



1b MTG Accounting EN 18 Sept 2014

This Mind the Gap study guide has been CAPS aligned and helps you to prepare for the end-of-year Accounting Grade 12 examination. This study guide does not cover the entire curriculum, but it does focus on core content of each knowledge area and points out where you can earn easy marks. You must work your way through this study guide to improve your understanding, identify your areas of weaknesses and correct your own mistakes. We are confident that this Mind the Gap can help you to prepare well so that you pass the end-of-year exams. To ensure a high quality pass, you should also cover the remaining aspects of the curriculum using other textbooks and your class notes. Also pay special attention to the way the workings have been shown in the worked examples. This is the best way for you to earn maximum marks. In order for you to be successful in Accounting you must:

- Ensure that you know the formats or layouts of the: — Income Statement — Balance Sheet — Cash Flow Statement — Production Cost Statement — General Ledger accounts
- Understand the concepts explained in this guide and know how to do calculations.
- Work through as many past examination papers as you can (use the explanations and steps in this guide to assist you).

There are some suggested questions from past papers at the end of each section for extra practice. Be careful when working through questions relating to Companies of past papers as there are some aspects that are treated differently under CAPS.

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