higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

MARKING GUIDELINE

NATIONAL CERTIFICATE

DATA MANAGEMENT FARMING N4

13 NOVEMBER 2019

This marking guideline consists of 7 pages.

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QUESTION 1

1.1	1.1.1	C		
	1.1.2	A		
	1.1.3	D		
	1.1.4	C		
	1.1.5	C		
	1.1.6	D		
	1.1.7	C		
	1.1.8	A		
	1.1.9	B		
	1.1.10	C		
			(10 × 2)	(20)
1.2	1.2.1	H		
	1.2.2	G		
	1.2.3	A		
	1.2.4	B		
	1.2.5	D		
	1.2.6	E		
	1.2.7	C		
			(7 × 2)	(14)
1.3	1.3.1	False		
	1.3.2	False		
	1.3.3	True		
	1.3.4	True		
	1.3.5	False		
	1.3.6	False		
	1.3.7	True		
	1.3.8	True		
	1.3.9	True		
	1.3.10	True		
			(10 × 2)	(20)
				[54]

QUESTION 2

1

2. Software piracy is illegally copying copyrighted software.

2.2 Ergonomics is a study of human capabilities and limitation in the design of machines and equipment that people can use.

2.3 Virus is a set of instructions that infects software and is introduced into executable programs.

2.4 Freeware programs offered for free to anyone through computer-user clubs and publications.

2.5 Spreadsheet is a form consisting of rows and columns which appears on the screen on which calculations, numbers, formulas can be made.

2.6 Twitter is a free social networking and micro-blogging service that enables its users to communication.

(6 × 2) **[12]**

QUESTION 3

3.1 2 Folders (2)

3.2 8th Pan African TVET conference. (2)

3.3 3.3.1 .pdf
3.3.2 .ppt or .pptx
3.3.3 .xls or .xlsx
3.3.4 .doc or .docx

(4 × 2) (8)

3.4 2017-08-17 (2)

[14]

QUESTION 4

4.1
- Avoid downloading software from bulletin board systems.
- Avoid sharing removable disks on computers and networks.
- Install an antivirus program on the hard disk to identify and clear viruses.
- Check all diskettes and downloaded files by scanning with antivirus software.
- Do not open unregistered e-mail
- Scan hard disk for viruses once a week. (10)

4.2
- The Trojan virus
- File virus
- The worm virus
- Boot sector virus
- Bourbon virus (5)

4.3
- Keyboard
- Mouse
- Joystick
- Scanner
- Camera
- Stylus
- Microphone (5)

4.4
- Consistency: Windows uses the same keystrokes in any program to print.
- Faster learning: Learning one application helps towards learning and using other applications.
- Multitasking: Several applications can be loaded at the same time.
- Data-sharing: Information can be manipulated between applications.
- Customisation: The windows environment can be set up according to own preferences. (4 × 2) (8)

[28]

QUESTION 5

5.1 Move to the end of the document.
5.2 Up one screen window.
5.3 Undo
5.4 Highlight the entire document.
5.5 To the beginning of the document.
5.6 Skip one word to the right.

(6 × 2) **[12]**

TOTAL SECTION A: 120

SECTION B: WORD PROCESSING

QUESTION 6

Question NO: and Examination

Heading: Bold, UC & LC

Font Arial ✔

Line spacing 2.0 ✔ ✔

Correct margins ✔

Three columns with lines ✔ ✔ ✔

Paragraph bold and Italics ✔ ✔

Correct Table inserted ✔ ✔ ✔ ✔
Symbol ✔ ✔
Information correct ✔ ✔ ✔ ✔

Drop cap T ✔ ✔

Numbering bottom

Print on one page

TOTAL MARKS: 30

FOCUS ON SO

"In soil science, increased carbons and organics are the best way to make the soil sustainable. Every time you dics the land, you lose carbon, organics and minerals so we want as little intervention as possible" James says.

The different pasture species offer different attributes such as nitrogen fixing and deep tap roots. The end result is higher levels of nitrogen, reduced soil compaction, improved soil structure and greater soil biodiversity.

"Ten years ago, root penetration in pastures was only 200 mm below the surface. Now, roots penetrate to a depth of 1.5 m, and the dark carbon profile is now about 1m deep. When the roots die off, this creates channels which are used to supply air to microorganisms and allow water and nutrients to penetrate further down the soil profile" says James

Carbon levels in the soil have improved significantly from under 2% in 2007 to 4.65% in 2017. "This is creating a good micro-environment so we can reduce applications of weedicides and pesticides. We've also cut nitrogen use to 340 to 400kg/year. Nitrogen application is a bit of a balancing act: if we pull too much we reduce the grazing mass and root structure. So we try to find the ultimate sweet spot.

The higher carbon level has a important effect on soil water-holding capacity. "The water-holding capacity in the top 30cm of soil has jumped from 320 000 ℓ/ha (1.15 carbon) to 1562 500 ℓ/ha (4.65% carbon), according to our soil consultant, Francis Yeatman. This allows us to optimize irrigation and save the electricity costs associated with pumping.

Table 1 Effect of increased soil carbon content on soil water-holding capacity, measured to a depth of 30cm. (source: Francis Yeatman)

Year	% Carbon	Retained Water
1998	1.16%	320 000 ℓ/ha
2007	2.23%	640 000 ℓ/ha
2012	3.50%	1 000 000 ℓ/ha
2016	4.65%	1 562 500 ℓ/ha

The benefit of reduced water usage is keenly appreciated in times of drought. With 50% water restrictions in Mooi River catchment area, the drought has compelled the Keans to make some painful changes over the past 18 months.

