



**National Institute of Open Schooling**  
**Secondary Course: Accountancy**  
**Lesson 10: Ledger**  
**Worksheet-10**

8. All ledger accounts are usually closed and balanced at the end of an accounting period. In this context, elaborate the steps are taken for balancing the accounts.
9. The following balances existed in the books of Kritika Garments on April 1, 2019.

Assets: Cash Rs.5, 800, Stock 5,000, Shanu 3,500, Nikita 3,200, Furniture 1,600  
Liabilities: Sushma Printers Rs.3, 600

Following transaction took place in April, 2019

April 1 Bought goods of the list price of Rs.20,000 from Ishan, less 5% trade discount and 1% cash discount and paid 50% price at the same time.

April 5 Sold goods for cash Rs.8,000 and on credit to Shanu for Rs.4,600

April 08 Bought goods from Sushma Printers, list price Es. 5,000 valued at Rs.4,800.

April 15 Paid cash to Sushma Printers Rs.4,400.

April 20 Sold goods for Rs.1,500 to Namita for Cash.

April 27 Shanu cleared his account in full, by payment of 8,000.

April 30 Paid salary for the current month Rs.6,000.

Journalize the above transactions, post them into ledger, and balance the accounts.

10. Mr. Deepak is a businessman. His friend suggested him to prepare the ledger and record the various items of revenue, expenditure, debtors, creditor, assets etc. under the respective heads at one place. But he does not know how to prepare the ledger. Help him out in preparing the ledger with an appropriate format.