**Name:…………………………………………… Adm No: ……………………………**

**Student’s signature:…………………… Date: ……………………….….........**

**565**

**BUSINESS STUDIES**

**SEPTEMBER -2021**

**TIME: 2 HOURS.**

 **CaSPA AMUKURA PARISH FORM 2 END TERM ONE 2021 EXAMS**

**565 Business Studies**

**INSTRUCTIONS TO STUDENTS**

(a) Write your **NAME**and **ADM number** in the spaces provided above.

(b) **Sign** and **write** the **date** that the examination is done.

 (c) All answers must be written in the spaces provided in the booklet

 d) answer all questions in section A and TWO questions in section

***For Examiner’s Use Only:***

SECTION A

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| QUESTION | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| MARKS |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

 SECTION B

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| QUESTION | 15 | 16 | 17 | 18 | 19 | 20 |  | 21 | 22 | 23 |  |
| MARKS |  |  |  |  |  |  |  |  |  |  |  |

 **Pap**

 **SECTION A: answer all the questions in this section**

1. Resources are categorized broadly into economic and free resources. Identify any **three**

free resources. (3mks)

a)

b)

c)

2. Give **four** reasons why it is difficult to satisfy human wants (4mks)

a)

b)

c)

d)

3.State **four** methods of government involvement in business activities. (4mks)

a)

b)

c)

d)

4. State **four** features of sole proprietorship. (4 marks)

a)

b)

c)

d)

5. Name the internal environments whose effects are described by the following statements

 (3marks)

|  |  |  |
| --- | --- | --- |
|  | **EFFECT** | **INTERNAL ENVIRONMENT** |
| (a)  | Allows duties to be allocated to the right people thus resulting in higher productivity |  |
| (b)  | Helps the business achieve its objectives e.g. higher production level of goods and services |  |
| (c) | Makes employees to acquire norms and code of conduct that is acceptable to all |  |

6. List **four** features of land as a factor of production (4mks)

a)

b)

c)

d)

7. Highlight four functions of a personal secretary (4mks)

a)

b)

c)

d)

8. Identify four types of large scale retailers. (4mks)

a)

b)

c)

d)

9. Commerce is the study of trade and aids to trade. List four aids to trade.(4mks)

a)

b)

c)

d)

10. Give **four** qualities of a good entrepreneur. (4mks)

a)

b)

c)

d)

11 .Identify the terms given to each of the following statements. (4mks)

|  |  |
| --- | --- |
| Statements | Terms |
| 1. Transport goods from producers
 |  |
| 1. Activities carried out with a view of making profit
 |  |
| 1. A person who uses a good or a service
 |  |
| 1. Increasing the usefulness of a good or a service
 |  |

12 . Extraction involves obtaining goods from their natural settings. Indicate four activities under extraction.

 (4mks)

a)

b)

c)

d)

13. Highlight four disadvantages of enclosed office layout. (4mks)

a)

b)

c)

d)

14. In the spaces provided below, indicate with a tick whether each of the following statements related to preferences or ordinary shares. (4mks)

|  |  |  |
| --- | --- | --- |
| Statement | Preference shares | Ordinary shares |
| a)Represent ownership |  |  |
| b)Rate of divided is fixed |  |  |
| c)Has voting rights |  |  |
| d)considered first in liquidation |  |  |

15. Mr. Keboi sold goods on credit to Mrs. Chebe worth sh. 10,000.She was allowed a trade discount of 10%.The cash discount was quoted as follows:

-10% if she paid within two weeks

-5% if she paid after two weeks

If she paid during the 3rdweek calculate the amount of money she paid. (4mks)

16. Mr. Simiyu was paid his debt by use of a cheque of which he deposited it in the bank. After three days the cheque was dishonoured.Give four reasons that made this cheque to be dishonoured. (4mks)

a)

b)

c)

d)

17. Classify the following business environments as either internal or external. (4mks)

|  |  |
| --- | --- |
| Business culture |  |
| Demography |  |
| Politics |  |
| Shareholder’s resolutions |  |

18. Give four examples of small scale retailers without shops. (4mks)

a)

b)

c)

d)

19. Highlight **five** factors to consider when selecting an office equipment. (5mks)

a)

b)

c)

d)

e)

20. Savings and credit cooperatives have been registering an increasing number of members. List **five** reasons for such a development (4mks)

a)

b)

c)

d)

***SECTION B:Aswer any TWO questions in this section***

21***.*** Describe FIVE documents used in home trade sent by the seller to the buyers. (10 marks)

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1. Explain FIVE features of economic resources. ( 10 marks

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1. Explain any **FIVE** forms of business units (10 marks)

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