

Course
&
Test Series

Exam Paper for Tally Software

Time: 45 Minutes

Marks: 50

Note: All questions are compulsory

Section A(5*1=5)
MCQ Questions

1. Which option is used to make changes to an existing company's details in Tally?
 - a. Select Company
 - b. Shut Company
 - c. Alter
 - d. Create Company
2. What is the shortcut for the Payment Voucher in Tally?
 - a. F4
 - b. F5
 - c. F6
 - d. F8
3. Which voucher type is used to record all bank-related cash transactions, such as deposits and withdrawals?
 - a. Payment Voucher
 - b. Receipt Voucher
 - c. Journal Voucher
 - d. Contra Voucher
4. Which of the following is a non-accounting voucher type?
 - a. Sales
 - b. Receipt
 - c. Contra
 - d. Memo
5. What is the shortcut key to create a new ledger while entering a voucher?
 - a. Alt + C
 - b. Ctrl + C
 - c. Alt + V
 - d. Ctrl + V

Section B(5*5=25)
Descriptive Questions

6. What information is required when creating a new company in Tally ERP 9?
7. What is a Purchase Voucher, and when is it used?
8. What is a Debit Note Voucher, and how does it differ from a Credit Note Voucher?
9. What is the purpose of a Contra Voucher?
10. Describe the purpose and shortcut key for a Payment Voucher.

...many more

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Section C(1*20=20)
Long Questions

11. Explain F12 Configuration In tally ERP 9.

 CBSE

 ICSE

 NTSE

 Banking &
Insurance

 Central Govt.
Service

 State Govt.
Services

 LAW
Entrance

 MBA
Entrance

 Railways & Metro
Services

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