LIMPOPO
PROVINCIAL GOVERNMENT
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF
EDUCATION

CAPRICORN SOUTH DISTRICT

NATIONAL SENIOR CERTIFICATE

GRADE 10

QUESTION PAPER

ACCOUNTING

TERM 1 SBA TASK 1

DATE OF ADMINISTRATION: 17 FEBRUARY 2026

MARKS : 50

DURATION: 60 MINUTES

This question paper consists of 05 pages and 04 pages answer book

INSTRUCTIONS AND INFORMATION

Read the following instructions carefully and follow them precisely.

1. Answer ALL the questions.
2. A special ANSWER BOOK is provided in which to answer ALL questions.
3. Show ALL workings to earn part-marks.
4. You may use a non-programmable calculator.
5. You may use a dark pencil or blue/black ink to answer questions.
6. Write neatly and legibly.
7. **THE TASK SHOULD BE ADMINISTERED IN CLASS UNDER CONTROLLED CONDITIONS**
8. Use the information in the table below as a guide when answering the question paper. Try NOT to deviate from it.

QUESTION	TOPIC	MARKS	TIME (minutes)
1	Indigenous Bookkeeping, Internal control, Ethics and GAAP	20	25
2	Accounting Concepts and Accounting Equation	30	35
TOTAL		**50**	**60**

QUESTION 1: INDIGENOUS BOOKKEEPING, INTERNAL CONTROL, ETHICS AND GAAP (20 MARKS; 25 MINUTES)

1.1 INDIGENOUS BOOKKEEPING

Write the name of the type of business on the following statements. Indicate if the business is an **informal** or a **formal business**.

1.1.1 Mamacita sells fresh veggies and uses her garage as the shop. (1)

1.1.2 Mack uses his brother's bicycle to deliver the bread that he sells. (1)

1.1.3 Dublin traders prepare financial statement annually. (1)

1.1.4 Jimmys car wash uses a container to store cash from clients. (1)

1.1.5 Shoplight store employs many employees and pays salaries each month. (1)

1.2 INTERNAL CONTROLS, ETHICS AND GAAP

Mrs Mokone, an English FAL teacher, decided to establish a side business to create job opportunities in her village. Therefore, she started a hair saloon business called (Bakone Hair) that served clients and customers with all their hair aesthetic needs such as hair cutting, brading, washing, weave trading and installations. The business started to operate on 15 December 2025 ahead of the festive season. She has 5 employees who operate the saloon as they wish and she only comes to the saloon to supervise them when she is bored by her grandkids at home.

Mrs Mokone came to the saloon on 24 December 2025 to observe the operations and discovered that transactions are sometimes recorded in a notebook that is often misplaced near hair equipment. Clients and customers use cash for payments, and some of it is kept in the pockets of the employees and petty cash box. Relatives of Mrs Mokone come and do hair for free. The receptionist records and keep cash, then later on deposit it at the local ATM. Two 10-inch frontals hair products worth R5 000 was taken by Sebabatso (employee) to gift her friends and this was not reported to the owner. When the month ended on 31 December 2025, Bakone Hair reported total loss of R15 000 due to low sales, loss of stock and mismanagement. She feels that the business is doing well and that nothing must be done, things should be left as they are. Mrs Mokone also took R150 from the petty cash box to buy airtime and data for her personal smartphone and forgot to record it in the notebook.

Required:

As a financial advisor respond to the questions provided below, they will assist you to prepare information that will be presented to Mrs Mokone.

1.2.1 Identify one problem and provide solution to each problem that relates to bookkeeping and handlings of stock. (4)

1.2.2 Mrs Mokone requested you to suggest any ONE alternative effective way of accepting payment from clients and customers to minimise loss of cash. Present ONE method of payment, ONE advantage and ONE internal control measure to manage it. (6)

1.2.3 Mrs Mokone does not always supervise employees and did not record the R150 she took to buy airtime and data for her personal smartphone

- Provide two basic principles of ethics she has violated (2)
- Name and explain the GAAP principle applicable (3)

20

QUESTION 2: ACCOUNTING CONCEPTS AND ACCOUNTIMG EQUATION

(30 MARKS; 35 MINUTES)

2.1 ACCOUNTING CONCEPTS

Match the account in column A with the correct concept in column B. Record only the correct letter to indicate the concept in your answer book

COLUMN A	COLUMN B
1.1.1 Trading stock	A. Income
1.1.2 Creditors control	B. Non-current asset
1.1.3 Sales	C. Current Liability
1.1.4 Land and building	D. Current Asset
1.1.5 Cost of sales	E. Expense

(5)

2.2 ANALYSIS OF TRANSACTION

REQUIRED

For each transaction use the table provided to show the account debited, account credited and the effect on the accounting equation. Indicate a decrease/minus with– sign, an increase/plus with + sign and 0 for no effect. Assume that Bank is always favourable. (25)

Example: Pay wages, R650 by EFT

No	Subsidiary Journal	Account Debited	Account Credited	Assets	Owners Equity	Liabilities
e.g	CPJ	Wages	Bank	- 650	- 650	0

TRANSACTIONS

2.2.1 Received R5 000 cash from a tenant for the monthly rent.

2.2.2 Purchased goods for R7 500 paid by debit card.

2.2.3 Cash sales to R. Rama amounts to R6 600. Cost of sales R4 400.

2.2.4 Issued an EFT to Dawie Traders for R940 for settlement of our account of R1 000.

2.2.5 Bought stationary for R 50 using petty cash

30

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ANSWER BOOK

ACCOUNTING

TERM 1 SBA TASK 1

NAME :______________________________

SCHOOL :______________________________

QUESTION	MAX. MARKS	MARKS OBTAINED	MODERATED MARKS		
			School	District	Province
1	20				
2	30				
	50				

