X is sold locally within the state on which tax payable amounts to Rs. 7,000 and Y is totally exported out of territory of India. Find the net tax payable.
44. From the following particulars calculate tax credit on Input/supplies.

Input procured with in a state
Rs. 5,00,000
Output sold during the month Rs. $10,00,000$
Rate of tax $10 \%$
45. Compute the VAT liability of Mr.S.Banerjee, for the month of January 2009 , using invoice method of computation of VAT, from the following particulars:
Purchase price of the inputs purchased from the local market (incl. of VAT) Rs.26,000.
VAT rate on purchases
4\%
Storage Cost incurred
Rs. 250
Transportation Cost
Rs. 950
Goods sold at a profit margin of $5 \%$ on cost of such goods
VAT rate on sales
$12.5 \%$.
46. Mr.Goenka, a trader selling raw material to a manufacturer of finished products. He imports his stock in trade as well as purchases the same from the local markets. Following
transactions took place during the year. Calculate the VAT and Invoice value charged by him to a manufacturer, assume the rate of VAT @ 12.5\%.
a) cost of imported material (from other state) excluding tax Rs.1,00,000
b) cost of local materials including VAT Rs. $2,25,000$
c) other expenditure includes storage, transport, interest and loading and unloading and profit earned by him Rs.87,500.
47. Compute the invoice value to be charged and amount of tax payable under VAT by dealer who had purchased goods for Rs. 1,20,000 and after adding for expenses of Rs. 10,000 and profit of Rs. 15,000 had sold out the same. The rate of VAT on purchases and sales is 12.5\%.
48. Compute the total value of purchases eligible for input tax credit from the following particulars.
a) Input purchased from a registered dealer who opts composition scheme under the VAT Act Rs.10,000.
b) Inputs purchases for being used in the execution of a works contract Rs.1,00,000
c) Raw material purchases from unregistered dealers Rs.70,000
d) High seas purchase of inputs Rs. $1,00,000$
e) Goods purchased for sale to other parts of India in the course of inter state trade Rs.20,000.
49. Obtain a blank Tax Invoice and note the important contents and fill it with imaginary details.
50. Prepare a chart showing the list of records to be maintained by a VAT dealer.

# Computer Lab - Practical Question Bank FACULTY OF COMMERCE, OSMANIA UNIVERSITY 

## B.Com (All Streams) I Year FINANCIAL ACCOUNTING

Time: 60 Minutes

| Record | $: 10$ |
| :--- | :--- |
| Skill Test | $: 20$ |

Total Marks : 30
Note: Problems are to be solved by using computers (Excel/Accounting package).

1. Create a company with your name with full details enter 10 cash and 5 bank transactions.
2. Show the balance sheet of XYZ Company, with the following accounts, under relevant groups with imaginary figures:
5 Fixed assets a) Land b) Building c) Machinery d) Furniture e) Goodwill
5 Current assets a) Trade Debtors b) Stock c) Bills Receivable d) Bank e) Cash
2 Loan accounts a) Loan from Andhra Bank b) Loan from Ramu
1 Capital account.
3. Assuming your own figures prepare a cash book for the following cash transactions:
a) Ramu brought in cash towards Capital Rs.25,000.
b) Deposited into bank Rs.20,000
c) Purchased goods Rs.3,000
d) Sale of goods worth Rs.8,000
e) Paid to Hrithik ( a supplier) Rs.5,000
f) Received from Mohan ( a customer) Rs.6,000.
4. Prepare cash book with bank column for the following bank transactions in Andhra Bank and ascertain Bank balance.
Balance at Bank Rs.2,00,000
Paid to Rajesh Rs. 10,000 by cheque
Paid to Mahesh Babu Rs. 25,000 by cheque
Received a cheque from Ragini Rs.38,000
Received from Sneha Rs. 50,000 by cheque.
5. Give effect to the following discounts in the transactions.
a) Purchased goods worth Rs.5,000 less 5\% Trade discount.
b) Rs.2,646 received from Vijay and allowed discount Rs. 54 Cash.
c) Rs.5,292 paid to Anand and discount given by him Rs.108.
6. Prepare Trail Balance from the information given below:
Name of the Account
Furniture
Machinery
Buildings
Capital
Cash
Bills Payable
Trade Debtors
Trade Creditors

Dr. Rs. Cr. Rs.
Furniture
$\begin{array}{ll}10,000 & - \\ 50,000 & -\end{array}$
1,00,000 -

- $1,50,000$

5,000 ,000 -

- 30,000

Trade Debtors
80,000

- 65,000

7. Compute Net Profit from the given transactions:

| Rs. |  |
| :--- | ---: |
| Started business with capital | 75,000 |
| Cash deposited into the SBI | 10,000 |
| Cash purchases | 5,000 |
| Cash Sales | 6,000 |
| Paid Rent | 600 |

8. Prepare the trading and Profit and Loss account and the Balance Sheet.

| Opening Balance: | Rs. |
| :--- | ---: |
| Capital | $2,00,000$ |
| Machinery | $1,00,000$ |
| Cash | $1,00,000$ |
| Transactions: | 4,500 |
| Purchased good from ANKIT (cash) | 11,500 |
| Sold goods for cash | 17,000 |
| Sold good to NIKHIL (Credit) | 3,000 |
| Paid Salaries | 1,500 |

9. Opening Balance sheet:

Capital
Furniture
Cash
Buildings
Transactions:
Salaries paid
Rent paid
Adjustments:
Outstanding rent at the end of the year Rs. 500
Depreciation on Buildings $10 \%$ p.a.
Pass adjustment entries and finalize the $\mathrm{P} \& \mathrm{~L}$ account and Balance sheet.
10. Create a company of your own and generate a Petty cash book with 10 transactions. Assume own amounts.
11. Create a company of your own and generate a sales Register and Purchase register with any 10 transactions each, with imaginary figures.
12. Prepare the trading and $P \& L A / C$ and also Balance Sheet:

| Opening Balance | Rs. |
| :--- | ---: |
| Capital | $4,00,000$ |
| Furniture | $1,00,000$ |
| Cash | 30,000 |
| Building | $2,00,000$ |
| Machinery | 70,000 |
| Transactions: |  |
| Purchased goods | 20,000 |
| Sales | 40,000 |
| Paid rent | 1,000 |
| Salaries paid | 3,000 |
| Interest received | 2000 |

13. From the following information prepare $P$ \& $L$ account and $B / S$.

Opening balance sheet

| Capital | Rs.6,00,000 |  |
| :--- | ---: | ---: |
| Motor car | Rs.2,00,000 |  |
| Machinery | Rs. $1,00,000$ |  |
| S.Debtors | Rs.1,50,000 |  |
| Cash | Rs.1,50,000 |  |
| Transactions: |  |  |
| Paid wages | Rs. | 2,000 |
| Paid salaries | Rs. | 3,000 |
| Insurance paid | Rs. | 500 |
| Commission paid | Rs. | 200 |
| Sales | Rs. 20,000 |  |
| Purchases | Rs. 12,000 |  |
| Furniture purchased | Rs. 2,300 |  |
| Adjustments: |  |  |
| Outstanding wages at the end of the year Rs. 500 |  |  |
| Outstanding salaries at the end of the year Rs. 100 |  |  |
| Prepaid Insurance Rs. 100 |  |  |

14. Enter the following transactions by creating relevant accounts and groups.

Purchased goods from Ram Rs. 10,000
Purchased goods from Roshan Rs.5,000
Purchased goods from Mohan Rs.20,000
Sold goods to Leela Rs.25,000
Sold goods to Praveena Rs.30,000
Sold goods to Praveen Rs.20,000.
15. From the following information prepare $P$ \& $L$ account and $B / S$

Opening balance sheet

| Capital | $2,50,000$ |
| :--- | ---: |
| Building | $2,00,000$ |
| Cash | 50,000 |

Transactions:
Paid Audit fee Rs.500,
Paid General Exp. Rs.1,000, Advertisement Rs.1,000
Paid postage Rs.500, Printing Rs.100, Rent Rs. 500.
Sales Rs.60,000. Purchases Rs.21,000.
Adjustments:
Outstanding rent Rs.200, Depreciation on Building 10\%.
16. From the information given below prepare $P \& L$ account \& $B / S$.

| Salaries | 70,000 | Capital | $6,00,000$ |
| :--- | ---: | :--- | ---: |
| Rent | 30,000 | Commission received | 10,000 |
| Stationary | 5,000 | Sales | $1,65,000$ |
| Cash | 45,000 |  |  |
| Furniture | $4,60,000$ |  |  |
| Purchases | 84,000 |  |  |
| Machinery | 81,000 |  |  |
| Adjustments: | 81,000 |  |  |

Adjustments: Outstanding Rent Rs.1,000, Depreciation on furniture @ 5\%, Machinery@4\%.
17. Enter the following transactions in books of Bajaj.

Goods purchased from Prem Rs.30,000.
Cash paid to Prem Rs.29,500 and discount allowed by him Rs. 500 .
Goods Sold to Mukthi Rs.40,000.
Cash received from Mukthi Rs.39,000 allowed her discount Rs.1,000.
18. Compute Net Profit from the following data:

Rs.
Capital Introduced
4,00,000
Cash purchases $\quad 50,000$
Cash sales $\quad 1,00,000$
Paid rent $\quad 5,000$
Paid salaries $\quad 10,000$
Received interest 2,000
Paid legal expenses $\quad 1,000$
Paid Rates \& taxes 500
Paid General expenses 400
Closing stock 12,000
19. Mr.Sudhir started business with cash Rs. $3,00,000$ :

Purchased 20 CTV's @10,000 each for cash.
Paid carriage on purchase Rs. 2000
Sold 10 CTV's @ 12,000 each for cash
Sold 10 CTV's @12,000 each to Shyam.
Paid salaries Rs.2,000 and Rent Rs. 1,000
Prepare P \& L A/c.
20. Prepare Trading and $P$ \& L A/c and also Balance sheet.

