

2026 WEIGHTED SUMMARY ATP - GRADE 10

TERM 1												% Covered Term one	
53 days	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10	Week 11		
	14-16 Jan	19-23 Jan	26 -30 Jan	2-6 Feb	9-13 Feb	16-20 Feb	23-27 Feb	2 - 6 March	9 -13 Mar	16 -20 Mar	23-27 Mar		
	3 days	5 days	5 days	5 days	5 days	5 days	5 days	5 days	5 days	5 days	3 days		
Topic	BOOKKEEPING OF A SOLE TRADER <p> • Baseline Assessment • Informal / Indigenous bookkeeping • Internal control • Code of ethics • GAAP </p> <p> Bookkeeping of a Sole Trader: Cash transactions, CRJ, CPJ, PCJ, General ledger, Trial balance, Accounting equation </p> <p> •Complete CRJ, CPJ, GL •Post to General Ledger •Indicate effect on Accounting Equation •Draw up Trial Balance •Internal control and ethics (check ATP) </p> <p> Credit transactions of a sole trader DJ, DAJ, CJ, CAJ, GJ, Ledgers (GL, DL and CL) Trial balance, Accounting equation </p> <p> •Complete DJ, DAJ, CJ, CAJ, GJ •Post to GL, DL and CL •Indicate effect on Accounting Equation •Draw up Trial Balance •Internal control and ethics (check ATP) </p> <p> Bookkeeping of the sole trader combined cash and credit transactions </p> <p> Preparing all journals (CRJ, CPJ, DJ, DAJ, CJ, CAJ) from given information/activities • Introduce GJ (include bad debts, interest on overdue accounts, corrections of errors) • Posting to the Ledgers: GL, DL and CL • Preparing trial balance • Analysing control accounts (debtors and creditors) (Check ATP) </p>												
Number of activities	3 Activities	4 Activities	4 Activities	4 Activities	4 Activities	4 Activities	4 Activities	4 Activities	4 Activities	4 Activities	4 Activities	Controlled test (31%)	
Cumulative % of ATP covered	2%	3.2% (5.2%)	3.2% (8.4%)	3.2% (11.6%)	3.2% (14.8%)	3.2% (18%)	3.2% (21.2%)	3.2% (24.4%)	3.2% (27.6%)	3.2% (30.8%)	(31%)		
<i>Integrate Internal control and ethics with all the topics</i>													
Assessment	Presentation			7 Informal Class Tests & 1 Controlled Practice Test				Test: 100 Marks Duration: 1½ Hours					

TERM 2													% Covered Term two (cumulative)		
54 days	Week 12	Week 13	Week 14	Week 15	Week 16	Week 17	Week 18	Week 19	Week 20	Week 21	Week 22	Week 23			
	8-10 April	13-17 Apr	20-24 Apr	28-30 Apr	4-8 May	11-15 May	18-22 May	25- 29 May	1-5 June	8-12 Jun	17-19 June	22-26 June			
	3 days	5 days	5 days	3 days	5 days	5 days	5 days	5 days	5 days	5 days	3 days	5 days			
Topic	Bookkeeping of the Sole Trader Combined cash and credit transactions			Debtors and Creditors Reconciliation				Salaries and wages		Year-end Accounting Procedures		Revision			
	•Combined activities including cash and credit transactions •Completing of the relevant journals from given information •Posting to subsidiary ledger and the general ledger (Refer to ATP for detailed content)			•Analyse the control accounts (Debtors and creditor) and compare with list of debtors/creditors •Preparation of debtors' and creditors' lists to reconcile with the debtors' and creditors' control accounts. (Refer to ATP)				•Concepts related to salaries and wages •Calculations using salary and/or wage scales, notches increases and deductions Prepare SJ and WJ (Refer to ATP)		•Emphasis on accounting cycle •Discussion on year-end procedures •Preparation of final accounts, introducing adjustments to complete final accounts (Refer to ATP)		June Exam			
Number of activities	4 Activities	4 Activities	4 Activities		4 Activities	4 Activ	4 Activ	4 Activities	4 Activities	4 Activities	4 Activities				
Cumulative % of ATP covered	2. % (33%)	3.2% (36.2%)	3.2% (39.4%)	2% (41.4%)	3.2% (44.6%)	3.2% (47.8%)	3.2% (51%)	3.2% (54.2%)	3.2% (57.4%)	3.2% (61%)	(61%)	61%			
<i>Integrate Internal control and ethics with all the topics</i>															
Assessment	Project			7 Informal Class Tests & 2 Practice Test Papers				June Exam			Paper one: 200 marks Duration: 2½ hours				

