

ERRATA**BOOKKEEPING TRANSACTIONS****QUESTION BANK FIRST EDITION JUNE 2016**

1. Practice assessment 2 Task 9 contains errors. The corrections are shown in **red** below:

Task 9:

Account name	Amount £	Debit £	Credit £
Discounts received			
Machinery			
Cash at bank	1,342		
Sales ledger control	9,486		
Purchases ledger control	4,003		
VAT (owing to HM Revenue & Customs)	1,880		
Capital	4,708		
Loan from bank	2,500		
Sales	56,262		
Purchases	43,278		
Administration expenses	1,234		
Totals			

Answer to Task 9:

Account name	Amount £	Debit £	Credit £
Discounts received			987
Machinery		15,000	
Cash at bank	1,342	1,342	
Sales ledger control	9,486	9,486	
Purchases ledger control	4,003		4,003
VAT (owing to HM Revenue & Customs)	1,880		1,880

Question Bank

Capital	4,708		4,708
Loan from bank	2,500		2,500
Sales	56,262		56,262
Purchases	43,278	43,278	
Administration expenses	1,234	1,234	
Totals		70,340	70,340

2. Question and answer bank: The following questions should have a 'Net' column in the day book after the 'VAT' column and before the analysis columns: 2.5, 2.6, 2.7. The correction is shown in the questions and answers below.

Task 2.5

Natural Productions manufactures a variety of soaps and bath products. It buys materials for the manufacturing process from a number of suppliers on credit. It also buys other items such as stationery on credit. During January 20XX Natural Productions received the following invoices from credit suppliers:

P J Phillips VAT Registration number 436 4472 01 Invoice No. 03576		W J Jones VAT Registration number 564 4432 89 Invoice No. 18435	
To: Natural Products	4 Jan 20XX	To: Natural Products	6 Jan 20XX
	£		£
225 soap dispensers	357.00	Stationery	210.00
VAT @ 20%	71.40	VAT @ 20%	42.00
Total	428.40	Total	252.00
Terms: Net monthly account		Terms: Net monthly account	

Record the invoices in the appropriate day book by:

- **Selecting the correct day book title and**
- **Making the necessary entries.**

Day book:	▼
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Picklist:

Discounts allowed day book
 Discounts received day book
 Purchases day book
 Purchases returns day book
 Sales day book

Sales returns day book

Date	Supplier	Invoice number	Total £	VAT £	Net £	Purchases (materials) £	Stationery £
		▼					
		▼					

Picklist:

Natural Productions
P J Phillips
W J Jones

Answer to Task 2.5

Day book:	Purchases day book
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Date	Supplier	Invoice number	Total £	VAT £	Net £	Purchases (materials) £	Stationery £
4 Jan	P J Phillips	03576	428.40	71.40	357.00	357.00	
6 Jan	W J Jones	18435	252.00	42.00	210.00		210.00

Task 2.6

Natural Productions manufactures a variety of soaps and bath products. It buys materials for the manufacturing process from a number of suppliers on credit. It also buys other items such as stationery and packaging on credit. During January 20XX Natural Productions received the following invoices from credit suppliers:

12 Jan Invoice No. 03598 from P J Phillips £413 plus VAT for materials
16 Jan Invoice No. 28423 from Packing Supplies £268 plus VAT for packaging
19 Jan Invoice No. 18478 from Trenter Ltd £521 plus VAT for materials
20 Jan Invoice No. 84335 from O & P Ltd £624 plus VAT for materials
24 Jan Invoice No. 28444 from Packing Supplies £164 plus VAT for packaging
28 Jan Invoice No. 18491 from Trenter Ltd £368 plus VAT for materials
31 Jan Invoice No. 43681 from W J Jones £104 plus VAT for stationery

Record the invoices in the appropriate day book by:

- **Selecting the correct day book title and**
- **Making the necessary entries.**

Question Bank

Day book:	<input type="text"/>
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Picklist:

- Discounts allowed day book
- Discounts received day book
- Purchases day book
- Purchases returns day book
- Sales day book
- Sales returns day book

Date	Supplier	Invoice number	Total £	VAT £	Net £	Purchases (materials) £	Stationery £	Packaging £
12 Jan	<input type="checkbox"/>	03598						
16 Jan	<input type="checkbox"/>	28423						
19 Jan	<input type="checkbox"/>	18478						
20 Jan	<input type="checkbox"/>	84335						
24 Jan	<input type="checkbox"/>	28444						
28 Jan	<input type="checkbox"/>	18491						
31 Jan	<input type="checkbox"/>	43681						

Picklist:

- Natural Productions
 - O & P Ltd
 - Packing Supplies
 - P J Phillips
 - Treter Ltd
 - W J Jones
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Answer to Task 2.6

Day book:	Purchases day book
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Date	Supplier	Invoice number	Total £	VAT £	Net £	Purchases (materials) £	Stationery £	Packaging £
12 Jan	P J Phillips	03598	495.60	82.60	413.00	413.00		
16 Jan	Packing Supplies	28423	321.60	53.60	268.00			268.00
19 Jan	Trenter Ltd	18478	625.20	104.20	521.00	521.00		
20 Jan	O & P Ltd	84335	748.80	124.80	624.00	624.00		
24 Jan	Packing Supplies	28444	196.80	32.80	164.00			164.00
28 Jan	Trenter Ltd	18491	441.60	73.60	368.00	368.00		
31 Jan	W J Jones	43681	124.80	20.80	104.00		104.00	

Task 2.7

During January Natural Productions received the following credit notes from suppliers.

<p>P J Phillips VAT Registration number 436 4472 01 Credit note No. 04216</p> <p>To: Natural Products 10 Jan 20XX</p> <p style="text-align: right;">£</p> <p>Materials 98.00</p> <p>VAT @ 20% 19.60</p> <p>Total 117.60</p> <p style="text-align: center;">Terms: Net monthly account</p>	<p>W J Jones VAT Registration number 564 4432 89 Credit note No. CN 0643</p> <p>To: Natural Products 16 Jan 20XX</p> <p style="text-align: right;">£</p> <p>Stationery 56.00</p> <p>VAT @ 20% 11.20</p> <p>Total 67.20</p> <p style="text-align: center;">Terms: Net monthly account</p>
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Record the credit notes in the appropriate day book by:

- **Selecting the correct day book title and**
- **Making the necessary entries.**

Day book:	<input type="text"/>
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Picklist:

Discounts allowed day book
Discounts received day book
Purchases day book

Question Bank

Purchases returns day book

Sales day book

Sales returns day book

Date	Supplier	Credit note number	Total £	VAT £	Net £	Purchases (materials) £	Stationery £	Packaging £
10 Jan								
16 Jan								

Picklist:

Natural Productions

P J Phillips

W J Jones

04216

CN 0643

Answer to Task 2.7

Day book:	Purchases returns day book
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Date	Supplier	Credit note number	Total £	VAT £	Net £	Purchases (materials) £	Stationery £	Packaging £
10 Jan	P J Phillips	04216	117.60	19.60	98.00	98.00		
16 Jan	W J Jones	CN 0643	67.20	11.20	56.00		56.00	