QUESTION 7

Examination No & Question NO on Header: ✔ ✔

EXAMINATION NO:
QUESTION 2A

	A	B	C	D	E	F
1	INCOME STATEMENT 2017: LINDIWE FARM					
2						
3		Quarter 1	Quarter 2	Quarter 3	Quarter 4	TOTAL
4	Net sales	12000	19000	16000	22000	
5	Costs and Expenses					
6	Salary	2000	2000	2000	2500	
7	Interest	1200	1400	1600	1600	
8	Rent	600	600	600	600	
9	Adverting	900	2000	4000	4500	
10	Sales costs	4000	4200	5000	8000	
11	Operating Expenses					
12	Operating Income					

Accuracy ✔ ✔ ✔ ✔ ✔ ✔

Column adjusted ✔ ✔

Print with row and column header ✔ ✔

TOTAL MARKS: 12

Question nO : changed ✔ ✔

Merged, font changed ✔ ✔ ✔ ✔

EXAMINATION NO:
QUESTION 2B

INCOME STATEMENT 2017: LINDIWE FARM

	Quarter 1	Quarter 2	Quarter 3	Quarter 4	TOTAL
Net sales	R 12 000,00	R 19 000,00	R 16 000,00	R 22 000,00	R 69 000,00
Costs and Expenses					
Salary	R 2 000,00	R 2 000,00	R 2 000,00	R 2 500,00	R 8 500,00
Interest	R 1 200,00	R 1 400,00	R 1 600,00	R 1 600,00	R 5 800,00
Rent	R 600,00	R 600,00	R 600,00	R 600,00	R 2 400,00
Adverting	R 900,00	R 2 000,00	R 4 000,00	R 4 500,00	R 11 400,00
Sales costs	R 4 000,00	R 4 200,00	R 5 000,00	R 8 000,00	R 21 200,00
Operating Expenses	R 8 700,00	R 10 200,00	R 13 200,00	R 17 200,00	R 49 300,00
Operating Income	R 3 300,00	R 8 800,00	R 2 800,00	R 4 800,00	R 19 700,00

Net sale: Bold ✔ ✔
Costs and Expenses Underlined

Shading grey 25% applied

CALCULATIONS ALL CORRECT
A: ✔ ✔
B: ✔ ✔
C: ✔ ✔

Currency and 2 decimals ✔ ✔

Double line on Operating ✔ ✔

Print on one page with row and column heading ✔ ✔

TOTAL MARKS: 26

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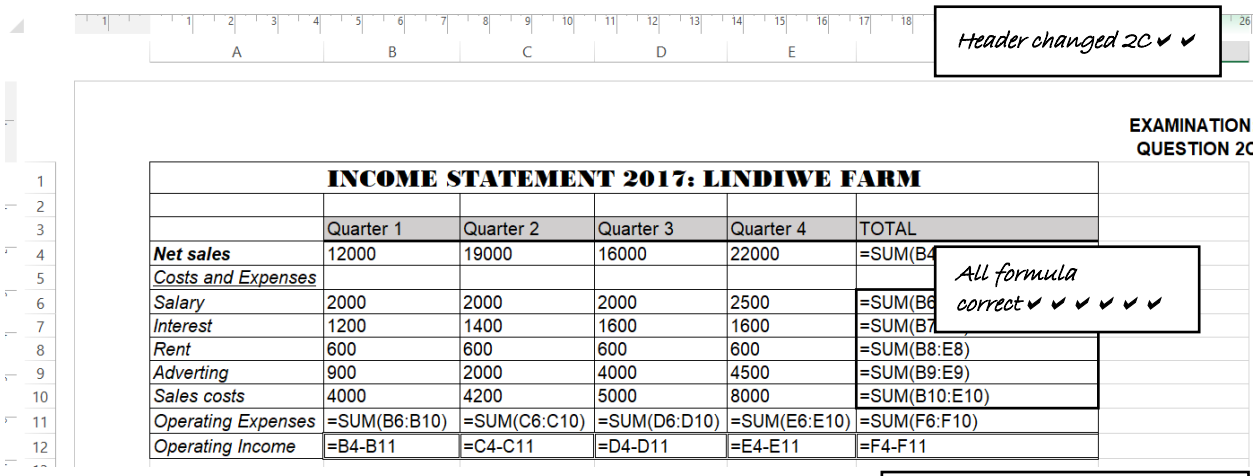

Header changed 2C ✔ ✔

EXAMINATION
QUESTION 2C

	A	B	C	D	E	F
1	**INCOME STATEMENT 2017: LINDIWE FARM**					
2						
3		Quarter 1	Quarter 2	Quarter 3	Quarter 4	TOTAL
4	***Net sales***	12000	19000	16000	22000	=SUM(B4
5	*Costs and Expenses*					
6	*Salary*	2000	2000	2000	2500	=SUM(B6
7	*Interest*	1200	1400	1600	1600	=SUM(B7
8	*Rent*	600	600	600	600	=SUM(B8:E8)
9	*Adverting*	900	2000	4000	4500	=SUM(B9:E9)
10	*Sales costs*	4000	4200	5000	8000	=SUM(B10:E10)
11	*Operating Expenses*	=SUM(B6:B10)	=SUM(C6:C10)	=SUM(D6:D10)	=SUM(E6:E10)	=SUM(F6:F10)
12	*Operating Income*	=B4-B11	=C4-C11	=D4-D11	=E4-E11	=F4-F11

All formula correct ✔ ✔ ✔ ✔ ✔ ✔

Column adjusted ✔ ✔

Print on one page ✔ ✔

TOTAL MARKS: 12

TOTAL SECTION B: 80
GRAND TOTAL: 200

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