



**higher education
& training**

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

MARKING GUIDELINE

NATIONAL CERTIFICATE

DATA MANAGEMENT: FARMING N6

6 JUNE 2019

This marking guideline consists of 13 pages.

SECTION A**QUESTION 1**

1.1	1.1.1	C		
	1.1.2	C		
	1.1.3	C		
	1.1.4	C		
	1.1.5	A		
	1.1.6	B		
	1.1.7	D		
	1.1.8	B		
	1.1.9	C		
	1.1.10	C		
			(10 × 2)	(20)
1.2	1.2.1	C		
	1.2.2	F		
	1.2.3	D		
	1.2.4	A		
	1.2.5	H		
	1.2.6	B		
			(6 × 2)	(12)
				[32]

QUESTION 2

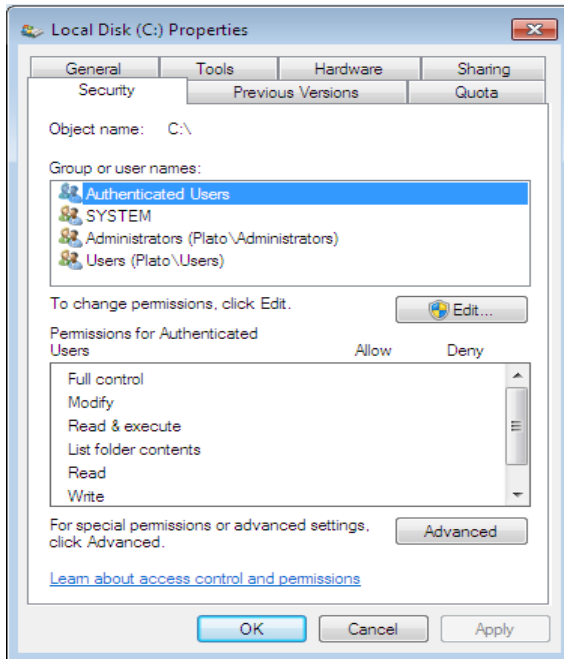
2.1	2.1.1	True		
	2.1.2	False✓ – The address does not have the @ sign.✓		
	2.1.3	False✓ – World Wide Web Worm✓		
	2.1.4	False✓ – Uploading✓		
	2.1.5	True		
	2.1.6	True		
	2.1.7	False✓ – Authentication. ✓		
	2.1.8	False✓ – Internet Explorer is a browser.✓		
	2.1.9	True		
	2.1.10	False✓ – HTML stands for Hypertext Markup Language.✓		
			(10 × 2)	(20)

- 2.2
- Research
 - Banking
 - Emails
 - Marketing
 - E-learning
 - Online purchases
 - Weather updates
- (Any 5 × 2) (10)
- 2.3
- Reduces injuries, errors, defects and costs
 - Reduces employee absence
 - Improves satisfaction
 - Improves productivity
 - Reduces workplace stress
- (Any 2 × 2) (4)
- 2.4
- A request for proposal is drafted
 - Requests are sent to suppliers
 - A short list is compiled
 - The suppliers on the short list are evaluated
 - The final selection is made
- (5)
- 2.5
- Outright purchase✓
 Purchasing and paying cash for a computer. It is the cheapest form of financing. Advantages include it being cheap and immediate ownership. Disadvantages include high initial costs, high maintenance costs, limited cash flow and computer may outdate fast.✓✓
- Leasing✓
 The finance company purchases a computer selected by the user. The user pays rent for a certain period, which covers the cost of the equipment and interest. Advantages include being more flexible, no problems with cash flow and it allows the user a free choice. Disadvantages include it being more expensive than a purchase, ownership remaining with the finance company and poor flexibility for an upgrade.✓✓
- Suspensive sale agreements
 Same as a lease, except ownership is automatically transferred to the user after the payment of the last installment. Equipment reflects on the balance sheet.
- Renting from the manufacturer
 Only financially strong manufacturers will be able to render this facility to the user. No initial capital outlay and maintenance provided by the manufacturer. Most expensive form of financing. Freedom and independence are restricted by the agreement with the manufacturer.
- (Any 2 × 2) (4)
- [44]**

