

Centre for Distance and Online Education

Guidelines for formatting your assignment.

- Assignments must be typed in a **Microsoft Word Document** as per the following instructions:
 - ☐ The front page should consist of the learner's name in **CAPITAL LETTERS** along with their Roll Number, Program, Semester, Course Name and Code.
 - ☐ **Page Size:** A-4
 - ☐ **Margin:** 1-inch on all sides
 - ☐ **Font:** Times New Roman
 - ☐ **Font Size:** 12
 - ☐ **Alignment:** Justified.
- The total page limit **shall not exceed 12 pages**.

Please ensure that completed assignments are typed and formatted as per the guidelines and the soft copies are uploaded on or before the submission cut-off date.

NOTE: You are advised to stick to the timelines of submissions.

Guidelines for submitting your assignment.

- The document size should not exceed **2 MB**.
- The assignment response document should **NOT** contain colourful images or highlighted text content.
- If the learner submitted the wrong assignment or wants to resubmit, it can be done on or before the cut-off date. **ONLY the latest uploaded file will be considered for evaluation.**
- **Content that has been directly copied from the Internet/SLM and Assignments that have been copied and shared among students will be automatically rejected and disqualified.**

NOTE: Assignment submissions are accepted only in .pdf format which should be readable by OCR. Kindly do not upload scanned copies of assignments.

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Things to recheck before clicking that submit button.

- Upon successful submission of IA in LMS, you can verify using the preview tab the document submitted against each subject. In case the file submitted has been corrupted or the wrong document submitted, it will not be considered for evaluation.
- If your assignment submission file is on a pen drive, please copy the files to the system's local drive and then upload them on LMS.

NOTE: WE DO NOT ENCOURAGE HANDWRITTEN ANSWER SHEETS. THE USE OF AI TOOLS IS HIGHLY DISCOURAGED. ANY STUDENT FOUND USING THEM WILL BE PENALIZED.

ASSIGNMENT



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SESSION	JANUARY-FEBRUARY, 2025
PROGRAM	BACHELOR OF BUSINESS ADMINISTRATION (BBA)
SEMESTER	I
COURSE CODE & NAME	DBB1113 – FINANCIAL ACCOUNTING
CREDITS	4
NUMBER OF ASSIGNMENTS & MARKS	02 30 Marks each

Note: Answer all questions. Kindly note that answers for 10 marks questions should be approximately of 400 - 450 words. Each question is followed by evaluation scheme.

Q.No	Assignment Set – 1 Questions	Marks	Total Marks
1.	Explain different types of accounting concepts in detail.	10	10
2.	Journalize the following transactions – Jan 1st – Mr. Harshit started his business with Rs. 80,000/- which he brought as his capital in cash. Jan 10th – He purchased goods worth Rs.30,000/- in cash and Rs. 20,000/- on credit. Jan 12th - He paid wages Rs. 500/- Jan 15th – Sold goods for Rs. 20,000/- in cash and Rs. 25,000/- on credit Jan 16th – Paid to suppliers Rs. 8,000/- for goods purchased on credit Jan 20th – Received Rs. 15,000/- from his debtors Jan 31st – Paid rent Rs. 1,000/- in cash	10	10
3.	Discuss the accounting process in detail.	10	10

Q.No	Assignment Set – 2 Questions	Marks	Total Marks
4.	Describe in detail, different types of shares.	10	10
5.	Define debentures and summarize the classification of debentures.	2 + 8	10
6.	Discuss different methods used for calculation of depreciation in detail.	10	10