higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

MARKING GUIDELINE

NATIONAL CERTIFICATE

COMPUTERISED FINANCIAL SYSTEMS N6

10 November 2022

This marking guideline consists of 12 pages.

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QUESTION 1: PASTEL AND SPREADSHEET

This must be a Pastel printout

Educational No: GAZA (Examination nr) ✓1 examination nr PRINTOUT 1

Entry Type Details : 01/02/22 to 28/02/22

Date	Account	Name	Reference	Description	Tax Type	Amount	
Contra Acc (If Available)	Batch ID (If Available)	User Name					
Entry Type 1 - General Journal							
✓2 Date 28/02/22 (NOT Last year)					Mark 3-14: correct amount and no - (dr)		
28/02/22	0500/000	Cost of sales	TY22	Balance	00	840 000.00	✓3
	1	User 0					
28/02/22	2000/000	Wages	TY22	Balance	00	540 000.00	✓4
	1	User 0					
28/02/22	2050/000	Rent expense	TY22	Balance	00	60 000.00	✓5
	1	User 0					
28/02/22	2100/000	Advertising	TY22	Balance	00	15 300.00	✓6
	1	User 0					
28/02/22	2150/000	Telephone	TY22	Balance	00	64 800.00	✓7
	1	User 0					
28/02/22	2200/000	Water and electricity	TY22	Balance	00	48 600.00	✓8
	1	User 0					
28/02/22	2250/000	Insurance	TY22	Balance	00	36 000.00	✓9
	1	User 0					
28/02/22	2300/000	Stationery	TY22	Balance	00	24 000.00	✓10
	1	User 0					
28/02/22	5100/000	Drawings	TY22	Balance	00	54 000.00	✓11
	1	User 0					
28/02/22	7000/000	Trading stock	TY22	Balance	00	84 000.00	✓12
	1	User 0					
28/02/22	7500/000	Bank	TY22	Balance	00	16 200.00	✓✓13,14 (2 or 0)
	1	User 0			Mark 15 - 17: correct amount and - (cr)		
28/02/22	0001/000	Sales	TY22	Balance	00	-1 260 000.00	✓15
	1	User 0					
28/02/22	1000/000	Interest received on current account	TY22	Balance	00	-7 800.00	✓16
	1	User 0					
28/02/22	5000/000	Capital	TY22	Balance	00	-515 100.00	✓17
	1	User 0	✓18 TY22 AND Balance everywhere (nothing else)				
Total for Entry Type 1 : General Journal						0.00	

----------End of Report----------

[18]

Alternatives:
In case of no entry type details, but there is a General Journal Batch Listing, mark what you can see, and give -1 for wrong printout
Can also mark these amounts in a General Ledger, but pay attention to dr and cr and give -1 for wrong printout

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PRINTOUT 2

Educational No: GAZA (Examination nr) Prepared by: Educational Pack

Budget Report - Next Year ✓1 Next year budget for expenses only (accounts 2000-2300 only)

	March September	April October	May November	June December	July January	August February	Annual Total	
2000/000	45000	45000	45000	45000	45000	45000		
Wages	49500	49500	49500	49500	49500	49500	567 000	✓✓3,4
2050/000	5500	5500	5500	5500	5500	5500		
Rent expense	5500	5500	5500	5500	5500	5500	66 000	✓✓5,6
								(2 or 0)
2100/000	1274	1274	1274	1274	1274	1274		
Advertising	1274	1274	1274	1274	1274	1281	15 295	✓7
2150/000	6198	6198	6198	6198	6198	6198		
Telephone	6198	6198	6198	6198	6198	6227	74 405	✓✓8,9
								(2 or 0)
2200/000	4048	4048	4048	4048	4048	4048		
Water and electricity	4048	4048	4048	4048	4048	4068	48 596	✓10
2250/000	2999	2999	2999	2999	2999	2999		
Insurance	2999	2999	2999	2999	2999	3013	36 002	✓11
2300/000	1939	1939	1939	1939	1939	1939		
Stationery	1939	1939	1939	1939	1939	1949	23 278	✓✓12,13
								(2 or 0)

----------End of Report----------

✓2 Amounts divided into all months (no zeros anywhere)

Mark 3 - 13: correct amount in total column with correct item, except wages and rent