TERM 3											% Covered Term three (cumulative)
46 days	Week 24	Week 25	Week 26	Week 27	Week 28	Week 29	Week 30	Week 31	Week 32	Week 33	
	21-24 July	27-31 July	3-7 Aug	11-14 Aug	17-21 Aug	24-28 Aug	31 Aug – 4 Sept	7-11 Sept	14-18 Sept	21-23 Sept	
	4 days	5 days	5 days	4 days	5 days	5 days	5 days	5 days	5 days	3 days	
Topic	Year-end Accounting Procedures, Pre- and Post-Adjustment Trial Balance, Final Accounts			Preparation of Financial Statements (I/S,B/S and notes)				Analysis and interpretation of financial statements			Controlled Test
	(Refer to ATP for detailed content)			(Refer to ATP for detailed content)				(Refer to ATP for detailed content)			
Number of activities	4 Activities	4 Activities	4 Activities	4 Activities	4 Activities	4 Activities	4 Activities	4 Activities	4 Activities	4 Activities	91%
Cumulative % of ATP covered	2.6% (63.6%)	3.2% (66.8%)	3.2% (70%)	3.2% (73.2%)	3.2% (76.4%)	3.2% (79.6%)	3.2% (82.8%)	3.2% (86%)	3.2% (89.2%)	2% (91%)	
Integrate Internal control and ethics with all the topics											
Assessment	Case study		4 Informal Class Tests & 2 Practice Test Papers				Test: 100 Marks Duration: 1½ Hours				

TERM 4											% Covered Term four (cumulative)		
47 days	Week 34	Week 35	Week 36	Week 37	Week 38	Week 39	Week 40	Week 41	Week 42	Week 43			
	6-9 Oct	12-16 Oct	19-23 Oct	26-30 Oct	2-6 Nov	9-13 Nov	16-20 Nov	23-27 Nov	30 Nov-4 Dec	7-9 December			
	4 days	5 days	5 days	5 days	5 days	5 days	5 days	5 days	5 days	3 days			
Topic	Cost Accounting		Budgeting (Concepts & calculations, check ATP)		Revision				Final Examination			100%	
	4 Activities		4 Activities										
Cumulative % of ATP covered	2.6% (93.6%)	3.2% (96.8%)	3.2% (100%)										
Integrate Internal control and ethics with all the topics													
Assessment	3 Informal Class Tests (minimum of 1 per topic)			Informal: Min of 4 Practice Exam Papers			P1 – 150 Marks Should be written as mock exams		2hrs				

NOTE:

1. Refer to the ATP for detailed content on each topic.
2. For weekly reporting round up the percentage covered to zero decimal place.

Summary of activities / tasks administered against the expected:					
	Term 1	Term 2	Term 3	Term 4	Total No of activities
Homework, classworks	Minimum number of activities				
Number expected	39	32	40	12	123 Activities
Actual number administered					
Informal assessments	Minimum number of informal activities				
Number expected	8	9	6	7	30 Activities
Actual number administered					

