



higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

MARKING GUIDELINE

NATIONAL CERTIFICATE

DATA MANAGEMENT: FARMING N5

14 November 2024

This marking guideline consists of 13 pages.

SECTION A

QUESTION 1

- | | | | | |
|-----|--------|--|----------|------|
| 1.1 | 1.1.1 | D | | |
| | 1.1.2 | C | | |
| | 1.1.3 | D | | |
| | 1.1.4 | B | | |
| | 1.1.5 | C | | |
| | 1.1.6 | B | | |
| | 1.1.7 | A | | |
| | 1.1.8 | B | | |
| | 1.1.9 | C | | |
| | 1.1.10 | D | | |
| | | | (10 × 2) | (20) |
| 1.2 | 1.2.1 | True | | |
| | 1.2.2 | False | | |
| | 1.2.3 | True | | |
| | 1.2.4 | False | | |
| | 1.2.5 | True | | |
| | 1.2.6 | False | | |
| | 1.2.7 | True | | |
| | 1.2.8 | False | | |
| | 1.2.9 | True | | |
| | 1.2.10 | True | | |
| | | | (10 × 1) | (10) |
| 1.3 | 1.3.1 | C | | |
| | 1.3.2 | H | | |
| | 1.3.3 | G | | |
| | 1.3.4 | E | | |
| | 1.3.5 | K | | |
| | 1.3.6 | L | | |
| | 1.3.7 | J | | |
| | 1.3.8 | M | | |
| | 1.3.9 | A | | |
| | 1.3.10 | B | | |
| | | | (10 × 1) | (10) |
| 1.4 | 1.4.1 | A pointing device is used to click at a specific option or position on the screen. | | |
| | 1.4.2 | Set of instructions written in a programming language and interpreted by the CPU. | | |
| | 1.4.3 | Container in which files are kept. | | |

1.4	1.4.4	Act of obtaining personal information from the recipient from an e-mail by prompting them to update personal information such as passwords or banking details.		
	1.4.5	Malicious software that is intended to harm your device or change its operations.	(5 × 2)	(10)
1.5	1.5.1	Global positioning system		
	1.5.2	Information and communication technology		
	1.5.3	Wireless Local Area Network		
	1.5.4	Universal Serial Bus		
	1.5.5	Garbage in Garbage out	(5 × 2)	(10)
				[60]

QUESTION 2

- 2.1
- Right-click on the recycling bin✓
 - Select open and click✓
 - Select the file you want to recover✓✓
 - Right-click on it and select restore✓✓
- (6)
- 2.2
- 2.2.1
- More durable than hard disk drive.✓
- SSDs do not have moving parts so they are not likely to fail in high shock or vibration or high temperatures.✓
- Faster than hard disk drive✓
- SSDs have significant faster read/write rates. No moving/spinning platter so data can be accessed quickly✓
- Better performance than hard disk drive✓
- SSD has a lower seek time and it does not become fragmented.✓
- Low power consumption than hard disk drive✓
- There is no power used to drive motors in an SSD unlike in HDD✓
- No noise while in operation/use✓
- Absence of rotating platter to store data and a moving read arm makes an SSD completely quiet while in operation.✓
- More compact than hard disk drive✓
- An SSD is considered to be smaller than a hard disk drive.✓
- (6 × 2) (12)

- 2.3
- Reduce injuries, errors, defects and costs
 - Reduce employee absence
 - Improve satisfaction
 - Improve productivity
 - Reduce workplace stress
- (5 × 2) (10)
[28]

QUESTION 3

- 3.1
- Searching for markets on social media or online
 - Buying and selling online
 - Designing flyers and adverts
- 3.2
- Develop accounting records
 - Online banking
 - Financial advice online
- 3.3
- Human resource/worker records
 - Database
 - Search for suitable human resources
- 3.4
- Asset management records
 - Searching maintenance information
 - Purchase of maintenance material and equipment online
- (4 × 3) **[12]**
- TOTAL SECTION A: 100**

SECTION B

QUESTION 1

GREEN LAND CO-OPERATIVE
Payroll 2021

NAME	MONTHLY SALARY	MEDICAL AID CONTRIBUTION %	MEDICAL AID CONTRIBUTION AMOUNT	TAX PAYABLE	NET SALARY
DIMBA H	20500	10%			
NXUMALO X	65200	5%			
ZUMA FN	99620	5%			
RUPERT NN	108500.5	12%			
MOTSEPE PA	75300	8%			
WODUMO M	42320.45	6%			
TOTAL					
TAX	15%				
Average monthly salary:					
Maximum tax payable:					
Minimum medical aid contribution:					
Total No of employees:					

