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COMPUTER TECHNIQUE

(Vocational Stream)

(Computer Commercial Application)

(Theory)

Full Marks : 100

Time : 3 hours

The figures in the margin indicate full marks for the questions

GROUP—A

(Introduction to Statistical Techniques)

1. Fill in the blanks from the choices given in the table below : 1×10=10

   (a) The formula for arithmetic mean for *n* values and x_i data set of values is _____.

   (b) The _____ is the middle value from a data set.

   (c) _____ is the number that occurs most in the data set.

   (d) The formula for harmonic mean for *n* numbers and x_i values is _____.

   (e) The formula for geometric mean for *n* number of values and x_i values to average is _____.

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(**2**)

(f) The median of 5, 2, 1, 10, 7 is _____.

(g) The mode of 1, 1, 5, 3, 2 is _____.

(h) The arithmetic mean of 10, 5, 30 is _____.

(i) _____ is the measure of dispersion of a set of data from its mean.

(j) The standard error for sample size 5 and standard deviation as 17 is _____.

Choices table :

5, $\quad \sqrt[n]{x_1, x_2, \cdots, x_n}$, $\quad$ mode, $\quad$ median, $\quad \dfrac{1}{n}\displaystyle\sum_{i=1}^{n} x_i$, 7·5, 5, 1, standard deviation, 15

2. Define the following in *1* or *2* sentences each (any *five*) :

$$2\times5=10$$

(a) Simple linear regression

(b) Variance

(c) Arithmetic weight

(d) Best fitting line

(e) Coefficient of variation

(f) Degrees of freedom

(g) Correlation coefficient

[Contd.

(3)

3. Solve any *two* of the following : 5×2=10

   (a) Find the mean deviation about the mean for the following data :

$$6, 7, 10, 12, 13, 4, 8, 12$$

   (b) Find the standard deviation for the following data :

$$6, 8, 8, 10, 11, 11, 11, 15$$

   (c) Find the variance of the following set of data :

$$4, 3, 7, 5, 1$$

GROUP—B

(Simple Accounting)

4. Fill in the blanks from the list of words or phrases given below : 1×10=10

   (a) The process of recording financial transaction pertaining to a business is known as _____.

   (b) _____ is an example of a tangible asset.

   (c) _____ is an example of a liability.

   (d) Accounts relating to properties and assets is known as _____.

   (e) In Golden rule of accounting for personal accounts _____ means the giver.

   (f) _____ means the business will exist for a long period of time.

(4)

(g) A person who supplies goods or services to the business, who does not receive payments immediately from the business and its liable to receive payment from the business in future, is known as _____.

(h) _____ is a book which contains all the accounts whether personal, real or nominal which are entered in journal or subsidiary books.

(i) _____ is the process of transferring the entries recorded in the journal or subsidiary books to the respective accounts opened in ledger.

(j) _____ is a statement which shows debit balances and credit balances of all ledger accounts.

List of words/phrases :

Ledger, Trial Balance, going concern, credit, Real Account, Accounting, Building, Sundry Creditors, Income-tax payable, posting

5. Write on each of the following in *1* or *2* sentence(s) (any *five*) : 2×5=10

(a) Golden rule of accounting

(b) Double column cash book

(c) Role of accountant

(d) Sundry debtors

(e) Vouchers

(f) Chart of accounts

(g) Transaction

(h) Trading account

(**5**)

6. Write on each of the following (any *five*) :   2×5=10

   (a) Difference between debtors and creditors

   (b) Difference between Balance Sheet and Trial Balance

   (c) Difference between single-column and double-column cash book

   (d) Difference between nominal account and personal account

   (e) Difference between straight line and diminishing balance method of depreciation

   (f) Difference between tangible and intangible assets

   (g) Difference between gross profit and net profit

7. Journalize the following transactions taking given serial number as date :   10

   (i) Charged depreciation on furniture ₹ 300

   (ii) Rent due, but not paid ₹ 2,000

   (iii) Commodities given as charity ₹ 500

   (iv) Written-off bad debts ₹ 200

   (v) Recovered the bad debts ₹ 100

   (vi) Commodities distributed as sample ₹ 50

   (vii) Commodities withdrawn by the proprietor for his personal use ₹ 150

   (viii) Loss of commodities by fire ₹ 250

(ix) Loss of cash by the theft ₹ 600

(x) Received advance from Ramesh for supply of commodities ₹ 1,000

(xi) Advance given to supplier for the supply of commodities ₹ 2,000

GROUP—C

(Marketing and Salesmanship)

8. Define the following in *1* or *2* sentence(s) (any *five*) :   2×5=10

(a) Marketing

(b) Physical distribution

(c) Wholesaler

(d) Service sectors

(e) Market sgementation

(f) Product maturity

(g) Primary data

9. Write short notes on any *four* of the following :   2½×4=10

(a) Marketing mix

(b) Characteristics of service

(c) Pricing

(d) Consumer needs and motivation

(e) Product diversificaton

(7)

10. What are the qualities of a good salesman?   5

11. Define sales promotion. What are the tools used in sales promotion?   5

Or

What are the three basic functions necessary for any business organization? Explain each briefly.

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