Wages: Accept one mark if some months are 45000 and some 49500

Rent: Accept one mark if at least 6 months are 5500

Make sure that all amounts are positive (do not show -)

Accept amounts within 5, i.e. 5 more or 5 less [13]

Alternative for rent:

March - January = 5498, February = 5524, Annual total = 66002 (2 or 0)

Cannot accept anything for 1 mark in this alternative. (2 or 0)

Alternatives:

If the candidate accidently printed a Trial balance with budgets, instead of this budget:

Mark everything you can see, but give -1 for wrong printout

Cannot get mark 1 and 2 (knowledge of budget settings)

If Budget Report - This Year is given instead of Next Year, mark everything, loose ONLY mark 1.

If Budget Report - This Year AND Next Year is given, mark ONLY Next Year, ignore This Year.

DO NOT choose the best budget.

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PRINTOUT 3

Educational No: GAZA (Examination nr)

Next year's budget redone		✓1 correct heading
Examination number		✓2 correct examination number on separate line
	Next year Budget	✓3 correct heading: Next year Budget
INCOMES		✓4 correct heading (only Sales and Interest here)
Sales	1360800	✓5 correct amount, even if not under INCOME)
Interest on current account	8424	✓6 correct amount, even if not under INCOME)
COST OF SALES	907200	✓7
Net loss	389772	✓8
		✓9 double line

[9]

Alternative:
NO MARKS for one of Pastel's Balance Sheets, since the purpose is to test THEIR ability to analyse accounts into the correct categories

On their OWN Balance Sheet Format: Can get only mark 1-3
Cannot get mark 4, because it is not for heading only
Cannot get anything else, but give -1 for wrong printout
Maximum 3-1=2

6

Examination nr ✓1 left header ✓2 right header PRINTOUT 4

Prepared by: Educational Pack ✓✓3,4 exported from Pastel to Excel

Trial Balance : 01/03/21 to 28/02/22 ✓5 Date 28/02/22 (not Last year)				
Last year	Account		DR	CR
0	5000/000	Capital		R515 100.00
0	5100/000	Drawings	R54 000.00	✓6 no Retained
0	7000/000	Trading stock	R84 000.00	income visible
0	7500/000	Bank	R16 200.00	
		✓7 only Balance Sheet accounts here (no Nominal accounts)		
0		Nett loss	R360 900.00	
0		✓8 Balance sheet items first	R515 100.00	R515 100.00
0		Nett loss		R360 900.00
		✓9 only Nominal accounts here (no Balance Sheet accounts)		
	0001/000	Sales		R1 260 000.00
	0500/000	Cost of sales	R840 000.00	
	1000/000	Interest received on current account		R7 800.00
✓✓10,11	2000/000	Wages	R540 000.00	
expenses	2150/000	Telephone	R64 800.00	
sorted,	2050/000	Rent expense	R60 000.00	
biggest to	2200/000	Water and electricity	R48 600.00	
smallest	2250/000	Insurance	R36 000.00	
	2300/000	Stationery	R24 000.00	
	2100/000	Advertising	R15 300.00	
✓12 R-sign and 2 decimals everywhere			R1 628 700.00	R1 628 700.00

✓13 columns wide enough (all account names visible)

✓14 any neat lines

a) Gross profit % = $\frac{\text{Gross profit}}{\text{Sales}}$ x 100 ✓15 correct formula

✓16 Sales, ✓17 Cost of sales (accept both from TB if shown)

= $\frac{1260000-840000}{1260000}$ x 100

✓18 accept sales from TB, if shown

OR: ✓✓16,17 here (2 or 0)

= $\frac{420000}{1260000}$ x 100

= 33.33%

✓✓19,20 (2 or 0) ✓21 two decimals, % inside cell

b) Stock turnover rate = $\frac{\text{Cost of sales}}{\text{Average stock}}$ ✓22 correct formula

✓23 accept Cost of sales from a) or from TB if shown

= $\frac{\text{R840 000.00}}{\text{R84 000.00}}$

✓24 accept stock from TB, if shown

= 10.00 times ✓25

✓✓25,26 (2 or 0) ✓27 two decimals

✓29 ONE portrait page with TB AND calculations on one page [29]

Alternatives:

If Pastel Trial balance was given instead of this, can get mark 5-9, -1 for wrong printout

