GATITU MIXED SECONDARY SCHOOL

 END OF TERM 1 EXAMS -2013

 FORM 4 BUSINESS STUDIES

 (*ANSWER ALL THER QUESTIONS)*

1. Name and explain five characteristics of a good filling system (10mks)
2. Name and give the functions of any five equipments used in an office (10mks)
3. Discuss five differences between public limited and private limited companies (10mks)
4. Explains five types of partners (10mks)
5. Explain five types of wholesalers (10mks)
6. Explain five methods used by the government to protect consumers from exploitation (10mks
7. Explain five principles of insurance (10mks)
8. Highlight five differences between monopolistic competition and monopoly (10mks)
9. Mr. kinyenje enterprises had the following asset and liabilities as at 1st January 2004

Prepaid salaries 3000

 Capital 20000

Stock 6000

Cash 2000

Premises 16000

Bank overdraft 2000

Creditors 1000

Bank 3000

5 year loan 5000

Accrued rent 3000. During the month the following transactions took place:

 a) 3rd January 2004 he received sh. 500 by a cheque from debtors

 b) 16th Jan 2004 he sold goods worthy sh. 2000 for sh. 8000 cash and deposited sh. 6000 in bank.

 c) 20th January 2004 he paid sh. 1000 cash as part of 5yr loan

 d) 30th January 2004 sold goods worthy sh. 2300 on credit for sh. 1000

 Prepare Mr. Kinyenje’s enterprises balance sheets as at 31st January 2004 (10mks)

10. Explain five errors that do not affect the agreement on a trial balance (10mks)