



**ZULULAND DISTRICT: GENERAL EDUCATION AND TRAINING (GET)**

*Helping Our Schools Transform Little People into Future Giants*

**ECONOMIC AND MANAGEMENT SCIENCES**

**(EMS)**

**2025 MARCH CONTROLLED TEST**

**GRADE 9**

**TIME: 60 minutes**

**MARKS: 50**

**SURNAME** : \_\_\_\_\_  
**NAME** : \_\_\_\_\_  
**SCHOOL NAME** : \_\_\_\_\_  
**CLASS (e.g.9A)** : \_\_\_\_\_

\_\_\_\_\_ = \_\_\_\_\_ %  
**50**

**GENERAL INSTRUCTIONS AND INFORMATION.**

1. You must **answer all the questions**.
2. Read the instructions carefully, and answer questions as instructed.
3. Number your answers exactly as the questions are numbered.
4. Write neatly and legibly.
5. Answer **ALL** questions in the **SPACE** provided.
6. Use the information in the table below as a guide when answering the question paper.

**NB.** This question paper consists of **5 pages** and contains **6 questions**.

SECTION	QUESTIONS	MARKS	TIME ALLOCATED
<b>A</b>	<b>1. Accounting Equation</b>	12	14.4 minutes
<b>B</b>	<b>2. Cash Journals</b>	19	22.8 minutes
<b>C</b>	<b>3. General Ledger</b>	13	15.6 minutes
<b>D</b>	<b>4. Trial Balance</b>	06	7.2 minutes
<b>TOTAL</b>		<b>50</b>	<b>60 minutes</b>

SECTION A: CRJ & CPJ: Accounting Equation			
1.	<b>MULTIPLE CHOICE QUESTIONS:</b>	<b>MARKS: 01</b>	
	Various options are provided as possible answers to the following questions. Choose the answer and write only the letter (A–D) in the SPACE provided	MARK	ANSWER
1.1.	A business earns service income of R5,000. How does this affect the accounting equation? A. Assets increase, Owner's Equity decreases B. Assets increase, Owner's Equity increases C. Assets decrease, Owner's Equity decreases D. Liabilities increase, Owner's Equity increases	(1)	

2. **FILL-IN QUESTION:** **Marks:01**
- 2.1. When an expense is incurred, the accounting equation is affected as follows:  
Owner's Equity \_\_\_\_\_.

- 3 **SCENARIO: Stationery** **MARKS: 02**
- Use the space provided to answer questions below:**
- 3.1 Value City buys stationery for R1,200 cash. Show this in an accounting equation: (2)

Assets	=	Owners' Equity	+	Liabilities

- 4 **SCENARIO: Sales and Cost of sales.** **MARKS: 08**
- Use the space provided to answer questions below:**
- 4.1 Cash & Carry sells goods for R5,000 cash. The cost of sales is R3,000. (8)  
Show this in an accounting equation:

Assets	=	Owners' Equity	+	Liabilities

SECTION B: CASH JOURNALS: Cash Receipts Journal			
1.	<b>MULTIPLE CHOICE QUESTIONS:</b>	<b>MARKS: 01</b>	
	Various options are provided as possible answers to the following questions. Choose the answer and write only the letter (A–D) in the SPACE provided	MARK	ANSWER
1.1.	<b>What is the main purpose of capital in a business?</b> A. To pay employees their monthly salaries. B. To help the business cover losses. C. To start and grow the business by funding assets and expenses. D. To calculate the profit of the business	(1)	

2. **FILL-IN QUESTION: Cost of sales** **Marks:01**

2.1. In the CRJ, the Cost of Sales account is recorded as a(n) \_\_\_\_\_ entry because it represents the cost of goods sold.

