

B.C.A. – Ist Year
SEM – I
Previous Year
Question Papers
Academic Year:
(2015-16 to 2017-18)





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Total No. of Pages : 2

Seat No.	
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B.C.A (Part - I) (Semester - I) Examination, 2013
PROCEDURE ORIENTED PROGRAMMING IN 'C'
Sub. Code : 55805

Day and Date : Saturday, 13 - 04 - 2013

Total Marks : 100

Time : 11.00 a.m. to 2.00 p.m.

Instructions : 1) Attempt any five questions

2) Figures to the right indicate full marks

- Q1)** a) Explain basic structure of 'C' with example. [10]
b) What is array ? Explain types of array. [10]
- Q2)** a) Explain the history of C. [10]
b) Explain pointer declaration and initialization. [10]
- Q3)** a) Define operator. Explain the various types of operators in C. [10]
b) What is file ? Explain the different types of files and file operations [10]
- Q4)** a) Explain data types in C [10]
b) Describe dynamic memory allocation. [10]
- Q5)** a) Explain the string handling functions available in 'C' with examples. [10]
b) What is array of structure ? Explain it with example [10]

P.T.O.

- Q6) a)** What is file ? Explain different file functions [10]
- b)** What is declaration prototype ? [10]
- Q7) a)** What is Structure ? Explain with example [10]
- b)** What are unconditional control structures ? [10]
- Q8) Attempt any four of the following [20]**
- a)** Explain the Features of 'C' language
- b)** Explain flowcharts.
- c)** What is fscanf() function ?
- d)** Explain two dimensional array with example.
- e)** Explain constant and variable with example
- f)** Explain getw() and putw() functions.



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**B.C.A. (Part-I) (Semester-I) Examination, 2013****COMMERCE FACULTY****Computer Applications in Statistics (Paper – 103)****Sub. Code: 55806****Day and Date: Tuesday, 09-04-2013****Total Marks: 100****Time: 11.00 a.m. to 2.00 p.m.****Instructions: 1) Question number Eight is Compulsory.****2) Attempt any FOUR questions from the remaining questions.****3) Figures to the right indicate full marks.****4) Use of non programmable calculator is allowed.****Q.1) a) Define statistics. Explain scope of statistics. [10]****b) Explain in brief less than Ogive curve. Draw a less than Ogive curve for the following data and hence determine the value of median. [10]**

|                 |        |         |         |         |         |         |
|-----------------|--------|---------|---------|---------|---------|---------|
| Marks           | 0 – 10 | 10 – 20 | 20 – 30 | 30 – 40 | 40 – 50 | 50 - 60 |
| No. of students | 3      | 9       | 13      | 30      | 20      | 5       |

**Q.2) a) What is measure of central tendency? Calculate Median and mode from following data (By converting the given classes in the exclusive form) [10]**

|                |         |         |         |         |         |
|----------------|---------|---------|---------|---------|---------|
| Age in years   | 10 – 19 | 20 – 29 | 30 – 39 | 40 – 49 | 50 - 59 |
| No. of persons | 8       | 8       | 15      | 11      | 8       |

**b) Define Fisher's price index number. Find Fisher's quantity index number from the following. [10]**

| Commodities | Base price | Current price | Base quantity | Current Quantity |
|-------------|------------|---------------|---------------|------------------|
| A           | 2          | 10            | 4             | 5                |
| B           | 4          | 20            | 10            | 12               |
| C           | 10         | 25            | 12            | 15               |

**Q.3) a) Define the terms: Sample and Sampling. [10]****Distinguish between sampling method and census method.**

- b) Define Time series and state its components. Obtain three yearly moving averages from the following data [10]

|       |      |      |      |      |      |      |      |      |      |      |
|-------|------|------|------|------|------|------|------|------|------|------|
| Year  | 2002 | 2003 | 2004 | 2005 | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 |
| Value | 20   | 24   | 22   | 25   | 28   | 30   | 33   | 30   | 36   | 37   |

- Q.4) a) State the relation between correlation coefficient and regression coefficients and verify them by using following data. [10]

|   |    |   |   |   |   |
|---|----|---|---|---|---|
| X | 2  | 3 | 4 | 7 | 6 |
| Y | 10 | 7 | 3 | 1 | 2 |

- b) Define S.D. and state its merits. The distribution of number of defective IC-chips in each lot of 50 chips is as follows. [10]

|                   |   |    |    |    |    |   |
|-------------------|---|----|----|----|----|---|
| No. of defectives | 0 | 1  | 2  | 3  | 4  | 5 |
| No. of lots       | 8 | 21 | 34 | 18 | 12 | 7 |

Find S.D. and its coefficient.

- Q.5) a) Define regression coefficients. State any two properties of regression coefficients. [10]

The equations of two regression lines are

$$10x + 3y - 62 = 0, 6x + 5y - 50 = 0$$

Find:

- i) Mean of  $x$  and  $y$
  - ii) Correlation coefficient between  $x$  and  $y$ .
- b) The mean and S.D. of 100 observations were known to be 80 and 10 respectively. 10 more observations with each value equal to 70 is added in the group. Find mean and S.D. of combined group of 110 observations. [10]



- Q.6) a) Define Index Number. State the problems involved in the construction of index number. Calculate price index number by using average (A.M) relatives method. [10]

|                          |      |       |     |      |
|--------------------------|------|-------|-----|------|
| Commodity                | Rice | Wheat | Oil | Fish |
| Base year price (Rs.)    | 10   | 8     | 40  | 80   |
| Current year Price (Rs.) | 15   | 12    | 80  | 100  |

- b) Define the terms: Mean, Median and Mode. State the empirical relation between mean, median and mode. Use it to find median when mean and mode of a distribution are 24 and 27 respectively. [10]

Q.7) a) Explain

[10]

- (i) Seasonal variations  
 (ii) Cyclical variation in case of time series.

b) Define the terms: Correlation and regression. From 10 observations on price ( $x$ ) and supply ( $y$ ) of a commodity, the following summary figures were obtained.  $\sum x = 130, \sum y = 220, \sum x^2 = 2288, \sum xy = 3467$ . Compute the equation of line of regression of  $y$  on  $x$  and estimate the supply when price is 16 units. [10]

Q.8) a) Find the number of workers in the wage group Rs 30-40, if the median wage is 33, for the following wage distribution. [8]

|                |         |         |         |         |         |
|----------------|---------|---------|---------|---------|---------|
| Wage in Rs.    | 10 - 20 | 20 - 30 | 30 - 40 | 40 - 50 | 50 - 60 |
| No. of workers | 18      | 23      | -       | 15      | 14      |

- b) Write note on scatter diagram. [6]  
 c) Define Karl Pearson's coefficient of correlation. Coefficient of correlation between  $X$  and  $Y$  is 0.4 and their covariance is 12, the Variance of  $Y$  is 25. Find S. D. of  $X$ . [6]

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No.**B.C.A. (Part-I) (Semester-I) Examination, 2013****COMMERCE FACULTY****COMPUTER****Modern Operating Environment (Paper-101)****Sub. Code : 55804****Day and Date : Monday, 08 - 04 - 2013****Total Marks : 100****Time : 11.00 a.m. to 2.00 p.m.**

- Instructions :**
- 1) Each question carries 20 marks
  - 2) Solve any FOUR questions from Q.1 to Q.7
  - 3) Q.8 is compulsory.

- Q1)** a) What is the use of computer ? Explain concept of hardware, software and computer system. [10]  
 b) Explain octal number system with suitable example. [10]
- Q2)** a) Discuss the different types of an operating systems. [10]  
 b) Explain any two storage devices in detail. [10]
- Q3)** a) What are the different features of MS-Word. [10]  
 b) Discuss the different type of graphs available in MS-Excel. [10]
- Q4)** a) What are the different advantages and limitations of network ? [10]  
 b) What is mail merge ? How to use it ? [10]
- Q5)** a) Explain BCD and EBCDIC codes in detail. [10]  
 b) Discuss the different networking topologies. [10]
- Q6)** a) What is the use of computer language ? Write the difference between machine level and high level language. [10]  
 b) Explain scanner and plotter in detail. [10]

**P.T.O.**

- Q7) a) Explain use, syntax and example of any three internal DOS commands. [10]
- b) How to format the documents in MS-Word. [10]

Q8) Attempt any four questions from the following. [20]

- a) What is the use of language translator ? Give some examples.
- b) How to create, copy and rename a folder in Window ?
- c) Write the difference between primary and secondary memory.
- d) Write the steps to use Table option in MS-Word.
- e) Explain Windows Explorer.
- f) What is the use of floppy disk ? Explain its working.





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**B.C.A. (Part-I) (Semester-I) Examination, 2013****FACULTY OF COMMERCE****Financial Accounting with Tally 9.0****Sub. Code : 45914****Day and Date : Wednesday, 10 - 04 - 2013****Total Marks : 100****Time : 11.00 a.m. to 2.00 p.m.**

- Instructions :**
- 1) Q.8 is compulsory.
  - 2) Attempt any FOUR questions from Q.1 to Q.7.
  - 3) All questions carry equal marks.

**Q1)** From the following trial balance of Mr. Tushar, you are required to prepare final accounts after taking into account the following adjustments for the year ended 31<sup>st</sup> March 2011.

| <u>Debit Balances</u> | <u>Rs.</u>      | <u>Credit Balances</u> | <u>Rs.</u>      |
|-----------------------|-----------------|------------------------|-----------------|
| Opening Stock         | 2,00,000        | Tushar's capital       | 3,30,000        |
| Bills Receivables     | 25,000          | Sales                  | 4,00,000        |
| Drawing of Tushar     | 24,450          | Bills payable          | 61,000          |
| Purchases             | 2,75,000        | Purchase Return        | 4,500           |
| Return Inward         | 5,000           | Creditors              | 1,40,000        |
| Plant & Machinery     | 1,00,000        |                        |                 |
| Loose tools           | 25,000          |                        |                 |
| Patents               | 25,000          |                        |                 |
| Sundry Debtors        | 1,20,000        |                        |                 |
| Cash at Bank          | 77,550          |                        |                 |
| Salaries              | 12,000          |                        |                 |
| Wages                 | 19,000          |                        |                 |
| Rent and Taxes        | 11,500          |                        |                 |
| Insurance premium     | 3,000           |                        |                 |
| General Expenses      | 8,500           |                        |                 |
| Factory Exps.         | 4,500           |                        |                 |
|                       | <u>9,35,500</u> |                        | <u>9,35,500</u> |

**P.T.O.**

Adjustments :-

- 1) Stock on 31.03.2011 at cost Rs.1,50,000 while market value was Rs.1,60,000.
- 2) Stock worth Rs.2,000 uninsured has been stolen.
- 3) Depreciate plant and machinery by 20% patents by 10% and revalued the loose tools at Rs.20,000.
- 4) Prepaid insurance Rs.500 and outstanding exps were salaries Rs.2,000, wages Rs.1,000.

