

Sl no	Questions	Answer A	Answer B	Answer C	Answer D	Ans
1	Tally package is developed by	Peutronics	Tally Solutions	Coral Softwares	VedikaSoftwares	B
2	In general the financial year from shall be from	1st April of any year	31st March of any year	All of them are true	None of these	A
3	Which menu appears after starting Tally for the first time	Gateway of Tally	Company Info	Display	None of these	B
4	Which option is used in Tally to make changes in created company	Select Company	Shut Company	Alter	None of these	C
5	Which option from company info. Menu is selected to create a new company	Company Create	Create Company	Create	New Company	B
6	Which option is selected from company info menu to divide company data into two financial years	Change Tally Vault	Alter	Split Company Data	New Company	C
7	Which option is used to copy company ? Data into pen drive or CD	Backup	Restore	Split Company Data	Copy Data	A
8	Which option is used in Tally to close open company	Alter	Shut Company	Create Company	Select Company	B
9	Which submenu is used to create new ledgers, groups and voucher types in Tally	Account Info	Inventory Info	Accounting Vouchers	Inventory Vouchers	A
10	Which submenu is used for voucher entry in Tally	Vouchers	Account Vouchers	Accounts Info	None of these	B
11	Salary account comes under which head	Indirect Incomes	Indirect Expenses	Direct Incomes	Direct Expenses	B
12	How many groups are pre-defined in Tally	28	30	15	19	A
13	How many primary groups are there in Tally	19	28	15	20	C
14	Which ledger is created by Tally automatically as soon as we create a new company	Cash	Profit & Loss A/c	Capital A/c	A and B both	D
15	Rs.20,000 withdrawn from State bank. In which types this transaction will be recorded	Payment	Receipt	Contra	Post-Dated	C
16	Where do we record transactions of salary, rent or interest paid	Contra	Journal	Receipt	Payment	D
17	Where do we record cash sales in Tally	Contra	Receipt	Payment	Journal	B
18	Where do we record credit purchase of furniture in Tally	Purchase	Payment	Receipt	Journal	D
19	How many options related to company features are there in F11 : featured in Tally	3	2	4	5	A
20	Which unit is created for stock items like grain, pulse, sugar, oil, ghee etc	Lts	Nos	Kgs	Box	C
21	By default, which mode is on in purchase and sales voucher	Normal Mode	Item Invoice Mode	Particulars Mode	None of these	B
22	Which reports are prepared monthly in Tally	Profit & Loss A/C	Balance Sheet	Trial Balance	Cash Flow of Funds Flow	C
23	We can change company information from	A Company Info > Backup	Company Info > Alter	Company Info > Split Company Data	None of these	B
24	Suspense account group is defined under	Income	Expenditure	Liabilities	Assets	C
25	Manufacture journal creates based on	Journal	Receipt Note	Stock Journal	Purchase Quotation	C
26	We can create multiple user in tally activating	Tally Audit	Use Security Control	Both (a) and (b)	None of these	B
27	Discount column is available in	Sales Invoice	Purchase Invoice	Both (a) and (b)	None of these	C
28	Single entry mode is applicable for	Receipt Voucher	Contra Voucher	Payment Voucher	All of these	D
29	Branch / Division is a group defined under	Liabilities	Assets	Income	Expenditure	A
30	By which option purchase or sales register can be viewed	Accounts Books	Display	Statutory Books	Inventory Book	A
31	How many formats are available while Exporting?	2	3	4	5	B

32	How many types of Measurement Units we can create in Tally?	2	3	4	5	A
33	Single Entry mode is applicable for	Receipt Voucher	Payment Voucher	Contra Voucher	All of these	D
34	Payroll Auto fill is done thorough	Alt + A	Alt + B	Ctrl + A	Ctrl + B	A
35	List of Optional Voucher we can get from	Balance Sheet	Accounts Books	Cash Bank Books	Exceptional Reports	D
36	To print a voucher from Tally we need to press	Ctrl + P	Ctrl + Alt + P	Shift + P	Alt + P	D
37	To print a voucher from Tally we need to press	Ctrl + P	Ctrl + Alt + P	Shift + P	Alt + P	D
38	_____ is the shortcut to configure a company in Tally.	F2	F3	F4	F5	A
39	For selecting debit note voucher we have to use key	Ctrl f9	Ctrl f8	Alt f7	Alt f8	A
40	Which key is used to post entry in Debit Note in tally	F7	F8	Ctrl+F9	Ctrl+F8	C
41	ERP stands for	Enterprise resource planning	Economic resource planning	Efficient resource planning	Economic resource processing	A
42	E-mail can be used to	Send mail directly from tally screen	To send e-mail	Access help	Download information	A
43	Assets acquired for long term use in the business are called	Fixed assets	Current assets	Fictitious assets	Liquid asset	A
44	A serves the purpose of both journal and ledger accounts	Journal proper	Purchase day book	Cash book	Any of the above	C
45	The process of ascertaining the balance of a particular account on a given date is	Posting	Journalizing	Balancing	Accounting	C
46	Which of the following equation is true for balance sheet	Assets = Liabilities +Capital	Liabilities = Assets? Capital	Capital = Assets? Liabilities	All of these	D
47	To show the cheque number while reconciling Bank Accounts press	F11	F 12	CTRL + F11	CTRL + F12	B
48	To save entry without any amount, we have to use	Cost Center	Maintain Multiple godown	Allow O value entry	Use Rej. Notes	C
49	To remove a line at all reports screen, shortcut is	Alt + R	Alt + S	Alt + 1	Alt + T	A
50	To get Payroll Reports choose	Gateway of Tally > Display	Gateway of Tally > Display > Statement of Accounts	Gateway of Tally > Display > Statement of Payroll	Gateway of Tally > Display > Payroll Reports	D