



TAMIL NADU OPEN UNIVERSITY

Chennai - 15

SCHOOL OF MANAGEMENT STUDIES

HOME/SPOT ASSIGNMENT

Programme Code No : 155
Programme Name : B.COM (CA)
Course Code & Name : BBKA-11 BUSINESS ORGANISATION
Batch : The candidate admitted before CY 2020
No.of Assignment : 3
Maximum Marks : 25 (Average of Total No. of Assignments)

ASSIGNMENT - 1

Answer any one of the question not exceeding 1000 words Max:25 Marks

1. What do you mean by Commerce? Explain in detail branches of Commerce.
2. Discuss the nature and scope of Business.
3. What are Duties, Responsibilities and Powers of Directors?

ASSIGNMENT - 2

Answer any one of the question not exceeding 1000 words Max:25 Marks

1. Short notes on:
 - (a) Stock Exchanges
 - (b) Co-operative Societies
 - (c) Public Utilities.
2. Discuss the consequence of misstatement in a Prospectus.
3. Explain the different types of Joint Stock Companies.

ASSIGNMENT – 3

Answer any one of the question not exceeding 1000 words

Max:25 Marks

1. Discuss the merits and demerits of industrial combinations.
2. What do you mean by a Company Meeting? Describe the requisites of a valid meeting.
3. Briefly explain the Sole Proprietor Features, Merits and Demerits.



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Programme Code No :155
Programme Name :B.COM (CA)
Course Code & Name : BBKA-12 FINANCIAL ACCOUNTING
Batch : The candidate admitted before CY 2020
No.of Assignment : 3
Maximum Marks : 25 (Average of Total No. of Assignments)

ASSIGNMENT - 1

Answer any one of the question not exceeding 1000 words Max: 25 Marks

1. Calculate the amount of depreciation on the machinery. The machinery was purchased on 1st January, 2019 for Rs. 1,00,000. Rs. 5,000 was spent on its erection and Rs. 10,000 on its freight charges. Depreciation is charged at 10 percent per annum on straight line method. The books are closed on 31st March each year.
2. Write a short note on :
 - (a) Income and Expenditure Account.
 - (b) Capital and Revenue Expenditure Account.
3. From the following Income and Expenditure Account and the Balance Sheet of a club, prepare its Receipts and payments account for the year ended 31.3.2019.

Income and Expenditure account for the year 2019

	Rs.		Rs.
To upkeep of ground	10,000	By Subscriptions	17,320
To Printing	1,000	By Sale of newspapers (old)	260
To Salaries	11,000	By Lectures	1,500
To Depreciation on furniture	1,000	By Entrance fee	1,300
To Rent	600	By Misc. income	400
		By Deficit	2,820
	23,600		23,600

ASSIGNMENT - 2

Answer any one of the question not exceeding 1000 words

Max:25 Marks

1. From the following, calculate the amount to be credited to income and expenditure account towards subscription for 2019.

On 1.1.19 subscription outstanding 2,000

On 1.1.19 subscription received in advance 3,000

(Amount of subscription received during the year 35,000) (Subscription received includes Rs. 1,500 related to 2018)

Subscription outstanding for the year 2019 is Rs. 1,300.

2. Explain the Accounting Concepts and Conventions.

3. Write short notes on:

(a) Depreciation

(b) Sole Trader

(c) Joint Venture.

ASSIGNMENT – 3

Answer any one of the question not exceeding 1000 words

Max:25 Marks

1. X Ltd. of Madras has a branch at Trichy and in order to maintain strict control on stocks, invoices goods to Branch at selling price which is cost plus 33 1/3%. From the following particulars make out the branch stock A/c. Branch Debtors A/c and other necessary accounts to show the gross profit and net profit made there

	Rs.
Stock on 1.1.04 (invoice price)	15,000
Debtors on 1.1.04	11,400
Goods invoiced to branch (invoice price)	67,000
Bad debts written off	250
Discount allowed to customers	300
Expenses at the branch	6,700
Cash sales	31,000
Credit Sales	37,400
Stock on 31.12.04 (invoice price)	13,400
Cash received from debtors	40,000

2. The following purchases were made by a business house having three departments:

Department A – 1000 units	}	at the total cost of Rs. 1,00,000
Department B – 2000 units		
Department C – 2400 units		

Stock on 1st January were:

Department A – 120 units
Department B – 80 units
Department C – 152 units

The sales were:

Department A – 1020 units at Rs. 20 each
Department B – 1920 units at Rs. 22.50 each
Department C – 2496 units at Rs. 25 each

The rate of gross profit is same in each case. Prepare departmental trading accounts.

3. Distinguish between Book keeping and Accounting. What is Journal and what is mean by Ledger?



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Programme Code No : 155
Programme Name : B.COM (CA)
Course Code & Name : BBKA-13 - FUNDAMENTALS OF COMPUTER
Batch : The candidate admitted before CY 2020
No.of Assignment : 2
Maximum Marks : 25 (Average of Total No. of Assignments)

ASSIGNMENT - 1

Answer any one of the question not exceeding 1000 words Max: 25 Marks

1. Explain the Internal commands of MS DOS with examples.
2. Draw a neat Block Diagram of a Digital Computer and explain.
3. Discuss the work and area of the Power Point.

ASSIGNMENT - 2

Answer any one of the question not exceeding 1000 words Max: 25 Marks

1. Analyze the uses of statistical and financial functions of MS-Excel.
2. Distinguish between Micro and Minicomputer.
3. Explain the functions of Application Software.