Q2) Journalise the following transactions in the books of Shri. Mahesh.

April, 2011

- 1) Mahesh started business with cash Rs. 50,000 and goods Rs. 20,000.
- 2) Purchased goods from Ramesh Rs.15,000 less 5% trade discount.
- 6) Sold goods to Sachin Rs.12,000 less 2% trade discount.
- 8) Goods distributed as free samples Rs.800.
- 11) Paid rent Rs.400 and electricity bill Rs.800
- 16) Mahesh withdraw cash for his personal use Rs.1,000.
- 21) Paid life insurance premium of Mrs. Mahesh Rs.3,000
- 28) Purchased furniture from Kishor Traders for cash Rs.4,000

Q3) Rahul purchased machinery for Rs. 80,000 on 01-01-2008. He charges depreciation at the rate of 10% p.a. on reducing balance method. On 30th June 2010 a part of the machine was sold out for Rs.8,000 the original cost of which on 01-01-2008 was Rs.16,000. Rahul closes his book on 31st March every year.

You are required to prepare machinery account for the first four years i.e. upto 31-03-2011.

Q4) Cash book of Mr. Mahindra showed a debit balance of Rs. 5,151 as on 31-03-2010. From the following transactions prepare a bank reconciliation statement showing balance as per Bank Pass Book as on 31-03-2010.

- 1) Three cheques for Rs 1,000, Rs 540 and Rs. 350 were issued on 28th March 2010 out of which the cheque for Rs.350 was presented to bank on 30-03-2010, the remaining two cheques were not presented upto 31-03-2010.
- 2) Two cheques for Rs. 4,500 and Rs. 760 were paid into bank in March 2010 but they were not credited in pass book by the bank till 31-03-2010.

- 3) A customer has paid Rs. 500 directly in the bank A/c of Mr. Mahindra on 31-3-2010 of which Mr. Mahindra has no intimation.
- 4) The bank has charged Rs. 50 as bank charges and has credited interest of Rs. 30. The bank has also collected interest on investment on behalf of Mr. Mahindra Rs. 100; These are not recorded in cash book.

Q5) Explain any four accounting concepts.

Q6) Explain in detail the following Four subsidiary books.

- a) Sales book
- b) Purchase book
- c) Return inward book
- d) Return outward book



Q7) Objects of maintaining Accounts Books.

Q8) Write short answers. (Any Two)

- a) Types of vouchers under Tally.
- b) Features of Tally.
- c) Three columns cash book.
- d) Sum of digits method of depreciation.



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**B.C.A (Part - I) (Semester - I) Examination, 2013**  
**PROCEDURE ORIENTED PROGRAMMING IN 'C'**  
**Sub. Code : 55805**

**Day and Date : Saturday, 13 - 04 - 2013**

**Total Marks : 100**

**Time : 11.00 a.m. to 2.00 p.m.**

**Instructions : 1) Attempt any five questions**

**2) Figures to the right indicate full marks**



- Q1) a) Explain basic structure of 'C' with example. [10]**  
 b) What is array ? Explain types of array. [10]
- Q2) a) Explain the history of C. [10]**  
 b) Explain pointer declaration and initialization. [10]
- Q3) a) Define operator. Explain the various types of operators in C. [10]**  
 b) What is file ? Explain the different types of files and file operations [10]
- Q4) a) Explain data types in C [10]**  
 b) Describe dynamic memory allocation. [10]
- Q5) a) Explain the string handling functions available in 'C' with examples. [10]**  
 b) What is array of structure ? Explain it with example [10]

- Q6) a) What is file ? Explain different file functions [10]
- b) What is declaration prototype ? [10]
- Q7) a) What is Structure ? Explain with example [10]
- b) What are unconditional control structures ? [10]
- Q8) Attempt any four of the following [20]
- a) Explain the Features of 'C' language
- b) Explain flowcharts.
- c) What is fscanf() function ?
- d) Explain two dimensional array with example.
- e) Explain constant and variable with example
- f) Explain getw() and putw() functions.

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BCA (Part - I) (Semester - I) Examination, Nov. - 2013
Fundamentals of Computer (Paper No. 101)

Sub. Code : 59569

Day and Date : Tuesday, 26 - 11 - 2013

Total Marks : 80

Time : 11.00 a.m. to 2.00 p.m.

Instructions : 1) Attempt any four questions from Q.No. 1. to Q. No. 7 and Q.No. 8 is compulsory.

2) Each question carries 16 marks.

3) Figures to the right indicate full marks.

Q.1) What is computer? Explain the characteristics and organization of computer. [16]

Q.2) a) What is software? Explain different types of softwares. [8]

b) What do you mean by secondary memory? Explain the organisation of hard disk with suitable diagram. [8]

Q.3) a) What is O.S.? Explain the components of windows O.S. [8]

b) Explain the characteristics of good Language. [8]

Q.4) a) Convert following binary numbers into decimal numbers. [8]

i) 100101001

ii) 1100100

b) Convert following decimal numbers into binary numbers. [8]

i) 58_{10}

ii) 486_{10}

Q.5) What do you mean by output device? Explain any three output devices in detail. [16]

Q.6) What do you mean by computer language? Explain different types of computer languages with their advantages & limitations. [16]

Q.7) a) Explain the features of windows O.S.

[8]

b) Explain following computer codes

[8]

i) BCD

ii) EBCDIC

Q.8) Write short notes on (Any four)

[16]

a) ASCII

b) DOS

c) Optical Discs

d) Applications of computer.

e) Accessories





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B.C.A. (Part -I) (Semester - I) Examination, Nov. -2013
COMPUTER

Paper No. 102 : Programming In 'C' (Revised) (Part-I)

Sub. Code : 59570

Day and Date : Friday, 29 -11 - 2013

Total Marks :80

Time : 11.00 a.m to 2.00 p.m.

- Instructions :**
- 1) Each question carries 16 Marks.
 - 2) Solve any FOUR questions from Q.1 to Q.7.
 - 3) Q.8 is Compulsory.

- Q1) a)** What is a flowchart? Draw a flow chart to find given number is negative number or not. [8]
- b)** How to get input values from keyboard using scanf() function ? Write and explain its syntax. [8]
- Q2) a)** Explain different logical operators supported by 'C' language. [8]
- b)** What is use of break statement ? Explain its working with suitable example. [8]
- Q3) a)** What is looping ? Explain for loop with its syntax. [8]
- b)** How to declare and initialize two dimensional array ? [8]
- Q4) a)** How to solve a problem using a computer ? [8]
- b)** What is a variable ? How it is differs from a constant ? [8]
- Q5) a)** Write a program in 'C' to reverse a given string. [8]
- b)** Explain if statement with its different forms. [8]

P.T.O.

- Q6) a) Explain character set supported by 'C' language. [8]
b) What is an algorithm? Write its different characteristics. [8]
- Q7) a) Write a 'C' program to display sum of even numbers between 1 to 10. [8]
b) Explain the difference between while and do while loop structures. [8]
- Q8) Attempt any FOUR questions from the following. [16]
a) How to format the outputs in 'C'?
b) What are the types of errors?
c) How to define symbolic constants in a 'C' program?
d) Explain any two string functions.
e) What is the use of goto statement?
f) How to initialize character type array?

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Seat
No.

BCA (Commerce) (Part - I) (Semester - I) Examination, Nov. - 2013

PRINCIPLES OF MANAGEMENT

Sub. Code : 59571

Day and Date : Monday, 25- 11 - 2013

Total Marks : 80

Time : 11.00 a.m. to 2.00 p.m.

- Instructions :
- 1) Q. No. 8 is compulsory
 - 2) Attempt any 4 questions from Q. No. 1 to Q. No. 7
 - 3) All questions carry equal marks.



- Q1)** Define management. Discuss its importance. [16]
- Q2)** Explain the term planning and discuss steps in planning. [16]
- Q3)** Define Organisation. What are the principles of organisation. [16]
- Q4)** a) Explain the meaning and characteristics of staffing. [8]
b) Explain the process of staffing. [8]
- Q5)** a) Define 'Motivation' Discuss the importance of motivation. [8]
b) Explain the Theory 'X' and Theory 'Y' of motivation. [8]
- Q6)** a) Explain the meaning and functions of leadership. [8]
b) Explain the challenges of leadership. [8]
- Q7)** a) Explain the meaning and importance of control [8]
b) Explain the steps in control process. [8]

P.T.O.

Q8) Write short notes (any two)

- a) Role of manager in organisation
- b) Contribution of F. W. Taylor
- c) Limitations of Planning
- d) Team leadership





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B.C.A. (Part - I) (Semester - I) Examination, Nov. - 2013**FINANCIAL ACCOUNTING****Sub. Code : 59572****Day and Date : Wednesday, 27 - 11 - 2013****Total Marks : 80****Time : 11.00 a.m. to 2.00 p.m.**

- Instructions :**
- 1) Q.No. 8 is compulsory.
 - 2) Attempt any four questions from Q.No. 1 to Q.No.7.
 - 3) All questions carry equal marks.
 - 4) Figures to the right indicate full marks.

Q1) Mr. Shashi and Mr. Ravi are partners sharing profits and losses in the ratio of 3:2. Their Trial Balance on 31.3.2013 is given below. Prepare Trading and Profit & Loss Account for the year - ended 31.3.2013, and a Balance sheet as on that date taking into consideration the adjustments given below. [16]

Dr.		Trial Balance		Cr.	
Particulars	Rs.	Particulars	Rs.		
Purchases	98,000	Capitals: - Shashi	30,000		
		Ravi	40,000		
Patent rights	4,000	Provident fund	7,000		
Building	1,00,000	Creditors	50,000		
Stock 01/04/2012	15,000	Bank loan	20,000		
Printing & Stationery	1,750	Sales	1,50,000		
S.debtors	33,000	Reserve for doubtful debts	250		
Wages and Salaries	11,000	Purchases Returns	3,500		
Audit fees	700				
S.Expenses	3,500				
Furniture & Fixture	8,000				
10% Investments(Purchased 30-9-2012)	10,000				
Cash	4,000				
Provident Fund Contribution	800				
Carriage Inward	1,300				
Trade expenses	2,700				
Bills Receivables	7,000				
Total	3,00,750	Total	3,00,750		

P.T.O.

