

NAME: ..... ADM NO: ..... CLASS: .....

**FORM TWO BUSINESS STUDIES**

**TIME: 1 ½ HOURS**

**MAXIMUM SCORE = 70MARKS**

**Answer all the questions in the spaces provided.**

1. State the term given to each of the following statements:- (3 mks)
  - (a) Activities carried out with view of making profit –
  - (b) Increasing the usefulness of a good or services. –
  - (c) Movement of goods from producer to consumer –
2. State whether each of the following factors fall under macro-environment or micro-environment.
  - (i) Competitive environment –
  - (ii) Legal-political environment –
  - (iii) Business structure –
  - (iv) Business culture –
3. Using examples, distinguish between man-made resources and human resources. (4 mks)
4. List down four factors of production and their rewards. (4 mks)
5. Outline four circumstances under which a partnership may be dissolved. (4 mks)
6. State four ways in which government may regulate business activities. (4 mks)

7. List four essential elements of transport. (4 mks)

8. State four barriers to effective communication. (4 mks)

9. Outline procedure for making an insurance claim. (5 mks)

10. Highlight four circumstances under which personal selling is appropriate. (4 mks)

11. State four reasons why a cheque may be dishonoured. (4 mks)

12. Classify the following staff as subordinate, junior or management. (4 mks)

Staff	Category
(a) Executive officer (b) Driver (c) Typist (d) Receptionist (e) Director	

13. List various sources of a business idea. (4 mks)

14. Outline four factors to consider when selecting office requirement. (4 mks)

15. State four functions of retailers to consumers. (4 mks)

16. State four types of utilities. (4 mks)

17. Classify each of the following as renewable or non-renewable resource.

Item	Renewable	Non-renewable
Wood		
Solar energy		
Gravel		
Natural gas		