3. **EXTRACT QUESTION: Cash Receipts Journal** **Marks:05**

2.1. Extract shows the missing figures in the Cash Receipts Journal (CRJ) below:

Date	Details	Bank	Debtors Control	Sundry Accounts	Analysis of Receipts
5	Cash Sales	3 000	-	-	3 000
12	ABC Ltd	_____ (1)	2 500	-	-
20	Rent Income	2 000	-	_____ (Rent Income) (2)	-
Total			2 500	2 000	
		_____ (2)			

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**SECTION B: CASH JOURNALS: Cash Payment Journal**

SECTION B: CASH JOURNALS: Cash Payment Journal			
1.	<b>MULTIPLE CHOICE QUESTIONS:</b>	<b>MARKS: 01</b>	
	Various options are provided as possible answers to the following questions. Choose the answer and write only the letter (A–D) in the SPACE provided	MARK	ANSWER
1.1.	<b>Trading stock refers to:</b> A. Goods bought by a business for resale. B. Money earned from selling goods. C. The profit made after selling goods. D. Money borrowed to purchase goods	(1)	
2.	<b>FILL-IN QUESTION: Stationery</b>	<b>Marks:01</b>	
2.1.	When stationery is purchased for cash, it is recorded in the CPJ as a payment, and the _____ account is debited.		

**3 CASE STUDY QUESTION: Cash Payment Journal**

**MARKS:**  
**10**

Smart Traders is a small business that buys and sells stationery. The business records all cash payments in a **Cash Payments Journal (CPJ)**. Below are some of the transactions for February 2025:

1. **February 3:** Paid by EFT R5,000 for rent no. 101.
2. **February 7:** Bought trading stock for R3,200 and paid by EFT no. 102.
3. **February 15:** Paid R1,500 for wages in cash.

**Use the space provided to answer questions below:**

**3.1** Explain what the purpose of a Cash Payments Journal is. (2)

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**3.2** Identify two types of expenses recorded in the Cash Payments Journal from the transactions above. (2)

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**3.3** If Smart Traders started the month with a bank balance of R20,000, determine the bank balance be after recording all the transactions. (2)

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**3.4** Explain how the transaction on **03 February** affects the accounting equation. (2)

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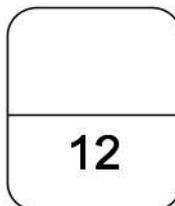
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**3.5** In your opinion, evaluate why it is important for businesses to prepare a **Cash Payments Journal**. (2)

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**SECTION C: GENERAL LEDGER:**

SECTION C: GENERAL LEDGER:			
1.	MULTIPLE CHOICE QUESTIONS:	MARKS: 01	
	Various options are provided as possible answers to the following questions. Choose the answer and write only the letter (A–D) in the SPACE provided	MARK	ANSWER
1.1.	Boxer Traders purchased inventory paid by EFT from a supplier for R5,000. Which accounts in the General Ledger will be affected? A. Inventory (Dr) and Bank (Cr). B. Inventory (Dr) and Creditors Control (Cr). C. Sales (Cr) and Cost of Sales (Dr). D. Creditors Control (Dr) and Bank (Cr)	(1)	

2. **FILL-IN QUESTION: Wages** **Marks:01**

In the General Ledger, transactions like wages are recorded using the  
 2.1. \_\_\_\_\_ principle, where each transaction affects at least  
 two accounts, one being debited and the other credited.

3. **SHORT ANSWER QUESTION: Income** **Marks:02**

ABC Traders rents out a portion of its business premises to another company and earns rent income. The following transactions took place in February 2025:

- **February 1:** Received R5,000 for rent income via EFT.
- **February 28:** Accrued rent income of R2,500

**Use the space provided to answer questions below:**

3.1. Identify the account type and category of the **Rent Income** account in the general ledger.

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4. **EXTRACT QUESTION: Bank account** **Marks:09**

4.1. Study the extract from the **Bank account** in the General Ledger of Mako Traders and answer the questions that follow.