QUESTION 3

EXAMINATION NUMBER ✓

QUESTION 3 ✓



✓ print screen ✓ ✓ correct PRINTOUT

[5]

TOTAL SECTION A:

80

SECTION B

QUESTION 4

EXAMINATION NUMBER ✓ QUESTION NUMBER ✓

4.1

	A	B	C	D	E	F	G	H
1	JOBERT ORCHARDS							
2	FRUIT HARVEST AND SALES							
		TONNES	PRODUCTION COST/ TONNE	MARK UP	SELLING PRICE/ TONNE	% PROFIT / TONNE	TOTAL INCOME	COMMISSION
3	FRUIT	SOLD						
4	PAPAYA	1.3	4500	A	B	C	D	E
6	KIWI	0.9	6200					
6	GRANADILA	2	6500					
7	MANGO	4.5	3000					
8	POMEGRANATE	3.8	2500					
9	DRAGON FRUIT	2.6	3200					
10	BLUE BERRIES	2	7500					
11	STRAWBERRIES	0.7	7100					
12	TOTAL	F		F				
13	AVERAGE	G		G				
14	HIGHEST PROFIT	H						
15							MARK UP	
16						2000	5%	
17						3000	10%	
18						4000	15%	
19						5000	20%	
20						6000	25%	
21						7000	30%	
22						8000	35%	

PRINT SINGLE PAGE LANDSCAPE ✓ WITHOUT ROW, COLUMN HEADINGS AND GRID LINES ✓

ACCURACY ✓✓

(6)

4.2

BLANK ROWS 2, 4, 14 AND 18 ✓

HORIZONTAL ✓ VERTICAL ✓ LINES

SORTING IN DESCENDING ACCORDING TO TONNES ✓

	A	B	C	D	E	F	G	H
1	<u>JOBERT ORCHARDS</u>							
2	<i>M/HEADING: M&C ✓ COOPER BLACK 16PT ✓ DOUBLE UNDERLINE ✓</i>							
3	<u>FRUIT HARVEST AND SALES</u>		<i>ITALIC ✓ UNDERLINE ✓</i>					
4								
5	FRUIT	TONNES SOLD	PRODUCTION COST/ TONNE	MARK UP	SELLING PRICE/ TONNE	PROFIT/ TONNE	TOTAL INCOME	COMMISSION
6	PAPAYA	1.3	R 4 500.00	15%	R 5 175.00	R 675.00	R 6 727.50	R 0.00
7	KIWI	0.9	R 6 200.00	25%	R 7 750.00	R 1 550.00	R 6 975.00	R 0.00
8	GRANADILA	2	R 6 500.00	25%	R 8 125.00	R 1 625.00	R 16 250.00	R 2 437.50
9	MANGO	4.5	R 3 000.00	10%	R 3 300.00	R 300.00	R 14 850.00	R 2 227.50
10	POMEGRANATE	3.8	R 2 500.00	5%	R 2 625.00	R 125.00	R 9 975.00	R 1 496.25
11	DRAGON FRUIT	2.6	R 3 200.00	10%	R 3 520.00	R 320.00	R 9 152.00	R 1 372.80
12	BLUE BERRIES	2	R 7 500.00	30%	R 9 750.00	R 2 250.00	R 19 500.00	R 2 925.00
13	STRAWBERRIES	0.7	R 7 100.00	30%	R 9 230.00	R 2 130.00	R 6 461.00	R 0.00
14								
15	TOTAL	17.8			R 49 475.00	R 8 975.00	R 89 890.50	R 10 459.05
16	AVERAGE	2.225		19%	R 6 184.38	R 1 121.88	R 11 236.31	R 1 307.38
17	HIGHEST PROFIT					R 2 250.00		
18								
19	<i>CALCULATIONS: A-H= 8X2=16 ✓✓✓✓✓✓✓✓✓✓✓✓✓✓✓✓</i>		<i>R SIGN AND 2DECIMAL PLACES. ✓ INTEGERS ✓</i>				MARKUP	
20						2000	5%	
21						3000	10%	
22						4000	15%	
23	<i>CENTER AND BOLD A-H ✓✓</i>					5000	20%	
24						6000	25%	
25	<i>LANDSCAPE ✓ WITH ROW AND COLUMN HEADINGS, ✓ BUT NO GRIDLINES. ✓ TWO PAGES ✓</i>					7000	30%	
26						8000	35%	

