

Q1. X returned goods for ₹ 2000 to us. The account debited will be:

- A) Goods account
- B) X's account
- C) Return Inward account ☒
- D) Return Outward account

Q2. Payment for Income Tax ₹ 5,000 will be debited to:

- A) Income tax account
- B) Drawing account ☐
- C) Capital account
- D) Profit & Loss account ☐

Q3. Cash received from Kajal ₹ 36,000 after allowing her cash discount of @ 10 %. Amount debited to discount account will be:

- A) ₹ 3,600 ☒
- B) ₹ 4,000
- C) ₹ 4,400
- D) ₹ 40,000

Q4. Double Column Cash Book records :

- A) Only cash transaction
- B) Only credit transactions
- C) Cash and Bank transactions ☒
- D) All transactions

Q5. Goods sold for cash are recorded in the:

- A) Sales Book ☐
- B) Cash Book ☒
- C) Sales-Return book
- D) Petty Cash book

Q6. Choose the correct meaning for the idiom in bold: He studies in the city and resides in the country, so he has the **best of both worlds**.

- A) overloaded with work
- B) a win-win situation ☒
- C) to have a lot of time
- D) visiting unannounced

Q7. Choose the correct meaning for the idiom in bold: Asif said that he was **under the weather** last week, but he is better now.

- A) to forget things
- B) being busy
- C) stuck at home
- D) feeling unwell ☒

Q8. Choose the option which means the same as "Turbulent"

- A) Unsettled
- B) Settled
- C) Airy
- D) Tremendous ☒

Q9. Choose the option which means the same as "zealous"

- A) Envy
- B) Greedy
- C) Unsuccessful
- D) Enthusiastic ☒

Q10. Choose the option which means the same as "Baffle"

- A) Confuse ☒
- B) Careful
- C) Behold
- D) Bestow

Q11. Choose the word which is most opposite in meaning to the word "pacify"

- A) Enrage ☒
- B) Appease
- C) Calm
- D) Mollify

Q12. Choose the word which is most opposite in meaning to the word "defend"

- A) Attack ☒
- B) Secure
- C) Safeguard
- D) Attract

Q13. When the Teacher entered the class, a student \_\_\_\_\_ on the blackboard.

- A) wrote
- B) was writing ☒
- C) writes
- D) is writing

Q14. Asvat \_\_\_\_\_ TV when her husband came.

- A) Watch
- B) was watching ☒
- C) is watching
- D) Watched

Q15. Zeba always \_\_\_\_\_ to prove that the moon revolves around the earth.

- A) tried
- ☒ B) tries
- C) was trying
- D) is trying

Q16. I think it \_\_\_\_\_ not rain today.

- A) Shall
- ☒ B) May
- C) Might
- D) ought to

Q17. I \_\_\_\_\_ swim across the river when I was a child.

- ☒ A) Could
- B) Can
- C) Should
- D) Must

Q18. The children \_\_\_\_\_ be sorry for their behavior.

- ☒ A) need not
- B) ought to
- C) Should not
- D) mustn't

Q19. Pick out the clause in the following sentence:  
Arjun played when evening came.

- A) Arjun played
- B) Played when evening
- ☒ C) When evening came
- D) Evening came

Q20. Pick-out the phrase in the sentence: Kiran played at sunset.

- A) Kiran
- ☒ B) Kiran played
- C) Played at sunset
- D) At sunset

Q21. Fill in the blank with an adjective clause: The bat \_\_\_\_\_ is mine.

- A) with a broken handle
- ☒ B) which has a broken handle
- C) and a broken handle
- D) with a breaking handle

Q22. Select the correct active form of the following sentence:

The traveller was commanded to leave the country by the officer.

- ☒ A) The officer commanded the traveller to leave the country.
- ☒ B) The officer commanded the traveller leave the country.
- C) Let the traveller commanded to leave the country.
- D) The officer commanded the traveller to leave the country.

Q23. Select the correct active form of the following sentence:

The short man was being laughed at by the students.