No row, column or gridlines ✓
Adjust column A to fit the text ✓
Examination number and question
1.1 ✓✓
Print A4 landscape ✓

(5)

	A	B	C	D	E	F	G
1	GREEN LAND CO-OPERATIVE				Font 14 pt ✓ antique olive compact		
2					PS ✓ merge and centre ✓ ✓		
3	Payroll 2021	Bold ✓ italics ✓					
4							
5	NAME	MONTHLY SALARY	MEDICAL AID CONTRIBUTION %	MEDICAL AID CONTRIBUTION AMOUNT	TAX PAYABLE	NET SALARY	Bold ✓ Centre ✓ wrap text ✓
6	DIMBA H	R 20 500.00	10%	R 2 050.00	R 3 075.00	R 15 375.00	
7	NXUMALO X	R 65 200.00	5%	R 3 260.00	R 9 780.00	R 52 160.00	
8	ZUMA FN	R 99 620.00	5%	R 4 981.00	R 14 943.00	R 79 696.00	
9	RUPERT NN	R 108 500.50	12%	R 13 020.06	R 16 275.08	R 79 205.37	
10	MOTSEPE PA	R 75 300.00	8%	R 6 024.00	R 11 295.00	R 57 981.00	
11	WODUMO M	R 42 320.45	6%	R 2 539.23	R 6 348.07	R 33 433.16	
12	TOTAL	R 411 440.95		R 31 874.29	R 61 716.14	R 317 850.52	
13							
14	TAX	15%					
15							
16	Average monthly salary:	R 68 573.49					
17	Maximum tax payable:	R 16 275.08					
18	Minimum medical aid contribution:	R 2 050.00					
19	Total No of employees:	6					
20							

Calculations A ✓ B ✓ C ✓ D ✓ E ✓ F ✓ G ✓ H ✓
 Horizontal and vertical lines ✓ ✓
 Rand sign R ✓ 2 decimal places ✓
 Bold and centre answers ✓
 Print one page landscape ✓

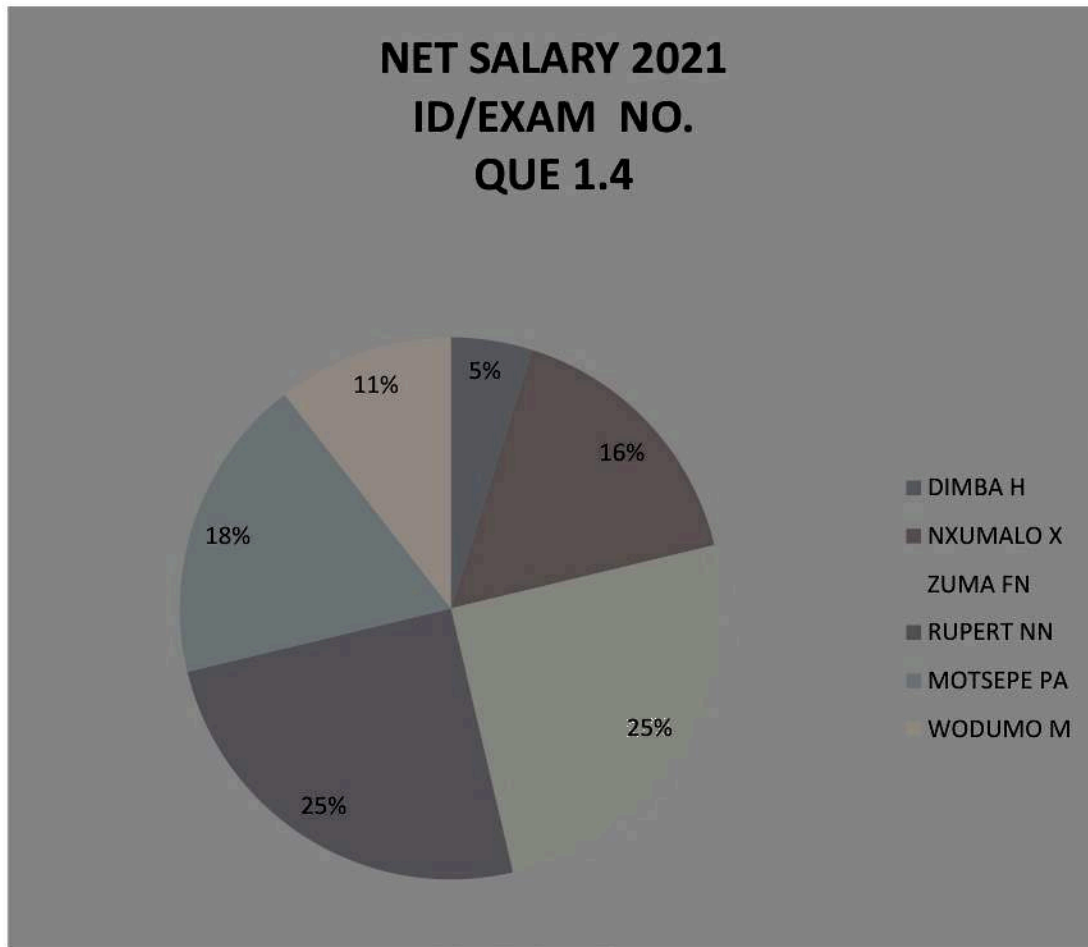
	A	B	C	D	E	F
1	GREEN LAND CO-OPERATIVE					
2						
3	Payroll 2021					
4						
5	NAME	MONTHLY SALARY	MEDICAL AID CONTRIBUTION %	MEDICAL AID CONTRIBUTION AMOUNT	TAX PAYABLE	NET SALARY
6	DIMBA H	20500	0.1	=B6*C6	=B6*\$B\$14	=B6-(D6+E6)
7	NXUMALO X	65200	0.05	=B7*C7	=B7*\$B\$14	=B7-(D7+E7)
8	ZUMA FN	99620	0.05	=B8*C8	=B8*\$B\$14	=B8-(D8+E8)
9	RUPERT NN	108500.5	0.12	=B9*C9	=B9*\$B\$14	=B9-(D9+E9)
10	MOTSEPE PA	75300	0.08	=B10*C10	=B10*\$B\$14	=B10-(D10+E10)
11	WODUMO M	42320.45	0.06	=B11*C11	=B11*\$B\$14	=B11-(D11+E11)
12	TOTAL	=SUM(B6:B11)		=SUM(D6:D11)	=SUM(E6:E11)	=SUM(F6:F11)
13						
14	TAX	0.15				
15						
16	Average monthly salary:	=AVERAGE(B6:B11)				
17	Maximum tax payable:	=MAX(E6:E11)				
18	Minimum medical aid contribution:	=MIN(D6:D11)				
19	Total No of employees:	=COUNT(B6:B11)				
20						

