

LESSON PLAN (Section 1 - Revision)
ACCOUNTING AND FINANCIAL LITERACY GRADE 9



Educator name:

Week:

Cycle:

Core knowledge: Organisational structure of the Accounting Department

Evaluation method: Written/practical research **Ex 1.1**

Evaluator/assessor: Educator/self/peer

Prior knowledge: Cash transactions - Journals, General Ledger, Trial Balance, Financial Statements and OAL

Resource material: Accounting and Financial Literacy workbook notes and examples pages 12 - 17

Ex 1.1	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									

	Educator reflection	Level (1-7)
1	I maintained a high level of discipline	
2	I played the role of facilitator during the lesson	
3	I completed learner intervention forms where necessary	
4	I compared new information with what they already knew. (Previous knowledge)	
5	I made effective use of teaching aids	
6	I applied remediation to the learners who needed it	
7	My assessment tools were effective	
8	The learners were able to complete the activity	
9	The learners were able to deliver proof of their learning	

Areas of improvement:

Homework requirements:

Test - Study Terminology pages 12 - 72 (Crossword)

Additional notes:

**LESSON PLAN (Section 2 – Revision and AOL)
ACCOUNTING AND FINANCIAL LITERACY GRADE 9**

**Lesson
Plan 2**

Educator name:

Week:

Cycle:

Core knowledge: Cash transactions - AOL, Account DR and CR

Evaluation method: Practical research & written activity - Ex 2.1 - 2.5

Evaluator/assessor: Educator/self/peer

Prior knowledge: Cash transactions - Journals, General Ledger, Trial Balance, Financial Statements and OAL

Resource material: Accounting and Financial Literacy workbook notes pages 18 - 30, learner to research job requirements via various resources i.e. internet, newspapers and interviews.

Ex 2.1	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 2.2	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 2.3	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 2.4	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 2.5	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 2.6	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 2.7	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									

	Educator reflection	Level (1-7)
1	I maintained a high level of discipline	
2	I played the role of facilitator during the lesson	
3	I completed learner intervention forms where necessary	
4	I compared new information with what they already knew. (Previous knowledge)	
5	I made effective use of teaching aids	
6	I applied remediation to the learners who needed it	
7	My assessment tools were effective	
8	The learners were able to complete the activity	
9	The learners were able to deliver proof of their learning	

Areas of improvement:

Homework requirements:

Additional notes:

LESSON PLAN (Section 3 – Cash Journals and General Ledger) ACCOUNTING AND FINANCIAL LITERACY GRADE 9



Educator name:

Week:

Cycle:

Core knowledge: Cash Transactions - Source documents, CRJ, CPJ, PCJ and General Ledger

Evaluation method: Written/practical activities Ex 3.1 - 3.12

Evaluator/assessor: Educator/self/peer

Prior knowledge: Cash transactions - Journals (CRJ, CPJ & PCJ), General Ledger, Trial Balance, Financial Statements and AOL

Resource material: Accounting and Financial Literacy workbook pages 33 - 72, notes and examples

Ex 3.1	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 3.2	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 3.3	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
EX 3.4	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 3.5	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 3.6	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 3.7	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 3.8	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 3.9	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
EX 3.10	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 3.11	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 3.12	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									

Test - Study Terminology pages 73 - 145 (Crossword)

LESSON PLAN (Section 4 – Debtors, Journals and General Ledger) ACCOUNTING AND FINANCIAL LITERACY GRADE 9

**Lesson
Plan 4**

Educator name:

Week:

Cycle:

Core knowledge: Source documents, Debtors, Debtors Allowances, related Journals and General Ledger

Evaluation method: Written/practical activities Ex 4.1 - 47

Evaluator/assessor: Educator/self/peer

Prior knowledge: Cash transactions - Journals (CRJ, CPJ & ICJ), General Ledger, Trial Balance, Financial Statements and AOL

Resource material: Accounting and Financial Literacy workbook notes pages 73 - 96 and examples

Ex 4.1 Invoice	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 4.2 Invoice	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 4.3 DJ, GL	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 4.4DJ,CRJ,GL	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 4.5 DAJ, GL	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 4.6 DJ,DAJ,GL	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 4.7 AOL	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									