Manisha started business with cash Rs. $5,00,000$
Purchased 15 colour TVs @ 15,000 each for cash
Paid carriage on purchase Rs. 2000
Sold 10 CTVs @ 20,000 each for cash
Sold 3 CTVs @20,000 each to Mr.Raju on credit paid salaries Rs.1,000
Closing stock valued at Rs. 30,000 .
21. Prepare Trading and $P \& L a / c$ and Balance sheet.

Sunitha started business with Rs.5,00,000.
Purchased furniture worth Rs.20,000.
Purchased computer worth Rs. 10,000 for business use.
Purchased 10 Printers @ Rs.5,000 each from TVS Ltd.
Purchased 10 computers @ 20,000 each for cash.
Sold 10 Printer @6,000 each for cash .
Sold 10 computers @25,000 each to Sunil.
Paid cash to TVS Ltd. Rs. 50,000 .
Received cash from Sunil Rs.2,50,000.
Paid salaries Rs. 1,000 and Rent Rs.1,500
22. Mr.Kartik started business with Rs.3,00,000; Purchased 10 colour TVs @ 15,000 each for cash; Purchased 10 colour TVs @ 15,000 each from Manoj; Sold 18 CTVs @18,000 each for cash; Paid salaries Rs 1,000 and rent Rs.1,000; Unsold stock Rs.27,000.
Prepare Trading \& P \& L a/c.
23. Enter the following transactions and generate a sales register.

Sold goods to Birla Traders Rs.2,000
Sold goods to Kamlesh \& Sons Rs.2,000
Malik \& Bros bought from us Rs.2,000
Sold on credit to Birla Traders Rs. 6,500
Goods sold to little Roses Ltd. Rs.5,600.
24. Enter the following transaction and generate a purchases register.
i. Purchased goods from Gupta Rs.10,000
ii. Purchased goods from Vijay Rs.5,000
iii. Purchased goods from Gopi Rs. 2,000
iv. Purchased goods from Ram Rs.5,000
v. Purchased goods from Shashi Rs. 20,000
vi. Purchased furniture on credit from Godrej Ltd., Rs.12,000
vii. Purchase of goods for cash Rs.3,000
25. Prepare a Bank Reconciliation Statement of Mr.Nagesh as on $31^{\text {st }}$ March,2009.
a) Bank balance as per pass book (Bank book) Rs. 26,000 .
b) Cheques deposited into bankRs.21,000of which cheques worth Rs.10,000 collected by bank up to $31^{\text {st }}$ March.
c) Cheques issued but not presented for payment till $31^{\text {st }}$ march 2009 Rs. 12,000.
d) Bank charges Rs. 500 debited in pass book only.
e) Interest and dividend collected by bank Rs.6,500.

Insurance premium paid by bank as per standing instructionsRs.2,800 not recorded in cash book.
26. Create a company with full details. Enter the following transactions.
a. Priyanka started Business with
Rs. 1,00,000
b. Opened account with bank
Rs. 20,000
c. Bought Furniture by Cheque
Rs. 3,000
d. Paid office rent
Rs. 600
e. Cash Purchases
Rs. 15,000
f. Cash Sales
Rs. 4,000
27. Assuming your own figures, prepare a cash book for the following cash transactions:
a. Ramu's introduced Rs. 25,000 into business
b. Deposited into the bank Rs. 20,000
c. Purchased goods Rs.3,000
d. Sold good worth Rs.5,000
e. Paid to Somu Rs.3,000
28. Prepare a Bank book for the following Bank transactions and ascertain Balance.
a. Balance at Bank Rs. $2,00,000$
b. Paid to Rajkumar Rs. 25,000 by Cheque
c. Received a Cheque from Rajni Rs. 25,000
d. Paid Ramakanth by Cheque Rs. 10,000
e. Received from Sneha Rs. 8,000 by Cheque
f. Cheque received from Rajini dishonoured.
29. Edit the following transactions:
i. Bought goods worth Rs.5,550, alter it to Rs.7,000
ii. Sold Goods to Rama Rs.5,000 alter it to Rs.3,000
iii. Cash received from Ram Rs. 1,000 alter it to Krishna
iv. Paid cash to Uday Rs. 1,000 , alter to bank.
30. Show the trail balance given below.

| Name of the Account | Dr. (Rs.) | Cr. (Rs.) |
| :--- | ---: | ---: |
| Capital |  | $5,00,000$ |
| S.Creditors |  | 50,000 |
| Bank Loan |  | 50,000 |
| Buildings | $4,00,000$ |  |
| S.Debtors | $1,00,000$ |  |
| Motor car | $1,00,000$ |  |

31. Create a Company / firm with your own name full details. Enter 15 cash transactions and 1 Bank Transactions.
32. Create a company with your name with details company address PAN no. Registration no and save it. Enter 5 Bank transactions and show Bank book
33. Enter the following transactions.
a) Purchase of furniture for 3,000 included in purchases.
b) Salary paid to Mr. X Rs.2,000 debited to his personal account.
c) Sale of plant Rs. 1,500 credited to sales account.
d) Bad debts recovered Rs. 800 credited to the personal a/c of Mr. Ramu.
34. Prepare a Bankbook for the following transactions.
i. Balance at Andhra Bank Rs. $1,50,000$.
ii. Paid to Rama Rs. 50,000 by Cheque.
iii. Paid to ABC Rs. 15,000 by Cheque.
iv. Cash withdrawn by Cheque Rs10,000 for office use.
v. Deposited a Cheque from X for Rs.5,900 and Cash Rs.500.
35. Create a company with full details. Enter the following transactions.

Priyanka started Business
Opened account with bank
Bought Furniture by cheque
Paid office rent
Cash purchases
Cash Sales

Rs.3,00,000
Rs. 20,000
Rs. 3,000
Rs. 500
Rs. 15,000
Rs. 5,000
36. Assuming you own figures, prepare a cash book for the following cash transactions:
i. Raju introduced into business Rs. 45,000
ii. Deposited into the bank Rs. 40,000
iii. Purchased goods Rs.4,000
iv. Sold Goods worth Rs.4,000
v. Paid to Somu Rs. 23,000
37. Edit the following transactions
a. Bought goods worth Rs. 5,500 , alter it to Rs. 10,000
b. Sold Goods to Madhu Rs.5,000 alter into Rs.7,000
c. Cash received from Venkat Rs. 1,000 later it to Ramana
d. Paid cash to Vasu Rs 1,000 , alter to bank.
38. Show the trail balance given below:

| Name of the Account | Dr. (Rs.) | Cr. (Rs.) |
| :--- | ---: | ---: |
| Furniture | $1,30,000$ |  |
| Plant | $5,00,000$ |  |
| Bank | $3,00,000$ |  |
| Buildings | $8,00,000$ |  |
| Capital |  | $10,00,000$ |
| Bills Payable |  | $7,00,000$ |
| Outstanding salaries |  | 30,000 |

39. Create a company with your name with details company address PAN no., Registration no. and save it. Enter 5 Bank Transactions and show Bank book.
40. Show the balance sheet of Kalyani \& Co. with the following accounts under relevant groups: Assume your own figures.
i. 3 Current Liabilities and 2 long term liabilities.
ii. 5 Current Assets and 3 Fixed Assets.
iii. 1 Capital account.
iv. 1. Drawing account.
41. Prepare a Bank book for the following transactions.
a) Balance at Andhra Bank Rs.1,50,000
b) Paid to Rama Rs. 50,000 by Cheque
c) Paid ABC Rs. 25,000 by cheque
d) Cash withdrawn by cheque Rs.20,000 for office use
e) Deposited a cheque from X for Rs. 5,900 and Cash Rs. 500 .
42. Create a Company with your name full details. Enter 20 cash and 15 Bank transactions and display the Bank book.
43. Show the Balance sheet of XYZ company, with following accounts:

5 Fixed assets
5 Current assets
1 Loan account
1 Capital account under relevant groups with imaginary figures.
44. Give effect to the following discounts in the transactions.
a) Purchased goods worth Rs.5,000 less 5\% discount
b) \b) Rs.2,646 received from Vijay and allowed discount Rs.54;
c) Cash Rs.5,292 paid to Anand and Discount given by him Rs. 108 .
45. Show the Trail Balance give below:

| Name of the Account | Dr. | Cr. |
| :--- | ---: | ---: |
| Furniture | 10,000 |  |
| Machinery | 50,000 |  |
| Buildings | $1,00,000$ |  |
| Capital |  | $1,50,000$ |
| Cash | 5,000 |  |
| Bills Payable |  | 15,000 |

46. Create a company of your own generate a sales register and purchase register with 10 transactions cash. Assume your own amounts.
47. Opening Balance sheet

| Capital | $6,00,000$ |
| :--- | ---: |
| Motor car | $2,00,000$ |
| Machinery | $1,00,000$ |
| S.Debtors | 50,000 |
| Cash | $1,50,000$ |

Transactions:
Purchases Rs. 28,000
Sales Rs.49,000
Paid Wages Rs,2,000
Paid salaries
3,000
Insurance paid 500
Commission paid 200
Adjustments:
Outstanding wages at the end of the year Rs. 500
Outstanding salaries at the end of the year Rs. 100
Prepaid insurance Rs. 100 Closing Stock Rs.6,000
48. Enter the following balance and create $\mathrm{B} / \mathrm{S}$ :

| Particulars | Dr. (Rs.) | Cr. (Rs.) |
| :--- | ---: | ---: |
| Cash in hand | $1,00,000$ |  |
| B/R | 10,000 |  |
| S.Debtors | 40,000 |  |
| Patents | 20,000 |  |
| Plant | 30,000 |  |
| S.Creditors |  | 50,000 |
| B/R |  | 50,000 |
| Capital |  | $1,00,000$ |

49. Compute Net Profit from the following data: Rs.

Capital Introduced 4,00,000
Cash purchases 50,000
Cash sales 1,00,000
Paid rent 5,000
Paid salaries $\quad 10,000$
Received interest 2,000
Paid legal expense $\quad 1,000$
Paid Rates \& Taxes 500
Paid General Expenses 400
50. Edit the following transactions:
a) Bought goods worth Rs.5,550, alter it to Rs. 7,000
b) Sold Goods to Rama Rs.5,000 alter it to Rs.3,000
c) Cash received from Ram Rs. 1,000 alter it to Krishna
d) Paid cash to Uday Rs. 1,000, alter to bank.

