GATITU DAY MIXED SECONDARY SCHOOL

BUSINESS FORM 2

END TERM TIME: 2HRS 30 MIN (85MKS)

1.Highlight four factors that hasten economic development in a country (4mks)

2.Outline four reasons for government involvement in business (4mks)

3.Name four principals of co-operatives (4mks)

4.State four roles of stoke exchange as a market for securities (4mks)

5.Highlight four circumstances under which a partnership may be dissolved (4mks)

6.Define the word business plan (2mks)

7.Name four contents of a business plan (4mks)

8.Outline four differences between a good and a service (4mks)

9.State four importance of trade (4mks)

10.State four advantages of operating a partnership form of business (4mks)

11.List any four examples of public utilities provided by the government to the business people (4mks)

12.Outline the modern trends in transport (4mks)

13.Outline four circumstances under which a trader may choose to transport goods by rail (4mks)

14.Give four reasons why a person should send message by mail rather than by telephone (4mks)

15.Outline four circumstances under which face to face communication may be ineffective (4mks)

16.State any four trends in communication (4mks)

17. State four factors to consider before choosing a means of communication (4mks)

18.The table below contains descriptions relating to types of communications:Vertical,horizontal,formal and informal. Write the appropriate term of communication associated with each of the following statements. (4mks)

|  |  |  |
| --- | --- | --- |
|  | Statement | Terms |
| a. | A manager gives instructions to a supervisor in her division |  |
| b. | Rumours going around that the most disciplined workers will be rewarded |  |
| c. | A manager issues a general circular to the employees |  |
| d. | Prefects discussing discipline in their school |  |

19. The table below contains descriptions relating to some types of warehouses. In the space provided, write the type of warehouse to which each description refers. (4mks)

|  |  |
| --- | --- |
| Description | Type |
| a.Used to store exports and imports |  |
| b.Anybody can rent space in it for storing goods temporarily |  |
| c.Operated for the owners exclusive use |  |
| d.Owned and operated by manufacturer and farmers |  |

20. Highlight four essentials of a good warehouse (4mks)

21. Define the following words: (4mks)

a) Insurance

b) Insured

c) Premium

22. List three importance of a warehouse (3mks)