#### **Question 1**

Define Accounting.

**Answer**: According to the American Institute of Certified Public Accountants, Accounting is, 'It is an art of recording, classifying and summarising in a significant manner and in terms of money, transactions and events, which are, in part at least, of a financial character, and interpreting the results thereof.'

# **Question 2**

Mention 3 functions of Accounting.

Answer: Functions of accounting are:

- Communicating financial information
- Budget preparation
- Preventing errors and frauds

# **Question 3**

Define Book-keeping.

**Answer**: According to J.R. Batliboi, 'Book-keeping is an art of recording business dealing in a set of books.'

#### **Question 4**

Mention 2 Differences between accounting and accountancy.

#### Answer:

Accounting	Accountancy
Accounting is an art of recording, classifying and summarising in a significant manner and in terms of money, transactions and events, which are, in part at least, of a financial character, and interpreting the results thereof	Accountancy is a body of knowledge prescribing definite rules to be observed while recording, classifying and summarising of transactions.
It relies on Book-keeping.	It relies on both Book-keeping and Accounting.

#### **Question 5**

Mention the types of accounting.

Answer: There are 5 types of accounting. Namely,

- Financial Accounting
- Cost Accounting
- Management Accounting
- Tax Accounting
- Social responsibility Accounting

# **Question 6**

Who are the users of Accounting?

Answer: The users may be categorised into 2 groups. Namely,

- Internal users
- External users

# **Question** 7

What are the 3 advantages of accounting?

Answer: Advantages of accounting are,

- Helpful in business
- Helpful in decision making
- Helpful in controlling

# **Question 8**

What are the 5 roles of accounting?

Answer: Roles of accounting are:

- Acting as the language of business
- Providing financial information to stakeholders
- Role in creation of budget
- Role in decision making

• Role in determining profit and loss

# **Question 9**

What is the end product of financial accounting?

Answer: End product of financial accounting is 'Financial Statements'.

# Question 10

Mention 2 qualitative characteristics of accounting information.

#### Answer:

- Reliability
- Comparability

# **Question 11**

Who among these are not External users of accounting information

- 1) Lenders
- 2) Government
- 3) Employees
- 4) Public

Answer: 3) Employees

# Question 12

Which of the following is not a sub-field of accounting?

- Financial Accounting
- Cost Accounting
- Management Accounting
- Book-keeping

Answer: Book-keeping

# **Question 13**

What is the traditional function of accounting?

Answer: Recording of financial transactions.

# **Question 14**

Book-keeping begins where accounting ends. True or False?

# Answer: False

# Question 15

Accounting is the language of business. True or False?

Answer: True