**ST CLAIRE GIRLS HIGH SCHOOL GATITU**

 **BUSINESS STUDIES TUNE-UP EXAM TERM2 2018 FORM TWO**

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

 1. Give four documents sent by the buyer in home trade (4mks)

i)……………………………………………………………………………………………………………………………………………………………

ii)………………………………………………………………………………………………………………………………………………………………

iii)………………………………………………………………………………………………………………………………………………………………

iv)………………………………………………………………………………………………………………………………………………………………

 2. Outline four reasons why the government involves in business (4mrks)

i)……………………………………………………………………………………………………………………………………………………………

ii)………………………………………………………………………………………………………………………………………………………………

iii)………………………………………………………………………………………………………………………………………………………………

iv)………………………………………………………………………………………………………………………………………………………………

 3. State four advantages of public limited company. (4mks)

i)……………………………………………………………………………………………………………………………………………………………

ii)………………………………………………………………………………………………………………………………………………………………

iii)………………………………………………………………………………………………………………………………………………………………

iv)………………………………………………………………………………………………………………………………………………………………

 4. Highlight four reasons that can lead to dissolution of partnership (4marks)

i)………………………………………………………………………………………………………………………………………………………………

ii)………………………………………………………………………………………………………………………………………………………………

iii)………………………………………………………………………………………………………………………………………………………………

iv)………………………………………………………………………………………………………………………………………………………………

 5. Outline four reasons why the government issues licenses to traders (4marks)

 i)……………………………………………………………………………………………………………………………………………………………

ii)………………………………………………………………………………………………………………………………………………………………

iii)………………………………………………………………………………………………………………………………………………………………

iv)………………………………………………………………………………………………………………………………………………………………

 6. State four advantages of using cheque as means of payment (4marks)

i)……………………………………………………………………………………………………………………………………………………………

ii)………………………………………………………………………………………………………………………………………………………………

iii)………………………………………………………………………………………………………………………………………………………………

iv)………………………………………………………………………………………………………………………………………………………………

 7. Highlight four principals of co-operatives (4mks)

i)……………………………………………………………………………………………………………………………………………………………

ii)………………………………………………………………………………………………………………………………………………………………

iii)………………………………………………………………………………………………………………………………………………………………

iv)………………………………………………………………………………………………………………………………………………………………

 8) Outline four advantage of a supermarket (4mks

i)……………………………………………………………………………………………………………………………………………………………

ii)………………………………………………………………………………………………………………………………………………………………

iii)………………………………………………………………………………………………………………………………………………………………

iv)………………………………………………………………………………………………………………………………………………………………

1. Identify the **four** types of utility. 4mk

 i)…………………………………………………………………………………………………………

ii)…………………………………………………………………………………………………………

iii)…………………………………………………………………………………………………………

iv)………………………………………………………………………………………………………… 10 State **four** characteristics of direct production in business. 4mks

 i)……………………………………………………………………………………………………………

ii)……………………………………………………………………………………………………………

iii)…………………………………………………………………………………………………………

iv)………………………………………………………………………………………………………… 11 List **four** factors of production in business citing reward for each

 i)……………………………………………………………………………………………………………

ii)……………………………………………………………………………………………………………

iii)…………………………………………………………………………………………………………

iv)…………………………………………………………………………………………………………

12State **four** advantages of labour division and specialization.

 i)…………………………………………………………………………………………………………

ii)…………………………………………………………………………………………………………

iii)…………………………………………………………………………………………………………

iv)…………………………………………………………………………………………………………

MAKINGV SCHEME F2 2014BST

 1. ANS:

-So that they can be protected from damage

- So that information can be retrieved easily when needed

- So that the office can be tidy

- So that reference can be done in future

PTS: 1

 2. ANS:

|  |  |
| --- | --- |
| **Function**  | **Equipment** |
| Sending and receiving written messagesSending and receiving verbal messagesSending and receiving copies of documentsSending and receiving one way only | **Telex****Telephone****Fax Machines****Pager** |

PTS: 1

 3. ANS:

A partnership may be able to raise more capital than a sole proprietorship

- A partnership may be able to use the abilities of all the partners while a sole proprietor has to rely on ideas alone

- The partners may share losses when they occur while the sole proprietor suffers sole losses alone

- Some partners may have limited liability while the sole proprietor has Unlimited liabilities.

- The ability to share work

PTS: 1

 4. ANS:

Benefits that accrue to a producer who has his/her own warehouse

(i) Enables him to exercise some degree of control overits operations

(ii) Enables special handling, storage and protection ofgoods by having special facilities

which may not be available in a public warehouse.

(iii) May be designed to suit the owners’ specifications and various needs

(iv) Owners exercise full control of the warehouse and make major decisions without

consulting anyone.

(v) The owner does not incur the cost of hiring space unlike in a public warehouse.

PTS: 1

 5. ANS:

Writing of abbreviations in full

I O U I owe you

C.W.O Cash with Order

O N O Or nearest offer

E & O.E Errors and Omissions excepted

PTS: 1

 6. ANS:

Advantages of using handcarts to transport goods

• Compliments other means of transport

• Relatively cheap to hire

• Initial buying and maintenance cost is low

• Appropriate in remote areas where other means are not available

• Readily available for hire

• Can carry fairly heavy and bulky goods

• Convenient for transporting goods over short distances

PTS: 1

 7. ANS:



PTS: 1