- A) The students are laughing at the short man.
- B) The students laugh at the short man.
- C) The students laughed at the short man.
- ☒ D) The students were laughing at the short man.

Q24. Select the correct passive form of the following sentence:

They have invited the parents as well as the children.

- A) The parents as well as the children has been invited.
- ☒ B) The parents as well as the children have been invited by them.
- C) The children as well as the parents are invited.
- ☒ D) The parents as well as the children had been invited by them.

Q25. Select the correct passive form of the following sentence:

The police beat a number of rioters last night.

- A) A number of rioters had been beaten by the police last night.
- B) A number of rioters were being beaten by the police last night.
- C) A number of rioters has been beaten by the police the night before.
- ☒ D) A number of rioters were beaten by the police last night.

Q26. Computer Virus is a

- ☒ A) Set of Instructions
- B) Hardware
- ☒ C) Computer Disease
- D) Input Device



Q27. Formula in Excel starts with which character

- A) =  
B) @  
C) #  
D) %

Q28. PDF Full form is

- A) Printable Document Format  
B) Portable Document Format  
C) Percussive Document Format  
D) None of the above

Q29. Where the Firmware is stored?

- A) Stored in Hard Disk  
B) Stored in ROM  
C) Stored in RAM  
D) Stored in Pen Drive

Q30. Which key is used to run the PowerPoint Presentation in Microsoft Power Point?

- A) F1  
B) F3  
C) F5  
D) F7

Q31. In a certain code language 'GOAT' is written as '40014467649' then in the same language how will 'DO' be written?

- A) 529144  
B) 222591  
C) 592225  
D) 529522

Q32. A woman says "If you reverse my own age, the figure represents my husband's age. He is, of course, senior to me and the sum of our ages is 11 times that of difference of our age. The woman's age is:

- A) 45 Years  
B) 60 Years  
C) 75 Years  
D) 90 Years

Q33. A tailor has a number of shirt pieces to cut from a roll of fabric. He cut each roll of equal length in to 10 pieces. He cut at the rate of 45 cuts a minute. How many rolls would be cut in 24 minutes?

- A) 32  
B) 54  
C) 120  
D) 108

Q34. Select the word which cannot be formed from the letters of the word 'EDUCATIONAL'.

- A) National  
B) Dean  
C) Neat  
D) Lion

Q35. Shyam walks 2 KM towards North from his office, then he turns towards East and walks 3 KM. Again he turns South and walks 6 KM. At what distance from his office he is now?

- A) 11 KM  
B) 9 KM  
C) 5 KM  
D) Can not be determined

Q36. Replace the question mark (?) in the following series with suitable options.

4, 7, 12, 21, 38, (?)

- A) 71  
B) 64  
C) 66  
D) 72

Q37. If Z = 52 and ACT = 48, then BAT will be equal to

- A) 39  
B) 41  
C) 44  
D) 46

Q38. Today is Varun's birthday. One year, from today he will be twice as old as he was 12 years ago. How old is Varun today?

- A) 20 years  
B) 22 years  
C) 25 years  
D) 27 years

Q39. If PUNJAB = QTOIBA, then CHANDIGARH = ?

- A) DGEMETHZTG  
B) DGBMEHHZSG  
C) EGBEMHFZTI  
D) BIZDCJEBQI

Q40. If  $\times$  means  $\div$ ,  $-$  means  $\times$ ,  $+$  means  $+$  and  $\div$  means  $-$  then  $(3 - 15 \div 19) \times 8 + 6 = ?$

- A) 8  
B) 4  
C) 2  
D) -1

Q41. If  $X^2 - 200 = 584$  then the value of X is

- A) 26  
B) 20  
C) 28  
D) 38

Q42. If  $48327 = 6$  &  $43256 = 2$ , then  $57632 = ?$

- (A) 1  
B) 2  
C) 3  
D) 5

Q43. NATION: ANTINO :: HUNGRY : ?