BOLD AND CENTER COLUMN HEADINGS ✓ WRAP TEXT ✓

4.3

JOBERT ORCHARDS							
FRUIT HARVEST							
FRUIT	TONNES SOLD	PRODUCTION COST/ TONNE	MARK UP	SELLING PRICE/ TONNE	PROFIT/ TONNE	TOTAL INCOME	COMMISSION
PAPAYA	1.3	4500	=VLOOKUP (C6, \$F\$20: \$G\$26, 2)	=(D6*C6)+C6	=E6-C6	=B6*E6	=IF (B6>=2, 15%*G6, 0)
KIWI	0.9	6200	=VLOOKUP (C7, \$F\$20: \$G\$26, 2)	=(D7*C7)+C7	=E7-C7	=B7*E7	=IF (B7>=2, 15%*G7, 0)
GRANADILA	2	6500	=VLOOKUP (C8, \$F\$20: \$G\$26, 2)	=(D8*C8)+C8	=E8-C8	=B8*E8	=IF (B8>=2, 15%*G8, 0)
MANGO	4.5	3000	=VLOOKUP (C9, \$F\$20: \$G\$26, 2)	=(D9*C9)+C9	=E9-C9	=B9*E9	=IF (B9>=2, 15%*G9, 0)
POMEGRANATE	3.8	2500	=VLOOKUP (C10, \$F\$20: \$G\$26, 2)	=(D10*C10)+C10	=E10-C10	=B10*E10	=IF (B10>=2, 15%*G10, 0)
DRAGON FRUIT	2.6	3200	=VLOOKUP (C11, \$F\$20: \$G\$26, 2)	=(D11*C11)+C11	=E11-C11	=B11*E11	=IF (B11>=2, 15%*G11, 0)
BLUE BERRIES	2	7500	=VLOOKUP (C12, \$F\$20: \$G\$26, 2)	=(D12*C12)+C12	=E12-C12	=B12*E12	=IF (B12>=2, 15%*G12, 0)
STRAWBERRIES	0.7	7100	=VLOOKUP (C13, \$F\$20: \$G\$26, 2)	=(D13*C13)+C13	=E13-C13	=B13*E13	=IF (B13>=2, 15%*G13, 0)
TOTAL	=SUM (B6: B13)			=SUM (E6: E13)	=SUM (F6: F13)	=SUM (G6: G13)	=SUM (H6: H13)
AVERAGE	=AVERAGE (B6: B13)		=AVERAGE (D6: D13)	=AVERAGE (E6: E13)	=AVERAGE (F6: F13)	=AVERAGE (G6: G13)	=AVERAGE (H6: H13)
HIGHEST PROFIT				=MAX (F6: F13)			
					MARKUP		
					2000	0.05	
					3000	0.1	
					4000	0.15	
					5000	0.2	
					6000	0.25	
					7000	0.3	
					8000	0.35	

