TALLY 9.0 MULTIPLE CHOICE QUESTIONS

Tally package is developed by

a.   Peutronics   b.   Tally Solutions

c.   Coral Softwares   d.   Vedika Softwares

We can change the Company Information from

a.   Company Info > Back up   b.   Company Info > Alter

c.   Company Info > Split Company Data   d.   None of these

Company Restore option is available in

a.   Company Features   b.   Company Information

c.   Configuration   d.   None of these

In general the Financial year from shall be from

a.   1st April of any year   b.   31st March of any year

c.   All of them are true   d.   None of these

We can Modify an existing Company from

a.   Company Info > Alter   b.   Company Info > Alter Company

c.   Gateway of Tally > Modify Company   d.   None of these

To change Current Date from Gateway of Tally press the key

a.   F1   b.   F5   c.   F2   d.   F9

Party account can be created through

a.   Group creation window   b.   Ledger creation window

c.   Inventory creation window   d.   Any one of them

8.   A ledger may get declaration space for its Alias through

a.   F12   b.   F11   c.   Alt + F1   d.   Alt + F2

9.   F12 is known as

    a.   Company Features   b.   Company Configuration

    c.   Accounting Features   d.   None of these

0.   What is the utility of Tally Vault Password?

    a.   It will lock the period of Company

    b.   It will lock all voucher entries for that Company

    c.   It will not show the Company Name in the Company Select List.

        d.   None of these

1.   We can show Bill wise details of Debtors and Creditors by activating

      a.   Bill by bill   b.   Maintain Bill wise Details

      c.   Maintain References   d.   None of these

2.   The shortcut key to quit from Tally is

      a.   Ctrl + L   b.   Ctrl + P   c.   Ctrl + M   d.   Ctrl+Q

3.   A Ledger can't be deleted if it is caring Opening Balance

      a.   True   b.   False

14.   How many inbuilt Accounts group are in tally by default?

      a.   29   b.   31   c.   25   d.   34

5.   The shortcut used to activate calculator is

    a.   Ctrl + N   b.   Ctrl + M   c.   Ctrl + A   d.   Ctrl + B

6.   Suspense Account Group is defined under

    a.   Income   b.   Expenditure c. Liabilities   d.   Assets

7.   To activate MRP feature from Gateway of Tally initially we need to press

a. F11 b. F12 c. F10 d. Alt + F1

18. MRP formula for inclusive of vat is

o a. {vat%*(MRP * QTY)}/100 o b. (100*rate of vat)/ (100+rate of vat)

o c. Both a & b o d. None of these

19. Manufacturing Journal creates based on

o a. Journal o b. Receipt Note

Stock Journal o d. Purchase Quotation

20. To create Manufacturing Journal which option must be activated

o a. Use Common Narration o b. Narrations for each entry

o c. Prefill with Zero o d. Use as manufacturing Journal

21. How many types of Measurement Units we can create in Tally?

o a. 2 o b. 3 o c. 5 o d. Unlimited

To activate Job Costing which options require to be activated?

Maintain Cost Centre o b. Use Cost Centre for Job Costing

Both a & b o d. None of these

23. Multiple Godowns are activated from

o a. F11 o b. F11 > F1 o c. F11 > F2 o d. F11 > F3

24. There are _____ predefined ledgers

o a. One o b. Three o c. Two o d. Four

25. We can see list of Memorandum Vouchers from

o a.   Cash/Bank Books   o b.   Exception Reports   o c.   Accounts Books

o d.   Trail Balance

26.   To print a voucher from Tally we need to press

Ctrl + P   o b.   Shift + P   o c.   Alt + P o d.   Ctrl + Alt + P

27.   We can see Working Capital figure changing

    o a.   Voucher configuration   o b.   Profit & Loss configuration

Balance Sheet configuration   o d.   Ledger configuration

28.   Input Vat Ledger is created under which account?

    o a.   Duties & Taxes o b. Sales   o c.   Sales Return   o d.   None of these

29.   We can create multiple users in Tally activating

    o a.   Tally Audit   o b.   Use Security Control

Both (a) and (b)   o d.   None of these

30.   "Allow components list details (Bill of Materials)" option is activated for

