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

Term-End Examination

December, 2024

BPOI-005/105 : RECORD TO REPORT (R2R)

Time : 3 Hours *Maximum Marks : 100*

Note : *(i)* ***Section A :*** *All questions are compulsory.*

(ii) ***Section B :*** *Attempt any* ***six*** *questions.*

(iii) ***Section C :*** *Attempt any* ***four*** *questions.*

Section—A

1. Fill in the blanks : 1 each

   (a) Inter-company accounting involves proper allocation of expenses, ... and ....

   (b) Financial decision are based on ....

   (c) The Accounting Standard for Depreciation Accounting is ....

(d) The preparation of cash budget by the method of adjusted profit and loss account is also known as ....

(e) TAT is related to .... metrics.

2. State whether the following statements are True *or* False : 1 each

(a) Accuracy gets highlighted while performing Quality Checks (QC) or audits on an activity/process.

(b) On the purchase of a fixed asset, invoice must be mapped to budgets.

(c) Credit Rating Agencies is a very important user of the company's financial reports.

(d) Reconciliation process ends with the identification of variance.

(e) The balance shown by the pass book and the balance shown by the bank column of the cash book generally differ.

Section—B

Note : *Attempt any* ***six*** *questions from the following.*

5 each

3. "R2R process is carried out in three stages." Discuss.

4. Why is R2R process outsourced ? Give reasons.

5. What are the various types of reconciliations done by the organisation ? Discuss.

6. Why is cash book adjusted ? Explain how Bank Reconciliation Statement is prepared with an adjusted balance of cash book.

7. Discuss the methods used for Revaluation of Fixed Assets.

8. Explain the Declining Balance Method of Depreciation.

9. What are Cash Budgets ? Discuss the elements of cash budget.

10. What are metrics for R2R ? Discuss.

Section—C

Note : *Attempt any **four** questions from the following.*

11. What is reporting in BPO Industry ? Explain the reporting process used in BPO using a flow diagram. Discuss the steps involved in brief. 15

12. What are the different types of errors in R2R process ? Discuss the generic and specific controls used in R2R process with examples. 15

13. Write notes on the following : 5×3=15

    (a) Amortization

    (b) Depletion

    (c) Depreciation

14. Explain reconciliation as a process using a flow diagram. Discuss the steps involved. What is Inter-company reconciliation ? Explain. 15

15. What is the importance of R2R to business ? Is it important for internal or external users ? Discuss with examples. 15

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