CHANGE QUESTION TO 4.3✓

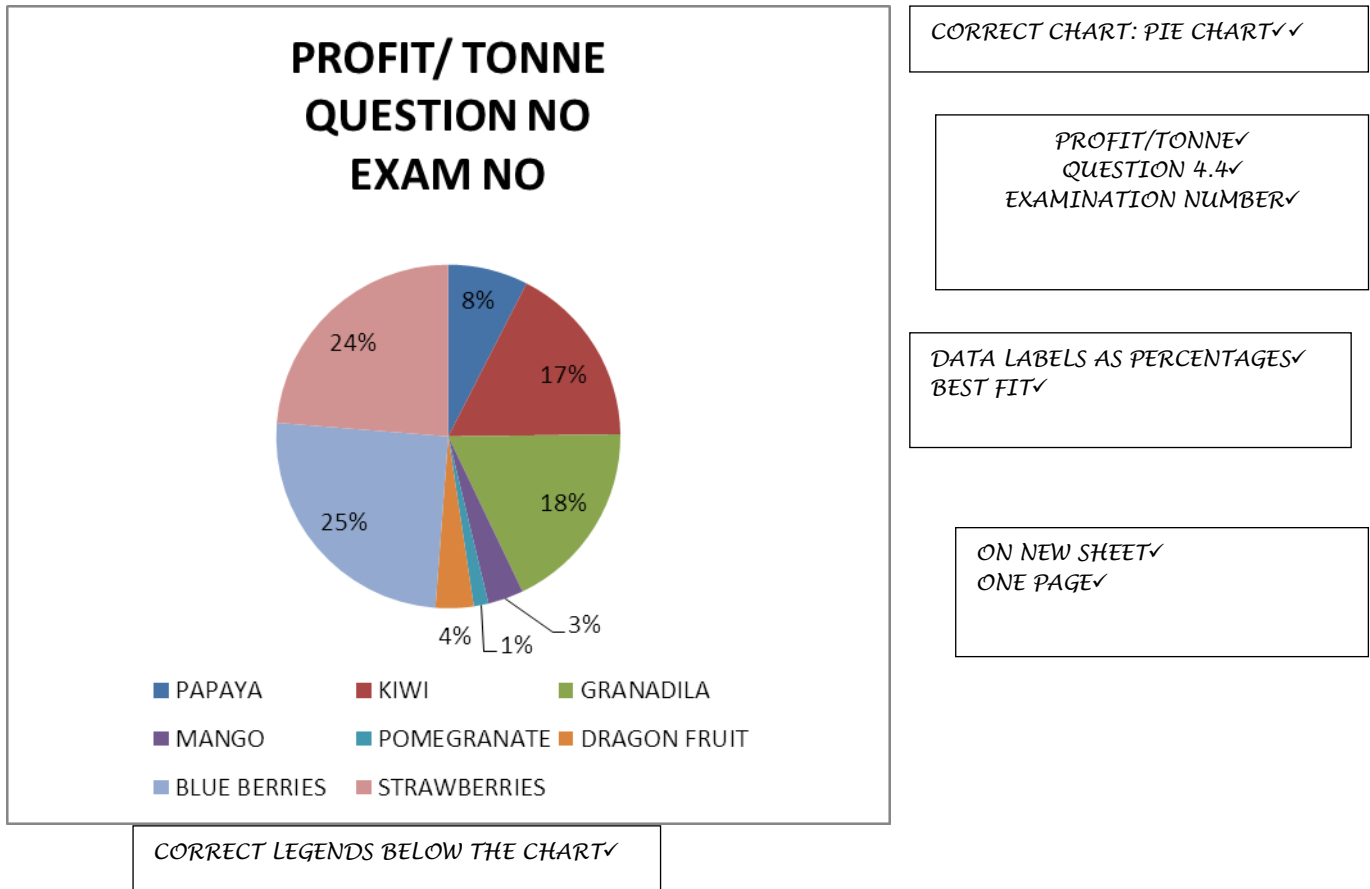
ADJUST COLUMN WIDTHS ✓

FORMULAE: A✓, B✓, C✓, D✓, E✓, F✓, G✓H✓

PRINT: LANDSCAPE✓ WITHOUT ROW, COLUMN HEADINGS✓ AND GRIDLINES,✓ 2 PAGES✓

(14)

4.4



CORRECT CHART: PIE CHART✓✓

PROFIT/TONNE QUESTION 4.4✓ EXAMINATION NUMBER✓

DATA LABELS AS PERCENTAGES✓ BEST FIT✓

ON NEW SHEET✓ ONE PAGE✓

CORRECT LEGENDS BELOW THE CHART✓

(10)
[66]