If analysis (a+b) was done on new page, can get mark 1,2,15-28, NOT-1 for wrong printout

Cannot get mark 29 for 1 page (must be TB AND calculations)

[69]

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QUESTION 2: SPREADSHEET

Examination number PRINTOUT 5

✓1 correct examination number, PRINTOUT 5 in a header (any place)

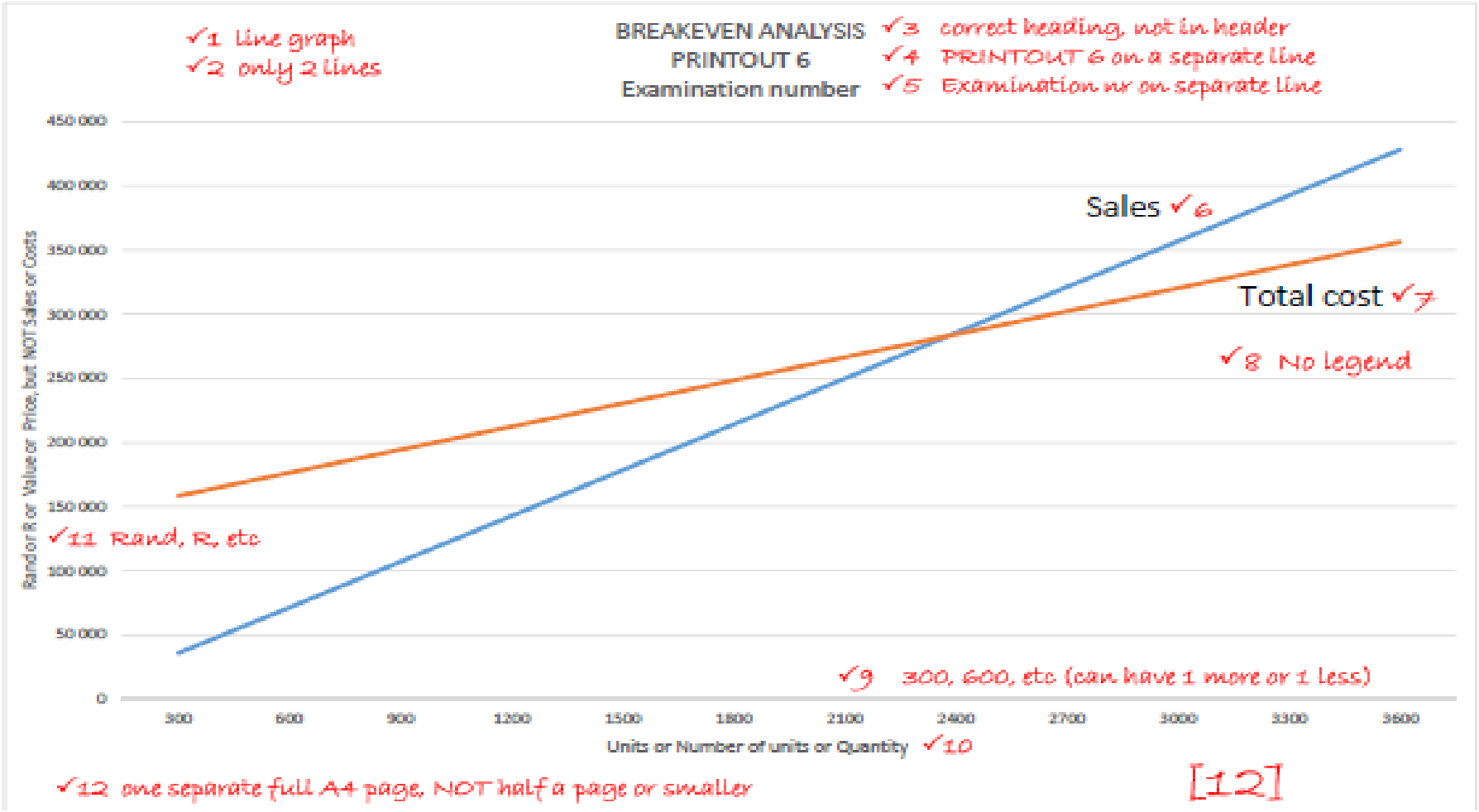
Number of units produced	3600
Fixed cost per unit	R39
Total cost per unit	R99
Selling price per unit	R119 ✓2
Variable cost per unit	R60 ✓3