This answer book consists of 04 pages

QUESTION 1: INDIGENOUS BOOKKEEPING, INTERNAL CONTROL, ETHICS AND GAAP

1.1 INDIGENOUS BOOKKEEPING

1.1.1	
1.1.2	
1.1.3	
1.1.4	
1.1.5	

5

1.2 INTERNAL CONTROLS, ETHICS AND GAAP

1.2.1	**Identify one problem and provide solution to each problem that relates to bookkeeping and handling of stock.**

	Problem	Solution
Bookkeeping		
Handling of stock		

4

1.2.2	Mrs Mokone requested you to suggest any ONE post 2020 alternative and effective way of accepting payment from clients and customers to minimise loss of cash. Present one method of payment, ONE advantage and ONE internal control measure to manage it.

Method	
Advantage	
Internal control	

6

1.2.3	Mrs Mokone does not always supervise employees and did not record the R150 she took to buy airtime and data for her personal smartphone

Two basic principes of ethics she has violated
GAAP Principle **Explanation**

5

20

QUESTION 2: ACCOUNTING CONCEPTS AND ACCOUNTIMG EQUATION

2.1 ACCOUNTING CONCEPTS

2.1.1	
2.1.2	
2.1.3	
2.1.4	
2.1.5	

5

2.2 ANALYSIS OF TRANSACTION

No	Subsidiary Journal	Account Debited	Account Credited	Assets	Owners Equity	Liabilities
e.g	CPJ	Wages	Bank	- 650	- 650	
2.2.1						
2.2.2			Bank			
2.2.3						
		Cost of sales		- 4 400		
2.2.4	CPJ					
		Creditors control			+ 60	- 60
2.2.5			Petty cash			

25

30

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MARKING GUIDELINE

ACCOUNTING

TERM 1 SBA TASK 1

DATE OF ADMINISTRATION: 17 February 2026

MARKS : 50

This Marking Guideline consists of 04 pages.

QUESTION 1: INDIGENOUS BOOKKEEPING, INTERNAL CONTROL, ETHICS AND GAAP

1.1 INDIGENOUS BOOKKEEPING

1.1.1	Informal ✓
1.1.2	Informal ✓
1.1.3	Formal ✓
1.1.4	Informal ✓
1.1.5	Formal ✓

5

1.2 INTERNAL CONTROLS, ETHICS AND GAAP

1.2.1 **Identify one problem and provide solution to each problem that relates to bookkeeping and handling of stock.**

	Problem ✓ ✓	**Solution** ✓ ✓ ***Accept relevant responses***
Bookkeeping	The business has poor bookkeeping system/ Poor record keeping	Record all transactions carefully in the notebook Use subsidiary journals Appointing a bookkeeper/ finance clerk Store the notebook in a safe place
Handling of stock	Sebabatso uses business Stock for personal reasons/ Abuse of business resources/ Stock worth R5 000 taken by employee/ Poor internal control over stock resulting in loss of R5 000 / stock lost amount to 33% or 1/3 of total loss/ Loss of stock will negatively affect cash flow in the future	Division of duties Restrict access to the storeroom Reinforce the code of conduct Appoint a full-time supervisor or manager.

4

1.2.2	**Mrs Mokone requested you to suggest any ONE alternative and effective way of accepting payment from clients and customers to minimise loss of cash. Present one method of payment, ONE advantage and ONE internal control measure to manage it.**

Method ✓✓	EFT/Digital wallet (Apple pay/Google Pay/Samsung Pay/ Crypto wallet)/ Debit/Credit cards
Advantage ✓✓	Fast/ easy to process/ convenient/ Minimizes loss of cash, lower bank charges
Internal control ✓✓	Check bank statements regularly Activate bank notifications Maintain banking security Enable two factor authentication Use stronger passwords to secure payment gateways Use secure and trusted Point of sale/speed point/ machines

6

Award one mark for unclear response

1.2.3	Mrs Mokone does not always supervise employees and did not record the R150 she took to buy airtime and data for her personal smartphone

Two basic principes of ethics she has violated ✓ ✓

Transparency
Leadership/Accountability

GAAP Principle

Business entity✓

Explanation

The financial affairs of the business should be kept separate from those of the owner✓✓

5

20

QUESTION 2: ACCOUNTING CONCEPTS AND ACCOUNTIMG EQUATION

2.1 ACCOUNTING CONCEPTS

2.1.1	D/ Current Asset ✓
2.1.2	C/ Current liability✓
2.1.3	A/ Income ✓
2.1.4	B/ Non-current asset ✓
2.1.5	E/ Expense ✓

5

2.2 ANALYSIS OF TRANSACTION

No	Subsidiary Journal	Account Debited	Account Credited	Assets	Owners' Equity	Liabilities
e.g	**CPJ**	**Wages**	**Bank**	**- 650**	**- 650**	**0**
2.2.1	CRJ✓	Bank✓	Rent income✓	+ 5 000✓	+ 5 000✓	0
2.2.2	CPJ ✓	Trading stock✓	**Bank**	+ 7 500✓ - 7 500✓	0	0
2.2.3	CRJ ✓	Bank ✓	Sales✓	+ 6 600✓	+ 6 600✓	0
		Cost of sales	Trading Stock✓	**- 4 400**	- 4 400✓	0
2.2.4	**CPJ**	Creditors control✓	Bank✓	- 940✓	0	- 940✓
		Creditors control	Discount received✓	0	**+ 60**	**- 60**
2.2.5	PCJ ✓	Stationery✓	**Petty cash**	- 50✓	- 50✓	0

25

30