## Commerce Lab - Practical Question Bank FACULTY OF COMMERCE, OSMANIA UNIVERSITY

## B.Com (General \& Computers) I Year

## BUSINESS ECONOMICS

Time: 60 Minutes

| Record | $: 10$ |
| :--- | :--- |
| Skill Test | $: \underline{20}$ |
| Total Marks | $: \underline{30}$ |

1 Prepare charts for the Micro Economics and Macro Economics.
2 Prepare charts for the Positive and Normative study.
3 Prepare charts for the Inductive and Deductive approaches.
4 Prepare charts for the Cardinal and Ordinal utility.
5 Prepare charts for the Economic and Non- Economic Activities.
6 Find out the Marginal utility, with the help of following information:

| No. of Apples | Total utility | Marginal utility |
| :--- | :--- | :--- |
| 1 | 10 |  |
| 2 | 18 |  |
| 3 | 23 |  |
| 4 | 24 |  |
| 5 | 24 |  |
| 6 | 22 |  |

7 Find the following information, find out total utility:

| No. of Oranges | Total utility | Marginal utility |
| :--- | :---: | :---: |
| 1 |  | 40 |
| 2 |  | 35 |
| 3 | 20 |  |
| 4 |  | 10 |
| 5 | $-0-$ |  |
| 6 | -10 |  |
| 7 | -20 |  |

8 With the help of following information, draw Total utility curve:

| No. of units | Total utility | Marginal utility |
| :--- | :--- | :--- |
| 1 | 20 | 20 |
| 2 | 38 | 18 |
| 3 | 53 | 15 |
| 4 | 64 | 11 |
| 5 | 70 | 6 |
| 6 | 70 | 0 |
| 7 | 62 | -8 |
| 8 | 46 | -16 |

9 With the help of following information draw marginal utility curve.

| No. of units | Total utility | Marginal utility |
| :--- | :--- | :--- |
| 1 | 10 | 10 |
| 2 | 18 | 8 |
| 3 | 23 | 5 |
| 4 | 25 | 2 |
| 5 | 25 | 0 |
| 6 | 22 | -3 |

10 Prepare market demand schedule with the help of following information:
Price of ' $x$ ' commodity Quantity demand of ' $x$ ' commodity by Different consumer Market

|  | A | B | C |
| :---: | :--- | :--- | :--- |
| 10 | 5 | 1 | 0 |
| 8 | 7 | 2 | 1 |
| 6 | 10 | 4 | 2 |
| 4 | 13 | 7 | 3 |
| 2 | 17 | 10 | 4 |

11 Draw demand curve with the help of following demand schedule:

| Price | Qd |
| :--- | :--- |
| 1 | 50 |
| 2 | 40 |
| 3 | 30 |
| 4 | 20 |
| 5 | 10 |

12 From the following information calculate Elasticity of demand:

Price of Apples Quantity demanded
Rs. $20\left(\mathrm{P}_{1}\right)$
$100 \mathrm{kgs}\left(\mathrm{Q}_{1}\right)$
Rs. $21\left(\mathrm{P}_{2}\right)$
$96 \mathrm{kgs}\left(\mathrm{Q}_{2}\right)$
13 Fixed out the consumer's Surplus
Price Prepared to pay for colour TV $=$ Rs $12,000 /-$
Actual price paid $=$ Rs. $10,000 /-$
14 Calculate the consumers surplus based on the Marginal utility table given below, where the cost of each commodity is Rs.10/-

| No. of units | MU | Price (Rs) | Consumer's surplus |
| :---: | :--- | :--- | :--- |
| 1 | 100 | 10 |  |
| 2 | 80 | 10 |  |
| 3 | 60 | 10 |  |
| 4 | 40 | 10 |  |
| 5 | 20 | 10 |  |
| 6 | 10 | 10 |  |

15 Prepare chart for distinguishing between Market demand and individual demand.
16 Draw a Demand curve for an inferior good.
17 Draw a Demand curve for a superior commodity.
18 Draw a Demand curve, when two goods are substitutes.
19 Draw a Demand curve, when two goods are complimentary.
20 Show increase and decrease in demand with the help of graph.
21 Show Extension and contraction in demand with the help of graph.
22 Draw supply curve with the help of following schedule

| Price <br> (Rs) | Quantity supplied <br> (kgs) |
| :--- | :--- |
| 20 | 100 |
| 30 | 120 |
| 40 | 135 |
| 50 | 145 |

23 Prepare charts for Short run cost curves.
24 Prepare charts for Revenue curves.

25 Prepare charts for Economics of Scale.
26 Prepare charts for short-run and long-run total and average costs.
27 Complete the following table:

| Out put | TFC | TVC | TC |
| :---: | :--- | :--- | :--- |
| 1 | 120 | 50 |  |
| 2 | 120 | 90 |  |
| 3 | 120 | 120 |  |
| 4 | 120 | 160 |  |

28 Calculate AC (Average cost) with the help of following information

| Out put | TC | AC | MC |
| :---: | :---: | :---: | :---: |
| 1 | 20 |  | 20 |
| 2 | 26 |  | 16 |
| 3 | 34 |  | 8 |
| 4 | 44 |  | 10 |

29 Complete the following table

| Out put | Total cost | Average cost | Marginal cost |
| :--- | :--- | :--- | :--- |
| 1 | 10 | 10 |  |
| 2 | 18 | 9 |  |
| 3 | 24 | 8 |  |
| 4 | 28 | 7 |  |
| 5 | 35 | 7 |  |

30 Calculate Total revenue, with the help of following information.

| Units | Price | TR |
| :--- | :--- | :--- |
| 1 | 15 |  |
| 2 | 14 |  |
| 3 | 13 |  |
| 4 | 12 |  |
| 5 | 11 |  |
| 6 | 10 |  |
| 7 | 9 |  |

31 Find out Marginal Revenue and average revenue with the help of following information

| Units | Price | TR | AR | MR |
| :--- | :--- | :--- | :--- | :--- |
| 1 | 10 | 10 |  |  |
| 2 | 9 | 18 |  |  |
| 3 | 8 | 24 |  |  |
| 4 | 7 | 28 |  |  |
| 5 | 6 | 30 |  |  |

32 Draw TFC curve with the help of following table:

| Out put in Units | TFC |
| :---: | :--- |
| 1 | 130 |
| 2 | 130 |
| 3 | 130 |
| 4 | 130 |
| 5 | 130 |
| 6 | 130 |
| 7 | 130 |
| 8 | 130 |

33 Complete the following table:

| Labour <br> (Variable factor) | Total Product <br> (TP) | Average Product <br> (AP) | Marginal <br> Product (MP0) |
| :--- | :--- | :--- | :--- |
| 1 | 10 | 10 |  |
| 2 | 24 | 12 |  |
| 3 | 36 | 12 |  |
| 4 | 48 | 12 |  |
| 5 | 58 | 11.6 |  |
| 6 | 66 | 11 |  |

34 Draw an imaginary long run Average cost curve
35 Complete the following table

| Out put | TFC | TVE | TC | AFC | AVC | AC | MC |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 1 | 20 | 10 | 30 | 20 | - | 30 | - |  |
| 2 | 20 | 18 | 38 | 38 | 9 |  | 38 | 8.0 |
| 3 | 20 | 24 | 44 | -- | 8 |  | 44 | 6.0 |
| 4 | 20 | 30 | 50 | 5.0 | -- |  | 50 | 6.0 |

36 Prepare chart for distinguishing between perfect completion and monopoly completion.
37 Prepare chart for distinguishing between monopoly, monopolistic, and oligopoly completion.
38 Draw an imaginary kinked demand curve
39 Balance of Payments and Balance of Trade.
40 Prepare chart for Organisation of W.T.O
41 Prepare chart for distinguishing Balance of Payments and Balance of Trade.
42 Prepare chart for distinguishing between Socialism, Capitalism and Mixed Economy.
43 Prepare any Hypothetical Balance of Payments.
44 Draw a chart for trade cycles.
45 Prepare chart for distinguishing between Liberalization, Privatization and Globalization.

