

SECTION A

Answer BOTH questions in this section

Source material for use with question 1 can be found on pages 2 and 3 of the source booklet.

- 1. (a) Prepare Kofi Appiah's sales day book and sales returns day book, showing columns for goods, VAT and total.

Sales Day Book

Sales Returns Day Book

(12)



(e) What actions might the petty cashier take if the amount of money in the petty cash box did **not** equal the balance on the petty cash book?

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(4)

Q1

(Total 48 marks)



(22)

(c) comment on the level of drawings taken out by Curly Kale.

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(4)

(Total 48 marks)

Q2

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TOTAL FOR SECTION A: 96 MARKS



SECTION B

Answer ALL questions in this section

Source material for use with question 3 can be found on page 6 of the source booklet.

3. (a) Showing your workings, calculate for both 2007 and 2008 (to two decimal places):
- (i) the net profit ratio;

Net Profit Ratio

- (ii) the return on capital employed;

Return on Capital Employed

- (iii) the current ratio;

Current Ratio



(iv) bad debts as a percentage of debtors.

Bad Debts as a Percentage of Debtors

(12)



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(10)

(c) Give **two** ways in which a business could increase its working capital.

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(4)

(Total 26 marks)

Q3

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Source material for use with question 4 can be found on page 7 of the source booklet.

- 4. (a)** Update Pedro Garcia's cash book to find the balance at 30 April 2009.

Cash Book

(6)



Source material for use with question 5 can be found on page 8 of the source booklet.

- 5. (a) Prepare the computer account in Ram Singh’s ledger for the years ended 31 December 2007 and 31 December 2008.

Computer Account for years ended 31 December 2007 and 2008

(4)



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