

GREENLAWNS HIGH SCHOOL
FINAL EXAMINATION YEAR 2018

SUBJECT : COMMERCIAL STUDIES
TIME : 2 HOURS

CLASS : IX- A,B
MARKS : 80

ATTEMPT ALL QUESTIONS FROM SECTION A AND
ANY FOUR QUESTIONS FROM SECTION B.

SECTION A (40 MARKS)

Q.I. **Distinguish between the following:** [10]

- 1) Psychological barriers and organizational barriers
- 2) Current liabilities and Current assets
- 3) Encoding and Decoding
- 4) Trade discount and Cash discount
- 5) Internal recycling and External recycling.

Q.II. **Explain the following:** [10]

- 1) Video conferencing
- 2) Paralanguage
- 3) Afforestation
- 4) E-waste
- 5) Aural communication

Q.III. **Answer the following:** [10]

- a) State any two reasons that proves accounting principles are necessary.
- b) Mention any two advantages and one disadvantage of E-mail.
- c) State the rules for Nominal account
- d) State any two functions of business letters
- e) Mention any two principles of effective communication.

Q.IV. **Justify the following:** [10]

- a) From the firm's point of view, capital is a liability towards the owner.
- b) The two sides of balance sheet are always equal.
- c) Oral communication is more effective than written.
- d) Feedback is an essential part of communication.
- e) Every organization has certain responsibilities towards different sections of the society.

SECTION B

Q.V. [10]

- a) Briefly explain any two techniques adopted to minimize e-waste.
- b) Briefly explain the 'Money measurement concept and 'Realisation Principle' of Accounting.

Q.VI. [10]

- a) Briefly explain the salient features of Accounting.
- b) Explain how Probing skills and Conflict handling skills help in communication.

Q.VII. Journalise the following transactions:

[10]

2017		
Jan 1	Mr. Bakshi started business with cash	25,000
Jan 1	Deposited cash into bank	15,000
Jan 2	Purchased from Sharma on credit	10,000
Jan 4	Purchased furniture for cash	3,000
Jan 9	Sold goods to Saxena on credit	15,000
Jan 12	Returned goods to Sharma	1,000
Jan 14	Paid cheque to Sharma	9,000
Jan 16	Saxena returned goods	1,000
Jan 18	Cash received from Saxena	14,000
Jan 20	Cash taken by Bakshi for daughter's tuition fees	500

Q.VIII. Post the following transactions into the respective ledger and balance [10]
the same.

AUGUST 2017

2	Withdrew from bank Rs. 5,000 for office use.
4	Purchased goods for cash Rs. 5,000
7	Brought further capital in business Rs.20,000
9	Purchased goods worth Rs. 6,000 from Vijay
11	Paid salary to Sanjay Rs. 5,000.
12	Sold goods for cash Rs.15,000
15	Paid to Vijay Rs.4000 in full settlement.
18	Purchased furniture worth Rs.3,000

Q.IX. From the following particulars prepare a single column cash book: [10]

2017		
August 1	Cash in hand	1,000
August 1	Purchased office furniture	250
August 5	Purchased stationery	100
August 9	Paid to Kishan as price of goods by cheque	1,000
August 13	Cash Sales	2,500
August 14	Received from Goel in payments of goods in cash	2,700
August 16	Withdrew cash for personal use	200
August 19	Received from Sandeep	1,200
August 22	Paid Salary	900
August 25	Paid rent	700
August 28	Purchased goods from Mr. Shah on credit	500
August 29	Deposit in bank excess of Rupees	2,000
August 30	Sold machine for cash	2,000
August 30	Received donation	1,000
August 31	Sold old newspaper	200
August 31	Paid carriage	500

Q.X. From the following balances extracted from the books of a trader – Mr. Singh as on 31st March 2017. Prepare a trial balance. [10]

Capital – Rs. 40,000;	Purchase Rs. 36,000;
Insurance Rs. 1,200;	Carriage Inwards Rs. 8,700;
Carriage outwards Rs. 2,300;	Sales Rs. 60,000;
Return inwards Rs. 300;	Return outwards Rs. 700;
Rent and Taxes Rs. 1,200;	Plant and machinery Rs. 10,700;
Stock on 1.4.16 Rs. 15,500;	Sundry debtors Rs. 20,200;
Sundry Creditors Rs. 12,000;	Investments Rs. 3,600;
Commission received Rs. 1,800;	Cash in hand Rs. 100;
Cash at bank Rs. 10,100;	Motor cycle Rs. 4,600.