    o a.   Ledgers o b. Cost Category   o c.   Stock Items   o d.   Budgets

Retained Earnings is an alias of

Indirect Income   o b.   Reserve and Surplus

Capital Account   o d.   Investments

We can repeat narration by pressing

    o a.   Shift + R o b.   Alt + R o c.   Ctrl + R   o d.   Alt + Shift + R

33.   What is MRP?

o a. Market Price   o b.   Maximum Retail Price   o c.

Marginal Price

o d.   Minimum Retail Price

34. We can use Stock Journal for

o a.   Production and Consumption   o b.   Inter Godown transfer for

stock

o c.   Both (a) and (b)   o d.   None of these

Discount Column is available in

Sales Invoice   o b.   Purchase Invoice   o c.   Both (a) and

(b)   o d.   None of these

36. We can get the report of Interest from

o a.   Account Books   o b.   Cash and Fund flow   o c.   Inventory

Books

o d.   Statements of Accounts

37. We can cancel a voucher using

o a.   Alt + X   o b.   Ctrl + X o c. Shift + X   o d.   Ctrl + Shift

+ X

38. To see reports of Job Work Analysis

o a.   Display-Statement of a/cs

Display-Statement of a/cs-Job Work Analysis

o c.   Display-Statement of a/cs-Cost Center-Job work

o d.   None of these

39. For reconciliation of Bank press

o a.   F12   o b.   F10   o c.   F5   o d.   F6

40. We can't select cash in Journal Voucher

o a.   True   o b.   False

41.   To create Scenario which option require to be activated?

o a.   Use Rev Journal & Optional voucher in F12 o b.Use Optional voucher in F11

o c.   Use Reversing voucher in F11

o d.   Use Rev journal & Optional voucher in F11

42.   Optional Voucher is one type of

o a.   Conventional Voucher   o b.   Unconventional Voucher

o c.   Both (a) & (b)   o d.   None of these

43.   TDS deduction entry can be made through

Payment Voucher   o b.   Journal Voucher

Receipt Voucher   o d.   All of these

44.   To create Purchase Order press

o a.   Alt + F4 o b.   Ctrl + F4   o c.   F4   o d.   None of these

45.   List of Optional Voucher we can get from

o a.   Cash Bank Books   o b.   Exceptional Reports

o c.   Accounts Books   o d.   Balance Sheet

46.   Input Vat Credit on Capital goods should be defined under

o a.   Capital Account   o b.   Current Liabilities

o c.   Duties & Taxes   o d.   Misc. Expenses (Assets)