46 Fixed out NNP
$\begin{array}{ll}\text { GNP } & =2000 \mathrm{cr} \\ \text { Depreciation } & =500 \mathrm{cr}\end{array}$

47 Estimate Per-capital income with the help of following information
National income $\quad=1000 \mathrm{cr}$.
Population of the country $=90 \mathrm{cr}$.
48 Calculate National income at factor cost, using the following data

| NNP | $=2000 \mathrm{cr}$ |
| :--- | :--- |
| Indirect Taxes | $=80 \mathrm{cr}$ |
| Subsidies | $=40 \mathrm{cr}$. |

49 Calculate disposable income, using following information
Personal income $=50 \mathrm{cr}$
Personal Taxes $=10.5 \mathrm{cr}$

50 Calculate personal income, using following information
Disposable income $\quad=40 \mathrm{cr}$
Personal Taxes $=10 \mathrm{cr}$

# Commerce Lab - Practical Question Bank FACULTY OF COMMERCE, OSMANIA UNIVERSITY 

| B.Com (All Streams) I Year |  |  |  |
| :--- | :--- | :--- | :---: |
| BUSINESS ORGANIZATION AND MANAGEMENT |  |  |  |
| Time: 60 Minutes | Record | $: 10$ |  |
|  | Skill Test | $: \underline{20}$ |  |
|  | Total Marks | $: \underline{30}$ |  |

1. Present the important features of business transactions in the form of a poster.
2. Prepare a Chart showing difference between business, profession and employment.
3. Prepare a Chart showing classification of industries
4. Prepare a chart of trade showing various branches of trade.
5. Prepare a chart of commerce showing its branches.
6. Prepare a Chart showing difference between trade, industry, commerce.
7. Draw a table showing the hindrances in distribution of goods and the elements which overcome these hindrances.
8. Exhibit important objectives of business through a chart.
9. Present the important characters for a businessman to be successful.
10. Draft a note of two pages on management of Reliance group of industries.
11. Draft a note of two pages on management of Unilever (Hindustan) Limited.
12. Draft a note of two pages on management of Dr.Reddy laboratories Ltd.
13. Draft a note of two pages on management of Mahidra Satyam Limited.
14. Draft a note of two pages on management of any motor cycle dealer nearby your place.
15. Write a note of two pages on the management of a famous provision store nearby your area.
16. Write a note of two pages on the management of a famous hotel / restaurant nearby your area.
17. Prepare a chart showing the classification of business organizations.
18. Present the important features of a sole proprietorship business through a poster.
19. Present the important features of a partnership business through a poster.
20. Show the classification of partners in a partnership firm.
21. Obtain a model partnership deed of any existing firm or from text book and make a note of important contents in it.
22. Draft a partnership deed in which 3 partners take part with imaginary details not exceeding three pages.
23. Prepare a chart showing the stages in incorporation of a company.
24. Present the names of various documents used in the process of incorporation of a company.
25. Obtain a copy of Memorandum of Association of a company and make a note of important contents from it.
26. Obtain a copy of Articles of Association of a company and make a note of important contents from it.
27. Obtain a copy of Prospectus issued by a company and make a note of important contents from it.
28. Present the features of a company in the form of a chart.
29. Prepare a poster showing classification of companies based on incorporation.
30. Prepare a chart showing the any ten important differences between a public and private company.
31. Browse the website relating to Registrar of Companies and make a note of important elements not exceeding two pages.
32. Present the sources of Long term capital for a business organization through a chart.
33. Present the sources of Working capital for a business organization through a chart.
34. Exhibit the important functions of management in the form of a chart.
35. Highlight the principles of management of Henry Fayol through a diagram.
36. Present important features a manager should possess to be successful.
37. Draft a note on managerial features of an individual known to you.
38. Prepare a Chart showing steps in planning.
39. Prepare a Chart showing types of plans.
40. Prepare an organization chart for a functional organization.
41. Present a diagram showing the relationship between management and administration.
42. Prepare a diagram showing different levels of management.
43. Prepare organization chart for your college.
44. Prepare a feasibility report for starting of a canteen at your college.
45. Prepare a feasibility report for starting of an internet centre in your locality.
46. Draft a note on favorable and adverse features in you for starting a business
47. Draw a table differentiating leadership from management.
48. Exhibit elements of Taylor's Scientific Management through a poster.
49. Draw a diagram showing the decision making process.
50. Draw a diagram containing the steps in delegation of authority.

# Computer Lab - Practical Question Bank FACULTY OF COMMERCE, OSMANIA UNIVERSITY 

## B.Com (All Streams) I Year

## FUNDAMENTALS OF INFORMATION TECHNOLOGY

Time: 60 Minutes

$$
\begin{array}{ll}
\text { Record } & : 10 \\
\text { Skill Test } & : \underline{20} \\
\text { Total Marks } & : \underline{30}
\end{array}
$$

## MS POWERPOINT:

1. Create 6 Slides using different slide layouts - describing about your College.
2. Create 4 Slides on annual day of your college and perform the following:

- Give Header and Footer
- Give Background Color
- Insert Picture from Clip Art
- Insert Slide Numbers

3. Create 5 Slides on "Importance of Computers" and apply Design Templates
4. Create 5 Slides on "No Smoking" and apply different Slide Transitions for all the slides.
5. Create 5 Slides on "Polio immunization" and execute the following by using Action Buttons for all the slides to link them

- Link first slide with the third
- Link second slide with fifth
- Link third slide with fourth

6. Create 4 Slides on "Traffic Rules" and apply different Custom Animation Schemes
7. Create 5 Slides on "Syllabus structure" using different slide layouts and show only 3 slides (without using Delete option)
8. Create 3 Slides on "Plant tress and protect Nature" and each slide should have a Comment.
9. Create two files on "Clean \& Green" and "No Smoking" in MS PowerPoint and hyperlink them with each other.
10. Create 2 Slides on "Traffic Rules" and on "Avoid Cell Phone Driving" duplicate the first slide four times and delete one of the Duplicated slide.
11. Create 5 slides on "Students are future citizens of our country" using different Formatting options and show them in Slide Sorter View.

## MS WORD:

12. Using Mail Merge, write a letter inviting 5 friends to your Birthday Party.
13. Type the following matter

Features of Computers (underline, caps, bold, font size=18)
Accuracy
Speed
Efficiency
Multi-tasking
Give numbers to the above features and Background as Pink
14. Create a Macro Program with your own data and run it.
15. Create a document and insert Page Numbers, Date and Time and a Picture.
16. "Indian Economy is growing faster" - type it and insert a comment for the word "Economy".
17. Create a document and give 5 Footnotes.
18. Create files on "Leave Letter" and "Love Letter" and apply different Themes.
19. Create a Table containing student's marks and sort in ascending order.
20. Create a Table in word file and apply Auto Formatting.
21. Insert 4 Bookmarks in a file and use Go To Bookmark option.

## MS EXCEL:

22. Apply Auto formatting for the following Table and find total by using Auto Sum option.

| Roll No | Name | QT | FIT | IOM |
| :--- | :--- | :--- | :--- | :--- |
| 101 | Radhika | 50 | 90 | 80 |
| 102 | Sarika | 60 | 80 | 60 |
| 103 | Geethika | 50 | 70 | 75 |
| 104 | Bhoomika | 80 | 60 | 80 |
| 105 | Karthika | 84 | 57 | 84 |

23. The following are the marks obtained by the students of B.Com in three subjects:

| Roll No | Name | QT | FIT | Accounts |
| :--- | :--- | :--- | :--- | :--- |
| 1011 | Pravalika | 50 | 90 | 80 |
| 1012 | Aryaman | 40 | 80 | 60 |
| 1013 | Akrosh | 38 | 70 | 75 |
| 1014 | Prajaktha | 80 | 60 | 68 |
| 1015 | Trisha | 84 | 57 | 84 |

Using Conditional Formatting list out students who scored
a) Less than 50 in QT
b) More than 65 in FIT
c) Between 60 and 80 in Accounts.
24. The following are the marks obtained by the students in three different subjects. Draw a Bar Diagram:

| Roll No | Name | QT | FIT | Accounts |
| :--- | :--- | :--- | :--- | :--- |
| 1011 | Pravalika | 50 | 90 | 80 |
| 1012 | Aryaman | 40 | 80 | 60 |
| 1013 | Akrosh | 38 | 70 | 75 |
| 1014 | Prajaktha | 80 | 60 | 68 |
| 1015 | Trisha | 84 | 57 | 84 |

25. Type the following table and find out the total marks and average obtained by each student:

| Roll No | Name | Economics | Banking | Marketing |
| :--- | :--- | :--- | :--- | :--- |
| 1 | Ajay | 50 | 90 | 80 |
| 2 | Vijay | 40 | 80 | 60 |
| 3 | Arnay | 38 | 70 | 75 |
| 4 | Prathista | 80 | 60 | 68 |
| 5 | Bhoomi | 84 | 57 | 84 |

26. From the table given below, reduce the total expenditure to Rs. 16000 by reducing sales department's expenditure by applying Goal seek.

| Department | Expenditure Rs. |
| :--- | :--- |
| Production | 4000 |
| Sales | 6000 |
| Marketing | 3000 |
| Finance | 5000 |
| Total Expenditure | 18000 |

27. Principal Amount: 2, 00,000

Rate of interest :5\%
Time period : 10 years
Amount to be paid: ?
From the above, calculate the amount payable per annum and also show the effect on amount by changing: a) Rate of Interest to $3 \%$ and $8 \%$; b) Time period to 5 Years and 3 Years.
28. Employee Name

A
B
C
D
E Accounts
F Marketing

Salary Rs.
3000
4000
5000
6000
4000
8000

Obtain Department-wise Subtotals.
29. Employee Name

A
B

D
E
F

Salary Rs.
3000
4000
5000
6000
4000 8000

Prepare Pivot Table.
30 (A). The following are the salaries of five employees:

| Pay Roll <br> No | Name | Salary Rs. | Part time Rs. | Accounts |
| :--- | :--- | :--- | :--- | :--- |
| 1011 | Prasanna | 10000 | 900 | 1800 |
| 1012 | Anitha | 14000 | 800 | 1600 |
| 1013 | Ravi | 18000 | 700 | 1700 |
| 1014 | Saritha | 15000 | 600 | 1600 |
| 1015 | Mallika | 17000 | 500 | 1800 |

Using Conditional Formatting, list out employees who got
a) Less than Rs. 15000 as salary
b) More than Rs. 700 as Part time
c) Between Rs. 1600 and Rs. 1800 as Arrears.
30. (B) The following are the marks obtained by the students in three different subjects. Draw a Pie Diagram:

| Roll No | Name | QT | FIT | IOM |
| :--- | :--- | :--- | :--- | :--- |
| 101 | Radhika | 50 | 90 | 80 |
| 102 | Sarika | 60 | 80 | 60 |
| 103 | Geethika | 50 | 70 | 75 |
| 104 | Bhoomika | 80 | 60 | 80 |
| 105 | Karthika | 84 | 57 | 84 |