- A) HNUGRY  
B) UHNGYR  
C) YRNGUH  
D) UNHGYR

Q44. A class is composed of x girls and y boys. What part of class is composed of girls?

- A)  $x(x+y)$   
B)  $x/(x+y)$   
C)  $x/xy$   
D)  $y/xy$

### Direction Question No. 45 & 46

#### Instruction

Examine carefully the following statement and answer the questions.

- A and B play football and cricket.  
B and C play cricket and hockey.  
A and D play basketball and football.  
C and D play hockey and basketball.

Q45. Who does not play hockey?

- A) D  
B) C  
C) B  
D) A

Q46. Who plays football, basketball and hockey?

- A) D  
B) C  
C) B  
D) A

### Direction Question No. 47-50

#### Instruction

Read the information carefully and answer the questions given below. A word rearrangement machine when given an input line of words, rearranges them following a particular rule in every step. The following is an illustration of input and the steps of re-arrangement:

Input: Sachin's shots are really hot in cricket.

Step-I Sachin's in are really hot shots cricket.

Step-II Really are in Sachin's cricket shots hot

Step-III in are really hot shots cricket Sachin's

Step-IV in cricket really hot shots are Sachin's.

Step-V hot really cricket in Sachin's are shots

The further steps go on in the same manner. As per the pattern followed in the above steps, find the appropriate step for the given input or vice versa in questions given below:

Q47. Input: 'team sudden now to act police staff'.

Which of the following steps would be 'police staff to act sudden now team'.

- A) Step-I  
B) Step-II  
C) Step-III  
D) Step-IV

Q48. If step IV of an input is 'none of the politicians have toured India', find the step VI

- A) have politicians none the toured India of  
B) India politician have toured the none of  
C) have the none politicians toured India of  
D) India have politicians none of the toured

Q49. If step V of an input is 'no of the has happy at all' then which of the following will definitely be the input?

- A) happy all at of no has the  
B) all at happy no of has the  
C) the has no of at all happy  
D) Can not be determined

Q50. Step I of an input is 'in the four of three be serious. Find out the VII step of that input.

- A) serious in three be four of the  
B) in the three be four of serious  
C) serious in three be the of four  
D) Cannot be determined



- Q51. Full form of NATO is-  
 A) North American Treaty Organization  
 B) North Australian Treaty Organization  
 C) North Atlantic Target Organization  
 D) North Atlantic Treaty Organization
- Q52. Wuhan is the capital of-  
 A) Hubei Province  
 B) Henan Province  
 C) Guizhou Province  
 D) Yunnan Province
- Q53. The ATAL tunnel reduces the travel time and overall distance between-  
 A) Manali and Keylong  
 B) Manali and Shimla  
 C) Leh and Ladakh  
 D) Shimla and Kalka
- Q54. Which among the following is not correctly matched-  
 A) Ahmadabad-Sabarmati  
 B) Surat-Narmada  
 C) Hyderabad-Moosi  
 D) Ujjain-Kshipra
- Q55. India's First Indigenous COVID-19 Vaccine is-  
 A) Sputnik V vaccine  
 B) Covishield vaccine  
 C) COVAXIN vaccine  
 D) Moderna vaccine
- Q56. Which among the following events took place immediately before the massacre at Jallianwalla Bagh-  
 A) Passage of the Rowlatt Act - 1919  
 B) Minto-Morley Reforms - 1919  
 C) Ilbert Bill  
 D) Gandhi-Irwin Pact - 1931
- Q57. The largest and the second least populous union territory of India is-  
 A) Lakshadweep  
 B) Jammu and Kashmir  
 C) Daman and Diu  
 D) Ladakh
- Q58. On which date J&K Reorganisation Act, 2019 come into force-  
 A) 30 October 2019  
 B) 03 October 2019  
 C) 31 October 2019  
 D) 03 August 2019
- Q59. .... is a beautiful valley that marks the confluence of the Indus River and Zaskar River  
 A) Nimmu  
 B) Shyok  
 C) Nubra  
 D) Indus
- Q60. Bharatmala project is associated with-  
 A) Horticulture  
 B) Railways  
 C) Road  
 D) Information Technology
- Q61. In accounts recording is made of: IC MR  
 A) Only financial transactions  
 B) Only non-financial transactions  
 C) Financial and non-financial transactions  
 D) Personal transactions of proprietor
- Q62. Accounting cycle starts with:  
 A) Recording of transactions in Ledger  
 B) Recording of transactions in Journal  
 C) Preparing Trial Balance  
 D) Preparing Trading Account
- Q63. Which of the following is not the limitation of accounting?  
 A) Based on accounting conventions  
 B) Evidence in legal matters  
 C) Incomplete information  
 D) Omission of qualitative information
- Q64. Fixed liabilities include:  
 A) Bank overdraft  
 B) Long-term loans  
 C) Short-term loans  
 D) Creditors
- Q65. Which of the following is Revenue Expenditure?  
 A) Repair expenses  
 B) Building construction expenses  
 C) Expenses on purchase of machinery  
 D) Purchase of investments