Units	Sales	Variable cost	Fixed cost	Total cost	Profit or Loss
300	35 700	18 000	140 400	158 400	-122 700
600	71 400	36 000	140 400	176 400	-105 000
900	107 100	54 000	140 400	194 400	-87 300
1200	142 800	72 000	140 400	212 400	-69 600
1500	178 500	90 000	140 400	230 400	-51 900
1800	214 200	108 000	140 400	248 400	-34 200
2100	249 900	126 000	140 400	266 400	-16 500
2400	285 600	144 000	140 400	284 400	1 200
2700	321 300	162 000	140 400	302 400	18 900
3000	357 000	180 000	140 400	320 400	36 600
3300	392 700	198 000	140 400	338 400	54 300
3600	428 400	216 000	140 400	356 400	72 000
✓4	✓6	✓8	✓10	✓12	✓14
✓5	✓7	✓9	✓11	✓13	✓15

Notes:
Mark 4: start at 300 and intervals of 300
Mark 5: ends at 3 600 and 12 intervals
Mark 6, 8, 12, 14: look at values for 300 units only
Mark 7, 9, 13, 15: look at values for 3 600 units only
Mark 10: correct answer for fixed cost 140 400 ANYWHERE in that column
Mark 11: fixed cost SAME AMOUNT (right or wrong) in that column

✓16 integers everywhere
✓17 any neat horizontal and vertical lines
✓18 one portrait page

[18]



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9

Examination number

PRINTOUT 7

✓1 correct examination number and header changed to 7 (any place)

	A	B	C	D	E	F	G
1	Number of units produced			3600			
2	Fixed cost per unit			39			
3	Total cost per unit			99			
4	Selling price per unit			=D3+20	✓2		
5	Variable cost per unit			=D3-D2	✓3		
6	Units	Sales	Variable cost	Fixed cost	Total cost	Profit or Loss	
14	2400	=$D$4*A14	=$D$5*A14	=$D$2*$D$1	=C14+D14	=B14-E14	
15	2700	=$D$4*A15	=$D$5*A15	=$D$2*$D$1	=C15+D15	=B15-E15	
16	3000	=$D$4*A16	=$D$5*A16	=$D$2*$D$1	=C16+D16	=B16-E16	
17	3300	=$D$4*A17	=$D$5*A17	=$D$2*$D$1	=C17+D17	=B17-E17	
18	3600	=$D$4*A18	=$D$5*A18	=$D$2*$D$1	=C18+D18	=B18-E18	
19		✓4	✓6	✓8	✓10	✓11	Mark 4, 6, 8, 10, 11 is for the correct formula per column
20		✓5	✓7	✓9			Mark 5, 7, 9 is for the correct use of absolute cells $$
21	✓12 row and column headings						
22	✓✓13,14 (2 or 0) Filtered profits only (units 2400-3600 only)						
23	(can get mark 13 and 14 for filter only if row and column headings are shown)						
24	✓15 ONE landscape page, columns wide enough, but not too wide, still 100% size, not too small						
25	✓16 right footer used						
26	✓17 correct words in right footer						[17]

[47]

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QUESTION 3:SPREADSHEET

Examination number PRINTOUT 8

✓1 correct examination number, PRINTOUT 8 in a header (any place)

Clockcard of L Mayer for the weekend ended 3 April 2022						
Date	Day	Time in	Time out	Hours worked	Rate per hour	Amount
Apr 2	Saturday	08:30	12:30	4	195.00	780.00
Apr 3	Sunday	09:00	12:00	3	225.00	675.00

✓2 merged + centred ✓3 wrap ✓4 centred hor + vert

✓5 dates exactly as shown ✓6 Sat and Sunday ✓7 time format ✓8 ✓9 ✓10 ✓11 ✓12 ✓13

Payslip for the week ended: April 03, 2022	
Normal wage	5200.00
Overtime wage	1455.00
Gross wage	6655.00
Pension fund	390.00
Taxable wage	6265.00
UIF	52.00
Medical aid	450.00
PAYE	1263.60
Net wage	R4 499.40

