higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

MARKING GUIDELINE

NATIONAL CERTIFICATE (VOCATIONAL)

APPLIED ACCOUNTING
NQF LEVEL 2

19 February 2025

This marking guideline consists of 11 pages.

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SECTION A

QUESTION 1

1.1	D	1.11	B
1.2	B	1.12	C
1.3	B	1.13	D
1.4	A	1.14	C
1.5	C	1.15	A
1.6	C	1.16	D
1.7	B	1.17	A
1.8	A	1.18	B
1.9	D	1.19	C
1.10	A	1.20	C

(20 × 1) **[20]**

QUESTION 2

2.1 2.1.1 Debtors control
2.1.2 Plan
2.1.3 Credited
2.1.4 Journal voucher

(4 × 1) (4)

2.2 2.2.1 A source document is proof that a transaction took place✓ and is used to record into journals.✓ **(OR similar)**

2.2.2 A duplicate tax invoice is a source document✓ used to enter credit sales in the debtor's journal.✓ **(OR similar)**

2.2.3 A debtor's allowance is when a debtor returns damaged goods✓ to the business it was purchased from.✓ **(OR similar)**

2.2.4 A creditors ledger is where individual creditors accounts✓ are recorded showing all account transactions.✓ **(OR similar)**

(4 × 2) (8)

2.3 2.3.1 R28 764✓ + R52 500✓ + R27 122✓= R108 386 (3)

2.3.2 R33 815✓ + R94 000✓ = R127 815✓ (3)

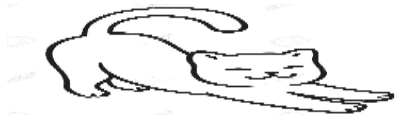
2.3.3 Profit – increases owner's equity✓ **OR** positive✓ (1)

2.3.4 Bad debts – decreases owner's equity ✓ **OR** negative✓ (1)

2.3.5 R85 000✓ – R3 250✓ = R81 750✓ (3)

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2.4



ALLEY KATZ CC
45 Whiskers Avenue, Frontline, 2001

DATE: 16 August 2024✓ RECEIPT NO: AK14✓

		R	C
Received from:	Candyland Ltd✓		
Payment for:	Rental of office space✓		
Amount of:	Three thousand six hundred and eighty rand only✓	3 680	00✓
Thank you SIGNATURE	P PALENI✓		

(7)
[30]

QUESTION 3

3.1

ASSETS	LIABILITIES	OWNER'S EQUITY
R204 520	204 520 – 101 245✓ = R103 275✓	R101 245
R28 920 + 16 720✓ = R45 640✓	R16 720	R28 920
R101 789	R35 684	R101789 – 35 684✓ = R66 105✓

(3 × 2) (6)

3.2 R976 x 8/100 = R 78,08✓ ; R976✓ - R78,08 = R897,92✓
OR
R976✓ x 92/100✓ = R897,92✓ (3)

3.3 TRIAL BALANCE OF SEED POTS AS AT 31 JULY 2024

ACCOUNTS	DEBIT	CREDIT
Capital		21 500✓
Trading stock	11 460✓	
Bank overdraft		3 650✓
Long term loan		9 320✓
Vehicles	4 995✓	
Wages	12 000✓	
Insurance	6 015✓	
	34 470	☑ Both **34 470**

(8)

3.4

120 days	90 days	60 days	30 days	Current	Balance
R0✓	R260✓	R410✓	R348✓	R1 220✓	R2 238✓

(6)

3.5	3.5.1	R1 537✓ – R450✓ + R255✓ - R132✓ = R1 210✓	(5)
	3.5.2	R1 210☑ – (R562 + R525)✓ = R123	(2)
			[30]

