



QQI

BA (Hons) Accounting and Finance

SUMMER 2021 EXAMINATIONS

Module Code: **B6AF115**

Module Description: **Accounting Information Systems**

Examiner: **Rasidawati Shamsuddin**

Internal Moderator: **Azina Yaakob**

External Examiner:

Date: XXXX, MAY 2021

Time: XXXX -XXXX

INSTRUCTIONS TO CANDIDATES

Time allowed is 2 hours.

Answer all Questions.

Your online exam comprises of two parts:

SECTION A: Write your answers into the Exam Answers Template.

SECTION B will be carried out in Sage. A copy of the dataset should be uploaded to Moodle.

Upload all files for Section A & B to the exam submission link.

Section A

Answer all questions:

- 1** Provide step-by-step guidance on how to set the Company name and Accounting period in Sage UBS Accounting. **3 Marks**
- 2** In the process of sorting a day to day activities in company, user need to create account in the Sage UBS Accounting. Briefly explain the steps to create chart of account. **3 Marks**
- 3** What is the option to edit chart of account? **3 Marks**
- 4** An outline of how to edit a transaction? **3 Marks**
- 5** List the steps to delete chart of account. **3 Marks**
- 6** Identify the related accounting description for the account types below: **6 Marks**

Account Type	Related Account Description
A	i.
F	ii.
G	iii.
J	iv.
M	v.
T	vi.

- 7** Identify the steps to enter the opening balances for the first month of the financial year. **2 Marks**
- 8** In order to produce the Trading, Profit & Loss account, how to Maintain Opening and Closing Stock values? **4 Marks**
- 9** The user of Sage UBS wishes to change the definition of account types from "Sales to Profits." Show the steps taken to make the changes. **3 Marks**

Total Marks Section A = 30 Marks

Section B

Create a new dataset and create the following accounts, enter the following transactions and complete the following routines:

- 1** Enter the company name and address: *5 Marks*

Type in your NAME

Section 14, Kampung Teras Jernang,
Bandar Baru Bangi, 43000,
Kajang, Selangor

Reference No. Type in your ID No.

Note:

Last Accounting Year: 31/12/2019

Accounting year: 1/1/2020 – 31/12/2020

Starting period from 1st Feb 2020, use Sage UBS Accounting to handle all accounting transactions.

- 2** Create the following Account Receivables (Debtors): *2 Marks*

A/c No.	Contact	Name	Address	Telephone
3000/A01	En Sabri	Aston Berhad	17, Jalan Ceras, KL	03 213 3290
3000/A02	En Fahry	Armada Murni	59, Jalan Juara, Shah Alam	03 354 5859

- 3** Create the following Account Payable (Creditors): *2 Marks*

A/c No.	Contact	Name	Address	Telephone
4000/C01	En Karim	Cemerlang Antah Berlian	10, Jalan Pualam, Shah Alam	03 789 9987
4000/C02	En Sasy	Cahaya Asztana Biru	Tingkat 6, Wisma Batik, KL	03 4556 655

- 4** Organise the Batches as follow: *7 Marks*

Batch 1	Purchase Journal-Feb 2020
Batch 2	Sales Journal- Feb 2020
Batch 3	Cash Book (Cash) - Feb 2020
Batch 4	Cash Book (Bank) – Feb 2020
Batch 5	General Journal – Feb 2020
Batch 6	Purchase Return –Feb 2020
Batch 7	Sales Return Journal -Feb 2020

5 Debtors Aging Analysis as at 31st January 2020**5 Marks**

Name	Current	1 month	2 months	3 months	4 months
Aston Berhad	3,000	10,000		8,000	4,250
Armada Murni	1,000		15,000	3,000	

6 Create the following Accounts:**10 Marks**

1000/000	Capital
1050/000	Profit & Loss Account (SOCl)
3000/000	Debtors Control
3000/A01	Aston Berhad
3000/A02	Armada Murni
3010/000	Bank
3020/000	Cash
3030/000	Inventory
4000/000	Creditors Control
5000/000	Sales
6000/000	Opening Stock
6010/000	Purchases
6020/000	Closing Stock
9010/000	Utilities
9020/000	Advertising
9030/000	Salaries
9040/000	Rental
9050/000	Stationeries

7 Create the following opening balances from the business documents: 10 Marks

Description	Debit (RM)	Credit (RM)
Capital		260,000
Profit & Loss Account (SOCl)		25,000
Debtors Control	0	
Aston Berhad	25,250	
Armada Murni	19,000	
Bank	230,000	
Cash	28,900	
Inventory as at 31/12/2019	5,500	
Creditors Control		18,250
Sales		160,700
Purchases	120,000	
Utilities	9,600	
Advertising	7,500	
Salaries	3,800	
Rental	6,000	
Stationary	8,400	
TOTAL	463,950	463,950

8 Enter the following inventory (stock) as at:

6 Marks

Opening Stock value (01/02/2020) is RM4,000.

Closing Stock value (29/02/2020) is RM6,200.

9 Add the following Credit Purchases to Batch 1

2 Marks

Date	Description	Ref. No.	Amount (RM)
Purchases Journal			
02/02/2020	Cemerlang Antah Berlian	INV0045	10,500
20/02/2020	Cahaya Asztana Biru	INV7978	8,000

10 Add the following Credit Sales to Batch 2

2 Marks

Date	Description	Ref. No.	Amount (RM)
Sales Journal			
05/02/2020	Aston Berhad	INV4989	52,100
15/02/2020	Armada Murni	INV4990	15,000

11 Add the following cash Transaction to Batch 3

1 Marks

Date	Description	Ref. No.	Amount (RM)
Cash Receipts			
08/02/2020	Cash Sales	CS008	2,500

12 Add the following Bank Transaction to Batch 4

7 Marks

Date	Description	Ref. No.	Amount (RM)
Bank Payments			
15/02/2020	Advertising	PV971	12,000
28/02/2020	Salaries	PV972	6,500
29/02/2020	Cemerlang Antah Berlian	PV973	5,000
29/02/2020	Cahaya Asztana Biru	PV980	3,000
Bank Receipts			
25/02/2020	Aston Berhad	OR001	10,000
29/02/2020	Armada Murni	OR011	5,500
29/02/2020	Aston Berhad	OR012	15,000

13 Answer the following questions:

5 Marks

- a. How much is the total Trial Balance as at 29/2/2020?
- b. State the amount of profit or loss?
- c. What is the total amount of Sales for the period?
- d. What is the total amount of Purchases for the period?
- e. What is the balancing figure as per the balance sheet (SOFP) as at 29/2/2020?

Note: A copy of the following reports as at 29/2/2020 should be uploaded to the submission link to support your answer:

1. Trial Balance
2. Profit & Loss Account
3. Balance Sheet

Convert the file to **Microsoft Excel** and save the file as your Full Name. *3 Mark*

4. Company profile
5. Batch of Transactions
6. Debtors/Creditor Listing

Convert the file to **Microsoft Words** and save the file as your Full Name. *3 Mark*

Total Mark = 70 Marks

END OF EXAMINATION