	Educator reflection	Level (1-7)
1	I maintained a high level of discipline	
2	I played the role of facilitator during the lesson	
3	I completed learner intervention forms where necessary	
4	I compared new information with what they already knew. (Previous knowledge)	
5	I made effective use of teaching aids	
6	I applied remediation to the learners who needed it	
7	My assessment tools were effective	
8	The learners were able to complete the activity	
9	The learners were able to deliver proof of their learning	

Areas of improvement:

Homework requirements:

Additional notes:

LESSON PLAN (Section 5 Debtors Ledger)
ACCOUNTING AND FINANCIAL LITERACY GRADE 9



Educator name:

Week:

Cycle:

Core knowledge: Subsidiary Ledger - Debtors Ledger

Evaluation method: Written/practical activities **5.1 - 5.5**

Evaluator/assessor: Educator/self/peer

Prior knowledge: Source documents, Debtors, Debtors Allowances, related Journals and General Ledger

Resource material: Accounting and Financial Literacy workbook notes and examples pages 97 - 109

Ex 5.1 DL	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 5.2 DL	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 5.3 DL	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 5.4	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 5.5	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									

	Educator reflection	Level (1-7)
1	I maintained a high level of discipline	
2	I played the role of facilitator during the lesson	
3	I completed learner intervention forms where necessary	
4	I compared new information with what they already knew. (Previous knowledge)	
5	I made effective use of teaching aids	
6	I applied remediation to the learners who needed it	
7	My assessment tools were effective	
8	The learners were able to complete the activity	
9	The learners were able to deliver proof of their learning	

Areas of improvement:

Homework requirements:

Additional notes:

LESSON PLAN (Section 6 – Creditors Journal and General Ledger) ACCOUNTING AND FINANCIAL LITERACY GRADE 9

**Lesson
Plan 6**

Educator name:

Week:

Cycle:

Core knowledge: Creditors, Creditors Allowances, related Journals and General Ledger

Evaluation method: Written/practical activities **Ex 6.1 - 6.6**

Evaluator/assessor: Educator/self/peer

Prior knowledge: Source documents, Debtors, Debtors Allowances, related Journals, General Ledger and Debtors Ledger

Resource material: Accounting and Financial Literacy workbook notes and examples pages 111 - 134

Ex 6.1 Purchase	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 6.2 CJ, GL	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 6.3 CJ, CPJ, GL	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 6.4 CAJ, GL	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 6.5 CJ, CAJ, CPJ, GL	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 6.6 AOL	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									

	Educator reflection	Level (1-7)
1	I maintained a high level of discipline	
2	I played the role of facilitator during the lesson	
3	I completed learner intervention forms where necessary	
4	I compared new information with what they already knew. (Previous knowledge)	
5	I made effective use of teaching aids	
6	I applied remediation to the learners who needed it	
7	My assessment tools were effective	
8	The learners were able to complete the activity	
9	The learners were able to deliver proof of their learning	

Areas of improvement:

Homework requirements:

Additional notes:

**LESSON PLAN (Section 7 – Creditors Ledger)
ACCOUNTING AND FINANCIAL LITERACY GRADE 9**



Educator name:

Week:

Cycle:

Core knowledge: Subsidiary Ledger - Creditors Ledger

Evaluation method: Written/practical activities **Ex 7.1 - 7.3**

Evaluator/assessor: Educator/self/peer

Prior knowledge: Creditors, Creditors Allowances, related Journals and General Ledger

Resource material: Accounting and Financial Literacy workbook notes and examples pages 137 - 145

Ex 7.1 CL	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 7.2 CL	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 7.3 CL	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									

	Educator reflection	Level (1-7)
1	I maintained a high level of discipline	
2	I played the role of facilitator during the lesson	
3	I completed learner intervention forms where necessary	
4	I compared new information with what they already knew. (Previous knowledge)	
5	I made effective use of teaching aids	
6	I applied remediation to the learners who needed it	
7	My assessment tools were effective	
8	The learners were able to complete the activity	
9	The learners were able to deliver proof of their learning	

Areas of improvement:

Homework requirements:

Additional notes:

Educator name:

Week:

Cycle:

Core knowledge: Combined - Debtors and Creditors Journals + General Ledger

Evaluation method: Written/practical **Ex 8.1 - 8.7**

Evaluator/assessor: Educator/self/peer

Prior knowledge: Debtors, Creditors, Allowances and posting to the General Ledger