Date	Details	Folio	Debit	Credit	Balance
2025-03-01	Balance b/d		50 000		50 000
2025-03-03	Sales	CRJ1	15 000		65 000
2025-03-05	Rent Expense	CPJ1		8 000	57 000
2025-03-10	Cash Purchases	CPJ1		12 000	45 000
2025-03-15	Service Fees (Bank)	BSG1		500	44 500

**Use the space provided to answer questions below:**

4.2. Identify two transactions that resulted in a decrease in the bank balance (2).

4.2. \_\_\_\_\_

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4.3. Explain the impact of the transaction recorded on **3 March** (Sales – R15 000) on the bank account. (3)

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4.4. The owner of Mako Traders wants to improve cash flow. Based on the transactions above, suggest two strategies to manage the bank account more effectively. (4)

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**SECTION D: TRIAL BALANCE:**

<b>1.</b>	<b>MULTIPLE CHOICE QUESTIONS: Nominal Account Section</b>	<b>MARKS: 01</b>	
	Various options are provided as possible answers to the following questions. Choose the answer and write only the letter (A–D) in the SPACE provided	<b>MARK</b>	<b>ANSWER</b>
<b>1.1.</b>	Which of the following accounts will appear in the <b>nominal accounts section</b> of a trial balance? A. Bank, Capital, Rent Expense B. Salaries Expense, Sales Revenue, Rent Expense C. Inventory, Equipment, Accumulated Depreciation D. Accounts Payable, Loan, Rent Income	(1)	

**2. FILL-IN QUESTION: Balance Sheet Account Section** **Marks:02**

2.1. The Balance Sheet section of the Trial Balance includes accounts such as Assets, \_\_\_\_\_ and \_\_\_\_\_.

**3. EXTRACT QUESTION: Trial Balance** **Marks:03**  
Given the following Trial Balance extract

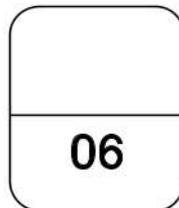
Date	Details	Folio
Account Name	Debit (R)	Credit (R)
Bank	10 000	-
Capital	-	50 000
Creditors	-	12 000
Account Name	Debit (R)	Credit (R)

**Use the space provided to answer questions below:**

Categorise whether the account is an asset, liability, or equity.

3.1.

Account	Category
Bank	
Creditors	
Capital	



**TOTAL MARKS: 50**



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**MARKING GUIDELINE**

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SECTION A: CRJ & CPJ: Accounting Equation			
1.	<b>MULTIPLE CHOICE QUESTIONS:</b>	MARKS: 01	
	Various options are provided as possible answers to the following questions. Choose the answer and write only the letter (A–D) in the SPACE provided	MARK	ANSWER
1.1.	A business earns service income of R5,000. How does this affect the accounting equation? A. Assets increase, Owner's Equity decreases B. Assets increase, Owner's Equity increases C. Assets decrease, Owner's Equity decreases D. Liabilities increase, Owner's Equity increases	(1)	B✓

2. **FILL-IN QUESTION:** Marks:01

- 2.1. When an expense is incurred, the accounting equation is affected as follows:  
Owner's Equity decreases. ✓

3 **SCENARIO: Stationery** MARKS: 02

Use the space provided to answer questions below:

- 3.1 Value City buys stationery for R1,200 cash. Show this in an accounting equation: (2)

Assets		=	Owners' Equity		+	Liabilities	
-R1200	Bank✓		-R1200	Stationery✓		-	-

4 **SCENARIO: Sales and Cost of sales.** MARKS: 08

Use the space provided to answer questions below:

- 4.1 Cash & Carry sells goods for R5,000 cash. The cost of sales is R3,000. (8)  
Show this in an accounting equation:

Assets		=	Owners' Equity		+	Liabilities	
+R5000✓	Bank✓		+R5000✓	Sales✓			
-R3000✓	Trading Stock✓		-R3000✓	Cost of Sales✓			

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SECTION B: CASH JOURNALS: Cash Receipts Journal			
1.	<b>MULTIPLE CHOICE QUESTIONS:</b>	MARKS: 01	
	Various options are provided as possible answers to the following questions. Choose the answer and write only the letter (A–D) in the SPACE provided	MARK	ANSWER
1.1.	What is the main purpose of capital in a business? A. To pay employees their monthly salaries. B. To help the business cover losses. C. To start and grow the business by funding assets and expenses. D. To calculate the profit of the business	(1)	C✓

2. **FILL-IN QUESTION: Cost of sales** **Marks:01**

2.1. In the CRJ, the Cost of Sales account is recorded as a(n) debit✓\_entry because it represents the cost of goods sold.