Single Entry mode is applicable for

Receipt Voucher o b. Contra Voucher
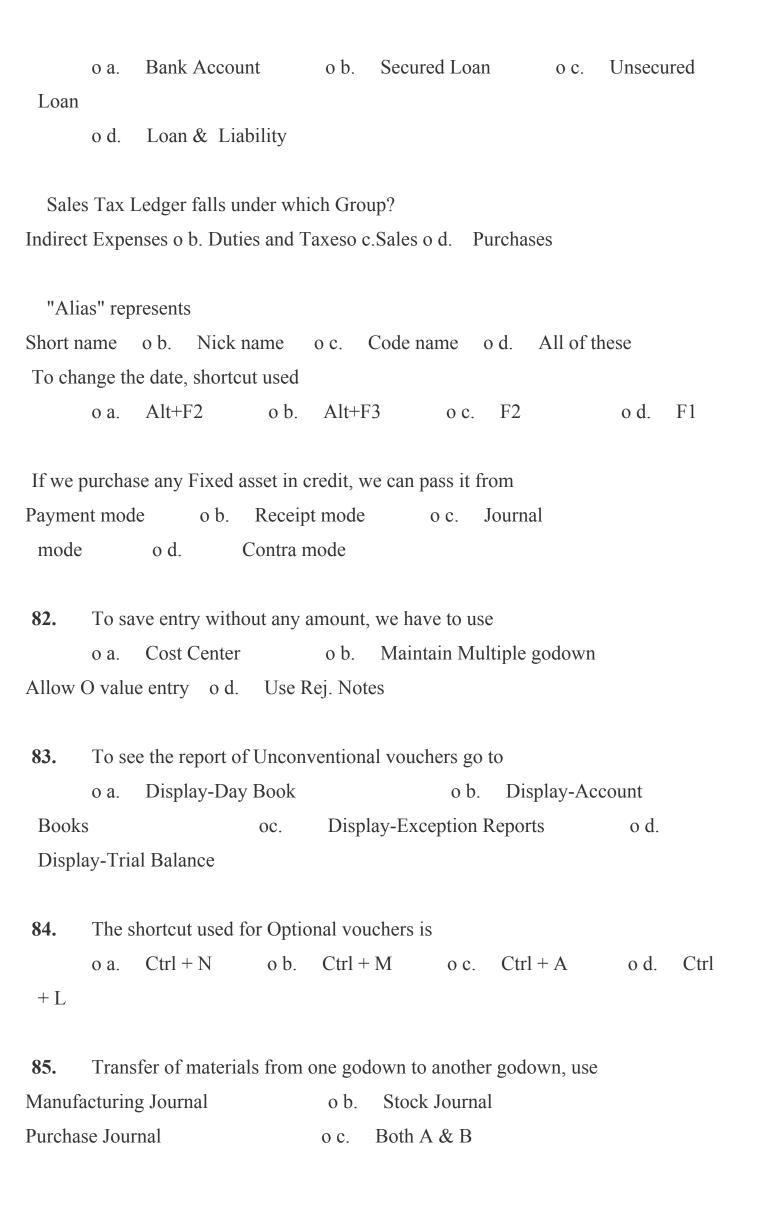
Payment Voucher o d.   All of these

