



ANSWER BOOKLET

Qualifications:

LEVEL 3 Certificate in Bookkeeping (QCF)
(Accreditation number: **601/0731/5**)

LEVEL 3 Certificate in Manual Bookkeeping (QCF)
(Accreditation number: **500/9260/1**)

LEVEL 3 Diploma in Bookkeeping (QCF)
(Accreditation number: **601/0484/3**) – **Apprenticeship Framework**

Sample Assessment Material

Paper 2

Time Allowed: 3 hours

Student Number:	
Candidate Number:	
Name of Exam Centre:	

FOR USE BY ASSESSOR ONLY:

IAB I/D	Units covered	Possible marks	Actual marks	Pass or Fail (70%)
310	Prepare financial statements for a partnership – Y601/0742			
311	Prepare financial statements for a sole trader – A601/0734			

Amir and Petra Trading in Partnership

Profit and Loss Appropriation Account for Use in Answering Task B

Amir and Petra Profit and Loss Appropriation Account for the Year Ended 31 May 2010		
	£	£

Current Accounts for Use in Answering Task C

DR		Current Accounts				CR	
2010	Details	Amir £	Petra £	2010	Details	Amir £	Petra £

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QUESTION TWO

Tim, Toby and Lola Trading in Partnership

Capital Accounts for Use in Answering Task A

DR		Capital Accounts						CR		
Date	Details	Tim £	Toby £	Lola £	Date	Details	Tim £	Toby £	Lola £	

Workings – Goodwill Adjustment

Tim, Toby and Lola Trading in Partnership

Profit and Loss Appropriation Account for Use in Answering Task B

Tim, Toby and Lola Profit and Loss Appropriation Account for the Year Ended 31 May 2010		
	£	£

Current Accounts for Use in Answering Task C

DR		Current Accounts					CR		
Date	Details	Tim £	Toby £	Lola £	Date	Details	Tim £	Toby £	Lola £

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SECTION B

Continental Foods

Trial Balance for Use in Answering Task A

Continental Foods		
Trial Balance as at 31 May 2010		
	DR	CR
	£	£
Premises (cost)		
Motor vehicles (cost)		
Office equipment (cost)		
Motor vehicles provision for depreciation		
Office equipment provision for depreciation		
Stock (31 May 2009)		
Purchases		
Sales		
Discounts received		
Discounts allowed		
Wages and salaries		
Carriage inwards		
Loan interest		
Vehicle expenses		
Rates		
Other operating expenses		
Trade debtors		
Trade creditors		
Cash		
Bank		
Drawings		
Loan		
Capital		
Suspense		
Totals		

Continental Foods

Suspense Account for Use in Answering Tasks B and D

DR	Suspense Account				CR
2010	Details	£	2010	Details	£

Journal for Use in Answering Task C

Journal

2010	Details	DR £	CR £

Continental Foods

Extended Trial Balance for Use in Answering Tasks E, F and G

Continental Foods – EXTENDED TRIAL BALANCE AS AT 31 MAY 2010								
Ledger Account	Trial Balance		Adjustments		Profit & Loss		Balance Sheet	
	DR £	CR £	DR £	CR £	DR £	CR £	DR £	CR £
Premises (cost)								
Motor vehicles (cost)								
Office equipment (cost)								
Motor vehicles – prov'n dep'n								
Office equipment – prov'n dep'n								
Stock (31 May 2009)								
Purchases								
Sales								
Discounts received								
Discounts allowed								
Wages and salaries								
Carriage inwards								
Loan interest								
Vehicle expenses								
Rates								
Other operating expenses								
Trade debtors								
Trade creditors								
Cash								
Bank								
Drawings								
Loan								
Capital								
Totals			-	-	-	-	-	-
Closing stock – profit & loss								
Closing stock – Balance Sheet								
Prepayment adjustment								
Accruals adjustment								
Depreciation expense								
Net profit								
Totals								

Continental Foods

Trading and Profit and Loss Account for Use in Answering Task H

Continental Foods			
Trading and Profit and Loss Account for the Year Ended 31 May 2010			
	£	£	£
Sales			
Less Cost of Goods Sold			
Opening stock			
Add Purchases			
Add Carriage inwards			
Less Closing stock			
Cost of Sales			
Gross Profit			
Add Other Income			
Discounts received			
Less Expenses			
Discounts allowed			
Wages and salaries			
Loan interest			
Vehicle expenses			
Rates			
Other operating expenses			
Depreciation			
Net profit			

Continental Foods

Balance Sheet for Use in Answering Task H

Continental Foods Balance Sheet as at 31 May 2010			
	£	£	£
Fixed Assets	Cost	Less Dep'n to Date	NBV
Premises		-	
Motor vehicles			
Office equipment			
Current Assets			
Stock			
Trade debtors			
Prepayment			
Cash			
Less Current Liabilities			
Trade creditors			
Accrual			
Bank overdraft			
Working capital			
Financed By:			
Capital			
Add Net Profit			
Less Drawings			
Long-Term Liabilities			
Bank loan			

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