TOTAL SECTION A: 80

SECTION B

QUESTION 4

4.1 **CASH RECEIPTS JOURNAL OF TINY TREASURES – AUGUST 2024** **CRJ1**

Doc	Day	Details	Analysis	Bank	Sales	Cost of sales	Debtors control	Discount allowed	Sundry accounts		
									Amount	Fol	Details
CRR 143	3	Sales	8 494		8 494	5 480✓					
93	8	M Sesame	72 000	80 494✓					72 000		Capital✓**
94	16	PR Golden	2 484✓				2 760✓	276✓			
CRR 144	24	Sales	15 128		15 128	9 760✓					
95	25	Sunshine Bank	35 000	52 612✓					35 000		Loan: Sunshine bank✓**

✓ All document numbers entered correctly (10)
**Sundry amount and details must be correct for mark

4.2 **CASH PAYMENTS JOURNAL OF TINY TREASURES – AUGUST 2024** **CPJ1**

Doc	Day	Name of payee	Bank	Trading stock	Wages	Creditors control	Discount received	Sundry accounts		
								Amount	Fol	Details
192	6	Funland Ltd	6 327	6 327✓						
193	12	Mobile.Connect	2 145					2 145		✓Telephone **
194	20	Bambino CC	5 035✓			5 300✓	265✓			
195	23	Cash	1 500✓		1 000✓			500		Drawings✓**
196	29	Book Nook CC	485					485		Stationery✓**

✓ All document numbers entered (10)
** Sundry *amount and details* to be correct for mark

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4.3 **DEBTORS JOURNAL OF TINY TREASURES – AUGUST 2024** **DJ1**

Doc no	Day	Details	Sales	Cost of sales
TT45	9	B Getty	8 370✓	5 400✓
TT46	20	U Jegels	4 061✓	2 620✓

(4)

4.4 **DEBTORS ALLOWANCE JOURNAL OF TINY TREASURES – AUGUST 2024** **DAJ1**

Doc No	Day	Details	Debtors allowances	Cost of sales
CN21	22	U Jegels	992✓	640✓

(2)

4.5 **CREDITORS JOURNAL OF TINY TREASURES – AUGUST 2024** **CJ1**

Doc No	Day	Creditor	Creditors control	Trading stock	Sundry accounts		
					Amount	Fol	Details
569	11	Online Baby Co.	3 358	3 358✓			
T54	20	My Baby Cart	3 708	3 708✓			
66	27	Car Bazaar	215 850✓		215 850✓		Vehicles✓

(5)

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4.6 **CREDITORS ALLOWANCE JOURNAL OF TINY TREASURES – AUGUST 2024** **CAJ1**

Doc No	Day	Creditor	Creditors control	Trading stock	Sundry accounts		
					Amount	Fol	Details
DN39	13	Online Baby Co.	999✓	999✓			
DN40	28	Car Bazaar	26 850✓		26 850		Vehicles ✓**

**Sundry amount and details to be correct for a mark (4)

4.7 **GENERAL JOURNAL OF TINY TREASURES – AUGUST 2024** **GJ1**

Date	Details	Debit	Credit	Debtors control		Creditors control	
				Debit	Credit	Debit	Credit
10	Debtors control: MR Katz✓	145✓		145✓			
	Interest income✓		145✓				

(5)
[40]

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QUESTION 5

GENERAL LEDGER OF LITTLE EXPLORERS TRADERS

DR **BALANCE SHEET ACCOUNTS SECTION** CR

5.1 **BANK** **B4**

2024 July 1	Balance	b/d	7 000✓	2024 July 31	Total payments	CPJ	29 605✓
2024 July 31	Total receipts	CRJ	24 270✓		Balance	c/d	1 665✓
			31 270	←	✓	→	31 270
Aug 1	Balance	b/d	1 665☑				

(6)

5.2 **DEBTORS CONTROL** **B5**

2024 July 1	Balance	b/d	8 250✓	2024 July 31	Debtors allowances	DAJ	3 890✓
2024 July 31	Sales	DJ	21 654✓		Bank and discount allowed	CRJ	5 645✓
	Journal debits	GJ	175✓		Balance	c/d	20 544✓
			30 079	←	✓	→	30 079
Aug 1	Balance	b/d	20 544☑				