Adjustments:

- 1) Closing stock is valued at cost Rs. 23,000 while its market price is Rs. 28,000.
- 2) On 31st March 2013, the stock of stationery was Rs. 500.
- 3) Reserve for bad and doubtful debts at 5% on debtors.
- 4) Depreciate building at 5% and patents at 10%.
- 5) Goods worth Rs. 10,000 were destroyed by fire. The Insurance company admitted a claim for Rs. 9,500.
- 6) Bills receivables include a bill dishonoured for Rs. 2,000.
- 7) Mr. Ravi is to receive 1% Commission on sales.



Q2) AB Traders, purchased machinery on 1st October, 2000 for Rs. 14,000 and decided to depreciate the machinery at 10% p.a. under straightline method. On 1st April, 2001 a machinery was purchased for Rs. 20,000. On 1st October, 2002, a machinery purchased on 1st October, 2000 was sold for Rs. 10,000 and on 31st March 2003 a new machinery was purchased for Rs. 25,000. Prepare Machinery Account and Depreciation Account for Three years assuming that the financial year ends on 31st March every year. [16]

Q3) What do you mean by book-keeping and Accounting? Explain any four concepts of Accounting. [16]

Q4) What do you understand by subsidiary books? Explain any four subsidiary books. [16]

Q5) From the following information Prepare bank-reconciliation statement as on 15th January 2013 for Mr. B. Babuseth. [16]

Cash Book (Bank Column)

Jan 2013	Receipts	Rs.	Jan 2013	Payments	Rs.
1	To Bal. B/d	1,080	2	By Wages	850
2	To Interest A/c	52	6	By Investments	1,000
5	To K.Kamat	900	8	By Purchases	306
8	To Sales A/c	609	10	By Furniture	160
10	To Rent A/c	56	10	By P.Bapat	210
12	To G.Ganpule	1,252	10	By Drawings	80
13	To R.Raman	888	14	By M. Fakir	1,822
15	To Bal. C/d	401	15	By M. Mustafa	810
	Total	5,238		Total	5238

Pass Book

Jan 2013	Receipts	Rs.	Jan 2013	Payments	Rs.
2	To Wages A/c	850	1	By Balance	1,132
6	To Investment A/c	1,000	6	By K. Kamat	900
7	To Purchases	306	8	By Sales A/c	609
9	To Furniture	160	10	By Rent A/c	56
10	To Self (Drawing)	80	14	By J.Jamadar A/c	200
13	To B/P A/c	100			
15	To Balance C/d	401			
	Total	2,897		Total	2,897

Q6) What do you mean by Trial balance? Write and explain the proceduring of preparing Trial balance. [16]

Q7) What do you mean by depreciation? Explain straightline method of depreciation and write the significance of straightline method of depreciation. [16]

Q8) Write short answers. (any two) [16]

- Explain "Transaction". Write the types of accounts and rules of accounting.
- What is cashbook? Write the procedure of writing cashbook.
- What is Reducing balance method of depreciation? Write its procedure.
- Explain the documents namely Cash voucher, Cheque.





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Total No. of Pages : 1

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B.C.A.(Commerce) (Part - I) (Semester - I)
Examination, Nov. - 2013
OFFICE MANAGEMENT & COMMUNICATION

Sub. Code :59573

Day and Date : Thursday, 28-11-2013

Total Marks : 80

Time : 11.00 a.m. to 2.00 p.m.

- Instructions :**
- 1) All questions carry equal marks.
 - 2) Solve any four questions from Q.No.1 - Q.No. 7.
 - 3) Question No. 8 is compulsory.

- Q1)** Define office management and state elements of office management. [16]
- Q2)** Explain in detail various functions of office management. [16]
- Q3)** What is location of office and describe the various factors affecting location of office. [16]
- Q4)** Give the meaning of office environment and explain different elements of office environment. [16]
- Q5)** What is formal and informal communication. Explain in brief its advantages. [16]
- Q6)** Define communication and state barriers to effective communication. [16]
- Q7)** Describe in detail importance of communication function. [16]
- Q8)** Write short answers (any four): [16]
- a) E - Office.
 - b) Office layout.
 - c) Steps in communication process.
 - d) Activities of office.
 - e) E - Communication.
 - f) Principles of location of office.





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B.C.A. (Part - I) (Semester - I) (Commerce Faculty) Examination, April - 2015
Fundamentals of Computer (Paper - 101) (Revised)
Sub. Code : 59569

Day and Date : Monday, 06 - 04 - 2015

Total Marks : 80

Time : 11:00 a.m. to 2.00 p.m.

- Instructions :**
- 1) Attempt any five questions.
 - 2) Each question carries 16 marks.
 - 3) Figures to the right indicate full marks.

- Q1) a) What is computer? Explain generations of computer. [8]**
b) What is number system? Explain binary and hexadecimal number systems with examples. [8]
- Q2) a) Explain different computer languages in detail. [8]**
b) Define Operating System? And explain the structure of an Operating System. [8]
- Q3) a) What is software? Explain different types of software. [8]**
b) What is secondary storage? Explain optical disc. [8]
- Q4) a) List and explain any two input devices with proper diagram. [8]**
b) Discuss the components of windows desktop. [8]
- Q5) a) What is need of an Operating System? Write the difference between DOS and Windows Operating System. [8]**
b) Solve the following : [8]
- i) $(11001)_2 = (?)_{10}$ ii) $(4706)_8 = (?)_{10}$
iii) $(1AC)_{16} = (?)_{10}$ iv) $(110.101)_2 = (?)_{10}$

- Q6) a) Explain any four internal DOS commands with their syntax and example. [8]
- b) Discuss the different types of computer codes. [8]

- Q7) a) What is compiler? Explain importance of compiler. [8]
- b) Solve the following : [8]

i) $(42)_{10} = (?)_2$

ii) $(952)_{10} = (?)_8$

iii) $(0.812)_{10} = (?)_8$

iv) $(1101110)_2 = (?)_8$

- Q8) Write a short note on (Any Four) : [16]

- a) CRT.
- b) Screen Image Projector.
- c) Primary Memory.
- d) Windows Explorer.
- e) Windows Accessories.
- f) Assembler.



Seat
No.

B.C.A. (Part - I) (Semester - I) Examination, April - 2015

COMPUTER (New)

Programming In 'C' Part - I

Sub. Code : 59570



Day and Date : Tuesday, 07 - 04 - 2015

Total Marks : 80

Time : 11.00 a.m. to 2.00 p.m.

- Instructions :
- 1) Solve any four questions from Q1 to Q7.
 - 2) Q8 is Compulsory.
 - 3) Each question carries 16 marks.

- Q1) a) What is Operator? Explain notations of Logical and Relational operators. [8]
 b) Explain different features of C language. [8]
- Q2) a) Explain different symbols of flowchart. [8]
 b) Draw a flowchart which accept any number & calculate factorial of given number. [8]
- Q3) a) Explain data types in C. [8]
 b) Explain the concept of keywords and character set. [8]
- Q4) Explain different Input output functions in C. [16]
- Q5) a) Explain why C language is called as 'Middle level language'. [8]
 b) Write a program which accepts a number and display given number is prime or Not. [8]
- Q6) What is an array? Explain different types of array with Example. [16]

P.T.O.

Q7) a) Explain branching statements with its syntax.

[8]

b) Explain unconditional statements in C.

[8]

Q8) Write a short note on (Any four) :

[16]

a) Problem Definition

b) Syntax errors

c) Characteristics of algorithm

d) strcpy() function

e) do-while loop

f) Variable





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Total No. of Pages : 2

Seat No.	
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B.C.A. (Commerce) (Part - I) (Semester - I) Examination, April -2015

PRINCIPLES OF MANAGEMENT

Sub. Code : 59571

Day and Date : Wednesday, 08 - 04 - 2015

Total Marks : 80

Time : 11.00 a.m. to 2.00 p.m.

- Instructions :**
- 1) Q. No. 8. is compulsory.
 - 2) Attempt any 4 questions from Q.No. 1 to Q.No. 7.
 - 3) All questions carry equal marks.

- Q1)** Define the term 'Management' Explain nature and functions of management. [16]
- Q2)** What is planning? Explain the various types of planning. [16]
- Q3)** What is organisation? Explain the important principles of organisation. [16]
- Q4)** What is staffing? Explain the characteristics and process of staffing. [16]
- Q5)** a) Define motivation? Discuss the importance of motivation. [8]
b) Discuss theory X and Theory Y. [8]
- Q6)** a) Explain the functions of leadership. [8]
b) Explain the leadership styles. [8]
- Q7)** What is controlling? Explain the types of control in details. [16]

P.T.O.

Q8) Write short notes (any two)

- a) Contribution of peter drucker to management theory.
- b) Training & Development.
- c) Limitation of planning.
- d) Steps in control process.





Seat No.

B.C.A. (Part - I) (Semester - I) Examination, April - 2015

FINANCIAL ACCOUNTING

Sub. Code : 59572

Day and Date : Thursday, 09 - 04 - 2015

Total Marks : 80

Time : 11.00 a.m. to 02.00 p.m.

- Instructions :**
- 1) Attempt any Four questions from Que. No. 1 to Que. No. 7.
 - 2) Question No. 8 is compulsory.
 - 3) Figures to the right indicate full marks.

Q1) The following balances appeared in the ledger of Amit on 1st Oct. 2010.

Debits	Rs.	Credits	Rs.
Cash A/c	4,200	Capital Account	13,000
Goods A/c	3,700		
Bank A/c	3,300		
Ramesh's A/c	1,800		
	13,000		13,000

This transactions in the month of October 2010, were as follows -

- Oct. 3 Withdrawn from the bank Rs 1,000 for office and Rs 500 for self.
- 9 Received from Ramesh Rs. 1,000 less 2% Cash discount.
- 15 Sold goods to Ramesh Rs. 3,000 less 10% Trade discount.
- 16 Ramesh Returned goods Rs. 150.
- 18 Deposited Cash into bank Rs. 1,000.
- 30 Cash Sales for the month Rs. 5,600.
- 30 Cash Purchases for the month Rs. 4,850/-
- 30 Goods withdrawn for personal use Rs. 800.

Stock of goods on hand at the end of month Rs. 5800.

- a) Journalise the transactions in the books of Amit. [8]
- b) Ledger posting in the books of Amit. [8]

P.T.O.

- Q2) a) Explain the Accounting concepts.
b) Explain the Accounting Conventions.

[8]

[8]



- Q3) Enter the following transactions in Ashok's Cash book with Cash, Bank and discount Columns.