Correct Formulae ✓✓✓ (All or nothing)

QUESTION 1.3 ✓

Adjust column widths ✓

Print on landscape ✓ one page ✓ with row, column headings but no gridlines ✓



Pie chart ✓✓
Heading
NET SALARY ✓
EXAMINATION NUMBER ✓
QUESTION 1.4 ✓
Legends on the right ✓
Data labels as % ✓ best fit ✓
Shape fill/background black, textile, lighter 50% ✓✓
Chart on new page ✓
Print one page ✓ landscape ✓

(13)
[57]

EXAM NUMBER ✓

QUESTION 2 ✓

CO-OP OR CORPORATE? CHOOSE BETWEEN

*Courier new ✓ 12pt ✓
Full justification ✓✓*

THESE AGRI MODELS

*U/C ✓ 20pt ✓
Word Art ✓*

Agribusiness VBK, which has been doing business in South Africa for over a century, started as co-operative, but has since been converted into a company. Managing director Koos Janse van Rensburg writes that the debate on capital formation and value creation within agricultural businesses is as old as the industry itself, and explains the relative merits of the co-operative and corporate models.

Originally, most agricultural businesses were primary agricultural cooperatives. They in turn, established secondary co-operatives to engage in food processing and/or obtain cheaper inputs. With many of these businesses being more than 100 years old, much consolidation took place over the generations. Some co-ops have converted into companies.

The reasons for this are diverse. Government hastened the process with amendments to the Co-operatives Act, which made it almost impossible for co-ops with many members to utilise this form of enterprise. Some converted because of political fears and sought protection amongst other major companies. Some looked to attract capital for their enterprises, while others wanted to utilise this form of enterprise.

HOW A CO-OP WORKS

All subheadings U/C and Bold ✓✓

A co-op shares its benefits with its members pro rata and uses everyone's contribution to generate profit. It is therefore a fair way for agricultural enterprises to unlock value, as members share in the profit that their enterprises generate from business done with the co-op and are remunerated accordingly, regardless of how much of their funds are locked up in the co-op. Members receive this benefit in the form of a bonus, part of which is paid in cash while the remainder accumulates in a member's fund that is paid out over a fixed period.