## MS ACCESS:

31. Create a database 'Club' and table 'Member'. The following are the details of the table:

| Number | Fname | Lname | Address | Home phone | Joining date |
| :--- | :--- | :--- | :--- | :--- | :--- |
| S1465T | Jone | Johnson | 1234 <br> Country Club, Texas | (713)-555-7890 | $01 / 02 / 04$ |
| J1050S | Bill | Smith | 1112 <br> Peter Avenue, Texas | (713)-556-6556 | $30 / 11 / 04$ |
| S1300T | Lisa | Stanley | 985 <br> Venton Circle, Texas | (713)-568-1227 | $11 / 11 / 04$ |

32. Create 'employee' database and table 'emp'

| Empno | Ename | Job | DOJ | Basic | Deptno | Sex | Due_Prom |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- | :---: |
| 101 | Ajay | Clerk | $17-12-01$ | 6000 | 20 | Male | $\square$ |
| 102 | Arvind | Salesmen | $20-2-02$ | 5000 | 30 | Male | $\square$ |
| 103 | Rahul | Salesmen | $22-3-01$ | 5500 | 20 | Male | $\square$ |
| 104 | Rehman | Manager | $1-4-01$ | 12000 | 40 | Male | $\square$ |
| 105 | Sahil | Manager | $20-9-02$ | 11500 | 10 | Male | $\square$ |

33. Create a database 'Student'. Also create table 'stdtable' and execute the following queries

| SRollno | Sname | Class | State | DOB | Marks | Grade |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- |
| 101 | Raj | B.Com I | AP | $21 / 09 / 82$ | 80 | A |
| 105 | Ram | B.ComII | MP | $31 / 08 / 81$ | 70 | B |
| 104 | Rakesh | B.com III | UP | $30 / 06 / 80$ | 90 | A |
| 103 | Ramesh | B.Com II | AP | $25 / 07 / 82$ | 38 | C |
| 105 | Rajesh | B.Com I | MP | $02 / 02 / 83$ | 45 | C |

a) Sort the data by Srollno
b) Display Srollno, Sname, State and Marks where marks $>80$
c) Display Srollno, Sname, State and Marks where Grade $=$ A
34. Create 'employee' database and table 'emp'. Create a Report.

| Empno | Ename | Job | DOJ | Basic | Deptno | Sex | Due_Prom |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- | :---: |
| 101 | Ajay | Clerk | $17-12-01$ | 6000 | 20 | Male | $\square$ |
| 102 | Arvind | Salesmen | $20-2-02$ | 5000 | 30 | Male | $\square$ |
| 103 | Rahul | Salesmen | $22-3-01$ | 5500 | 20 | Male | $\square$ |
| 104 | Rehman | Manager | $1-4-01$ | 12000 | 40 | Male | $\square$ |
| 105 | Sahil | Manager | $20-9-02$ | 11500 | 10 | Male | $\square$ |

35. Create a database 'Library' and create a table as 'Books' and execute the queries given below:

| AuthorLname | AuthorFname | Book title | Book type | Year of <br> publication |
| :--- | :--- | :--- | :--- | :--- |
| Gupta | Sharma | Management <br> Accounting | Accounting | 2002 |
| Jain | Patel | Financial | Accounting | 2000 |
| Reddy | Ram | Corporate <br> Accounting | Accounting | 1990 |

a) Display Book title, book type, author name where author = Ram and book type = Accounting.
b) Display AuthorFname, book type, year of publication where year above 2000.
36. Create Business table by using Design Wizard with your own data (atleast 6 fields and 10 records).
37. Create Personal table by using Design Wizard with your own data (atleast 6 fields and 10 records).

## MS DOS:

38. Create Directory - College

Sub Directory - Course
Sub Directory - Commerce and files in it - B.Com, B.A, B. Sc
39. Create a Directory - Market

Sub Directory - Vegetables and files tomato and potato - rename potato as
Potatoes and delete the file potato
Sub Directory - Fruits and files mango and apple
40. Create a Directory - Subject

Sub Directory - Computers and file FIT - Create a Copy as Information Technology.

## INTERNET:

41. Download a File on "Internet" from a website by using a search engine.
42. Select two electronics items by e-shopping.
43. Book Online Tickets to Chennai.
44. Using Search Engine, down load information on Benefits of Yoga.
45. Open an email account in your names as Rohit in gmail/yahoomail/hotmail.
46. Write e-mail to Pradip by marking a blind copy to Priya.
47. Download information about greatness of Himalayas for tourism interest.
48. Create an electronic greeting card with personal remarks and pictures.
49. Write a congratulating letter to your friend on his promotion using emotions.
50. Download research articles on "Information technology Applications" and save as doc. Files.

# Computer Lab - Practical Question Bank FACULTY OF COMMERCE, OSMANIA UNIVERSITY 

## B. Com (Computers \& Computer Applications) I year FUNDAMENTALS OF ' $\mathbf{C}$ '

Time: 60 Minutes

| Record | $: 10$ |
| :--- | :--- |
| Skill Test | $: 20$ |
| Total Marks | $: \underline{30}$ |

1. Write a $C$ program to find the largest of 3 numbers.
2. Write a C program to find the sum of the first 15 even numbers and calculate the square of the sum.
3. Write a C program to find the total and average of the marks given in an array.
4. Write a C program whether the given number is Armstrong number or not.
5. Write a C program whether the given number is Perfect number or not.
6. Write a C program for matrix multiplication.
7. Write a C program for matrix addition
8. Write a C program for matrix subtraction
9. Write a C program to find the exponential series of

$$
1+X+X^{2} / 2!+X^{3} / 3!+\ldots \ldots \ldots \ldots+X^{n} / n!
$$

10. Write a C program to find the maximum of 3 numbers using functions
11. Calculate grades of N students from 3 tests using arrays.
12. Write a C program to Trace a matrix
13. Write a C program to find string palindrome without using String functions
14. Write a C program to demonstrate Structures using student information.
15. Write a C program to calculate the Fibonacci series of a given number.
16. Write a C program to transpose the given matrix.
17. Write a C program for demonstrating Tower of Hanoi using Recursion
18. Write a C program to accept a numbers and generate Square root, cube and exponential values.
19. Write a C program to reverse the given number and check if the number is palindrome.
20. Write a C program to demonstrate the unions using employee information.
21. Write a C program for counting the number of words, lines, special characters in a given text.
22. Write a C program to find the Square root of a given number.
23. Write a C program to find the area and circumference of a circle.
24. Write a C program to find the area \& perimeter of a rectangle.
25. Write a C program to convert the given decimal number to binary, Octal and Hexadecimal.
26. Write a C program to convert the given temperature from Centigrade to Fahrenheit.
27. Write a C program to swap 2 numbers using $3^{\text {rd }}$ variable.
28. Write a C program to swap 2 numbers without using $3^{\text {rd }}$ variable.
29. Write a C program to add, subtract, multiply and divide two numbers using functions.
30. Write a C program to generate prime numbers till the given number.
31. Write a C program to generate the Pascal Triangle as

|  |  |  |  | 1 |  |  |  |  |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- |
|  |  | 1 | 1 |  | 1 |  |  |  |
| 1 | 1 |  |  | 3 | 2 |  | 1 |  |

32. Write a C program to display the given amount in word format.

Eg: Rs. 245/- as Two hundred Forty five
33. Write a C program to sort the data.
34. Write a C program to search the given number in an array using binary search.
35. Write a C program to calculate the student total and average marks of the given subjects using structures.
36. Write a C program to demonstrate the string functions.
37. Write a C program to find the roots of the quadratic equation.
38. Write a C program to find the number of days in a month using enumerated data types.
39. Write a C program to demonstrate Math functions.
40. Write a C program to calculate factorial using recursive function.
41. Write a C program to convert from one base to another base in the number system.
42. Write a C program to generate Fibonacci numbers using recursion.
43. Write a C program to generate a multiplication table.
44. Write a C program to find the sum of N natural numbers.
45. Write a C program to find the GCD of two integer values.
46. Write a $C$ program to evaluate the polynomial shown as

$$
3 X^{2}+5 X^{2}+6 \text { if } x=5
$$

47. Write a C program to determine if the year is a leap year.
48. Write a C program to demonstrate passing structures to functions.
49. Write a C program to demonstrate call by value and call by reference.
50. Write a C program to calculate the total and average of marks using function.

# Computer Lab - Practical Question Bank <br> FACULTY OF COMMERCE, OSMANIA UNIVERSITY 

## B.Com (Computer Applications) I Year BUSINESS INFORMATION SYSTEM

Time: 60 Minutes

| Record | $: 10$ |
| :--- | :--- |
| Skill Test | $: 20$ |
| Total Marks | $: \underline{30}$ |

1) Create a database Club and table Member. The following are the details of the table.

| Number | Fname | Lname | Address | Home phone | Joining date |
| :--- | :--- | :--- | :--- | :---: | :---: |
| S1465T | Jone | Johnson | 1234 Country Club <br> Texas | $(713)-555-7890$ | $01-02-04$ |
| J1050S | Bill | Smith | 1112 Peter Avenue <br> Texas | $(713)-556-6556$ | $30-11-04$ |
| S1300T | Lisa | Stanley | 985 Venton Circle <br> Texas | $(713)-558-1227$ | $11-11-04$ |

2) Create a employee database and table 'emp'.

| Emp.No | Ename | Job | DOJ | Basic | Deptno | Sex | Due prom |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- |
| 101 | Ajya | Clerk | $17-12-01$ | 6000 | 20 | Male |  |
| 102 | Arvind | Salesmen | $20-02-02$ | 5000 | 30 | Male |  |
| 103 | Rahul | Salesmen | $22-03-01$ | 5500 | 20 | Male |  |
| 104 | Rehman | Manager | $01-04-01$ | 12000 | 40 | Male |  |
| 105 | Sahil | Manager | $20-09-02$ | 11500 | 10 | Male |  |

3) Create a database 'Student'. Also Create table 'stdtable'\& execute the following.

