



**higher education
& training**

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

MARKING GUIDELINE

NATIONAL CERTIFICATE

COMPUTERISED FINANCIAL SYSTEMS N5

16 November 2023

This marking guideline consists of 12 pages.

SECTION A: QUESTION 1.2.3 – PRINTOUT 1

Educational No: MTT Marking Guideline		03/10/22 11:58 Page: 1						
Budget Report - This Year		Prepared by: Educational Pack						
	April October	May November	June December	July January	August February	September March	Annual Total	
0001/000 Sales revenue	0 0	0 0	0 0	0 0	0 0	0 -150290 ✓	-150290	
0050/000 Interest income	0 0	0 0	0 0	0 0	0 0	0 -5600 ✓	-5600	
1050/000 Inventory purchases	0 0	0 0	0 0	0 0	0 0	0 320500 ✓	320500	
2000/000 Credit losses	0 0	0 0	0 0	0 0	0 0	0 28600 ✓	28600	
2050/000 Advertising and promotions	0 0	0 0	0 0	0 0	0 0	0 11028 ✓	11028	
2100/000 Salaries and wages	0 0	0 0	0 0	0 0	0 0	0 12800 ✓	12800	
2200/000 Water and electricity	0 0	0 0	0 0	0 0	0 0	0 8450 ✓	8450	
2300/000 Insurance	0 0	0 0	0 0	0 0	0 0	0 12900 ✓	12900	
----- End of Report -----								

(11)

MARK THE CORRECT AMOUNTS IN PERIOD 12, MARCH.

ONLY ACCOUNTS 0001 - 2300 PRINTED ✓

AMOUNTS ONLY IN MARCH AND 0 IN THE OTHER MONTHS ✓

NO ZERO ITEMS PRINTED ✓

QUESTION 1.3.2 – PRINTOUT 2

Per	Date	GCS	Account	Reference	Description	Project	Debit	Credit	Contra
12	31/03/22	G	7800/000-Inventory ✓	J22	Inventory on hand - physical count R Danielson debt written off } ✓		40,800.00 ✓		1100/000 ✓
12	31/03/22	G	2000/000-Credit losses ✓	J22			2,600.00 ✓		7400/000 ✓
12	31/03/22	G	1100/000-Closing inventory	ZContras	Generated General Journal		40,800.00	1100/000	
12	31/03/22	G	7400/000-Trade receivable control	ZContras	Generated General Journal		2,600.00	7400/000	
----- End of Report -----									

(8)

MARK THE CORRECT AMOUNTS, DEBITED OR CREDITED CORRECTLY
DESCRIPTION: MARK ANY SUITABLE DESCRIPTIONS

ALTERNATIVE PRINTOUTS:

MARK ENTRY TYPE DETAILS OR TRIAL BALANCE

-1 FOR WRONG PRINTOUT

QUESTION 1.3.4 – PRINTOUT 3

Educational No: MTT Marking Guideline		03/10/22 12:24 Page: 1	
Trial Balance : 01/04/21 to 31/03/22 ✓		Prepared by: Educational Pack	
Budget	Account	DR	CR
0.00	5000/000 Capital		590,083.00 ✓
0.00	5100/000 Retained income		235,545.00 ✓
0.00	5200/000 Drawings	77,106.00 ✓	
0.00	6000/000 Land and buildings	125,879.00 ✓	
	6100/000 Vehicles - Net carrying value		
0.00	6100/010 Vehicles - Cost price	100,708.00 ✓	
0.00	6100/020 Vehicles - Accumulated depreciation		36,401.00 ✓
0.00	7100/000 Fixed deposit: SB Bank (9%)	50,600.00 ✓	
0.00	7300/000 Bank	109,100.00 ✓	
0.00	7400/000 Trade receivable control	62,491.00 ✓	
0.00	7500/000 Provision for credit losses		12,625.00 ✓
0.00	7800/000 Inventory	40,800.00 ✓	
0.00	Nett Loss	307,970.00	
<u>0.00</u>		<u>874,654.00</u>	<u>874,654.00</u>
0.00	Nett Loss		307,970.00
-150,290.00	0001/000 Sales revenue		
-5,600.00	0050/000 Interest income		
0.00	1000/000 Opening inventory	76,710.00 ✓	
320,500.00	1050/000 Inventory purchases	258,800.00 ✓	
0.00	1100/000 Closing inventory		40,800.00 ✓
28,600.00	2000/000 Credit losses	2,600.00 ✓	
11,028.00	2050/000 Advertising and promotions		
12,800.00	2100/000 Salaries and wages		
8,450.00	2200/000 Water and electricity		
12,900.00	2300/000 Insurance	10,660.00 ✓	
<u>238,388.00</u>		<u>348,770.00</u>	<u>348,770.00</u>

