

**GATITU GIRLS SECONDARY SCHOOL BOX 327-01030 GATUNDU
BUSINESS STUDIES FORM TWO MID-TERM EXAM 1ST TERM 2016**

NAME.....**ADM**.....**CLASS**.....

1 Highlight five principles of a co-operative Society

5mks

- a) _____
- b) _____
- c) _____
- d) _____
- e) _____

2 Outline four reasons why one may prefer to buy goods from the Supermarket instead of the

(4mks)

- a) _____
- b) _____
- c) _____
- d) _____

3 Identify the terms given to each of the following statements.

(4 mks)

	Statement	Term
a.	Transport goods from producers to consumers	
b.	Activities carried out with a view of making profit.	
c.	A person who uses a good or service.	
d.	Increasing the usefulness of a good or services	

4 Outline four business resources that business can use to enhance its operation.

(4 marks)

- a) _____
- b) _____
- c) _____
- d) _____

5 Outline four characteristics of basic wants. (4 marks)

- a) _____
- b) _____
- c) _____
- d) _____

6 Outline four gaps in the market that may give rise to a business opportunity. (4 marks)

- 7 Ind
- a) _____
 - b) _____
 - c) _____
 - d) _____

7 indicate in the table below the office machine used to perform the following functions. (4 marks)

	Function	Machine
a.	Folding documents, placing them in envelopes and sealing the envelopes.	
b.	Making holes on papers for filing	
c.	For destroying unwanted papers.	
d.	For trimming documents into required shapes and sizes.	

8. Highlight four features of direct production. (4 marks)

- a) _____
- b) _____
- c) _____
- d) _____

9. Highlight four circumstances under which a cheque can be dishonoured 4mks

- a) _____
- b) _____
- c) _____
- d) _____

10. Outline four advantages of consumer co-operatives. (4 mks)

a) _____

b) _____

c) _____

d) _____

11. Highlight four sources of capital for a sole proprietor (4mks)

a) _____

b) _____

c) _____

d) _____

12. List four ways in which filling of documents may facilitate smooth running of an office (4mks)

a) _____

b) _____

c) _____

d) _____

13. State four functions of pro-forma invoice in commercial transactions (4mks)

a) _____

b) _____

c) _____

d) _____

14 List four circumstances under which a partnership can be dissolved (4mks)

a) _____

b) _____

c) _____

d) _____

15. State four advantages of consumer co-operatives (4mks)

a) _____

b) _____

c) _____

d) _____

16 Highlight **four** problems facing savings and credit co-operative societies (Saccos) (4mks)

a) _____

b) _____

c) _____

d) _____

17. Outline five importances of business studies to the society (5mks)

a) _____

b) _____

c) _____

d) _____

e) _____

THE END