| SRoll no | Sname | Class | State | DOB | Marks | Grade |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- |
| 101 | Raj | B.Com-I | AP | $21-09-82$ | 80 | A |
| 105 | Ram | B.Com-II | MP | $31-08-81$ | 70 | B |
| 104 | Rakesh | B.Com-III | UP | $30-06-80$ | 90 | A |
| 103 | Ramesh | B.Com-II | AP | $25-07-82$ | 38 | C |
| 105 | Rajesh | B.Com-I | MP | $02-02-83$ | 45 | C |

a) Sort the data by SRoll no.
b) Display SRoll no., Sname, State and Marks where marks $>80$.
c) Display SRoll no., Sname, State and Marks where Grade $=$ A.
4) create 'employee database and table 'emp' create a Report.

| Emp.No | Ename | Job | DOJ | Basic | Deptno | Sex | Due prom |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- |
| 101 | Ajya | Clerk | $17-12-01$ | 6000 | 20 | Male |  |
| 102 | Arvind | Salesmen | $20-02-02$ | 5000 | 30 | Male |  |
| 103 | Rahul | Salesmen | $22-03-01$ | 5500 | 20 | Male |  |
| 104 | Rehman | Manager | $01-04-01$ | 12000 | 40 | Male |  |
| 105 | Sahil | Manager | $20-09-02$ | 11500 | 10 | Male |  |

5) create a database 'Library' and create a table as 'Books' and execute the queries given below:

| Author Lname | Author Fname | Book title | Book type | Year of publication |
| :--- | :--- | :--- | :--- | :---: |
| Gupta | Sharma | Management <br> Accounting | Accounting | 2002 |
| Nain | Patel | Financial | Accounting | 2000 |
| Reddy | Ram | Corporate <br> accounting | Accounting | 1990 |

a) Display Book title, Book type, author name where author $=$ Ram and book type $=$ Accounting.
b) Display Author Fname, Book type year of publication where year above 2000.
6) Create Business table by using Design Wizard with year own data (atleast 6 fields and 10 records)
7) Create Personal table by using Design Wizard with your own data (atleast 6 fields and 10 records)
8) Create 'Student database table 'and also create a Report .

| SRoll no | Sname | Class | State | DOB | Marks | Grade |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- |
| 101 | Raj | B.Com-I | AP | $21-09-82$ | 80 | A |
| 105 | Ram | B.Com-II | MP | $31-08-81$ | 70 | B |
| 104 | Rakesh | B.Com-III | UP | $30-06-80$ | 90 | A |
| 103 | Ramesh | B.Com-II | AP | $25-07-82$ | 38 | C |
| 105 | Rajesh | B.Com-I | MP | $02-02-83$ | 45 | C |

9) Create 'Student database table 'and also create a Report .

| SRoll no | Sname | Class | State | DOB | Marks | Grade |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- |
| 1 | Rajesh | B.Com-I | AP | $21-09-84$ | 81 | A |
| 2 | Ramesh | B.Com-II | MP | $31-08-85$ | 72 | B |
| 3 | Rakesh | B.Com-III | UP | $30-06-89$ | 90 | A |
| 4 | Suresh | B.Com-II | AP | $25-07-82$ | 36 | B |
| 5 | Vignesh | B.Com-I | MP | $02-02-83$ | 45 | C |

10) Create a employee database and Create a Report .

| Emp.No | Ename | Job | DOJ | Basic | Deptno | Sex |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- |
| 101 | Ajya | Clerk | $17-12-01$ | 6000 | 20 | Male |
| 102 | Arvind | Salesmen | $20-02-02$ | 5000 | 30 | Male |
| 103 | Rahul | Salesmen | $22-03-01$ | 5500 | 20 | Male |
| 104 | Rehman | Manager | $01-04-01$ | 12000 | 40 | Male |
| 105 | Sahil | Manager | $20-09-02$ | 11500 | 10 | Male |

11 ) Apply Auto formatting for the following Table and find total by using Auto Sum option

| ROLLNO | NAME | QT | FIT | IOM |
| :--- | :--- | :--- | :--- | :--- |
| 101 | Radhika | 50 | 90 | 80 |
| 102 | Sarika | 60 | 80 | 60 |
| 103 | Geethika | 50 | 70 | 75 |
| 104 | Bhoomika | 80 | 60 | 80 |
| 105 | Karthika | 84 | 57 | 84 |

12) The following are the marks obtained by the students of B.Com in three subjects

| ROLLNO | NAME | QT | FIT | IOM |
| :--- | :--- | :--- | :--- | :--- |
| 101 | Pravalika | 50 | 90 | 80 |
| 102 | Aryaman | 40 | 80 | 60 |
| 103 | Akosh | 38 | 70 | 75 |
| 104 | Prajaktha | 80 | 60 | 80 |
| 105 | Trisha | 84 | 57 | 84 |

Using Conditional Formatting list out students who secured
( a) Less than 50 in QT, ( b ) More than 65 in FIT, ( c ) Between 60 and 80 in Accounts .
13) The following are the marks obtained by the students in three subjects

Draw a Bar Diagram.

| ROLLNO | NAME | QT | FIT | IOM |
| :--- | :--- | :--- | :--- | :--- |
| 101 | Pravalika | 50 | 90 | 80 |
| 102 | Aryaman | 40 | 80 | 60 |
| 103 | Akosh | 38 | 70 | 75 |
| 104 | Prajaktha | 80 | 60 | 80 |
| 105 | Trisha | 84 | 57 | 84 |

14) Type the following table and find out the total marks average obtained by each student.

| ROLLNO | NAME | ECONOMICS | BANKING | MARKETING |
| :--- | :--- | :--- | :--- | :--- |
| 1 | Ajay | 50 | 90 | 80 |
| 2 | Vijay | 40 | 80 | 60 |
| 3 | Arnay | 38 | 70 | 75 |
| 4 | Prathista | 80 | 60 | 80 |
| 5 | Bhoomi | 84 | 57 | 84 |

15) From the table given below reduce the total expenditure to RS. 16000 by reducing sales department's Expenditure by applying Goal Seek .

| Department | Expenditure Rs. |
| :--- | :--- |
| Production | 4000 |
| Sales | 6000 |
| Marketing | 3000 |
| Finance` | 5000 |
| Total Expenditure | 18000 |

16) Principal Amount $2,00,000$

Rate of Interest 5\%
Time Period 10 Years
Amount to be Paid ?

From the above, Calculate the amount payable per annum and also show the effect on amount by changing :
a) Rate of Interest to $3 \%$ and $8 \%$
b) Time Period to 5 Years and 3 Years.
17) Employee Name Department $\underline{\text { Salary Rs. }}$

| A | Sales | 3000 |
| :--- | :--- | :--- |
| B | Accounts | 4000 |
| C | Marketing | 5000 |
| D | Sales | 6000 |
| E | Accounts | 4000 |
| F | Marketing | 8000 |

Obtain Department wise Sub Totals .

| 18) Employee Name |  | Department |  |
| :--- | :--- | :--- | :--- |
|  |  |  |  |
| A |  |  |  |
| B |  | Salary Rs. |  |
| C | Accounts |  | 3000 |
| D | Marketing | 5000 |  |
| E | Sales | 5000 |  |
| F | Accounts | 6000 |  |
|  | Marketing | 4000 |  |
|  |  | 8000 |  |

Prepare Pivot Table .
19)

| Pay ROLLNO | Name | Salary Rs . | Part Time Rs. | Accounts |
| :--- | :--- | :--- | :--- | :--- |
| 1011 | Prasanna | 12000 | 900 | 1800 |
| 1012 | Anitha | 14000 | 800 | 1600 |
| 1013 | Ravi | 18000 | 700 | 1700 |
| 1014 | Saritha | 15000 | 600 | 1600 |
| 1015 | Mallika | 17000 | 500 | 1800 |

Using Conditional Formatting list out employees who got
(a ) Less than Rs. 15000 as Salary
( b ) More than Rs. 700 as Part Time
( c ) Between Rs. 1600 and Rs. 1800 as Arrears .
20) The following are the marks obtained by the students in three different subjects

Draw a Pie Diagram.

| ROLLNO | NAME | QT | FIT | IOM |
| :--- | :--- | :--- | :--- | :--- |
| 101 | Radhika | 50 | 90 | 80 |
| 102 | Sarika | 60 | 80 | 60 |
| 103 | Geethika | 50 | 70 | 75 |
| 104 | Bhoomika | 80 | 60 | 80 |
| 105 | Karthika | 84 | 57 | 84 |

21) Create a pie graph for the following data of sales of $X Y Z$ co.

| YEAR | 1998 | 1999 | 2000 | 2001 | 2002 |
| :--- | :--- | :--- | :--- | :--- | :--- |
| SALES | 5000 | 10000 | 25000 | 3000 | 20000 |

22) Show a Pie graph for the following data with different colors for each category

| Total Population | Distribution (in crores) |
| :---: | :---: |
| $0-5$ | 20 |
| $6-12$ | 10 |
| $13-20$ | 15 |
| $21-35$ | 25 |
| $36-60$ | 15 |
| $60 \&$ above | 15 |
| Total | 100 |

23) Draw a multiple bar diagram from the following data:

| YEAR | SALES <br> ('000 Rs.) | GROSS PROFIT <br> ('000 Rs.) | NET PROFIT <br> ('000 Rs.) |
| :---: | :---: | :---: | :---: |
| 2005 | 120 | 40 | 20 |
| 2006 | 135 | 45 | 30 |
| 2007 | 140 | 55 | 35 |
| 2008 | 150 | 60 | 40 |

24) Create a company of your own and enter five cash transactions
25) Enter 10 credit transactions in the journal voucher
26) Create a cash book and enter 10 receipts and 10 payments and find out the closing balance in hand.
27) Prepare an imaginary trial balance and show how it will appear in tally.
28) Prepare trading account and balance sheet with your own figures
29) Give examples of five fixed assets and enter them in tally
30) What is ratio analysis? How do you prepare them in Tally
31) How do you create a new group under accounts information
32) From the following prepare balance sheet

