📘 Worksheet: Introduction to Accounting

🔷 Section A: Multiple Choice Questions (MCQs)

1.Accounting is mainly concerned with:

a) Recording only

b) Recording and analysing financial transactions

c) Selling goods

d) Manufacturing goods

2.The person who maintains accounting records is called:

a) Manager

b) Accountant

c) Clerk

d) Auditor

3.Which of the following is NOT a function of accounting?

a) Recording

b) Classifying

c) Advertising

d) Summarizing

4.The language of business is:

a) Economics

b) Mathematics

c) Accounting

d) Statistics

5.Financial transactions are recorded in:

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a) Journal

b) Ledger

c) Balance Sheet

d) Trial Balance

◆ Section B : Match the Following

Column A.	Column B
1. Recording.	a. Ledger
2. Classifying.	b. Journal
3. Summarizing.	c. Financial Statements
4. Accounting.	d. Language of Business
5. Analysis.	e. Interpretation of data

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