(20)

BALANCE SHEET ACCOUNTS PRINTED FIRST ✓

ZERO ITEMS PRINTED ✓

QUESTION 1.4.5 – PRINTOUT 4

Educational No: MTT Marking Guideline		23/09/22 12:13 Page: 1						
Budget Report - Next Year ✓		Prepared by: Educational Pack						
	March September	April October	May November	June December	July January	August March	Annual Total	
0001/000	0	0	0	0	0	0		
Sales revenue	0	0	0	0	0	-165319 ✓	-165319	
0050/000	0	0	0	0	0	0		
Interest income	0	0	0	0	0	-6160 ✓	-6160	
1000/000	0	0	0	0	0	0		
Opening inventory	0	0	0	0	0	0	0	
1050/000	0	0	0	0	0	0		
Inventory purchases	0	0	0	0	0	352550 ✓	352550	
1100/000	0	0	0	0	0	0		
Closing inventory	0	0	0	0	0	0	0	
2000/000	0	0	0	0	0	0		
Credit losses	0	0	0	0	0	31460 ✓	31460	
2050/000	0	0	0	0	0	0		
Advertising and promotion	0	0	0	0	0	12131 ✓	12131	
2100/000	0	0	0	0	0	0		
Salaries and wages	0	0	0	0	0	14080 ✓	14080	
2200/000	0	0	0	0	0	0		
Water and electricity	0	0	0	0	0	9295 ✓	9295	
2300/000	0	0	0	0	0	0		
Insurance	0	0	0	0	0	14190 ✓	14190	
----- End of Report -----								

(11)

ONLY NOMINAL ACCOUNTS (0001 - 2300) PRINTED ✓

AMOUNTS ONLY IN PERIOD 12, MARCH AND 0 IN THE OTHER MONTHS ✓

QUESTION 1.5.2 – PRINTOUT 5

Educational No: MTT Marking Guideline

SUMMARY OF ASSETS AND OWNERS EQUITY

FOR THE YEAR ENDED 31/03/22

EXAMINATION NUMBER

03/10/22 12:56 Page: 1

Prepared by: Educational Pack

} ✓ All three lines must be correct

2022
MARCH

ASSETS

NON CURRENT ASSETS

		240,786.00
Land and buildings	125,879.00 ✓	
Vehicles - Net carrying value	64,307.00 ✓	
Other financial assets	50,600.00 ✓	
	<hr/>	

CURRENT ASSETS

		199,766.00
Bank	109,100.00 ✓	
Trade receivable control	62,491.00 ✓	
Provision for credit losses	<12,625.00> ✓	
Inventory	40,800.00 ✓	
	<hr/>	

TOTAL ASSETS

440,552.00 ✓

OWNER'S EQUITY

		748,522.00
Capital	590,083.00 ✓	
Retained income	235,545.00 ✓	
Drawings	<77,106.00> ✓	
	<hr/>	

(15)

_SC x 2 ✓

_XC x 1 ✓

_DC x 1 ✓

QUESTION 1.5.3 – PRINTOUT 6

Educational No: MTT Marking Guideline						03/10/22 13:18 Page: 1				
Report Format Printout : File - ACCREP09.DAT						Prepared by: Educational Pack				
Report Headings 1SUMMARY OF ASSETS AND OWNERS EQUITY 2FOR THE YEAR ENDED #E 3EXAMINATION NUMBER 4										
Index Description MY SFP ✓										
Print Options Omit Standard Headings N										
Report Format Report Type U Decimals to Use No Rounding Note Reference Column N										
} Correct information in line 1, 2 and 3 ✓ } N, U, no rounding, N ✓										
Col	Amt	Typ	From	To	Heading 1	Heading 2	A/C	No.	Description	
01	T	R	-11	0	2022	MARCH	A			
} All column headings are correct ✓										
Sk	Prt	DC	Sup	Description			Formula	Not e	No.	Act
1	R	D	N	ASSETS						
1	R	D	N	NON CURRENT ASSETS			CT02+ CT03	1		A
1	L	D	N				CM02			
1	L	D	N	Other financial assets			CT03	2		A
1	L	D	N	_SC						
2	R	D	N	CURRENT ASSETS			CT04	3		A
1	L	D	N				CM04			
1	L	D	N	_XC						
1	R	D	N	TOTAL ASSETS			CT02+ CT03+ CT04	1		A
1	R	D	N	_DC						
3	R	C	N	OWNER'S EQUITY			CT01	4		A
1	L	C	N				CB01			
1	L	C	N	_SC						
} ✓ } ✓ } ✓										
----- End of Report -----										