SUMMARY OF ACCOUNTING CONTENT ACROSS TWO PAPERS											
GRADE 10: PAPER 1						GRADE 10: PAPER 2					
DISCIPLINE 1 (Weighting 50%)						DISCIPLINE 2 (Weighting 50%)					
<i>Recording, Reporting and Evaluation of Financial Information & Corporate Governance</i>						<i>Manufacturing, Forecasting & Internal Auditing and Control</i>					
10.1.1	Concepts relating to sole traders					10.2.1	Preparation of debtors' & creditors' lists to agree to Control accounts				
10.1.2	Concepts relating to GAAP					10.2.2	Value Added Tax concepts and basic calculations				
10.1.3	Bookkeeping: documents & journals of sole traders					10.2.3	Manufacturing concepts and basic calculations				
10.1.4	Ledgers and trial balances of sole traders					10.2.4	Indigenous bookkeeping (not examinable)				
10.1.5	Accounting equation of sole traders					10.2.5	Budgeting concepts and basic calculations				
10.1.6	Adjustments & final accounts of sole traders & trial balances					10.2.6	Application of internal control & audit processes: cash, fixed assets, inventories, debtors, creditors, income & expenses incl salaries/wages; & incl fin.indicators #				
10.1.7	Income Statement (Statement of Comprehensive Income) of sole traders					10.2.7	Calculation & recording of fixed assets & depreciation				
10.1.8	Balance Sheet (Statement of Financial Position) & Notes of sole traders					10.2.8	Perpetual inventory system; recording & control of inventories				
10.1.9	Analysis and interpretation of financial statements of sole traders *					10.2.9	Code of ethics in businesses, principles & values				
10.1.10	Salaries & wages - recording & interpretation										
10.1.11	Calculation & reporting of additions to fixed assets and depreciation										
10.1.12	Ethical behaviour in financial environments										
<i>* Financial Indicators for Financial Reporting (Grade 10 Paper 1)</i>						<i># Financial Indicators for Internal Control (Grade 10 Paper 2)</i>					
Gross profit on sales; Gross profit on cost of sales; Net profit on sales; Operating expenses on sales; Operating profit on sales; Current ratio; Acid test ratio; Solvency ratio; Return on owner's equity						Profitability - Gross profit on cost of sales; Net profit on sales; Operating expenses on sales; Operating profit on sales					

Grade	TERM ONE				TERM TWO				TERM THREE			
	Task 1		Task 2		Task 3		Task 4		Task 5		Task 6	
	Marks	Weighting	Marks	Weighting	Marks	Weighting	Marks	Weighting	Marks	Weighting	Marks	Weighting
10	50	10	100	20	50	20	200	20	50	10	100	20
11	50	10	100	20	50	20	150x2=300	20	50	10	100	20
12	50	10	100	10	100	20	150x2=300	25	50	10	150x2=300	25
Term Reporting	25%		75%		25%		75%		25%		75%	

NOTE : Check if SASAMS reporting for each term is 25% and 75%

2025 Reporting on SBA completion										
Term	TASKS	Stanmore Grade 11cs.com					Grade 12			
		Weighting	Cumulative Weighted Coverage	% SBA Coverage	Weighting	Cumulative Weighted Coverage	% SBA Coverage	Weighting	Cumulative Weighted Coverage	% SBA Coverage
One	Task 1	10	10%	16.67%	10	10%	16.67%	10	10%	16.67%
	Task 2	20	30%	33.33%	20	30%	33.33%	10	20%	33.33%
Two	Task 3	20	50%	50%	20	50%	50%	20	40%	50%
	Task 4	20	70%	66.67%	20	70%	66.67%	25	65%	66.67%
Three	Task 5	10	80%	83.33%	10	80%	83.33%	10	75%	83.33%
	Task 6	20	100%	100%	20	100%	100%	25	100%	100%
	Total	100			100			100		
			<i>Use this column for reporting</i>			<i>Use this column for reporting</i>			<i>Use this column for reporting</i>	

GRADE 10 AND 11 CALCULATIONS FOR PROMOTION MARKS		
Type of Assessment	Marks	Weighting
SBA	100	40%
Final Examination Paper 1	150	
Final Examination Paper 2	150	60%