QUESTION 5

PAGE NO. ALL PAGES TOP LEFT✓

1

LIFE IS A GARDEN

HEADING: BOLD✓, UNDERLINE✓, BAUHAUS 93✓, SIZE 16 PT✓
--

1 ST PARAGRAPH: INDENTION,✓✓ DOUBLE LINE SPACING,✓ CENTRED✓
--

Anyone can grow a food
garden ... you don't
necessarily need a big space
or a lot of technical
knowledge, just the
willingness to get your
hands dirty. We look at
three urban gardens and talk
to their caretakers about
all things green and
glorious.

Six years or so ago, Joy had a management consulting career focusing on business process re-engineering and change management - phew. However, these days she earns a living designing urban food gardens, which is nice work if you can get it. So, how did she do it? A combination of circumstances meeting inspiration. Jo left work when she became a mother and her passion for good food and decor blossomed as she poured over magazines and watched TV between feeds and naps. She decided to grow her own vegetables and herbs, so that she could have access to some of the ingredients used in shows such as Master Chef. The rest is history.

- Her passion for creating gardens that are edible and is beautiful blossomed into a fledging business and for me it is more evident in Spring than any other time of year.
- There is a great sense of discipline in nature for me.
- There is a great sense of 'now or never' when the first buds open, seeds reveal themselves from the

BULLETS ALL CORRECT SENTENCES✓

weeds and the first fragrance is emitted as new flowers bloom.

- That energy behind the awakening of plants from their winter sleep is mysterious and fills me with awe.

B✓, IV✓, R/ALIGN✓

Joy's top gardening tip

'Plan, plan and plan some more. An annual plan that takes into account time to sow, seedlings, time to mature, maintenance, harvest and spatial requirements is a small-space gardener's best friend.'

1. Benoni Child Welfare

NUMBERING
WITH FULL
STOP, IN THE
MARGIN✓

The Collins House of Youth Care Centre in Benoni is a place of Safety, which forms part of the Greater Benoni Child Welfare, and accommodates 20 children between the ages of 3 and 13 in need of protection as they have either been abandoned or physically and emotionally abused and neglected. The Ackerman Pick 'n Pay Foundation supports a food garden for the centre, which the children love, says Greater Benoni Child Welfare Director, Elsie Labuschagne.

2. Over weekends

'Over weekends, the children tend to it and they like to pick fresh vegetables, such as tomatoes, green beans, carrots and strawberries, and eat them on the spot. This also empowers them with life skills and teaches them to be self-sufficient and healthy.' The benefits extend far beyond self-sufficiency - research has found that gardening can aid the development of cognitive and social skills in children.

3. Loving food gardening

'I love food gardening,' says Elsie, 'as we can share the fresh produce with some of our foster parents in Daveyton as well, and we teach the children at Colin House CYCC how to start their own gardens and benefit from it. My gain from it is very selfish as I love the tranquillity and sense of achievement I experience when I work in it and sample the vegetables.'

COPY OF
PARAGRAPH
H 2✓

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Jo left work when she became a mother and her passion for good food and decor blossomed as she poured over magazines and watched TV between feeds and naps. She decided to grow her own vegetables and herbs, so that she could have access to some of the ingredients used in shows such as Master Chef. The rest is history.

VEGETABLES FOR LIFE		
Leaf	Root	SOCIO-CULTURAL
Spinach	Yam	Tomato
Cabbage	Turnip	Eggplant
Lettuce	Turmeric	Pepper
Cress	Carrot	Chayote


CORRECT TABLE, ✓ *CORRECT INFORMATION* ✓
MAIN HEADING: BOLD, ✓ *SHADED,* ✓ *DOUBLE BORDER,* ✓ *CENTER* ✓
HIGHLIGHT COLUMN HEADINGS ✓

FOOTER ✓ *EXAM NO LEFT AND QUESTION 5*
RIGHT ✓

[25]

