

PORTION FOR THE FINAL EXAMINATION – May /June 2022

ACCOUNTING

Year 9

Definitions (Key terms)

Business entity concept and Money measurement concept

Accounting equation

Rules of debit and credit

Journal entries and Ledger accounts

Trial balance

Books of original entry / Day Books (with posting to the ledgers) –

- Sales (sales revenue) day book
- Purchases day book
- Returns inwards (sales returns) day book
- Returns outwards (purchases returns) day book
- Two column cash book
- Three column cash book
- Petty cash book
- General Journal

Opening Journal entries

Capital and Revenue expenditure and income

Financial Statements with yearend adjustments: Income statement and Statement Of Financial position.

Yearend adjustments for:

- Expenses prepaid and accrued;
- Incomes accrued and received in advance;
- Depreciation and
- Closing inventory.

Year 10

All the Yr. 9 chapters.

Income statement and Statement of Financial Position, with yearend adjustments.

Other receivables & other payables ledger accounts, with accruals and prepayments.

Manufacturing account

Depreciation – asset account, provision for depreciation account and asset disposal account.

Control Accounts.

Incomplete Records

Bank Reconciliation Statements

Stake holders

Business documents

Theory from all the above chapters.

Year 12

Accounting concepts

Capital and revenue

Control accounts

Allowance for doubtful debts

Other receivables and Other payables accounts

Rectification of errors

Financial statements of sole traders with adjustments

Financial statements of Clubs and societies

Depreciation

Over heads

Manufacturing accounts

Departmental accounting.

Job costing

Inventory valuation

Ratio Analysis

Labour remuneration

Incomplete records

Partnership Accounts

Social and Ethical Accounting

ICT in Accounting.