Resource material: Accounting and Financial Literacy workbook notes and examples pages 147 - 181

Ex 8.1	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 8.2	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 8.3	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 8.4	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 8.5	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 8.6	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 8.7	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 8.8	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									

	Educator reflection	Level (1-7)
1	I maintained a high level of discipline	
2	I played the role of facilitator during the lesson	
3	I completed learner intervention forms where necessary	
4	I compared new information with what they already knew. (Previous knowledge)	
5	I made effective use of teaching aids	
6	I applied remediation to the learners who needed it	
7	My assessment tools were effective	
8	The learners were able to complete the activity	
9	The learners were able to deliver proof of their learning	

Areas of improvement: _____

Homework requirements: **Test - Study Terminology pages 183 - 215 (Crossword)**

Additional notes: _____

**LESSON PLAN (Section 9 – Trial Balance)
ACCOUNTING AND FINANCIAL LITERACY GRADE 9**

**Lesson
Plan 9**

Educator name:

Week:

Cycle:

Core knowledge: Trial Balance

Evaluation method: Written/practical activities **Ex 9.1 - 9.3**

Evaluator/assessor: Educator/self/peer

Prior knowledge: Cash and Credit transactions, Journals, Allowances, Debtors & Creditors Ledgers and General Ledger

Resource material: Accounting and Financial Literacy workbook notes and examples pages 183 - 193

Ex 9.1	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 9.2	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 9.3	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									

	Educator reflection	Level (1-7)
1	I maintained a high level of discipline	
2	I played the role of facilitator during the lesson	
3	I completed learner intervention forms where necessary	
4	I compared new information with what they already knew. (Previous knowledge)	
5	I made effective use of teaching aids	
6	I applied remediation to the learners who needed it	
7	My assessment tools were effective	
8	The learners were able to complete the activity	
9	The learners were able to deliver proof of their learning	

Areas of improvement:

Homework requirements:

Additional notes:

**LESSON PLAN (Section 10 – Income Statement and Balance Sheet)
ACCOUNTING AND FINANCIAL LITERACY GRADE 9**

**Lesson
Plan 10**

Educator name:

Week:

Cycle:

Core knowledge: Financial Statements - Income Statement and Balance Sheet

Evaluation method: Written/practical activities **Ex 10.1 - 10.3**

Evaluator/assessor: Educator/self/peer

Prior knowledge: Trail Balance

Resource material: Accounting and Financial Literacy workbook notes and examples pages 195 - 208

Ex 10.1	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 10.2	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									
Ex 10.3	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									

	Educator reflection	Level (1-7)
1	I maintained a high level of discipline	
2	I played the role of facilitator during the lesson	
3	I completed learner intervention forms where necessary	
4	I compared new information with what they already knew. (Previous knowledge)	
5	I made effective use of teaching aids	
6	I applied remediation to the learners who needed it	
7	My assessment tools were effective	
8	The learners were able to complete the activity	
9	The learners were able to deliver proof of their learning	

Areas of improvement:

Homework requirements:

Additional notes:

**LESSON PLAN (Section 11 – Analysis of Financial Statements)
ACCOUNTING AND FINANCIAL LITERACY GRADE 9**

**Lesson
Plan 11**

Educator name:

Week:

Cycle:

Core knowledge: Analysis of Financial Statements

Evaluation method: Written/practical activities **11.1**

Evaluator/assessor: Educator/self/peer

Prior knowledge: Trail Balance and Financial Statements

Resource material: Accounting and Financial Literacy workbook notes and examples pages 209 - 215

11.1	9A	9B	9C	9D	9E	9F	9G	9H	9I
Date assigned									
Due date									

	Educator reflection	Level (1-7)
1	I maintained a high level of discipline	
2	I played the role of facilitator during the lesson	
3	I completed learner intervention forms where necessary	
4	I compared new information with what they already knew. (Previous knowledge)	
5	I made effective use of teaching aids	
6	I applied remediation to the learners who needed it	
7	My assessment tools were effective	
8	The learners were able to complete the activity	
9	The learners were able to deliver proof of their learning	

Homework requirements:

Additional notes:
