



*Republic of Rwanda  
City of Kigali*



## **GASABO DISTRICT**

### **DISTRICT COMPREHENSIVE ASSESSMENT, RTQF LEVEL.4 ACC, 2022-2023**

**TRADE: ACCOUNTING**

**MODULE: (ACCFD401):\_MAINTAINING RECORDS AND FINANCIAL DOCUMENTS**

**DATE OF EXAM: 15 March 2023**

**ACADEMIC YEAR: 2022-2023**

**Duration: 2hrs**

#### **INSTRUCTIONS:**

- I.** Underline at the end of each answer you reply.
- II.** Results for any trainee who is caught in examination malpractices are nullified.
- III.** An allowed material, Calculator, Ruler, but its probability (illegal) for exchange calculator.
- IV.** Answer all questions; - Clear formula also might be mattering.
- V.** This question Paper is composed of three sections
  - **Attempt all questions in section A /55 marks**
  - **Attempt all questions in section B /30 marks**
  - **Attempt only one question in section C / 15 mark**

#### **SECTION A: Attempt all questions /55 marks**

- 1.** Try to explain the following source documents:
  - a)** Sales invoice / **1 marks**
  - b)** Delivery note / **2marks**
  - c)** Debit note / **2 marks**
- 2.** How does the sales journal differ from the purchase journal? / **5 marks**
- 3.** Match the words in column A with their corresponding in Column B

**COLUMN A: BOOK OF PRIME ENTRY      COLUMN B:**  
**TRANSACTION TYPE**

Cash book	All small cash transactions
The general journal	All transactions not recorded elsewhere
Sales returns day book	Returns of goods sold on credit
Petty cash book	Returns of goods bought on credit
Purchases returns day books	All bank and cash transactions

4. What are credit sales? / 5 marks
5. State the advantages of credit sales. / 5 marks
6. State the disadvantages of credit sales. / 5 marks
7. Distinguish the ledger from the trial balance /5 marks
8. State the purposes and limitations of a trial balance /5 marks
9. Differentiate the errors that affect a trial balance from those that do not affect the trial balance agreement. / 5 marks
10. How does 'CASH CONTROL' mean in our daily activities / 5marks
11. Outline 10 different sources of documents on your choice. /5 marks

**SECTION B: Attempt all questions in section B / 30 Marks**

12. The following details relates to Habimana, a sole trader in Kimironko at 30<sup>th</sup> June 2011.  
**2011 June** **Rwf**
  - 1<sup>st</sup> Started business with capital at bank 170,000
  - 3<sup>rd</sup> Withdraw cash from bank for office use 70,000
  - 5<sup>th</sup> bought goods for cash 40,000
  - 7<sup>th</sup> Cash sales 93,000
  - 10<sup>th</sup> deposited cash into the bank 20,000
  - 11<sup>th</sup> Paid wages 10,000
  - 14<sup>th</sup> Sold goods by cheque 40,000
  - 18<sup>th</sup> Withdrew cash from the bank for office use 45,000
  - 23<sup>rd</sup> Withdrew cash for personal use 15,000

**REQUIRED:** Prepare Habimana's two column cash book / 10 marks

13. According to the rule of debit and credit, complete this table by “credit side” or “debit side”/ 15

Account type	Increase	Decrease
Asset		
Expense		
Liability		
Revenue/ income		
Equity/ capital		

14. Prepare the journal entries necessary to correct the following errors:

- A credit sale was correctly entered in the sales daybook but was overcast both in the sales account and in the debtor's account by Rwf 11,000
- Rwf 12,000 cash discount allowed to Matama, a debtor had been debited to his personal account, and credited to discount received account.
- Goods costing Rwf 25,000 purchased from Muhire had been credited to Muhirwa's personal account.
- No record has been made of goods valued at Rwf 14,000 taken by the proprietor, Ann for her personal use.
- A purchase of a desk calculator for Rwf 10,000 was debited to office expense account.

/ 10 marks

**SECTION C: Attempt only one question in section C / 15 marks**

15. The following show transactions of Kamana Enterprise for the month of May, 2013.

May 1, Started business with 300,000 cash at bank and 150,000 cash in hand.

May 4, Bought goods by cash 40,000.

May 12, Sold goods by cash 20,000.

May 16, Sold goods to Mary on credit 17,000

May 18, sold goods to Harerimana and get paid by cheque 10,000

May 25, bought car from Kalisa on credit 100,000

May 28, Mary paid 15,000

May 29, Withdrew 90,000 cash from the bank account to use in business.

May 30, paid Kalisa 100,000

Required:

a. Prepare and balance the ledger accounts. / 10 marks

b. Prepare a trial balance. / 5 marks

16. Prepare the trial balance from the following account balances: /15 marks

Account name	Account balance
Capital	200,000
Cash in hand	2,000

Machinery	60,000
Sales	254,800
Stock	50,000
Sundry creditors	40,000
Bills receivable	1,600
Bank overdraft	22,000
Sundry debtors	50,000
Return outwards	3,000
Interest expenses	600
Cash at bank	6,600
Wages	70,000
Land	40,000
Bills payable	1,800
Discount received	1,800
Carriage inwards	2,400
Purchases	180,000
Salaries	24,000
Rent	4,000
Postage	1,000
Return inwards	3,200
Drawings	10,000
Furniture	18,000

**End of assessment!**