48. Online voucher creation from Day Book report by pressing

o a. Ctrl + A o b. Shift + A   o c. Alt + A   o d. None of these

49. Reversing journal is a

o a. Conventional Voucher   o b. Unconventional Voucher

o c. Both (a) and (b)   o d. None of these

50. To hide the name of the Company you need to define

a. Security Control   b. Tally Audit

c. Create at least one User   d. Tally Vault Password

51. To declare a voucher as Post Dated press

o a. Ctrl + T   o b. Alt + T   o c. Ctrl + P   o d. Ctrl + D

52. We can switch from Accounting Voucher to Inventory Voucher pressing

a. F2   b. Alt +F1   c. Ctrl + F1   d. F11

53. Goods returning to a Creditor after challan but before bill we need to pass

o a. Debit Note   o b. Receipt Note   o c. Rejection Out

o D. Rejection In

54. Branch / Division is a group defined under

o a. Liabilities o b. Assets   o c. Income   o d. Expenditure

55. To use Dr/Cr instead of To/By during Voucher entry or vice versa, Press

o a. F10 o b. F12   o c. F11   o d. None of these

56. For Export of Data from Company to Company Tally uses

    o a.   SDF Format   o b.   ASCII Format o c.   XML Format   o d.   All of these

57. Voucher class is a pre defined voucher type that helps to

    o a.   Automatic Entry   o b.   Automatic Calculation

    o c.   Minimize Errors   o d.   All of these

58. To alter a master while making an entry or viewing a report

    o a. Alt + Enter o b. Shift + Enter   o c.   Ctrl + Enter   o d.   Tab + Enter

59. To view the TDS report go to

    o a.   Display > Statements of Accounts > TDS Outstanding > TDS Computation

    o b.   Accounts Book > TDS Outstanding > TDS Computation

    o c.   Display > TDS Outstanding > TDS Computation

    o d,.   None of these

60. To show the cheque number while reconciling Bank Accounts press

    o a.   F11   o b.   F 12   o c.   CTRL + F11   o d.   CTRL + F12

Data Folder of a Company consists of

    o a.   3 digits   o b.   4 digits   o c.   6 digits   o d.   5 digits

62. Total number of Ledgers, Groups, Entries etc. can be shown from

    o a.   Tally Audit   o b.   Statistics   o c.   Accounts Information

Company Information

Voucher Class for Interest calculation created based on

o a.   Journal Voucher   o b.   Debit and Credit

Note

Receipt and Payment Voucher   o d.   Both (a) and (b)

ETCS means

    o a.   Enable Tax Collected at Source o b.   Electronic Tax Collected at

Source

    o c.   Electric Tax Collected at Sourceo d.   None of these

65.   What is TAN?

a.   Tax Account Number   b.   Tax Assessment Number

c.   Tax Assignment Number   d.   None of these

66.   To get Payroll Reports choose

    o a.   Gateway of Tally > Display

Gateway of Tally > Display > Statement of Accounts

    o c.   Gateway of Tally > Display > Statement of Payroll

    o d.   Gateway of Tally > Display > Payroll Reports

Payroll Auto fill is done through

Ctrl + A   o b.   Alt + A   o c.   Ctrl + B   o d.   Alt + B

68.   To see Gratuity Reports go to

    o a.   Gateway of Tally > Display > Payroll Report > Gratuity

    o b.   Gateway of Tally > Display > Gratuity Report

    o c.   Gateway of Tally > Display > Statement of Accounts > Gratuity

Reports

    o d.   None of these

69.   At the time of Branch Transfer, Sales ledger is created under which Vat/Tax

Class?

    o a.   Export   o b.   Consignment/Branch Transfer

Outward

o c.   Sales with Vat rate   o d.   None of these

Memorandum Voucher does not affect Books of Accounts.

o a.   True   o b.   False

71.   To remove a line at all reports screen, shortcut is

a.   Alt + R   b.   Alt + S   c.   Alt + 1   o d.   Alt + T

72.   There is no difference between Shut Company & Delete Company.

o a.   True   o b.   False

73.   How can we see Vat Reports?

o a.   Gateway of Tally > Display

o b.   Gateway of Tally > Vat Reports

o c.   Gateway of Tally > Display > Statutory Info

o d.   Gateway of Tally > Display> Statutory Reports

74.   BOM represents

o a.   Billing of Machines   o b.   Bill of Materials

Bill of Maintenance   o d.   None of these

75.   What is the full form of TCS?

o a.   Tax Collected by Staff   o b.   Tax Consumption
at Source

o c.   Tax Collected at Source   o d.   Tax Collected from Sales

The shortcut used for Sales Order is

o a.   Alt+F4   o b.   Alt+F5   o c.   Alt+F7   o d.
Alt+F8

77.   Bank OCC a/c is a group defined under

o a.   Bank Account   o b.   Secured Loan   o c.   Unsecured Loan

o d.   Loan & Liability

Sales Tax Ledger falls under which Group?

Indirect Expenses o b. Duties and Taxeso c.Sales o d.   Purchases

"Alias" represents

Short name   o b.   Nick name   o c.   Code name   o d.   All of these

To change the date, shortcut used

o a.   Alt+F2   o b.   Alt+F3   o c.   F2   o d.   F1

If we purchase any Fixed asset in credit, we can pass it from

Payment mode   o b.   Receipt mode   o c.   Journal

mode   o d.   Contra mode

82.   To save entry without any amount, we have to use

o a.   Cost Center   o b.   Maintain Multiple godown

Allow O value entry   o d.   Use Rej. Notes

83.   To see the report of Unconventional vouchers go to

o a.   Display-Day Book   o b.   Display-Account

Books   oc.   Display-Exception Reports   o d.