3. **EXTRACT QUESTION: Cash Receipts Journal** **Marks:05**

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Date	Details	Bank	Debtors Control	Sundry Accounts	Analysis of Receipts
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12	ABC Ltd	2 500✓ (1)	2 500	-	-
20	Rent Income	2 000	-	2 000 ✓✓ (Rent Income) (2)	-
Total			2 500	2 000	
		7 500✓✓ (2)			

07

**SECTION B: CASH JOURNALS: Cash Payment Journal**

1.	<b>MULTIPLE CHOICE QUESTIONS:</b>	<b>MARKS: 01</b>	
	<b>Various options are provided as possible answers to the following questions. Choose the answer and write only the letter (A–D) in the SPACE provided</b>	MARK	ANSWER
1.1.	<b>Trading stock refers to:</b> A. Goods bought by a business for resale. B. Money earned from selling goods. C. The profit made after selling goods. D. Money borrowed to purchase goods	(1)	<b>A</b> ✓

2. **FILL-IN QUESTION: Stationery** **Marks:01**

2.1. When stationery is purchased for cash, it is recorded in the CPJ as a payment, and the stationery✓\_account is debited.

**3 CASE STUDY QUESTION: Cash Payment Journal**

**MARKS:**  
**10**

Smart Traders is a small business that buys and sells stationery. The business records all cash payments in a **Cash Payments Journal (CPJ)**. Below are some of the transactions for February 2025:

1. **February 3:** Paid by EFT R5,000 for rent no. 101.
2. **February 7:** Bought trading stock for R3,200 and paid by EFT no. 102.
3. **February 15:** Paid R1,500 for wages in cash.

**Use the space provided to answer questions below:**

**3.1** Explain what the purpose of a Cash Payments Journal is. (2)

- A Cash Payments Journal is used to record all cash payments made by a business ✓✓.

(Any relevant answer)

**3.2** Identify two types of expenses recorded in the Cash Payments Journal from the transactions above. (2)

- Rent – R5 000 ✓
- Wages – R1 500 ✓

**3.3** If Smart Traders started the month with a bank balance of R20,000, determine the bank balance be after recording all the transactions. (2)

- Opening balance: R20,000
- Less rent: (R5,000)
- Less trading stock: (R3,200)
- Less wages: (R1,500)
- **Closing balance = R10,300** ✓✓

**3.4** Explain how the transaction on **03 February** affects the accounting equation. (2)

- **Bank will decrease by R5000.** ✓✓

**3.5** In your opinion, evaluate why it is important for businesses to prepare a **Cash Payments Journal** (2)

Preparing a **Cash Payments Journal** helps businesses track and control their expenses, prevent fraud, and ensure accurate financial reporting. ✓✓

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**SECTION C: GENERAL LEDGER:**

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1.	MULTIPLE CHOICE QUESTIONS:	MARKS: 01	
	Various options are provided as possible answers to the following questions. Choose the answer and write only the letter (A–D) in the SPACE provided	MARK	ANSWER
1.1.	Boxer Traders purchased inventory paid by EFT from a supplier for R5,000. Which accounts in the General Ledger will be affected? A. Inventory (Dr) and Bank (Cr). B. Inventory (Dr) and Creditors Control (Cr). C. Sales (Cr) and Cost of Sales (Dr). D. Creditors Control (Dr) and Bank (Cr)	(1)	<b>A</b> ✓

2. **FILL-IN QUESTION: Wages** **Marks:01**

2.1. In the General Ledger, transactions like wages are recorded using the **double entry** ✓ principle, where each transaction affects at least two accounts, one being debited and the other credited.