2010

- May 1 Opening Cash balance Rs. 25,000 and bank balance Rs. 18,000.
2 Purchased goods worth Rs. 25,000 at 10% T.D. and 5% Cash Discount term. Half of the amount paid in Cash and half the amount by cheque.
4 Cash sales Rs. 22,000/- at 10 T.D. and 5% C.D.
5 Received a Cheque of Rs. 5,750/- from Manohar and deposited into bank on the same day.
7 Paid to seema by Cheque Rs 4,900 and earned discount of Rs. 100.
9 Cheque received from Manohar returned dishonoured by the bank.
10 Withdrawn from bank Rs 4,000 for office use.
11 Withdrawn from office Rs 2,200 and from bank Rs. 2,500 for personal use.
14 Ramakant directly deposited Rs. 6,000/- in our bank account.
15 Bank debited our account with Rs. 400 for bank charges and for interest Rs. 450.
16 Transferred Rs. 12,000 from fixed deposit account to current account.
18 Bought goods Rs. 36,000 from kamal and 40% of the amount due paid in Cash and balance one month latter.
20 Sold goods costing Rs. 36,000 and allowed 5% Cash discount
22 Purchased machinery costing Rs. 15,000 for business use
24 Paid Salaries by cheque Rs. 6,000 and paid commission Rs. 500 by Cash.
26 Received cheque of Rs. 5,000 from Ramesh on account.
28 Deposited cheque received from Ramesh into Bank A/c.
30 Deposited all the cash in bank in excess of Rs. 10,000.

[16]

- Q4) a) Explain the term 'Double Entry' with Illustration. [8]
 b) Explain the Classification of an Accounts. [8]

Q5) The Trial Balance and the necessary adjustments are given below.

The Trial balance as on 31st March 2010

Particulars	Rs.	Particulars	Rs.
Purchases	1,25,225	Capital	62,000
Sales Returns	4,250	Sales	2,05,000
Sundry Debtors	50,200	Purchase Returns	3,230
Opening stock	28,788	Commissions	245
Wages	20,167	Sundry Creditors	31,073
Salaries	13,677	Dividend on investment	825
Furniture	7,450	Reserve for Doubtful debts	500
Machines	7,500	Bank Over draft	17,000
Bad debts	315	Outstanding wages	700
Advertisement	3,000		
Investments	9500		
Insurance	320		
Drawings	4,500		
Bank Balance	27,981		
Land and Building	15,000		
Rent	2,000		
Interest	500		
Commission	200		
	3,20,573		3,20,573



Adjustments:

- Closing stock: cost price Rs. 25,000 Market price 30,000.
- Prepaid Insurance Rs. 80
- Outstanding Exp-Salaries Rs. 2000, Rent Rs. 1000.
- Depreciate Furniture at 5% machinery at 10% and Buildings at 15%
- Provide Rs. 600 for further bad debts and maintain reserve for bad and doubtful debts @ 5%
- Allow interest at 5% on capital.

Prepare the Trading and profit and loss Account and Balance-sheet as on 31st Mar. 2010

[16]

- Q6) a) Define Depreciation Explain the merits and Demerits of straight line Method. [8]
 b) Explain the merits and demerits of Reducing Balance Method. [8]

Q7) Prepare Bank Reconciliation statement as on 31st Jan. 2010 from the following particulars - [16]

- Balance as per pass Book is Rs. 5,000.
- Cheques deposited in the bank but not realised Rs. 1,500.
- Cheques issued but not presented for payment Rs. 1,400.
- Interest of Rs. 150 and dividend of Rs. 200 collected and credited by the bank, but not recorded in the cash Book.
- Insurance premium of Rs. 250 and bank charges Rs. 50 debited in the pass book, but not recorded in the cash book.
- Cheques for Rs. 1,200 deposited into the bank, it was realised but entered twice in the cash book.
- Cheques of Rs. 445/- issued and it was presented for payment but entered in the cash book as 544.

Q8) Write short answers (Any two): [16]

- Explain the Accounting concepts with Examples.
- Explain the classification of Accounts.
- Define Trial Balance, Give objectives of Trial Balance.
- Explain the need and importance of bank Reconciliation Statement.

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Seat No.	
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B.C.A. (Commerce) (Part - I) (Semester - I) Examination, April - 2015
Office Management & Communication
Sub. Code : 59573

Day and Date : Friday, 10 - 4 - 2015

Time : 11.00 a.m. to 2.00 p.m.

Total Marks : 80

- Instructions :
- 1) All Questions carry equal marks.
 - 2) Solve any four questions from Q. No. 1 to Q No. 7.
 - 3) Question No . 8 is compulsory.



- Q1) Explain the functions of office management in details? [16]**
- Q2) What is location of office and describe the various factors affecting location of office. [16]**
- Q3) Define office management and state elements of office management. [16]**
- Q4) What is the meaning of office environment? And explain different elements of office environment. [16]**
- Q5) Define communication and explain the characteristics & importance of communication. [16]**
- Q6) What is formal & informal communication. Explain in brief its advantages. [16]**
- Q7) Explain the steps in communication process in details. [16]**

P.T.O.

Q8) Write Short Answers. (any four)

[16]

- a) E-office.
- b) Office Layout.
- c) Limitations of E-communication.
- d) Benefits of E-communication.
- e) Activities of office.
- f) Principle of location of office.





C-39

Total No. of Pages : 2

Seat No.	
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**B.C.A. (Part - I) (Semester - I) (Commerce Faculty) Examination,
October - 2015**

FUNDAMENTALS OF COMPUTER (Paper -101)

Sub. Code : 59569

Day and Date : Saturday, 31 - 10 - 2015

Total Marks : 80

Time : 03.00 p.m. to 06.00 p.m.

- Instructions :**
- 1) **Attempt any five questions.**
 - 2) **Each question carries 16 marks.**
 - 3) **Figures to the right indicate full marks.**

- Q1) a)** What is computer? Explain an organization of computers with the help of neat diagram. [8]
- b) Define computer code. Explain BCD and EBCDIC computer codes with example. [8]
- Q2) a)** What is the use of language translator? Explain any two language translators. [8]
- b) What is an Operating System? Explain the functions of an Operating System. [8]
- Q3) a)** Define the terms hardware and software in detail. [8]
- b) What is memory? Explain different types of memory in detail. [8]
- Q4) a)** List and explain any two output devices with proper diagram. [8]
- b) How to manage the files and folders in Windows operating system? [8]

Q5) a) Explain different types of an Operating System. [8]

b) Solve the following : [8]

i) $(25)_{10} = (?)_2$

ii) $(2502)_{10} = (?)_8$

iii) $(428)_{10} = (?)_{16}$

iv) $(6.625)_{10} = (?)_2$

Q6) a) Explain any four external DOS commands with their syntax and example. [8]

b) Discuss the different types of number systems. [8]

Q7) a) What is computer language? Explain the features of good computer languages. [8]

b) Solve the following : [8]

i) $(101010)_2 = (42)_{10}$

ii) $(1670)_8 = (952)_{10}$

iii) $(0.6375)_8 = (0.812)_{10}$

iv) $(156)_8 = (1101110)_2$

Q8) Write a short note on (Any Four) : [16]

a) Mouse

b) OMR

c) Digitizer

d) Control panel

e) Flash drives

f) Windows accessories



Seat No.	
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B.C.A. (Part - I) (Semester - I) Examination, November - 2015

FINANCIAL ACCOUNTING

Sub. Code : 59572

Day and Date : Wednesday, 04 - 11 - 2015

Total Marks : 80

Time : 03.00 p.m. to 06.00 p.m.

- Instructions :
- 1) Q. No. 8 is Compulsory.
 - 2) Answer any four questions from Q.No. 1 to Q.No.7.
 - 3) All the questions carry equal marks (i.e. 16 each).
 - 4) Figures to the right indicates full marks.



Q1) From the following trial balance of Parag and Sanket you are required to prepare Trading, Profit and Loss Account for the year ended 31st March 2014 and Balance Sheet as on that date after taking into account the following adjustments. The partners share profit and losses equally. [16]

Particulars	Debit Rs.	Credit Rs.
Capital - Parag		5,00,000
Sanket		3,00,000
Bills Receivable and payable	1,00,000	1,25,000
Returns.	7,500	10,000
Opening stock	1,75,000	-
Purchases and Sales	4,85,000	9,07,500
Salaries	39,000	
Wages	71,000	
Conveyance	5,500	
Commission		15,000
Miscellaneous expenses	8,000	
Warehouse rent	22,500	

P.T.O

Brokerage	7,500	
Dock charges	10,500	
Insurance	12,000	
Goodwill	1,90,000	
Land & Building	4,50,000	
Investment	1,25,000	
Cash in hand	9,000	
Sundry Debtors & Creditors	1,40,000	1,50,000
Motor car	1,50,000	
	20,07,500	20,07,500

Adjustments :

- 1) Closing stock was valued at Rs. 1,87,500.
- 2) Depreciate Land & Building by 5% and Motor Car by 10%.
- 3) Insurance is paid for the year ended 30th June 2014.
- 4) Parag has taken goods of Rs. 7500 for his personal use.
- 5) Commission due but not received Rs. 4000.

Q2) What are accounting conventions? Explain in brief all the conventions. [16]

Q3) What is trial balance? Explain the objectives and methods of preparing trial balance. [16]

Q4) Enter the following transactions in a cash book with cash and discount columns. [16]

- Jan 1 Opening cash balance Rs. 50,000
- 2015
- 5 Received Rs. 11,950 from Mr. Shinde in full settlement of Rs. 12,000.
- 6 Received Rs. 14,800 from Miss. Samata and allowed her cash discount of Rs. 100.

- 8 cash sales Rs. 10,000.
- 9 Sold goods of Rs. 6000 to Mr. Soham @10% Trade Discount and 5% cash discount. half of the amount received and balance 10 days later.
- 10 Purchased goods of Rs. 15000 @ 10% T.D. and 8% C.D. from Aditya. 60% cash payment is made at the time of delivery.
- 12 Paid Rs. 5700 net of Sadashiv after earning a cash discount of 5%.
- 16 Cash purchases of Rs. 40,000.
- 19 Received Rs. 2600 from Mr Soham in full settlement of his account.
- 24 Paid to Aditya Rs. 5300 in full settlement of his account.
- 27 Purchased furniture for Rs. 15000.
- 30 Deposited all cash in bank is excess of Rs. 5000.