Display-Trial Balance

84.   The shortcut used for Optional vouchers is

o a.   Ctrl + N   o b.   Ctrl + M   o c.   Ctrl + A   o d.   Ctrl

+ L

85.   Transfer of materials from one godown to another godown, use

Manufacturing Journal   o b.   Stock Journal

Purchase Journal   o c.   Both A & B

86. BOM represents Bill of Materials.

    o a.   True   o d.   False

 Recording of actual stock as physically verified or counted is done through

Journal   o b.   Stock Journal   o c.   Physical Stock

Sales

88. Predefined Billing terms can be maintained through

    o a.   Cost Center   o b.   Voucher

 Class

Maintan Multiple Godowns   o d.   Stock Categories

89. How many formats are available while Exporting?

    o a.   5   o b.   4   o c.   3   o d.   2

90. While exporting Ledgers from Tally to Web Page, we use

    o a.   XML Format   o b.   ASCII Format

SDF Format   o d.   HTML Format

91. Budget represents …………………….

    o a.   Estimation   o b.   Forecasting   o c.   Assumption   o d.   All of

 these

92. To see any report in detailed way, press

    o a.   Alt+F2   o b.   F2   o c.   Alt + C   o d.

 Alt+F1

93. In Service tax Credit Adjustment (%) should be either

    o a.   20%   o b.   100%   o c.   Both a & b   o d.   30%

94. Service Tax Report can be seen from

o a.   Display > Day Book   o b.   Display > Account Books   oc.   Display > Statutory Masters   o d. Display > Statutory Reports

95.   Can we allow Expenses/Fixed Assets in Purchase vouchers?

o a.   Yes   o b.   No

96.   Transfer from Main Cash to Petty Cash you require to pass ……………… voucher.

o a.   Payment   o b.   Contra o c.   Receipt   o d. None of these

If the Financial Year from is 1st April 2005 and the Books Beginning from is 1st January 2006 then what will be the Closing Date?

31st Dec 2006   o b.   31st March 2006

31st December 2005 o d.   None of these

98.   Income Tax number of the Company will appear in which report?

o a.   Cash/Bank Book   o b.   Profit and Loss A/c

o c.   Reminder Letter   o d.   None of these

99.   Patent account falls under

o a.   Investments   o b.   Liabilities

o c.   Current Assets   o d.   None of these

100.   Find out which is not a Default Ledger in Tally.

o a.   Cash in Hand   o b.   Capital Account

o c.   Profit & Loss   o d.   None of these

ANSWERS

1.	b	2.	b	3.	b	4.	a	5.	a
6.	c	7.	b	8.	a	9.	b	10.	c
11.	b	12.	d	13.	b	14.	d	15.	a
c	17.	b	18.	c	19.	c	20.	d		
21.	a	22.	c	23.	c	24.	c	25.	b
26.	c	27.	c	28.	a	29.	b	30.	c
31.	b	32.	c	33.	b	34.	c	35.	c
36.	d	37.	a	38.	b	39.	c	40.	b
41.	d	42.	b	43.	b	44.	a	45.	b
46.	c	47.	d	48.	c	49.	b	50.	d
51.	a	52.	b	53.	c	54.	a	55.	b
c	57.	d	58.	c	59.	a	60.	b		
61.	d	62.	b	63.	b	64.	b	65.	b
66.	d	67.	b	68.	a	69.	b	70.	a
71.	a	72.	b	73.	d	74.	b	75.	c
76.	b	77.	d	78.	b	79.	d	80.	c
81.	c	82.	c	83.	c	84.	d	85.	b

86.	a	87.	c	88.	b	89.	c	90.	d
91.	d	92.	d	93.	c	94.	d	95.	a
96.	b	97.	b	98.	d	99.	d	100.	b