- Q66. Purchases refers to the buying of :  
 A) Stationary for office use  
 B) Assets for the factory  
 C) Goods for resale  
 D) Investment
- Q67. Which of the following is the Capital expenditure?  
 A) Wages paid for repair of building  
 B) Wages paid for white washing of building  
 C) Wages paid for construction of building  
 D) Wages paid for cleaning of building
- Q68. Voucher is prepared from:  
 A) Journal entry  
 B) Ledger account  
 C) Source documents  
 D) All of the above
- Q69. Which equation is correct out of the following:  
 A) Asset = Liabilities - Capital  
 B) Asset = Capital - Liabilities  
 C) Assets = Capital + Liabilities  
 D) Asset = Net worth- Liabilities
- Q70. Main elements of accounting equation are :  
 A) Capital, Creditors and Bills Payable  
 B) Assets, Liabilities and Capital  
 C) Cash, Stock and Debtors  
 D) Bank Balance, Investments and Bills Receivable
- Q71. Pick out a source voucher/documents from the following:  
 A) Debit voucher  
 B) Credit voucher  
 C) Transfer voucher  
 D) Invoice
- Q72. Credit purchases of furniture will be recorded through which voucher?  
 A) Debit voucher  
 B) Credit voucher  
 C) Cash voucher  
 D) Transfer voucher
- Q73. Which of the following is Real account?  
 A) Salary account  
 B) Debtors account  
 C) Expenses account  
 D) Stock account
- Q74. Goods sold to Mr. Agarwal against cash will be debited to:  
 A) Agarwal's account  
 B) Sales account  
 C) Goods account  
 D) Cash account
- Q75. Rent paid to Landlord should be debited to:  
 A) Drawings account  
 B) Landlord account  
 C) Rent account  
 D) Personal account
- Q76. A process of collecting quantity of facts in systematic and organized manner to report any social problem or status of facts in a certain area of society is known as:  
 A) Case study  
 B) Survey  
 C) Historical research  
 D) None of these
- Q77. Sources of data collected and compiled by others is called  
 A) Primary data  
 B) Secondary data  
 C) Primary and secondary  
 D) None of these
- Q78. Which of the following statements are true about data in research?  
 A) Data can be qualitative  
 B) Data can be quantitative  
 C) Data can be both qualitative and quantitative  
 D) Data can be quantitative but never qualitative
- Q79. A survey that asks the respondent to indicate their age and includes response categories of age 20-30, age 30-40, age 40-50 and age 50+. Which important rule for constructing closed-ended items for questionnaires?  
 I: Exhaustive  
 II: Tangible  
 III: Comprehensive  
 IV: Mutually Exclusive  
 A) I and II  
 B) II and IV  
 C) Only III  
 D) Only IV



- Q80. Which of the following steps are required to design a questionnaire:
- Writing primary and secondary aims of the study
  - Review of the current literature
  - Prepare a draft of the questionnaire
  - Revision of the draft
- A) I, II, III  
B) I, II, IV  
C) II, III, IV  
D) I, II, III, IV

- Q81. If the simple interest for 2-years is ₹500 at 10% rate of interest. Find the compound interest for the same time.

