



higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

NATIONAL CERTIFICATE COMPUTERISED FINANCIAL SYSTEMS N5

(6030175)

**24 May 2021 (X-paper)
09:00–12:00**

This question paper consists of 20 pages and 1 addendum for invigilators.

014Q1J2124

DEPARTMENT OF HIGHER EDUCATION AND TRAINING
REPUBLIC OF SOUTH AFRICA
NATIONAL CERTIFICATE
COMPUTERISED FINANCIAL SYSTEMS N5
TIME: 3 HOURS
MARKS: 200

INSTRUCTIONS AND INFORMATION

1. Answer all the questions.
2. Read all the questions carefully.
3. Number the answers according to the numbering system used in this question paper.
4. THREE hours are allowed for the examination. This includes all input of data, printing of answers, and written work, if required. NO extra time will be allowed for printing.
5. Use only a black or blue pen.
6. The company **CYCADS** is already loaded on the computer in Payroll. Open the company. If you are a network user, make sure that you select the company that is loaded for your work station.
7. To ensure that your EXAMINATION NUMBER (work station number) appears on ALL PRINTOUTS for PAYROLL, do the following before you answer the questions:

Select SETUP
Select COMPANY PARAMETERS
Select COMPANY NAME
Enter your EXAMINATION NUMBER in brackets after **Cycads** (the name of the company).
Click OK.
8. Use the font **Arial 12** for spreadsheet questions.
9. Print on ONE SIDE of the paper only.
10. **SAVE** the spreadsheet **REGULARLY** to prevent the loss of your work in case of a power failure. Invigilators will not be responsible for the loss of unsaved work and NO extra time will be given to re-do unsaved work.

11. Unless accompanied by an invigilator's report, printouts with different watermarks in the same folder will not be accepted and will be treated as an irregularity.
 12. Arrange the PRINTOUTS in the correct order and ONLY hand in what is required. If you made use of continuous paper, separate the sheets from one another before handing in.
 - 13 Do NOT staple printouts together.
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Suggested time allocation (including printing time)

QUESTION NUMBER	MARKS	TIME ALLOCATION
Question 1	100	90 minutes
Question 2	20	18 minutes
Question 3	28	25 minutes
Question 4	26	23 minutes
Question 5	26	23 minutes
TOTAL	200	180 minutes