(8)

QUESTION 1.6.4 – PRINTOUT 7

EXAMINATION NUMBER		EXCEL REPORT	
	A	B	C
1	Educational No: MTT Marking Guideline		
2	SUMMARY OF ASSETS AND OWNERS EQUITY		
3	FOR THE YEAR ENDED 31/03/22 Date: 03/10/22		
4	EXAMINATION NUMBER Page: 1		
5			
6		2022	
7		MARCH	
8	ASSETS		
9	NON CURRENT ASSETS		R240,786
10	Land and buildings	R125,879	
11	Vehicles - Net carrying value	R64,307	
12	Other financial assets	R50,600	
13	CURRENT ASSETS		R199,766
14	Bank	R109,100	
15	Trade receivable control	R62,491	
16	Provision for credit losses	-R12,625	
17	Inventory	R40,800	
18	TOTAL ASSETS		R440,552
19	OWNER'S EQUITY		-R748,522
20	Capital	-R590,083	
21	Retained income	-R235,545	
22	Drawings	R77,106	

(7)

COLUMN B DELETED ✓

ALL SUB-HEADINGS DISPLAYED IN BOLD AS INDICATED ✓✓ (2 MARKS OR 0)

ANY NEAT BORDERS ✓

ALL AMOUNTS DISPLAYED AS CURRENCY WITH NO DECIMALS ✓

HEADER: EXAM NUMBER LEFT AND EXCEL REPORT RIGHT ✓

ROW AND COLUMN HEADINGS ✓

[80]

TOTAL SECTION A: 80

SECTION B: QUESTION 2 - PRINTOUT 8

✓ Bold and increase font to 14

MANUFACTURING STATEMENT OF COMPREHENSIVE INCOME FOR MPULO MANUFACTURERS AS AT 30 APRIL 2022

Sales (finished goods)		✓ ✓ R192,500
Less: Cost of finished goods		✓ R94,800
Finished goods opening inventory	✓ R37,400	
Plus: Cost of goods manufactured	✓ R83,500	
Less: Finished goods closing inventory	✓ -R26,100	
Gross profit		☑ R97,700
Plus: Other income		✓ R2,000
Office rental income	R2,000	
Gross income		☑ R99,700
Less: Operating expenses		☑ R96,330
Advertising	✓ R1,785	
Bank charges	✓ R580	
Delivery cost of finished goods	✓ R300	
Credit losses (bad debts)	✓ R800	
Electricity	✓ ✓ R12,600	
Loss on sale of office equipment	✓ R2,600	
Rates and taxes	✓ ✓ R8,750	
Rent paid	✓ ✓ R66,500	
Repairs	✓ ✓ R1,175	
Telephone	✓ ✓ R1,240	
NET PROFIT		☑ R3,370

- ✓ Footer left and right must be correct to award one mark
- ✓ Currency with NO decimals on all monetary amounts
- ✓ Neat lines inserted on the spreadsheet

[30]

Examination number

Question

IGNORE THE LESS/MINUS SIGN IN THE AMOUNT COLUMN IF THE WORD LESS IS TYPED IN NEXT TO THE DESCRIPTION ON THE LEFT.