(8)

NOMINAL ACCOUNTS SECTION

5.3 **SALES** **N1**

				2024 July 31	Bank	CRJ	12 275✓
					Debtors control	DJ	21 654✓

(2)

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5.4 **COST OF SALES** **N2**

2024 July 31	Trading stock	DJ	14 934✓	2024 July 31	Trading stock	DAJ	2 683✓
	Trading stock	CRJ	8 465✓				

(3)

5.5 **STATIONERY** **N8**

2024 July 1	Total	b/d	1 870✓	2024 July 31	Creditors control	CAJ	310✓
2024 July 31	Creditors control	CJ	2 345✓				
	Bank	CPJ	3 230✓				

(4)

5.6 **RENT INCOME** **N10**

				2024 July 1	Total	b/d	1 100✓
				2024 July 31	Bank	CRJ	3 560✓

(2)

Instruction to markers:
NOTE: Where ONE mark is allocated in the amount column, both the detail and amount must be correct to allocate the ONE mark, unless if a mark (tick) is indicated next to the detail.

5.7 5.7.1 R7 862✓ – R3 923✓ – R830✓ = R3 109✓ (4)

5.7.2 Original credit note (1)

[30]

QUESTION 6

GENERAL LEDGER OF TOYS ARE FUN

DR **NOMINAL ACCOUNTS SECTION** CR

6.1 **Profit and loss account** N13

30 June	Water and electricity		5 790✓	30 June	Trading account		220 255✓
	Salaries		64 750✓		Interest on fixed deposit		6 500✓
	Petrol		5 985✓		Rent received		2 450✓
	Marketing		2 980✓				
	Discount allowed		1 560✓				
	Bank charges		850✓				
	Capital (net profit)		147 290✓				
			229 205		☑		**229 205**

☑ Process marking, BOTH totals to receive mark (11)

6.2 **BALANCE SHEET OF TOYS ARE FUN AS AT 30 JUNE 2024**

ASSETS	**Notes**		
Non-current assets			475 800☑
Land and buildings		350 000✓	
Equipment		25 800✓	
Fixed deposit: Local Bank (6,5%)		100 000✓	
Current assets			117 040☑
Trading stock		35 700✓	
Trade and other debtors		21 360✓	
Cash and cash equivalents (57 430✓+2 550)✓		59 980	
TOTAL ASSETS			592 840☑
EQUITY AND LIABILITIES			
Owner's equity			571 380
Capital	1.	571 380☑	
Non-current liabilities			
Current liabilities			21 460☑
Trade and other creditors		13 960✓	
Bank overdraft		7 500✓	
TOTAL EQUITY AND LIABILITIES			592 840☑

☑ Process marking – do not penalise twice (15)

6.3 **NOTES TO BALANCE SHEET**

1. CAPITAL		571 380☑
Balance	430 000✓	
Plus: Net profit	147 290☑	
Less: Drawings	5 910✓	

☑ Process marking – do not penalise twice (4)

Instruction to markers:
NOTE FOR THE PROFIT AND LOSS ACCOUNT: Where ONE mark is allocated in the amount column, both the detail and amount must be correct to allocate ONE mark.

[30]

QUESTION 7

No.	Source document	GENERAL LEDGER		Assets	Owner's equity	Liabilities
		Account debit	Account credit			
7.1	EFT proof of payment ✓	Drawings✓	Bank✓	-R4 788✓	-R4 788✓	0
7.2	Bank statement✓	Bank✓	Bad debts recovered✓	+R5 300✓	+R5 300✓	0
7.3	Duplicate credit note✓	Debtors Allowances✓	Debtors control: PJ Simba	-R980	-R980	0
		Trading stock	Cost of sales✓	+R700✓	+R700✓	0
7.4	Original purchase invoice ✓	Trading stock✓	Creditors control: Jolly Jacks✓	+R21 000✓	0	+R21 000✓

[20]

TOTAL SECTION B: 120
GRAND TOTAL: 200

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