Q5) On 31st March 2014, the pass book of Vijay Shows a balance with bank Rs. 2,20,000, but his cash book do not agree with this. After comparing pass book entries with cash book entries the following differences were noted. Prepare Bank Reconciliation Statement. [16]

- 1) Cheque issued on 25th March 2014 to Anil, was not presented by him till 31st March, Rs. 18000.
- 2) Cheque of Rs. 16000 received from Ajay on 28th March 2014, was deposited into bank, but it was not credited till 31st March.
- 3) Mr. Sham Patil, deposited directly in our bank a/c Rs. 24000 which was not recorded in cash book.
- 4) Bank charges Rs. 5000 and commission Rs. 2500 was debited in passbook only.
- 5) Dividend collected and credited in the passbook only Rs. 8500.
- 6) Cheque of Rs. 5000 Received from satish, was not deposited into bank a/c.
- 7) Telephone bill of Rs. 4000 paid by bank, not recorded in cash book.
- 8) Wrong credit shown in pass book Rs. 1000.

Q6) Describe the different types of cash book.

[16]

Q7) What is depreciation? What are the causes of depreciation? What are the factors which determine the amount of depreciation? [16]

Q8) Write short answers (Any Two) : [16]

- a) External users of accounting information.
- b) Explain "Dual Aspect concept and periodic Matching Concept".
- c) Explain briefly "Sales book and sales return book".
- d) Explain the procedure of Ledger posting.



Seat No.	
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B.C.A. (Part - I) (Semester - I) Examination, November - 2015

FINANCIAL ACCOUNTING

Sub. Code : 59572

Day and Date : Wednesday, 04 - 11 - 2015

Total Marks : 80

Time : 03.00 p.m. to 06.00 p.m.

- Instructions :
- 1) Q. No. 8 is Compulsory.
 - 2) Answer any four questions from Q.No. 1 to Q.No.7.
 - 3) All the questions carry equal marks (i.e. 16 each).
 - 4) Figures to the right indicates full marks.



Q1) From the following trial balance of Parag and Sanket you are required to prepare Trading, Profit and Loss Account for the year ended 31st March 2014 and Balance Sheet as on that date after taking into account the following adjustments. The partners share profit and losses equally. [16]

Particulars	Debit Rs.	Credit Rs.
Capital - Parag		5,00,000
Sanket		3,00,000
Bills Receivable and payable	1,00,000	1,25,000
Returns	7,500	10,000
Opening stock	1,75,000	-
Purchases and Sales	4,85,000	9,07,500
Salaries	39,000	
Wages	71,000	
Conveyance	5,500	
Commission		15,000
Miscellaneous expenses	8,000	
Warehouse rent	22,500	

P.T.O

Brokerage	7,500	
Dock charges	10,500	
Insurance	12,000	
Goodwill	1,90,000	
Land & Building	4,50,000	
Investment	1,25,000	
Cash in hand	9,000	
Sundry Debtors & Creditors	1,40,000	1,50,000
Motor car	1,50,000	
	20,07,500	20,07,500

Adjustments :

- 1) Closing stock was valued at Rs. 1,87,500.
- 2) Depreciate Land & Building by 5% and Motor Car by 10%.
- 3) Insurance is paid for the year ended 30th June 2014.
- 4) Parag has taken goods of Rs. 7500 for his personal use.
- 5) Commission due but not received Rs. 4000.

Q2) What are accounting conventions? Explain in brief all the conventions.

[16]

Q3) What is trial balance? Explain the objectives and methods of preparing trial balance.

[16]

Q4) Enter the following transactions in a cash book with cash and discount columns.

[16]

Jan	1	Opening cash balance Rs. 50,000
2015		
	5	Received Rs. 11950 from Mr. Shinde in full settlement of Rs. 12,000.
	6	Received Rs. 14,800 from Miss. Samata and allowed her cash discount of Rs. 100.



- 8 cash sales Rs. 10,000.
- 9 Sold goods of Rs. 6000 to Mr. Soham @ 10% Trade Discount and 5% cash discount. half of the amount received and balance 10 days later.
- 10 Purchased goods of Rs. 15000 @ 10% T.D. and 8% C.D. from Aditya. 60% cash payment is made at the time of delivery.
- 12 Paid Rs. 5700 net of Sadashiv after earning a cash discount of 5%.
- 16 Cash purchases of Rs. 40,000.
- 19 Received Rs. 2600 from Mr Soham in full settlement of his account.
- 24 Paid to Aditya Rs. 5300 in full settlement of his account.
- 27 Purchased furniture for Rs. 15000.
- 30 Deposited all cash in bank in excess of Rs. 5000.

Q5) On 31st March 2014, the pass book of Vijay Shows a balance with bank Rs. 2,20,000, but his cash book do not agree with this. After comparing pass book entries with cash book entries the following differences were noted. Prepare Bank Reconciliation Statement. [16]

- 1) Cheque issued on 25th March 2014 to Anil, was not presented by him till 31st March, Rs. 18000.
- 2) Cheque of Rs. 16000 received from Ajay on 28th March 2014, was deposited into bank, but it was not credited till 31st March.
- 3) Mr. Sham Patil, deposited directly in our bank a/c Rs. 24000 which was not recorded in cash book.
- 4) Bank charges Rs. 5000 and commission Rs. 2500 was debited in passbook only.
- 5) Dividend collected and credited in the passbook only Rs. 8500.
- 6) Cheque of Rs. 5000 Received from satish, was not deposited into bank a/c.
- 7) Telephone bill of Rs. 4000 paid by bank, not recorded in cash book.
- 8) Wrong credit shown in pass book Rs. 1000.

Q6) Describe the different types of cash book.

[16]

Q7) What is depreciation? What are the causes of depreciation? What are the factors which determine the amount of depreciation? [16]

Q8) Write short answers (Any Two) : [16]

- a) External users of accounting information.
- b) Explain "Dual Aspect concept and periodic Matching Concept".
- c) Explain briefly "Sales book and sales return book".
- d) Explain the procedure of Ledger posting.



Seat No.	
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**B.C.A. (Commerce) (Part - I) (Semester - I) Examination,
November - 2015**

OFFICE MANAGEMENT & COMMUNICATION (Paper - 105)

Sub. Code : 59573

Day and Date : Thursday, 05 - 11 - 2015

Total Marks : 80

Time : 03.00 p.m. to 06.00 p.m.

- Instructions :**
- 1) All question carry equal marks.
 - 2) Solve any four questions from Q.No. 1 to Q.No.7.
 - 3) Question No. 8 is Compulsory.



Q1) Define Office Management and state elements of Office Management. [16]

Q2) What is location of office and explain the various factors affecting location of office. [16]

Q3) Define office environment and explain different elements of office environment. [16]

Q4) Define communication and explain the characteristics and importance of communication. [16]

Q5) What is mean by formal and informal communication and explain advantages and disadvantages of formal and informal communication. [16]

P.T.O

Q6) What is communication process and explain the steps in communication process in details. [16]

Q7) Write different barriers to effective communication and explain remedies for improving effectiveness of communication. [16]

Q8) Write short answers (Any Four) : [16]

- a) Activities of office
- b) Role of communication in business organisation.
- c) E-office.
- d) Benefits of E-communication.
- e) Office Layout.
- f) Limitations of E-communication.



Seat No.	
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B.C.A. (Part - I) (Semester - I) Examination, November - 2015

PROGRAMMING IN 'C' PART - I (Paper -102)

Sub. Code : 59570

Day and Date : Monday, 02 - 11 - 2015

Total Marks : 80

Time : 03.00 p.m. to 06.00 p.m.

- Instructions :**
- 1) Each question carries 16 marks.
 - 2) Solve any Four questions from Q.1 to Q.7.
 - 3) Q.8 is Compulsory.



- Q1) a)** What is variable? How to declare variable? Write the rules for declaration of the variable. [8]
- b)** Write an algorithm and Draw flowchart for given number is even or odd. [8]
- Q2) a)** Explain different features of 'C' language. [8]
- b)** Explain do while loop with their syntax and example. [8]
- Q3) a)** Write a program in 'C' to swap the values of two variables. [8]
- b)** Explain Break and Continue with suitable example. [8]
- Q4) a)** Differentiate between if and switch statement. [8]
- b)** What is array? Explain two dimensional arrays with suitable example. [8]

- Q5) a) What is flowcharting? Write advantages and disadvantages of flowchart. [8]
b) Write a program in 'C' to display transpose of given matrix. [8]
- Q6) a) List and explain the various operators used in 'C'? [8]
b) Explain string handling functions in 'C'? [8]
- Q7) a) Explain how to perform input and output functions in 'C'. [8]
b) Explain how to handle character array with suitable example. [8]
- Q8) Attempt any Four questions from the following : [16]
a) Explain constants in 'C'.
b) Write a note on an algorithm.
c) Explain Nested if else statement in 'C'.
d) What is the use of exit statement?
e) Explain one dimensional array in 'C'.
f) Explain Structure of 'C' program.



Seat No.	
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B.C.A. (Faculty of Commerce) (Part - I) (Semester - I) Examination, November - 2015

PRINCIPLES OF MANAGEMENT

Sub. Code : 59571

Day and Date : Tuesday, 03 - 11 - 2015

Total Marks : 80

Time : 03.00 p.m. to 06.00 p.m.

- Instructions : 1) Q. No.8 is Compulsory.
 2) Attempt any 4 questions from Q.No. 1 to Q.No.7.
 3) All questions carry equal marks.



- Q1) a)** Define management and explain the nature and importance of management. [8]
 b) Explain the various functions of management in details. [8]
- Q2) a)** What is planning? Explain the importance and limitation of planning. [8]
 b) Explain the different types of plans. [8]
- Q3)** What is staffing? State the scientific selection procedure. [16]
- Q4) a)** Explain in brief, principles of organizing. [8]
 b) Explain in brief, formal and informal organization. [8]

P.T.O

- Q5) a) State the importance of motivation. [8]
b) Explain in brief 'Need Hierarchy theory of Abraham H. Maslow. [8]
- Q6) What is meant by leading? State the functions of a Leader. [16]
- Q7) a) State in brief, importance of controlling. [8]
b) Explain in brief, steps in control process. [8]
- Q8) Write short notes (Any Two) : [16]
- Management as profession.
 - Contribution of Elton Mayo.
 - Team Leadership.
 - Techniques of control.



Seat No.	
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B.C.A. (Faculty of Commerce) (Part-I) (Semester - I)
Examination, April - 2016
FUNDAMENTALS OF COMPUTER (Revised)
Sub. Code: 59569

Day and Date : Monday, 11 - 04 - 2016
Time : 11.00 a.m. to 2.00 p.m.

Total Marks : 80

- Instructions :**
- 1) Attempt any four questions from Question No 1 to Question No 7.
 - 2) Each question carry equal marks.
 - 3) Question No 8 is compulsory.