A co-op does not accumulate many reserves, as it distributes its profits as bonuses. The co-op requires funding to operate its business, and as a result, the bonuses cannot be paid wholly in cash; a portion must be retained as members' funds that

accumulate in the co-op to the credit of members, until they are paid out on specific date at a specific date at a specific value.

The co-op's assets that increase in value over time are ownerless. Being a member of a sports club; members pay a minimal entry fee and, over time, share in the infrastructure created by the club.

BENEFITS OF A CO-OP

- The main advantage of the co-operative model is that members retain control over the enterprise.
- It is an extremely effective loyalty scheme. An agricultural business such as VBK, for example, enjoys excellent loyalty from its customers, and the model stimulates business with the enterprise.
- It gives young farmers the opportunity to build capital in proportion to their participation in the business of the co-op. The capital serves as security for the farmer's debt with the co-op, and consequently limits the co-op's risk in case of insolvency.
- The producer is allocated his or her interest and therefore does not have to pay cash to pay the investment.
- The member's accumulated funds have a guaranteed value over a period.

DISADVANTAGES OF THE CO-OP

- A main disadvantage of a co-op is that it is funded primarily with semi-permanent capital. Members' funds are paid out at some point, although permanent assets are financed with it.
- These funds serve as security for debt as security as debt to the company; this means that the business will be forced to utilise them should members experience financial problems with the adverse cash flow effect associated with it.
- The biggest disadvantage for a member is that inflation erodes much of the original value of his or her funds. It should be kept in mind, however, that the member initially received the value free of charge.
- The member's capital must be retained for a lengthy period to enable the co-op to conduct business with it.
- The biggest disadvantage of the model from the enterprise's perspective is that the co-op must generate capital. The

- business cannot raise its own capital from outside the enterprise; it can, however, borrow capital.

THE CORPORATE MODEL IS NORMALLY VERY USEFUL FOR UNLOCKING CAPITAL ONCE-OFF THAT WAS BUILT UP OVER YEARS.

BENEFITS OF THE CORPORATE MODEL

The value of a share is determined by the market. The market, in turn, is influenced by many factors, including:

- The economic sector in which the company operates
- The profitability of the company
- Whether it is minority or a majority share that is sold
- The market mechanism for trading and the liquidity of the shares in the relevant company

2 columns ✓
Line ✓

- The biggest advantage of the corporate model is that the capital created is permanent in nature.
- Shares can be issued, should the business require capital.
- Fluctuations in the price of shares take place outside the company and do not affect the company's capital structure.
- Shares are negotiable, and although the shareholders capital is vested in the company, the shareholder may withdraw his or her capital at the market value of the share

GIVEN THEIR RELATIVE PROS AND CONS, IT CANNOT BE SAID THAT ONE MODEL IS BETTER THAN THE OTHER

Double line border ✓✓
Correct information ✓
Shade ✓

✓	CO-OP	✓	✓	✓	✓✓	✓✓	✓
NO	CO-OPERATIVE NAME	PRODUCE	DATE SOLD	PRICE	EXAM NUMBER	Click to Add	
1	MUJINDI	baby marrow	2021/09/07	R 2 500.00			
2	SEBENZA	green mealies	2021/11/16	R 3 200.00			
3	QWAQWA	cabbages	2021/07/22	R 4 500.00			
4	MUSHANDIRA	chicken	2021/03/23	R 4 999.00			
5	PHUMELELA	pork	2020/06/01	R 2 850.00			
6	LITTLE FLOWER	citrus	2020/04/21	R 1 560.00			
*	(New)						

Print landscape

(10)

C:\Users\user\Documents\CO-OPERATIVE EXAM NO...acddb
Table: CO-OP

12 November 2021
Page: 1

Columns

Name	Type	Size
NO	Long Integer	4
CO-OPERATIVE NAME	Text	15
PRODUCE	Text	255
DATE SOLD	Date/Time	8
PRICE	Currency	8
EXAM NUMBER	Text	13

Print Portrait ✓

✓ CO-OPERATIVE
EXAM NUMBER

(5)

EXAM NO QUESTION 3 REPORT				
CO-OPERATIVE	PRODUCE	DATE SOLD	PRICE	
LITTLE FLOWER	citrus	2020/04/21	R 1 560.00	
MUJINDI	baby marrow	2021/09/07	R 2 500.00	
MUSHANDIRA	chicken	2021/03/23	R 4 999.00	
PHUMELELA	pork	2020/06/01	R 2 850.00	
QWAQWA	cabbages	2021/07/22	R 4 500.00	
SEBENZA	green mealies	2021/11/16	R 3 200.00	

(8)
[25]

TOTAL SECTION B: 100
GRAND TOTAL: 200