- A) ₹525  
B) ₹500  
C) ₹200  
D) ₹210

$$S.I = 500$$

$$R = 10\%$$

$$T = 2 \text{ yrs.}$$

$$C.I = ?$$

- Q82. Difference between compound interest and simple interest is ₹3375 in 2-years and the rate of interest is 15%. The principal amount is:

- A) ₹150,000  
B) ₹100,000  
C) ₹160,000  
D) ₹200,000

$$A = \left( \frac{1 + R^N}{R} \right) \frac{1 + 10\%}{50}$$

- Q83. Height of 7 students is given below. If the mean of their height is 165, what is the value of x?

168, 170, x, 160, 162, 164, 162

- A) 170  
B) 165  
C) 160  
D) 169

$$168 + 170 + x + 160 + 162 + 164 + 162 = 1156$$

$$\frac{1156}{7} = 165.14$$

- Q84. What is the approximate area of India (in million Km<sup>2</sup>)?

- A) 3.28  
B) 2.78  
C) 4.35  
D) 3.6

$$\frac{16}{1156} = 16$$

$$\frac{16}{1151} = 16$$

- Q85. Which of the following cannot be drawn from the population pyramid of a country?

- A) Dependency ratio  
B) Population growth rate  
C) Gender distribution within population  
D) Total population size

- Q86. Which of the following is a valid Email Address

- A) www.learn.com  
B) abc.com  
C) india.org  
D) aa@bb.com

- Q87. Which one is an Input device?

- A) Floppy Disc  
B) RAM  
C) Keyboard  
D) Speakers

- Q88. What is RAM?

- A) It's a way of counting 1 and 0  
B) It is a temporary memory storage chip inside the computer  
C) It is a round disk that stores software and information  
D) It's Permanent Memory of the Computer

- Q89. What is the file extension for all Microsoft Word documents/file?

- A) .txt  
B) .word  
C) .file  
D) .doc/.docx

- Q90. What is the full form of CPU?

- A) Central Processing Unit  
B) Central Product Unit  
C) Core Processing Unit  
D) Clock Picket Unit

- Q91. Which Button/icon is used for making Bulleted List in Microsoft Word?

- A)  B)   
C)  D) 

- Q92. In the email address, mickey\_mouse@disney.com, the user ID is

- A) mickey\_mouse  
B) Mouse  
C) disney.com  
D) @

Q93. Which key moves your cursor from one cell to the next cell on right hand side in an Excel Sheet?

- A) Shift
- ☒ B) Tab
- C) Enter
- D) Ctrl + Enter

Q94. Read Only Memory in Computer is called

- ☒ A) RAM
- ☒ B) ROM
- C) Primary Memory
- D) Secondary Memory

Q95. URL full form is

- A) Uniform Region Locator
- B) Universal Region Locator
- C) Uniform Resource Line
- ☒ D) Universal/Uniform Resource Locator

Q96. The button/icon used for doing Spell Check in Microsoft Word?

- A) 
- ☒ B) 
- C) 
- D) 

Q97. The Shortcut Key for copying the data on clipboard is

- A) Ctrl+V
- B) Ctrl+X
- ☒ C) Ctrl+C
- D) Ctrl+Z

Q98. Which of the following is an output Device?

- A) Pen Drive
- ☒ B) Printer
- C) Compact Disc
- D) Keyboard

Q99. The software which is freely available on the internet for users and with source code for enabling further enhancements by developers is called

- A) Proprietary Software
- ☒ B) Open Source Software
- C) Free Software
- D) Unlicensed Software

Q100. Microsoft Access belongs to which category?

- A) File Manager
- B) Free Software
- C) Flat File Manager
- ☒ D) DBMS/RDMS