✓14 date exactly as shown
✓15
✓16
✓17
✓18
✓19
✓20
✓21
✓22
✓23

✓24 two decimals and NO R-sign everywhere (clock card and payslip)
✓25 R-sign and 2 decimals for net wage
✓26 any neat lines
✓27 lines exactly as shown
✓28 one portrait page

[28]

Examination nr ✓1 correct examination number and header changed to 9 (any place) **PRINTOUT 9**

	A	B	C	D	E	F	G
1	Clockcard of L Mayer for the weekend ended 3 April 2022						
2	Date	Day	Time in	Time out	Hours worked	Rate per hour	Amount
3	44653	Saturday	0.354166666666667	0.520833333333333	=(D3-C3)*24	=5200/40*1.5	=E3*F3
4	44654	Sunday	0.375	0.5	=(D4-C4)*24	225	=E4*F4
5	✓2 dates must be these numbers or =DATE(2022,4,2) and =DATE(2022,4,3). Also check payslip date. Thus, 3 dates for this mark.			✓3 time as decimals less than 0 (4x) Need not be these decimals	✓✓4,5 Accept 1 mark for D-C without *24	✓6 =5200/40*1.5 OR =5200/40*150%	✓7
6	Payslip for the week ended:						
7	44654			Must be this number OR can be =A4			
8	Normal wage		5200				
9	Overtime wage		=SUM(G3:G4)	✓8 OR =G3+G4 (pointed at clock card)			
10	Gross wage		=SUM(C8:C9)	✓9 OR =C8+C9			
11	Pension fund		=C8*7.5%	✓10			
12	Taxable wage		=C10-C11	✓11			
13	UIF		=C8*1%	✓12			
14	Medical aid		450				
15	PAYE		=4000*18%+(C12-4000)*24%	✓13 4000*18% + ✓14 (C12-4000)*24%			
16	Net wage		=C12-SUM(C13:C15)	✓15 OR C12-C13-C14-C15			
17	✓16 row and column headings						
18	✓17 ONE landscape page AND columns wide enough to see all formulae, but not too wide, still 100% size, not too small						
19							[17]

[45]

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QUESTION 4: SPREADSHEET

Examination number PRINTOUT 10

✓1 correct examination number, PRINTOUT 10 in a header (any place)

Raw material budget	Beads		String		
Estimated production	340		340	✓3 (for both)	
x material per unit	100	✓4	0.7	✓5	
	34000		238.0		Mark 6: for closing stock and
Plus: Closing stock	5000	✓6 Beads	37.5	✓7 string	opening stock of beads
Less: Opening stock	-3000	OS and CS	-22.5	OS and CS	Must indicate opening stock
Material to be purchased	36000	✓8	253.0	✓9	with Less or -
x material cost	R0.06	✓10	R31.50	✓11	Mark 7: ditto for string
✓2 (for words)	R2 156.40	✓12	R7 969.50	✓13	

[13]

Note that the material budget for BEADS, not packets, was required. Thus, must work up to 36000 beads, not 36 packets

Alternative:

Mark 10: Accept material cost as R59.90 ONLY if you can see that he divided by 1000 to get to mark 12. In other words: he gives material cost per packet, not per bead, but knew he had to divide by 1000 to get to final answer

QUESTION 5: SPREADSHEET

Examination number PRINTOUT 11

✓1 correct examination number, PRINTOUT 11 in a header (any place)

Contract cost statement for the year ended 30 April 2022

Material	276 550	✓✓2,3 (2 or 0)
Direct labour	160 000	✓✓4,5 (2 or 0)
Indirect labour	300 000	✓✓6,7 (2 or 0)
Overheads	190 800	✓8
Subcontractors	28 000	✓✓9,10 (2 or 0)
Depreciation on machinery	132 000	✓✓11,12 (2 or 0)
Net contract cost	1 087 350	✓13
Contract price	1 750 000	✓14
Certified work		ignore any amount here
Uncertified work		ignore any amount here
Extras	55 000	✓15
Total Contract value	1 805 000	✓✓16,17 (2 or 0)
Net Profit	717 650	✓✓18,19 (2 or 0)
Provision for latent defects	105 000	✓✓20,21 (2 or 0)
Profit-and-Loss account	612 650	✓✓22,23 (2 or 0)

✓24 any neat lines

✓25 Integers (NO decimals) and NO R-sign everywhere

✓26 one portrait page

[26]

TOTAL: 200

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