QUESTION 6

6.2

FRUIT							
NO	FRUIT NAME	FRUIT TYPE	PLANTING D	SELLING PRI	DRIED	EXAM NO	QUESTION 3
1	Banana	Fleshy	2015/02/06	R 1 200.00	<input checked="" type="checkbox"/>		
2	Achene	Dry indehiscent	2014/06/02	R 1 750.00	<input type="checkbox"/>		
3	Follicle	Dry dehiscent	2016/08/07	R 2 455.00	<input type="checkbox"/>		
4	Mulberry	Multiple	2010/10/11	R 1 625.00	<input checked="" type="checkbox"/>		
5	Raspberry	Aggregate	2011/09/22	R 1 800.00	<input checked="" type="checkbox"/>		
6	Craneberry	Fleshy	2012/01/10	R 2 150.00	<input type="checkbox"/>		
	7 Pine apple	Multiple	2014/09/12	R 1 700.00	<input checked="" type="checkbox"/>		
*	(New)				<input type="checkbox"/>		

COLUMNS	✓	✓	✓	✓	✓	✓	✓	✓
---------	---	---	---	---	---	---	---	---

LANDSCAPE ✓

TOTAL TABLE (10)

6.3

C:\Users\user\Documents\VEGETABLE.accdb 08 September 2017
Table: FRUIT Page: 1

✓ CORRECT INFO

Name	Type	Size
NO	Long Integer	
FRUIT NAME	Text	
FRUIT TYPE	Text	
PLANTING DATE	Date/Time	
SELLING PRICE	Currency	8
DRIED	Yes/No	1
EXAM NO	Long Integer	4
QUESTION 3	Text	10

CORRECT INFO
IN COLUMNS
✓✓✓

PRINT: PORTRAIT ✓

TOTAL: STRUCTURE (5)

6.4

TITLE ✓

NO	FRUIT NAME	FRUIT TYPE	PLANTING D	SELLING PRI	DRIED	EXAM NO	QUESTION 3
1	Banana	Fleshy	2015/02/06	R 1 200.00	<input checked="" type="checkbox"/>		
2	Achene	Dry indehiscer	2014/06/02	R 1 750.00	<input type="checkbox"/>		
3	Follicle	Dry dehiscent	2016/08/07	R 2 455.00	<input type="checkbox"/>		
4	Mulberry	Multiple	2010/10/11	R 1 625.00	<input checked="" type="checkbox"/>		
5	Raspberry	Aggregate	2011/09/22	R 1 800.00	<input checked="" type="checkbox"/>		
6	Craneberry	Fleshy	2012/01/10	R 2 150.00	<input type="checkbox"/>		
7	Pine apple	Multiple	2014/09/12	R 1 700.00	<input checked="" type="checkbox"/>		

ALL INFO
CORRECT ✓

PRINT: LANDSCAPE ✓

TOTAL: QUERY (3)

6.5

FRUIT
EXAM NO QUEST3 QUERY
EXAM NO QUEST3 REPORT
×

EXAM NO QUEST3 REPORT

TITLE ✓✓

NO FLESHY ✓

CORRECT HEADINGS ✓

PLANTING DATE	FRUIT NAME	FRUIT TYPE	SELLING PRICE
2016/08/07	Follicle	Dry dehiscent	R 2 455.00
2014/09/12	Pine apple	Multiple	R 1 700.00
2014/06/02	Achene	Dry indehiscent	R 1 750.00
2011/09/22	Raspberry	Aggregate	R 1 800.00
2010/10/11	Mulberry	Multiple	R 1 625.00
TOTAL			R 9 330.00

08 September 2017

PRINT: PORTRAIT ✓

TOTAL: REPORT (11)

✓✓ CORRECT
CALCULATED
TOTAL

SORTING IN
DESCENDING ✓
ACCORDING TO
PLANTING
DATE ✓

WORD TOTAL ✓✓

[29]

TOTAL SECTION B: 120
GRAND TOTAL: 200