Opening balances
Stock 2300
Building 15000
Machinery 25000
Cash in bank 50000
sy creditors 4000
sy debtors 8000
Transactions during the year
Sales 12000
Purchases 10000
Salaries paid 8000
Commission received 3000
33) Enter the following transactions and prepare a cash book

Capital introduced into the business 45000
Purchased building 5000
Cash purchases 8000
Cash sales 10000
Deposited into the bank 25000
Withdrawn for personal use 12000
34) How do you display balance sheet in Tally
35) How do you alter a Balance Sheet? Show with an example
36) What are the compulsory items to be specified while creating a company
37) Name any five primary groups and show them through transactions
38) List the various vouchers available in Tally
39) Write the steps to be followed to make a voucher entry
40) Show with an example how do you use reversing journal
41) How do you create stock item in tally? Show with an example.
42) What is a stock group? How do you create stock group in tally?
43) How do you create unit of measure. Show with an example
44) How do you generate reports in Tally
45) Explain the uses of inventory information
46) What is the cost center? How do you create cost center in Tally.
47) Create necessary ledgers and give opening balances to prepare a trial balance
48) Create a company of your own and enter 5 cash and 5 bank transactions and show the cash and bank books
49) Prepare a trial balance from the following information

| Capital | 300000 |
| :--- | :--- |
| Building | 40000 |
| O/Salaries | 5000 |
| Sy Creditors | 25000 |
| B/P | 15000 |
| B/R | 16000 |

50) Prepare a stock summary from the following:

Opening stock
25000
Purchases 50000
Sales 75000
Sales returns 10000
Purchase returns 5000.

## Commerce Lab - Practical Question Bank FACULTY OF COMMERCE, OSMANIA UNIVERSITY

## B.Com (Tax Procedures \& Practices) I Year

## INCOME TAX SYSTEM AND INCOME TAX LAW

Time: 60 Minutes

| Record | $: 10$ |
| :--- | :--- |
| Skill Test | $: \underline{20}$ |
| Total Marks | $: \underline{30}$ |

1. Draw a chart showing the objectives of taxation by Government.
2. Show a diagram exhibiting the classification of various taxes.
3. Draw a diagram containing names of various taxes collected at Central level.
4. Draw a diagram containing names of various taxes collected by State level.
5. Draw a diagram containing names of various taxes collected by Local level.
6. Show a diagram indicating the elements of administration of Indian Income Tax Act, 1961.
7. Prepare a table specifying the difference between Previous year and Assessment year.
8. Exhibit various individuals and organizations covered by the definition of Person as per I.T Act.
9. Show the classification of Individual on the basis of his Residential Status.
10. Prepare a table indicating any five capital and revenue receipts.
11. Show the classification of HUF on the basis of Residential Status.
12. Show the classification of Partnership Firm on the basis of Residential Status.
13. Show the classification of Company on the basis of Residential Status.
14. Prepare a table showing one-by six criteria of taxation.
15. Prepare a chart showing elements of Agricultural income.
16. Draw a chart indicating conditions to the satisfied by Agricultural income.
17. Draw a specimen of integration of Agricultural income with the Non-Agricultural income.
18. Compute net tax liability when taxable income is Rs. $3,25,000$ of a senior citizen.
19. Prepare a table indicating any five capital and revenue payments.
20. Prepare a table indicating any five capital and revenue losses.
21. Draw a chart showing a different heads of income.
22. Prepare a table exhibiting rates of income tax applicable to an Individual Female Assessee below 65 years of age.
23. Prepare a table exhibiting rates of income tax applicable to an Individual Male Assessee below 65 years of age.
24. Prepare a table exhibiting rates of income tax applicable to an Individual Assessee above 65 years of age.
25. Enter the imaginary particulars in form 49A Name of the applicant Father's name Occupation Residential Address $\qquad$ Address of communication
$\qquad$ $\begin{array}{lll}\text { Tel No. } & \text { Proof } \begin{array}{l}\text { of address } \\ \text { Income tax }\end{array} \\ \text { Proof of identify } & & \end{array}$ Dept. details: area code APR Ad Type W Range Code 51 Ao No 90, Name on PAN Card
26. During the previous year 2009-10 George Bush a foreign citizen, stayed in India for just 69 days. Determine his residents status for the Ay 2010 - 11 on the basis of following information,
a) During 2006-07 George Bush was present in India for 365 days.
b) During 2003-2004 and 2002-2003 George Bush was in Japan for 359 and 348 days respectively and for the balance period in India.
c) Mrs George Bush is resident in India for AY 2010-11.
27. From the following prepare form 16 Name : Sridhar, Father's Name: Ramana Rao, Residential Address : 1-4-205/B, Barkathpura, Hyderabad -A.P. PAN AAEPS 2230B, Address of employer : Saketha Food Products Ltd, 64-75, Mahendra Hills, Secunderabad Salary (Gross) 13,25,000, Exempted allowances Nil Professional Tax : Rs. 2400, Deductions u/s 80 'C' Rs. 1,00,000 80 'D' Rs. 6000, 80 'E' Rs 15,000 TDS Rs. 3,60,000.
28. From the following prepare form 16 TDS certificate No. M3/802/10, Name of the employee Hi-tech India Ltd, Authorised person of the company Mr. Vaibhhav S/o. Mr. Sourav M.D. of the company address of the company: 123, Street No. 01, Anusha Apartments, Nagapur, Maharastra, Salary details Basic P ay Rs. 6,20,140, Value of Perquisites Rs. 18,000 exempted allowances u/s 10 Rs. 36,000 professional Tax paid Rs. 4800 Income from house properly Rs. 25000 deductions u/s 80 ' C ' 100000 TDS Rs. 61800.
29. From the following prepare form 16 TDS certificate No. Rs/305/10, The form to be prepared : Orginal, TAN of deductee HYD No. 614 G Name of the employer : Vahini Publishers Ltd Name of the employee : Sri Krishna Moha, PAN of the employee ABNPM 279P, Detals of salary : Basic pay Rs. 200000 P.A.DA 75000 P.A. HRA Rs. 32000 (exemption Rs. 21000) Perquisites value LIC premium paid by employers, Rs. 15000 savings u/s 80 'C' contribution to RPF Rs. 40000 NSC VIII issue Rs. 30000.
30. From the following particulars are submitted to you, prepare ITR - 1 and write your comments.
Name of the Employee: Sri Vavilala Banu Prasad, Father's Name: Sri. V. Laxmikant, Date of Birth: 19-8-1980. PAN : APCPV3679U, Cell No. : 9865686312, Residential Address: 9-9-7/1, Shivaji Palem, Vishakapatnam - 530017, Name of the employer: Kaveri Constructions Limited, Office address : 84-17-11, Opp. : RTC complex, Ashok Nagar, Vishakapatnam - 530016, Tel No.: 2362178, ncome Particulars : Income from Salary Rs. 5,16,200, interest on Bank deposits Rs. 8,400. Deductions : 80 C - 64,000, 80D $-5,100$, 80 G as per Income Tax Rules Rs. 900 , During the previous year, he paid advance tax Rs. 10,000 and the company has made TDS Rs. 34,000 .He paid the balance tax at the time of filing return of income.
31. From the following prepare ITR 2:

Name: Narsing Rao, Father's Name : Sanjeev Rao, Residentaial Address : Telephone No. PAN :AABPR1121F, TAN : TANB19240 Email IDF : Residential status : Resident. He is submitting the Return voluntarily before due date for assessment year 2009-2010 on 12.6.2009. income from salary Rs. 3,10,000, Less professional tax, Rs. 7,200, Taxable allowance : Rs. 29,000 Taxable perquisites : Rs. 68,200 Total Salary Rs. 6,00,000, Income from house property : Rs. 55,790 Income from other sources Rs. 15,000. Income fro capital gaion : Rs. 5,41,285. Less deductions under section 80: 80 C Rs. 85,000 . 80D Rs. 12,000. 80E Rs. 15,00080 G Rs. 1,000 (Total Rs. $1,13,000)$ Total income : Rs. $10,99,075$. Less long term capital gain Rs. 5,41,285. Income taxable at normal rate Rs. $5,57,790$. He has paid advance tax as follows.
Rs. 54,000 on 13.12 .2008 . Rs. 54,258 on 10-02-2009. TDS deducted Rs. 24,080 . Self assessment tax paid on 12.05.2009 Rs. 32. All payments are remitted in same bank.
32. From the following particulars fill form 49A:

Name: Radha, Father's name: Balakrishnan, Residential address : Flat no-120, Ram residency, Barkathpura, Hyderabad Office address: Little Flower Degree College, Uppal, Hyderabad, AP, Date of birth: 3-5-1982, Address for communication: Residential address : Cell no. 9877654335, Tel no. 27708232, Email id: radha@yahoo.com. Proof of address: Driving license, Date of application: 12-8-2009, Assessing officer code details : Area code: AFR, A.O type O, Range code 50, AO code 02, Name to be printed on PAN card: Radha Pritam.
33. Shri Rohit wants to apply for P.A.N. Fill in the particulars in the Form - 49 A. PERSONAL PROFILE: Name : Rohit, Father's Name : Satish N, Qualification: 10+2, Date of birth: 5-12-1989, Address for communication: 128, SRI KRUPA RESIDENCY, Deshmukh colony, Secunderabad, AP. Cell no: 9923781222, Email id: rohitwilliams@yahoo.com. Proof of identity: Bank pass book, Proof of residency: Gas bill, Name on PAN Card: N. Rohit.
34. From the following particulars, prepare Form - 16 of IT rules relating to financial year 2008-09:
T.D.S certificate no: RS/308/2008-09, The form to be prepared : Original, TAN of Deductor: HYDH0713C, Name of the employer : Hindusthan Cables Ltd, Name of the employee : Sri Ramesh Mohan,* PAN of the employee: BBNPM2699L, * Details of salary (per annum in Rs): Basic pay 200000, DA: 75000, HRA: 32000 (Exemption limit 21000), Perquisite value : Life insurance premium paid by employer - Rs. 15000, SAVINGS U/s 80 C: Contribution to RPF - Rs. 40000, N.S.C VIII Issue - Rs. 30000.
35. From the following prepare Form - 16:
T.D.S Certificate No: RS/322/2008-09, The form to be prepared: Original, TAN of Deductor: NAG0722D, Name of the employer: SRI SOFTWHERE LTD, Name of the employee: Sri Varun Gopal, PAN of the employee: BBYPG4612D, Officer of the company: K. Sharma S/o Teja, MD of the company, Address of the company: H. No. 567, Surya apartments, Nagpur , Maharashtra, Salary details: Basic pay - Rs. 625000, Perquisites - Rs. 125000, Exempted allowances - Rs. 40000, Professional tax paid - Rs.