3. **SHORT ANSWER QUESTION: Income** **Marks:02**

ABC Traders rents out a portion of its business premises to another company and earns rent income. The following transactions took place in February 2025:

- **February 1:** Received R5,000 for rent income via EFT.
- **February 28:** Accrued rent income of R2,500

**Use the space provided to answer questions below:**

3.1. Identify the account type and category of the **Rent Income** account in the general ledger.

- **Nominal Account Section** ✓
- **Rent income is an income** ✓

4. **EXTRACT QUESTION: Bank account** **Marks:09**

4.1. Study the extract from the **Bank account** in the General Ledger of Mako Traders and answer the questions that follow.

Date	Details	Folio	Debit	Credit	Balance
2025-03-01	Balance b/d		50 000		50 000
2025-03-03	Sales	CRJ1	15 000		65 000
2025-03-05	Rent Expense	CPJ1		8 000	57 000
2025-03-10	Cash Purchases	CPJ1		12 000	45 000
2025-03-15	Service Fees (Bank)	BSG1		500	44 500

**Use the space provided to answer questions below:**

Identify two transactions that resulted in a decrease in the bank balance (2).

- 4.2.
- **Rent Expense (R8 000) on 5 March** ✓
  - **Cash Purchases (R12 000) on 10 March** ✓

Explain the impact of the transaction recorded on **3 March** (Sales – R15 000) on the bank account. (3)

- 4.3.
- **The business received cash from sales, which increases the bank balance.** ✓
  - **This transaction is recorded in the Cash Receipts Journal (CRJ1) as a debit entry in the Bank account.** ✓
  - **The new balance after the transaction increases from R50 000 to R65 000.** ✓

(Any correct answer)

4.4. The owner of Mako Traders wants to improve cash flow. Based on the transactions above, suggest two strategies to manage the bank account more effectively. (4)

- **Reduce unnecessary expenses: The business could negotiate lower rent or find a cheaper location to reduce the R8 000 rent expense.** ✓✓
  - **Increase revenue: The business should focus on increasing sales or introducing new products to generate more income, thus increasing the bank balance.** ✓✓
- (Any correct answer)

SECTION D: TRIAL BALANCE:

<b>1.</b>	<b>MULTIPLE CHOICE QUESTIONS: Nominal Account Section</b>	<b>MARKS: 01</b>	
	<b>Various options are provided as possible answers to the following questions. Choose the answer and write only the letter (A–D) in the SPACE provided</b>	<b>MARK</b>	<b>ANSWER</b>
<b>1.1.</b>	Which of the following accounts will appear in the <b>nominal accounts section</b> of a trial balance? A. Bank, Capital, Rent Expense B. Salaries Expense, Sales Revenue, Rent Expense C. Inventory, Equipment, Accumulated Depreciation D. Accounts Payable, Loan, Rent Income	(1)	<b>B</b> ✓

**2. FILL-IN QUESTION: Balance Sheet Account Section** **Marks:02**

2.1. The Balance Sheet section of the Trial Balance includes accounts such as Assets, **Owners' Equity** ✓ and **Liabilities**. ✓

**3. EXTRACT QUESTION: Trial Balance** **Marks:03**

Given the following Trial Balance extract

Date	Details	Folio
Account Name	Debit (R)	Credit (R)
Bank	10 000	-
Capital	-	50 000
Creditors	-	12 000
Account Name	Debit (R)	Credit (R)

**Use the space provided to answer questions below:**

Categorise whether the account is an asset, liability, or equity.

<b>3.1.</b>	Account	Category
	Bank	<b>Assets</b> ✓
	Creditors	<b>Liabilities</b> ✓
	Capital	<b>Owners' Equity</b> ✓



**TOTAL MARKS: 50**