

## **COMPREHENSIVE ASSIGNMENT**

of

*Executive Management Programme (EMP), 'Accounting' Course*

*for*

*The Defence Officers (DO)*

A student need not have any previous experience or technical background for the preparation of this assignment.

### **Important Deadlines and Procedures:**

The assignment deadline is 24/10/2011, Time: 3.00 PM. No submissions will be accepted after the deadline neither any excuses would be accepted. Submission of the same would be done with Ms. Bincy Vinod [bincy@xlri.ac.in]. Delay in receipt of assignment will lead to an **incomplete grade** being awarded to the candidate. The total assignment marks will be limited to 30.

This assignment is divided in two parts – Part I, which needs to be completed within the given dead line (as stated above) and Part II will be discussed later.

### **THE PROBLEM:**

You are launching into a business in the name and style of your choice. It has to be a manufacturing business. It means that your business would involve, buying materials, transforming it using plant and machinery, and selling it. Keep in mind the conditions given in this assignment. Strictly adhere to the conditions.

### **ASSUMPTIONS AND REQUIREMENTS:**

You can make any assumption, provided they are reasonable in an actual business situation, subject to the conditions 1 to 10 (detailed below). Realistic nature of the assignment would involve factors such as volume of turnover, cost structure, type and nature of transaction. Please draw up the accounts in simple equation form (as discussed in the class) and financial statement in proper form as if they were made out for a real life business.

### **CONDITIONS:**

1. Date of commencement of business is to be your date of birth.

For example, if your date of birth is 10<sup>th</sup> January 1981 then your date of commencement will be 10<sup>th</sup> January.

2. Capital to be contributed will depend on your roll no. as listed below:
  - 01 to 10: Your Register/roll number multiplied by Rs 1 Crore

- 11 to 20: Your Register/roll number multiplied by Rs 10 Crore
  - 21 to 30: Your Register/roll number multiplied by Rs 10000
  - 31 to 40: Your Register/roll number multiplied by Rs 10 Lakh
  - 41 to 50: Your Register/roll number multiplied by Rs 1 Lakh
3. Long term loans equal to maximum of 2 times the capital is available at the rate of 10% per annum. Long term loan has to be at least being equal to capital.
  4. Every student will have at least 20% of his total assets invested in fixed assets. Depreciation on yearly basis is to be computed using the straight line method of depreciation. Life of asset can vary between 5 to 10 years for different assets.
  5. Sales volume will increase by 10% over the previous year, sale price will increase by 5% over the previous month [interested candidate can appropriately play with the purchase price also].
  6. Credit sales can be four times cash sales.
  7. Credit purchase can be three times cash purchase.
  8. Wage cost could be 10% to 30% of sales.
  9. Assume no gestation period. That is, the business starts operations from day one. Irrespective of your starting date of business – your first accounting period would end on 31<sup>st</sup> march of that year [with a condition of business running for at least 3 months]. For example:
    - If you start a business on 10 Jan. 1981, then your first accounting period will end on 31 March 1982.
    - If you start a business on 31 Dec. 1980, then your first accounting period will end on 31 March 1981.
  10. You need to have at least 10 transactions per year.

**REQUIRED: (Part I)**

1. You are required to prepare the accounts of the business as if owned by you as an individual proprietorship in any name and style of your choice, with in the frame work of the conditions one through ten detailed above, for three accounting periods.
2. Prepare a precise chronological statement of all transactions.

3. Prepare all the three financial statement [i.e. Balance Sheet, Income Statement and Cash Flow Statement] for each accounting period for and or as at 31/30/28 of the month as the case may be. You need to have three periods.

Note: Only hand written submission is allowed.

### **REQUIRED: (Part II)**

1. In case there was any serious error in the part I of the assignment, you can update it in this particular assignment.
2. Analyze the financial statement of the company using common ratios discussed in the class, for the above three accounting periods.
3. Analyze the cash flow statement of the company, prepared in the earlier assignment.

Note: Softcopy submissions are also allowed. Deadline for this would be announced later.

### **Some Frequently Asked Questions (FAQs):**

1. This seems to be a big assignment. How can I spare time for this assignment?

No. This is not a big/large assignment. Once basic concepts discussed in class are clear – this assignment takes around 1-2 hours per accounting period. In other words, you need to spend a total of 5-7 hours to complete. And believe me, in life there are no free lunches ... at least not in this Janma ☺ (personal experience!). To learn ... some effort is needed.

2. Is there an incentive if the assignment submission is larger?

No.

3. Does this assignment need a basic background of accounting?

No, it does not. It just needs your time and efforts.

4. Where can I get sample assignments and related material?

Two quick places would be:

- (a) 'Financial Accounting for Management' by Ramachandran, online resource website: [http://highered.mcgraw-hill.com/sites/007133341x/information\\_center\\_view0/](http://highered.mcgraw-hill.com/sites/007133341x/information_center_view0/)
- (b) Personal website: [www.kakani.net](http://www.kakani.net)

Wish Happy Learning!

Ram