- Q1) a) Write evolution of computer in detail. [8]**
- b) Define computer? Write its characteristics. [8]**
- Q2) a) Write any four input devices with its characteristics. [8]**
- b) Explain machine language, assembly language & high level language in detail. [8]**
- Q3) a) Write applications of computer in various fields. [8]**
- b) Differential between compiler and interpreter. [8]**
- Q4) a) What is memory? Explain types of memory. [8]**
- b) Write any four secondary storage devices. [8]**
- Q5) a) What is use of number system? Explain octal and hexadecimal number system in detail. [8]**
- b) Explain computer codes -BCD, ASCII. [8]**



P.T.O.

- Q6) a) What is operating system? Explain types of operating system. [8]
b) Write functions of operating system. [8]
- Q7) a) Write and explain internal and external DOS commands. [8]
b) Write features of windows operating system with its components. [8]
- Q8) Write shot notes on any TWO. [8+8]
- a) Printer
 - b) Features of good language
 - c) Software
 - d) Windows explorer



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Seat No.	
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**B.C.A. (Faculty of Commerce) (Part - I) (Semester - I) (Revised)
Examination, April - 2016**

102 : PROGRAMMING IN 'C' Part - I

Sub. Code : 59570

Day and Date : Tuesday, 12-04-2016

Total Marks : 80

Time : 11.00 a.m. to 2.00 p.m.

- Instructions :**
- 1) Each question carries 16 Marks.
 - 2) Solve any **FOUR** questions from **Q.1 to Q.7.**
 - 3) **Q.8 is compulsory.**



- Q1) a)** Define an algorithm. Write an algorithm for maximum between three numbers. **[8]**
- b)** Explain how to perform input and output Functions in 'C'. **[8]**
- Q2) a)** What is variable? How to declare variable? Write the rules for declaration of the variable. **[8]**
- b)** Discuss various conditional statements with the help of example. **[8]**
- Q3) a)** Discuss do _____ while loop with its syntax and example. **[8]**
- b)** What is array? Explain declaration and initialization of 1-dimensional array with example. **[8]**
- Q4) a)** What is flowcharting? Write Advantages and Disadvantages of Flowchart. **[8]**
- b)** List and explain the various operators used in 'C'. **[8]**

P.T.O.

- Q5) a) Explain break and continue statement with suitable example. [8]
b) Write a program to find the factorial of a given number. [8]
- Q6) a) Explain the different data types used in 'C'. [8]
b) Write an Algorithm and draw flowchart for calculating simple interest. [8]
- Q7) a) Write a program to Check a given number is Armstrong or not. [8]
b) Differentiate between if and switch case statement. [8]
- Q8) Attempt any FOUR questions from the following: [16]
- Explain the Keywords in 'C'.
 - How to initialize Character array.
 - Explain the types of errors.
 - Explain the Constants in 'C'.
 - Explain Any 2 string handling functions.
 - What is the use of exit statements?



Seat
No.

B.C.A. (Faculty of Commerce) (Part - I) (Semester - I)
Examination, April - 2016

FINANCIAL ACCOUNTING

Sub. Code : 59572

Day and Date : Saturday, 16-04-2016

Total Marks : 80

Time : 11.00 a.m. to 2.00 p.m.

- Instructions :**
- 1) Q.No. 8 is compulsory.
 - 2) Attempt any four questions from Q.No. 1 to 7.
 - 3) All the questions carry equal marks.
 - 4) Figures to the right indicate full marks.



Q1) Prepare Final Accounts from the following trial balance of Mr. Parag for the year ending 31/3/2012. [16]

Trial Balance as on 31/3/2012

Particulars	Rs.	Particulars	Rs.
Motor Car	1,00,000	Sundry Creditors	60,000
Bills Receivable	36,000	Dividend	9,000
Rent	4,800	Commission	7,000
Advertisement	41,500	Loan	60,000
Bad debts	1,800	(taken on 31/3/2012)	
Machinery	50,000	Purchase Return	8,000
Office expenses	2,400	Sales	1,96,000
Carriage	1,700	Capital	1,60,000
Sundry Debtors	24,000		
Cash	10,000		
Opening Stock	50,000		
Sales return	3,500		

P.T.O.

Purchases	1,36,000	
Salary	8,700	
Discount	1,000	
Wages	6,000	
Cash at bank	15,000	
Drawing	7,600	
	<u>5,00,000</u>	<u>5,00,000</u>



Adjustments:

- Closing stock on 31/3/2012 Rs. 1,50,000.
- Create R.D.D. at 5% on Debtors and provision for discount on creditors at 3%.
- Outstanding rent Rs. 1,200 and Outstanding salary Rs. 1,300.
- Prepaid wages Rs. 800.
- Depreciate Machinery by 5% and Motor Car by 10%.
- Commission received in advance Rs. 1,000.

Q2) Explain briefly the users of accounting information. [16]

Q3) What are the main accounting concepts? Explain any four of them in brief. [16]

Q4) Define Depreciation. What are the basic factors that influence the determination of the amount of depreciation? [16]

Q5) Journalise the following transactions in the books of Mr. Ashish for the month of March 2015. [16]

<u>Date</u>	<u>Transactions</u>	<u>Amount</u>
Mar. 1st	Commenced business with cash	50,000
Mar. 1st	Introduced Furniture into business	25,000
Mar. 2nd	Deposited into bank	40,000
Mar. 5th	Bought goods and paid by cheque	20,000
Mar. 7th	Sold goods for cash	15,000
Mar. 9th	Sold goods to subhash on credit	15,000
Mar. 12th	Bought goods on credit from prakash	10,000
Mar. 15th	Received cash from subhash	10,000
Mar. 18th	paid office rent	2,000
Mar. 22nd	Issued cheque to Prakash	10,000
Mar. 25th	Purchased stationery for cash	600
Mar. 31st	Paid salary	4,000



Q6) Prepare Bank Reconciliation statement as on 31st March 2012 from the following information. [16]

- Bank balance as per cash book Rs. 1,60,000.
- Cheques received and deposited into bank but not cleared upto 31/3/2012. Rs. 25,000.
- Cheque issued to Munna Rs. 30,000 which is not presented upto 31/3/2012.
- Interest on Fixed Deposit, credited in the pass Book only Rs. 15,000.
- Telephone bill paid by bank Rs. 10,000.
- Cheque of Rs. 20,000 deposited into bank but dishonoured.
- Bank charges and commission Rs. 5,000 debited in passbook only.
- Dividend collected and credited in the passbook Rs. 20,000.
- Transfer Rs. 30,000 from fixed deposit A/C to current account is not recorded in the cash book.
- Bank balance as per passbook Rs. 1,95,000.

Q7) M/s Akash Traders Ltd. Satara purchased a machinery worth Rs. 7,20,000 on 1st April 2011 and spent Rs. 80,000 towards installation charges. The company depreciated the machinery at the rate of 10% p.a. on original cost.

On 1st April 2013, the company sold out a part of machinery for Rs. 64,000, the original cost of the machinery on 1st April 2011 was Rs. 1,20,000. On 1st Oct 2013, the company purchased a machinery for Rs. 10,000. Accounting year of the company closed on 31st March every year. Show Machinery Account and Depreciation Account for the year 2011/12, 2012/13, & 2013/14. [16]

Q8) Write short Answers (Any Two out - of 4)

[16]

- a) Conservation and materiality convention.
- b) Cash book with Cash and Discount column.
- c) Types of Subsidiary Books.
- d) Importance of Journal.



Seat
No.**B.C.A. (Faculty Commerce) (Part - I) (Semester - I)****Examination, April - 2016****OFFICE MANAGEMENT & COMMUNICATION****Sub. Code : 59573****Day and Date : Monday, 18 - 04 - 2016****Total Marks : 80****Time : 11.00 a.m. to 2.00 p.m.**

- Instructions :**
- 1) All questions carry equal marks.
 - 2) Solve any four questions from Q.No. 1 - Q. No.7.
 - 3) Question No. 8 is compulsory.



- Q1) Define office management and explain various functions of office management. [16]**
- Q2) What is office layout and describe the various factors affecting on office layout. [16]**
- Q3) Define office environment and explain different elements of office environment. [16]**
- Q4) Define communication and characteristics and importance of communication. [16]**
- Q5) What is formal and informal communication with its advantages and disadvantages. [16]**
- Q6) What is communication process and explain the steps in communication process in details. [16]**

P.T.O.

Q7) What is E-communication? Explain the benefits and limitations of E-communication. [16]

Q8) Write short answers (any four): [16]

- a) Location of office.
- b) E-office.
- c) Elements of office management.
- d) Barriers to effective communication.
- e) Activities of office.
- f) Importance of office environment.





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B.C.A.(Part-I) (Semester-I)Examination,November-2016
FUNDAMENTALS OF COMPUTERS(Paper-1)
Sub. Code : 59569

Day and Date :Saturday, 05-11-2016
Time : 2.30 p.m. to 5.30 p.m.

Total Marks : 80

- Instructions :**
- 1) **Attempt any four questions from Q.1 to Q.7 and Q.8 is compulsory.**
 - 2) **Each questions carries 16 marks.**
 - 3) **Figures to the right indicates full marks.**

- Q1) a) Explain concept of hardware and software in detail. [8]**
- b) Define primary memory. Explain different types of primary memory. [8]
- Q2) a) What is operating system? Explain different types of operating system. [8]**
- b) Convert decimal numbers into binary numbers [8]
- i) 775
 - ii) 125
- Q3) a) What is DOS? Write any four internal commands used in DOS. [8]**
- b) What is secondary memory? Differentiate between primary and secondary memory. [8]
- Q4) a) Write different computer languages and also explain features of good language. [8]**
- b) Write in detail evolution of computer. [8]
- Q5) Write different applications of computer in various fields. [16]**

P.T.O.

- Q6) a)** Convert binary into decimal number system [8]
- i) 11100011
 - ii) 001111001
- b) Write and explain submenus in windows control panel. [8]
- Q7) a)** Discuss BCD and EBCDIC computer codes in detail. [8]
- b) What do you mean by output devices? Explain any two output devices in detail. [8]
- Q8) Write short notes on (Any four) [16]**
- a) Assembler
 - b) Compiler
 - c) Printer
 - d) Hard Disk
 - e) Optical Disc



Seat No.	
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B.C.A. (Commerce) (Part - I) (Semester - I)
Examination, November - 2016
PRINCIPLES OF MANAGEMENT (Paper - 103)
Sub. Code : 59571

Day and Date : Tuesday, 08 - 11 - 2016

Total Marks : 80

Time : 2.30 p.m. to 5.30 p.m.