QUESTION 3 - PRINTOUT 9

Examination number

QUESTION 3

- ✓ Main heading Bold, merge and centred

Inventory valuation sheet (weighted average) of Moosa's Boutique - 31 August 2021

DATE	QUANTITY			UNIT PRICE	COST PRICE		
	PURCHASES	SALES	ON HAND		PURCHASES	SALES	ON HAND
1			52	R599			✓ R31,148
6	✓ 29			R500	✓ R14,499		
			✓ 81	✓ R564			✓ R45,647
9		✓ 19	62	R564		✓ R10,707	✓ R34,939
13	✓ 55			R900	✓ R49,497		
			✓ 117	✓ R722			✓ R84,437
15	✓ 36			R1,200	✓ R43,200		
			✓ 153	✓ R834			✓ R127,637
24		✓ 42	111	R834		✓ R35,037	✓ R92,599
31		✓ 26	✓ 85	R834		✓ R21,690	✓ R70,909

- ✓ All amounts in currency with NO decimals
- ✓ All quantities as integers.
- ✓ Main heading font size changed 14.

[30]

QUESTION 4 -PRINTOUT 10

- 4.1 4.1.1 **Average trade receivables/Credit sales x 365 ✓**
 $(R45\ 000✓ + R50\ 000✓)/2/R308\ 400✓ \times 70\%✓ \times 365$
 $R47\ 500/R215\ 880 \times 365$ Give ONE mark if no calculations
 80 days✓ No decimals✓ Accept 80,3 or 80,13 (7)
- 4.1.2 **Average trade payables / Credit purchases x 12✓**
 $R60\ 310✓ / (R132\ 180 \times 85\%)✓ \times 12$
 $R60\ 310/R112\ 353 \times 12$ Give ONE mark if no calculations
 6 months✓ No decimals✓ Accept 6.4 or 6.44 (5)
- 4.1.3 **Cost of sales / Average inventory✓**
 $(R46\ 900✓ + R132\ 180✓ - R82\ 500)✓ / (R46\ 900 + R82\ 500)/2✓$
 $R96\ 580 / R64\ 700$ Give ONE mark if no calculations
 1 time✓ No decimals✓ Accept 1.5 or 1.49 (7)
- 4.1.4 **Gross profit/Sales revenue x 100 ✓**
 $(R308\ 400✓ - R96\ 580)✓ / R308\ 400 \times 100$
 $R211\ 820/R308\ 400 - 100$ Give ONE mark if no calculations
 68,7%✓ ONE decimal✓ Accept 68.68% (5)
- 4.1.5 **Net profit / Sales revenue x 100 ✓**
 $(R211\ 820✓ + R3155✓ - R77300✓) / R308\ 400 \times 100$
 $R137\ 675/R308\ 400 \times 100$ Give ONE mark if no calculations
 44,6%✓ Accept 44.64% (5)

HEADER: EXAMINATION NUMBER left and QUESTION 4 right.✓

[30]

QUESTION 5 – PRINTOUT 11

EXAMINATION NUMBER		QUESTION 5
NOTES TO THE STATEMENT OF CASH FLOW		
CASH RECEIVED FROM CUSTOMERS		
Sales revenue	✓ R385,000	
Increase in trade receivables	✓ -R300	
	✓ R384,700	(3)
CASH PAID TO SUPPLIERS AND EMPLOYEES		
	✓ -R385,000	
Net profit	✓ R125,900	Ignore the sign for the sales
Expenses	✓ -R259,100	
Interest income	✓ -R8,700	
Interest expense	✓ R9,000	
Depreciation	✓ R26,800	
Loss on sale of vehicle	✓ R3,875	
Increase in inventory	✓ -R8,100	
Increase in trade payables	✓ R3,820	
	✓ -R232,405	(10)
RECONCILIATION OF PROFIT WITH CASH OBTAINED		
	✓ R125,900	
Adjust by:		
Increase in trade receivables	✓ -R300	
Interest income	✓ -R8,700	
Interest expense	✓ R9,000	
Depreciation	✓ R26,800	
Loss on sale of vehicle	✓ R3,875	
Increase in inventory	✓ -R8,100	
Increase in trade payables	✓ R3,820	
	✓ R152,295	(9)
STATEMENT OF CASH FLOW OF BALIYEN A S AT 30 APRIL 2022		
Cash effects from operating activities		✓ R141,795
Cash received from customers	✓ R384,700	
Cash paid to suppliers and employees	✓ -R232,405	
Cash generated from operations	✓ R152,295	
Interest income	✓ R8,700	
Interest expense	✓ -R9,000	
Drawings	✓ -R10,200	
		(7)
✓ All amounts in currency, NO decimals		(1)

[30]

TOTAL SECTION B: 120
GRAND TOTAL: 200