



TECHNICAL UNIVERSITY OF MOMBASA

School of Business

Department of Accounting & Finance

UNIVERSITY EXAMINATION FOR:

**BACHELOR OF COMMERCE & BACHELOR OF BUSINESS
ADMINISTRATION**

BAC 4401: COMPUTERISED ACCOUNTING

END OF SEMESTER EXAMINATION

SERIES: APRIL 2025

TIME: 2 HOURS

Instructions to Candidates

You should have the following for this examination

-Answer Booklet, examination pass and student ID

This paper consists of **FIVE** questions. Attempt question ONE (Compulsory) and any other TWO questions.

Do not write on the question paper.

Question One

Create a company profile in QuickBooks with the name Bibi Enterprises and record the following transactions for July, 2025.

- | | |
|--------|--|
| July 1 | Opened Bank Account and deposited shs. 40,000 and cash in hand was shs. 10,000 |
| 3 | Paid in cash rent shs 3,500 |
| 4 | Purchased on credit fish valued shs. 36,000 from Kisumu Co-op. |
| 6 | Sold fish sh. 58,000 and received cash |
| 7 | Purchased new office desk sh 27,000 and paid by cheque |
| 9 | Deposited of the cash in hands shs 25,000 into the bank |
| 11 | Sold fish sh 15,000 on credit to Matunda |

- 13 Matunda returned some fish worth shs. 2,000
- 16 Received cheque sh 7,000 from Matunda on account.
- 18 Purchased fish shs. 8,900 on credit from Agoro
- 19 Sold fish shs. 5,300 on credit to Samaki.
- 20 Paid Kisumu Co-Op. shs 16,000 by cheque on account
- 22 Withdrew shs. 5,000 from Bank for personal use.
- 24 Bought fish shs. 8,300 and paid by cheque
- 26 Sold fish sh. 5,600 to Uthiru and received their cheque for sh. 1,200 in part payment.
- 29 Paid Salaries shs. 4,700 in cash and water bills shs. 500 by cheque.

NOTE: All cheques were deposited in the bank on the day they were received.
You are required to enter the above transactions into QuickBooks and prepare:

- (i) Bank Account (4 marks)
- (ii) Sales account (3 marks)
- (iii) Purchases account (3 marks)
- (iv) Cash account (3 marks)
- (v) Trial Balance (3 marks)
- (vi) A credit note to Matunda (3 marks)
- (vii) Kisumu co-op. (4 marks)

(b) A school Canteen has the data below as the sales records for the months of May, June, July and August.

May Sales: Cakes - 50 packets, Biscuits 2500 packets, Chocolates - 250 packets, Sweets-4500 packets.

June Sales: Cakes - 78 packets, Biscuits 2300 packets, Chocolates - 250 packets, Sweets - 2500 packets.

July Sales: (i) Cakes - 76 packets, Biscuits 2600 packets, Chocolates - 510 packets, Sweets - 3000 packets.

August Sales: Cakes - 60 packets, Biscuits 2000 packets, Chocolates - 500 packets, Sweets - 2800 packets.

Required:

i) Enter the above given data in a suitable Spreadsheet program. Use months as columns.

(4 marks)

(ii) Using formulas find the:

- Total number of packets for each item sold in four months. Label this column "Totals" (4 marks)

- Average unit sales per month per item. Label this column "Average" **(4 marks)**
- (iii) Draw a pie-chart showing the monthly chocolate sales in percentages, include your personal number below the pie-chart. **(5 marks)**

Question Two

- (a) Describe how you would add a payroll deduction such as medical insurance to a new Employee **(5 marks)**
- (b) Kalima ltd. Want to switch from manual accounting to a computerised accounting system and have asked for your advice. Briefly explain to them what they have consider before changing. **(10 marks)**

Question Three

- (a) Explain the term List as used in QuickBooks **(2 marks)**
- (b) State and explain the contents of each Lists used in QuickBooks **(9 marks)**
- (c) Briefly explain how to add a customer in the your customers data base **(4 marks)**

Question Four

- (a) Briefly explain any five type of financial data used in preparing financial statement **(5 marks)**
- (b) State and explain the functions of each icon in the home page of QuickBooks **(9 marks)**

Question Five

- (a) Computerised Accounting system has been described as a solution to accounting problems. Briefly discredit this assertion **(10 marks)**
- (b) Explain the concept of readymade Accounting Software. What are the advantages of using it? **(5 marks)**