- Instructions :**
- 1) All questions carry equal marks.
 - 2) Solve any Four questions from Q. No. 1 to Q. No. 7.
 - 3) Question No. 8 is compulsory.



- Q1) a) Define management and explain nature and importance of management. [8]**
b) Explain the contribution of Henry Fayol. [8]
- Q2) a) State the importance of organizing. [8]**
b) Explain in brief, Formal and Informal organization. [8]
- Q3) What is planning? State the steps in planning process. [16]**
- Q4) a) Explain the importance of motivation. [8]**
b) Explain in brief, Theory X & Y. [8]
- Q5) a) Explain the meaning and characteristics of staffing. [8]**
b) Explain the process of staffing. [8]
- Q6) What is meant by leading? State the functions of a Leader [16]**

P.T.O.

- Q7) a) Explain in brief, steps in control process. [8]
b) State in brief, Types of control. [8]

Q8) Write short notes (Any two): [16]

- a) Role of Manager in Organization.
- b) Virtual Organization.
- c) Performance appraisal.
- d) Team Leadership.



Seat
No.

B.C.A. (Part - I) (Semester - I) (Revised)
Examination, November - 2016
PROGRAMMING IN 'C' (Part - I) (Paper - 102)
Sub. Code : 59570

Day and Date : Monday, 07-11-2016

Total Marks : 80

Time : 2.30 p.m. to 5.30 p.m.

- Instructions :**
- 1) Each questions carries 16 Marks.
 - 2) Solve any **FOUR** questions from Q.1 to Q.7.
 - 3) Q.8 is Compulsory.



- Q1) a)** What is constant? Explain different types of constants used in 'C'. [8]
b) Write an algorithm and Draw flowchart for calculating Simple Interest. [8]
- Q2) a)** What is looping? Explain while loop with syntax and example. [8]
b) Explain how to perform input and output functions in 'C'. [8]
- Q3) a)** Write a program in 'C' to generate following series. [8]
 0 1 1 2 3 5 8
b) Differentiate between if and switch statement. [8]
- Q4) a)** Explain How to declare and initialize one dimensional array? [8]
b) What is use of switch statement? Explain it's working with example. [8]
- Q5) a)** Define algorithm. Explain different characteristics of an algorithm. [8]
b) What is use of break statement? Explain it's working with example. [8]

P.T.O.

- Q6) a) Explain how to handle character array with suitable example. [8]
b) What is variable? How to declare variable? Write the rules for declaration of the variable. [8]
- Q7) a) List and explain the various operators used in 'C'? [8]
b) Write a program in 'C' to accept string and display whether it is palindrome or not. [8]
- Q8) Attempt any FOUR questions from the following: [16]
- Write features of 'C' language.
 - Explain if else statements in 'C'.
 - What are the types of errors?
 - What is the use of goto statement?
 - Explain any two string handling functions with example.
 - Explain basic data types used in 'C'.



Seat No.	
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B.C.A. (Part - I) (Semester - I) Examination, November - 2016
FINANCIAL ACCOUNTING

Sub. Code : 59572

Day and Date : Wednesday, 09-11-2016

Total Marks : 80

Time : 2.30 p.m. to 5.30 p.m.

- Instructions :**
- 1) Que No. 8 is compulsory.
 - 2) Attempt any four questions from Q. 1 to Q.7.
 - 3) All questions carry equal marks.
 - 4) Figures to the right indicate full marks.



Q1) Amit and Ajay were the partners sharing profits and losses equally. From the following Trial Balance and Adjustments. You are required to prepare a trading Account, Profit and Loss Account for the year ended 31st March 2012 and Balance-sheet as on that date: [16]

Trial Balance

as on 31st March 2012

Debit Balances	Amt. ₹	Credit Balances	Amt. ₹
Loose Tools	2,320	Capitals:	
		Amit	60,000
Carriage	2,000	Ajay	40,000
Opening stock	30,760	Commission	4,000
Salary	2,000	Interest	4,200
Wages	1,000		
Audit Fees	2,000	Sales	92,000
Discount	500	Bills payable	5,000
Interest	750	Purchase Return	3,800
Motive Power	4,500	Sundry Creditors	22,400
Motor Van	28,000	Outstanding salary	400

P.T.O.

Bad debts		1,920
Building		34,000
Debtors		20,000
Good will		4,800
Cash at Bank		9,000
Machinery		10,000
Investment		12,000
Purchases		60,250
Drawings		
Amit	2,800	
Ajay	<u>3,200</u>	6,000
		<u>2,31,800</u>



2,31,800

Adjustments:

- Outstanding wages ₹ 400.
- Provide depreciation at 10% p.a. On building and Motor Van.
- Accrued interest on investment ₹ 360.
- Provide 5% R.B.D.D. on Debtors.
- Stock on 31st March 2012 was valued.

Market value : ₹ 40,000, cost price ₹ 50,000.

Q2) Journalise the following transactions and post them into Ledger. [16]

2013

Jan

- Mr. Dinesh started business with cash Rs. 50,000 and Machinery Rs. 30,000.
- Purchased Further from Swathi. Furnitures for cash ₹ 20,000.
- Bought goods from Sonia for cash of Rs. 12000 at 10% T.D.

- 7 Paid commission to Mahesh ₹500.
- 9 Sold goods on credit to Ramesh of ₹10,000.
- 11 Cash purchases ₹ 5,000.
- 12 Cash sales ₹ 2000.
- 15 Cash withdrawn by proprietor for personal use ₹ 200.
- 17 Paid into bank ₹ 2,000.
- 19 Withdrawn from the bank Rs. 1,000 for office use ₹ 800 for personal use.
- 20 Paid salary ₹ 1,000.



Q3) What do you mean by 'Accounting'. Explain any four concepts of Accounting?
[16]

Q4) What are the different classification of account? Explain the rules for debiting and crediting different accounts.
[16]

Q5) M/S Nikita Enterpriser's Bank pass book showed a credit balance of Rs 8,400 on 30th June 2012. From the following particulars, prepare a bank Reconciliation statement showing the balance as per cash book as on 30th June 2012.

- a) Out of cheques of Rs. 3,500 deposited into bank till 30th June 2012, cheques worth Rs 2,000 were realised up to 30th June 2012.
- b) Cheques issued prior to 30th June 2012, but presented after that date amounted to Rs. 1,470.
- c) Pass book shows that a Bill receivable of Rs 1,800 has been collected by bank for which no entry appears in the cash book.
- d) Pass book shows that bank has paid municipal taxes amounting to Rs. 580 for which no entry appears in the cash book.
- e) Bank has debited Rs. 30 for bank charges and credited Rs. 400 for interest. These are not recorded in the cash book.

[16]

Q6) What do you understand by Subsidiary Book? Explain any four subsidiary books. [16]

Q7) What is a Ledger? State its importance in Double entry book - keeping. [16]

Q8) Write short notes (Any Two) [16]

- a) Accounting Conventions.
- b) Double Entry System.
- c) Types of Cheques.
- d) Debit Note & Credit Note.



Seat No.	
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B.C.A. (Commerce) (Part - I) (Semester - I)**Examination, November - 2016****OFFICE MANAGEMENT & COMMUNICATION (Paper - 105)****Sub. Code : 59573****Day and Date : Thursday, 10 - 11 - 2016****Total Marks : 80****Time : 2.30 p.m. to 5.30 p.m.**

- Instructions :**
- 1) All questions carry equal marks.
 - 2) Solve any four questions from Q.No.1 to Q.No.7.
 - 3) Question No. 8 is compulsory.



Q1) Define office Management and explain different functions of office Management.

[16]

Q2) What is office Layout and explain various factors affecting on office Layout.

[16]

Q3) Define office environment and explain different elements of office environment.

[16]

Q4) Define communication and explain the characteristics and importance of communication.

[16]

Q5) What is formal and Informal communication. Explain in brief its advantages and disadvantages.

[16]

Q6) Write different barriers to effective communication and explain remedies for improving effectiveness of communication.

[16]

Q7) What is E-communication and explain benefits and limitations of E-communication.

[16]**P.T.O.**

Q8) Write short Answers (Any Four)

- a) Activities of office.
- b) Principles of location of office.
- c) E-office.
- d) Role of communication in business organisation.
- e) Urban versus suburban location.
- f) Objectives of office layout.



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Seat
No.

B.C.A. (Faculty of Commerce) (Part - I) (Semester - I)
(Revised) Examination, April - 2017
PROGRAMMING IN 'C' (Paper - 102)
Sub. Code : 59570

Day and Date : Tuesday, 11-04-2017

Total Marks : 80

Time : 11.00 a.m. to 2.00 p.m.

- Instructions :**
- 1) Each question carries 16 marks.
 - 2) Solve any FOUR questions from Q.1 to Q.7.
 - 3) Q.8 is compulsory.



- Q1) a)** What is algorithm? Write an algorithm to find smallest number between any three given numbers. [8]
- b)** Explain different features of 'C' language. [8]
- Q2) a)** What is looping? Explain looping statements in 'C'. [8]
- b)** List and explain the various operators used in 'C'. [8]
- Q3) a)** Write a program in 'C' to find factorial of given number. [8]
- b)** Differentiate between break and continue statement. [8]
- Q4) a)** What is constant? Explain different types of constants used in 'C'. [8]
- b)** Explain goto and exit statement with example. [8]
- Q5) a)** Describe various forms of if statements with example. [8]
- b)** Write a program in 'C' to accept a string and display whether it is palindrome or not. [8]

P.T.O.

- Q6) a) What is flowchart? Write advantages and disadvantages of flowchart. [8]
b) What is variable? Explain the concept of variable with example. [8]
- Q7) What is an array? Explain different types of array with example. [16]
- Q8) Attempt any FOUR questions from the following: [16]
- Define switch statement in 'C'.
 - What are the types of errors?
 - Explain basic data types used in 'C'.
 - How to format the outputs in 'C'.
 - Explain any two string handling functions with example.
 - Explain simple structure of 'C' program.





Seat No.	
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B.C.A. (Faculty of Commerce) (Part - I) (Semester - I)
Examination, April - 2017
FINANCIAL ACCOUNTING
Sub. Code : 59572

Day and Date : Thursday, 13 - 04 - 2017
 Time : 11.00 a.m. to 2.00 p.m.

Total Marks : 80

- Instructions :
- 1) Question No. 8 is compulsory.
 - 2) Attempt any four questions from Q.1 to Q.7.
 - 3) All the questions carry equal marks.
 - 4) Figures to the right indicate full marks.

