No. of Printed Pages : 4   **BPOI-005/BPOI-105**

DIPLOMA IN BUSINESS PROCESS OUTSOURCING—FINANCE AND ACCOUNTING (DBPOFA)

Term-End Examination

June, 2022

RECORD TO REPORT

Time : 3 Hours   *Maximum Marks : 100*

Note : *Attempt all the three Sections.*

Section—A

1. State whether True *or* False :   5×1=5

    (a) Outsourcing accounting and book-keeping services help in cost cutting.

    (b) Reconciliation process ends with identification of variances.

    (c) Lock box system is a method for accelerating outflows.

    (d) Accuracy gets highlighted while performing quality checks (QC) or audits on an activity/process.

    (e) Credit rating agencies is a very important user of company's financial reports.

2. Fill in the blanks :   5×1=5

    (a) .... can be defined as report requested by different management departments of an enterprise's business units.

    (b) .... is an account that shows totals of amount entered in a subsidiary ledger.

    (c) .... is responsible for the preparation and execution of sales budget.

    (d) The term float refers to the time taken to collect cheques from the .... after payments fall due.

    (e) Awareness of downstream impact of a transaction can be enabled through an .... perspective.

Section—B

3. Attempt any *three* questions : 3×5=15

   (a) Define reconciliation in general and accounting context.

   (b) What are the types of reversal entries ?

   (c) What do you understand by revaluation of fixed assets ?

   (d) Write a short note on Amortization.

   (e) What are the objectives of cash management ?

4. Attempt any *three* questions : 3×5=15

   (a) Name the various motives of holding cash.

   (b) Briefly explain soft close.

   (c) Explain the characteristics of tax reporting.

   (d) Do you think outsourcing has been beneficial to India ?

   (e) Explain ratio forecasts method of forecasting.

Section—C

Note : Attempt any *four* questions. 4×15=60

5. What are the various types of reconciliations ? Explain each type in detail.

6. Discuss the straight line and reducing balance methods of depreciation and state the differences between them.

7. How is Miller-Orr model different from Baumol model ? How do you determine the upper limit, point of return and average cash level under the Miller-Orr model ?

8. What are the metrics for R2R ? Explain general metrics and specific metrics for R2R.

9. What is Financial Reporting ? Explain various uses of financial reports. What are its benefits ?