4800, Income from house property: Loss from self occupied house - Rs. 100000, Deductions U/s 80c: Rs. 80000, TDS: Rs. 12000.
36. From the following particulars, prepare form 16 as per IT rules 1962:

Name: N.Satish, Faither's Name: N.R.Rao, Designation: Librarian, Residential address: Street No. 1, Tarnaka, Secunderabad, Pan: BBFPN2285C, Office address: EFL U Hyd. TAN: SECG0103D, Salary particulars : Basic pay and other allowances: Rs. 12 lakhs. Exempted allowance under section 10: nil, Professional tax: Rs.2,400, Deductions u/s 80: 80C Rs.1,00,000 80G Rs.30,000 80E Rs. 35,000 Loss from self occupied house: Rs. 50,000, TDS: Rs. 65,000.
37. From the following particulars prepare ITR:

Name: Ram Sharma, Office: Tejaswi Hospital, Designation: Chief Administrative Officer, Date of birth: 6.10.1960, Residential address: 36 Defence Colony, Hyderabad 500 506, TAN: HYDSS0318F, He has to submit IT return - original, His residential status is "Resident", PAN: ADEPS5613S, Telephone no: 2768900. His income from salary before deductions under section 16 is Rs. $4,80,150$, Professional tax paid: Rs. 2,400 , Interest on bank deposits: Rs.19,500. He claims the following deductions u/s 80 and has documentary evidence.
RPF: Rs. 40,000 , LIP: Rs. 15,000 , Donation to PM relief fund: (100\%) Rs, 4000 Donation to Trust (50\%): Rs. 6,000,
During the previous year 2008-2009, he bought a flat in Kanpur for Rs. 37,00,000. TDS:

1) Tax deducted by SBI main branch, Hyderabad: Rs. 1,950, 2) Tax deducted by employer: Rs. 41,400. 3) He has bank account in SBI, account number is SB 6789678910. Prepare ITR - 1 to be filed on 4.6.2009, Code 004796010, Return filed under section - Code- 11.
38. From the following particulars are submitted to you, prepare ITR - 1 and write your comments.
Name of the Employee: Sri vavilala Banu Prasad, Fathers name: Sri. V. Laxmikant, Date of birth: 19-8-1980, PAN: APCPV3679U, Cell no: 9865686312, Residential Address: 9-9-7/1, Shivaji Palem, Vishakapatnam- 530017, Name of the employer: Kaveri Constructions Limited, Office address: 84-17-11, Opp: RTC Complex, Ashok Nagar, Vishakapatnam - 530016, Tel no: 2362178. Income particulars: Income from Salary: Rs.5,16,200, Interest on Bank deposits Rs.8,400. Deductions: $80 \mathrm{C} \rightarrow 64,000$, 80D $\rightarrow 5,100,80 \mathrm{G}$ as per Income Tax Rules Rs. 900 , During the previous year, he paid advance tax Rs. 10,000 and the company has made TDS Rs. 34,000 . He paid the balance tax at the time of filing return of income.
39. From the following prepare ITR 2:

Name: Narsing Rao, Fathers name: Sanjeev Rao, Residential address: Telephone no.: ---------, PAN: AABPR1121F, TAN: TANB19240, Email id: Residential Status: Resident. He is submitting the Return voluntarily before due date for assessment Year 2009-2010 on 12.6.2009. Income from salary Rs. 3,10,000, Less Professional tax, Rs.7,200, Taxable allowance: Rs.,29,000 Taxable perquisites: Rs.68,200 Total salary: Rs. $6,00,000$, Income from house property: Rs. 55,790 Income from other sources:

Rs.15,000, Income from capital gain: Rs.5,41,285. Less deductions under section 80: 80 C Rs. 85,000 , 80D Rs.12,000, 80 E Rs.15,000, 80G Rs.1,000 (Total: Rs.1,13,000) Total income: Rs. $10,99,075$, Less long term capital gain Rs. $5,41,285$. Income taxable at normal rate Rs. $5,57,790$. He has paid advance tax as follows:
Rs. 54,000 on 13.12.2008, Rs.54,258 on 10.2.2009, TDS deducted Rs.24,080. Self assessment tax paid on 12.5.2009 Rs. 32. All payments are remitted in same bank.
40. From the following particulars, prepare Information u/s143(1)of income tax act 1961 for the assessment year 2009-10, dated Dec. 2009.
Name of the asseessee: Mr Alladin Hussain, PAN: ADA PA3639I, Address: AO code: 987 Hyd. Acknowledgement No: 345/C2009, Due date of submission of return: 31-72009, Date of filing of return: 25-7-2009, Agricultural income = Rs.40000, Non agricultural income Rs. 225000 TAX details: Income tax (after deducting tax rebate on agricultural income) Rs.7500, Surcharge nil, Education cess @2 \% Rs.150, Secondary and higher education cess @1 \% Rs. 75 (Total: Rs.225), Total Tax Payable: Rs.7725, Less prepaid taxes Advance taxes Rs.6000. Self assessment tax Rs.1730, Total Rs.7730, Tax due nil.
41. From the following particulars submitted to you by your client, help her in applying for P.A.N: NAME: Rajalakshmi Dixit (before marriage), Ragini Chandrashekar (after marriage), Father's name: Harish Dixit, Husband's Name: Vikas Chandrashekar, Residential address:---- Office address--------, Date of birth: 3-4-1977, Address for communication: Office address----- Cell no----, Tel no-----, Email id------, Proof of address; bank's pass book ----, Proof of identity: office ID card -----, Date of application: 12-8 2009, Assessing officer code details: Area code- APR, AO type- O, Range code - 52, AO No. - 05, Name to be printed on PAN: Ragini Chandrashekar.
42. Mr Ram Prasad, S/o Surya Prasad, Date of birth: 2-12-1988, is resident of 67, Sainikpuri, Secunderabad, Tel no. 27722342 and mobile is 9898767654 . email id: rams@yahoo.com, is working as a legal advisor to Maya Chit fund Pvt. Ltd, Ramakrishnapuram, Secunderabad. Office Tel no. 27110087. He wants to apply for PAN of Income Tax Dept. Hyd. Name to be printed on PAN card: Ram Prasad, Proof of address: Ration card, Proof of identity: Driving license.
43. Enter the relevant particulars (imaginary) in the application for allotment of PAN of Income Tax department. Name of the applicant: ------, Father's name: -------, Occupation: -----, Local address: -------- Permanent address: -----, Date of birth: ----, Date of application: 12-2-2009, Telephone no: -- Cell no: ----, Proof of address: ----, Proof of identity: ----, Income tax department details:. Area code - APR, AO type - W, Range code - 60, A.O.no-05, Name on PAN Card:
44. Fill in the following particulars in form no. 49 A :

Name: Sultana begum, Father's name: Abid hussain, Qualifications: M.Com, M.Phil., Date of birth: 14-5-1979, Occupation: Asst Professor, Residential address: ----------, College address:--------, Email id: -----, Cell no: ------, Tel no: -, Proof of identity: ---, Proof of residence:----, Name on PAN card: Sultana Begum.
45. Moon Tech Company Limited is registered as a limited company under the Companies Act .1956. Its incorporation certificate no MKL-8976-09, dated $6^{\text {th }}$ June, 2008, commenced business in the previous year relevant to the current assessment year. The object clause of Memorandum of Association states Real estate development, cable, and mobile business. According to the situation clause, the registered office is as follows: 10, S.P. Road, Secunderabad 5000001, Tel no: 040-27342167, Fax no: 91-11-275465. Corporate office: f-4, Jainagar, block-V, Bangaluru, Chairman: Mr Rohit Williams, M.D: Basheer Khan (authorized person), Authorised Capital: 80 crores, MD is authorized to represent the company in all matters including income tax returns. Address of MD: Basheer Khan, 44, Basavan Gudi, Bangluru. Name on PAN card: Moontech Company Limited.
46. From the following particulars, prepare form no. 16 of income tax rules, relating to financial year 2008-09, T.D.S certificate no: Rs/209/2008-09. The form to be prepared: Original. Name of the employer: Rishi Degree College, Name of the employee: Rani Mallu, PAN of the employee : AAKPM2344N, Details of salary (p.a) Rs.3,95,500, Savings U/s 80 C: RPF Rs.42000, LIP Rs.15300, NSC VIII issue Rs.38000, Post office savings certificate Rs.22000, Medical insurance premium U/s 80 D Rs.9000, Deductions under U/s 80 G Rs. 4000, TDS Rs.13700. Rani Mallu is working as a lecturer in Rishi Degree College.
47. From the following particulars calculate total income and tax liability.

Income from Let out house Rs. 1,40,000
Loss from self occupied house Rs. 20,000
Short term capital gaies Rs. 75000
Long term capital gain Rs. 40000
48. Prepare a table showing deductions allowed under section 80 for various payments made by an individual.
49. Determine the residential status of an individual, who has been in India since 1990.
50. Prepare a chart showing differences between allowances and perquisites.