Q1) Prepare Trading, Profit & Loss Account for the year ending 31st March 2016 and Balance sheet as on that date from the following trial balance of Mr. Atul. [16]

Trial Balance

<u>Debit Balances</u>		<u>Credit Balances</u>	
Opening stock	82,000	Sales	4,15,000
Purchases	3,10,200	Purchase return	1,500
Cash at bank	57,320	Commission received	7,440
Freehold premises	72,200	Interest on Investment	800
Trade expenses	1,500	Sundry creditors	60,400
Printing stationery	3,460	Capital	2,30,000
Postage	560	Discount received	7,500
Investment	5,000		
Sundry Debtors	75,000		
Wages	45,000		
Salaries	33,000		
Sales tax	2,700		
Discount allowed	13,100		
Sales return	1,100		
Bills Receivable	7,000		
Furniture	5,500		
Rent & taxes	8,000		
	<u>7,22,640</u>		<u>7,22,640</u>

P.T.O.

Adjustments :

- On 31st march 2016 outstanding wages were Rs. 9000 and outstanding rent Rs. 800.
- Provide depreciation on premises at 5% and on furniture 15%.
- Salaries paid in advance Rs. 1000.
- Stock on 31st march 2016 was Rs. 1,08,000

Q2) What is trial balance? Explain objectives & importance of trial balance. [16]

Q3) What are accounting conventions? Explain in brief all the conventions. [16]

Q4) Describe the different types of cash book. [16]

Q5) Journalise the following transactions in the books of Mr. Satish for the month March 2016. with narrations. [16]

<u>Date</u>	<u>Transactions</u>	<u>Amount</u>
1st	Commenced business with cash	75,000
2nd	Purchased furniture for cash	35,000
4th	Deposited in to bank	20,000
6th	Purchased goods by cheque	15,000
8th	Sold goods for cash	10,000
12th	Sold goods on credit to Subhash	5,000
17th	Paid stationery expenses	650
25th	Paid salary	3,500

Q6) Prepare Bank Reconciliation statement as at 31st March 2016 from the following information. **[16]**

- a) Bank balance as per cash book Rs. 40,000
- b) Cheques received and deposited into bank but not collected up to 31st march 2016, Rs. 6,250.
- c) Cheque issued to Sunil Rs. 7,500 which is not presented up to 31st march 2016.
- d) Interest on Fixed deposit credited into passbook only Rs. 3,750.
- e) Telephone bill paid by bank Rs. 2,500.
- f) Cheque of Rs. 5,000 deposited into bank but dishonoured.
- g) Bank charges Rs. 1,250 debited in passbook only.
- h) Dividend collected and credited by bank Rs. 5,000.
- i) Transfer Rs. 7,500 From Fixed deposit account to current account is not recorded in cash book.
- j) Bank balance as per passbook Rs. 48,750.

Q7) On 1st July 2001, Gopal Ltd purchased second hand machine for Rs. 20,000 and spent Rs.3,000 on reconditioning and installing it. On 1st Jan 2002 the firm purchased new machinery worth Rs. 12,000. On 30 June 2003 the machinery purchased on 1st Jan. 2002 was sold for Rs. 8,000. On 1st July 2003 a fresh machinery was purchased for Rs. 15,000.

The company writes of depreciation @ 10% p.a. on original cost. The accounts are closed every year on 31st March. Show the machinery account and depreciation account for the year ending 31/3/2005. **[16]**

Q8) Write short notes (Any two out of 4): **[16]**

- a) Business entity concept and going concern concept.
- b) Straight line method and reducing balance method.
- c) Users of accounting information.
- d) Types of subsidiary books.

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Seat No.	
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B.C.A. (Faculty of Commerce) (Part -I) (Semester - I)

Examination, April - 2017

OFFICE MANAGEMENT & COMMUNICATION (Paper - 105)

Sub. Code: 59573

Day and Date : Monday, 17 - 04 - 2017

Total Marks : 80

Time :11.00 a.m. to 2.00 p.m.

- Instructions :**
- 1) All questions carry equal marks.
 - 2) Solve any four questions from Q.No.1 to Q.No.7.
 - 3) Question No. 8 is compulsory.



Q1) Define office management and explain different functions of office management. [16]

Q2) What is office layout and explain various factors affecting on office layout. [16]

Q3) Define office environment and explain different elements of office environment. [16]

Q4) Define communication and explain the characteristics and importance of communication. [16]

Q5) What is formal & informal communication. Explain in briefs its advantages & disadvantages. [16]

Q6) What is communication process and explain the steps in communication process indetails. [16]

P.T.O.

Q7) Write different barriers to effective communication and explain remedies for improving effectiveness of communication. [16]

Q8) Write short answers (any four): [16]

- a) E - office.
- b) Activities of office.
- c) Role of communication in business organisation.
- d) Benefits of E - communication.
- e) Limitations of E - communication.
- f) Principles of location of office.

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Total No. of Pages : 2

Seat
No.

B.C.A. (Part - I) (Semester - I) Examination, October - 2017

COMPUTER APPLICATION

Fundamentals of Computer (Paper - 1)

Sub. Code : 59569

Day and Date : Monday, 23 - 10 - 2017

Total Marks : 80

Time : 02.30 p.m. to 05.30 p.m.

- Instructions :**
- 1) Attempt any four questions from Q1 to Q7 and Q8 is compulsory.
 - 2) Each question carries 16 marks.
 - 3) Figures to the right indicates full marks.

Q1) What do you mean by computer language? Explain different types of computer languages with their advantages and limitations. [16]

Q2) What is operating system? Write different operating systems with their advantages and limitations. [16]

Q3) a) Explain characteristics of good language. [8]

b) Define number system. Explain decimal and binary number system. [8]

Q4) a) Explain compiler, assembler, interpreter in detail. [8]

b) Explain any two input devices in detail. [8]

Q5) a) What is primary memory? Explain it's type. [8]

b) What is secondary memory? Explain different types of secondary memory. [8]

P.T.O.

- Q6) a) What is software? Explain different types of softwares'. [8]
b) Write evolution of computer in detail. [8]
- Q7) a) What is DOS? Write with syntax any four internal and external DOS commands. [8]
b) Convert decimal numbers into binary numbers [8]
i) 78
ii) 127

Q8) Write short notes on (Solve any Four) [16]

- a) LCD
- b) Paint
- c) Projector
- d) Blue-Ray
- e) Notepad



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B.C.A. (Commerce) (Part - I) (Semester - I)**Examination, October - 2017****Principles of Management (Paper - 103)****Sub. Code : 59571****Day and Date : Wednesday, 25 - 10 - 2017****Total Marks : 80****Time : 02.30 p.m. to 05.30 p.m.**

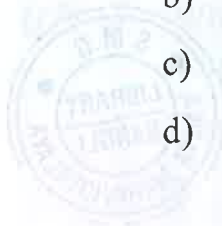
- Instructions :**
- 1) Q.No. 8 is compulsory.
 - 2) Attempt any 4 questions from Q.No. 1 to Q.No. 7.
 - 3) All questions carry equal marks.

- Q1)** Define the term 'management' Explain importance and functions of management. [16]
- Q2)** What is planning? Explain various steps in planning process. [16]
- Q3)** Explain the importance of organizing and discuss 'virtual organization'. [16]
- Q4)** What is staffing? Explain the characteristics and process of staffing. [16]
- Q5)** Explain the importance of motivation and discuss the 'Need Theory' of motivation. [16]
- Q6)** Explain the functions of a leader and explain the leadership styles. [16]
- Q7)** Explain the importance of controlling and discuss various types of control. [16]

P.T.O.

Q8) Write short notes (any two) :

- a) Contribution of Peter Drucker to management theory.
- b) Nature and Importance of Planning.
- c) Training and Development.
- d) Techniques of control.



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B.C.A. (Part - I) (Semester - I) Examination, October - 2017
Programming in 'C' (Part - I) (Paper - 102) (Revised)
Sub. Code : 59570

Day and Date : Tuesday, 24 - 10 - 2017

Total Marks : 80

Time : 02.30 p.m. to 05.30 p.m.

- Instructions :**
- 1) Each question carries 16 marks.
 - 2) Solve any Four questions from Q.1 to Q.7.
 - 3) Q.8 is compulsory.



- Q1) a) Explain Simple structure of 'C' program with example. [8]**
 b) Describe various forms of if statements with example. [8]
- Q2) a) What is looping? Explain looping statements in 'C'. [8]**
 b) What is flowchart? Draw a flowchart to find largest number between any three given numbers. [8]
- Q3) a) Write a program in 'C' to reverse a entered number. [8]**
 b) Differentiate between break and continue statement. [8]
- Q4) a) What is Data type? Explain various data types provided by 'C'. [8]**
 b) Explain any four String handling functions in 'C' with example. [8]
- Q5) a) What is constant? Explain different types of constants used in 'C'. [8]**
 b) Write a program in 'C' to reverse a given string. [8]

Q6) a) What is algorithm? Write advantages and disadvantages of an algorithm.[8]

b) Explain different features of 'C' language. [8]

Q7) What is an array? Explain different types of array with example. [16]

Q8) Attempt any FOUR questions from the following. [16]

a) Define switch statement in 'C'.

b) Explain character set in 'C'.

c) How to initialize Character array?

d) Explain Relational operators in 'C'.

e) How to format the outputs in 'C'.

f) Write Rules for variable declaration.





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**B.C.A. (Commerce) (Part - I) (Semester - I) Examination,
April - 2018**

OFFICE MANAGEMENT & COMMUNICATION (Paper - 105)

Sub. Code : 59573

Day and Date : Friday, 20 - 04 - 2018

Total Marks : 80

Time : 11.00 a.m. to 02.00 p.m.

- Instructions :**
- 1) All questions carry equal marks.
 - 2) Solve any four questions from Q. No. 1 to Q. No. 7.
 - 3) Question No. 8 is compulsory.

Q1) What is mean by office management and explain the elements of office management. [16]

Q2) What is office layout and explain various factors affecting on office layout.[16]

Q3) What is office environment and explain different elements of office environment. [16]

Q4) What is mean by communication and explain the characteristics and importance of communication. [16]

Q5) What is formal and informal communication and explain its advantages and disadvantages in details. [16]

Q6) Explain the steps in communication process in details. [16]

Q7) What is E - Communication and explain benefits and limitations of E - Communication. [16]

Q8) Write short answers (any four): [16]

- a) Activities of office
- b) E - Office
- c) Principles of location of office
- d) Role of communication in business organisation
- e) Urban versus suburban location
- f) Barriers to effective communication

