

JC Business Studies Ordinary Level Only
EXAMINATION BOOKLET

Candidate's Examination Number



Coimisiún na Scrúduithe Stáit
State Examinations Commission

JUNIOR CERTIFICATE EXAMINATION 2013

BUSINESS STUDIES – ORDINARY LEVEL

TUESDAY 11 JUNE 2013 – MORNING 9.30-12.00

Answer Section A (starting on Page 2) and Section B (starting on Page 9)

Junior Certificate
Ordinary Level

CENTRE STAMP

Question	Examiner's Marks	Advising Examiner's Marks
Total Sec. A		
Section B		
1		
2		
3		
4		
5		
6		
7		
8		
Total		
Irish Bonus		
Grand Total		
Grade		

Calculators may be used.

Make and Model of Calculator Used:

1. Total of end of page totals	
2. Aggregate total of all disallowed Question(s)	
3. Total mark awarded (1 minus 2)	
4. Bonus mark if answered through Irish	
5. Total mark awarded if Irish Bonus (3 + 4)	
Note: The mark in row 3 (or row 5 if an Irish bonus is awarded) must equal the mark in the Grand Total box.	

SECTION A

(100 marks)

Answer all 20 questions. Each question carries 5 marks.

1. What do the following letters stand for? (*Write each answer in full in the space provided.*)

PAYE	
PRSI	

2. Are shops allowed to display the following notices under Irish consumer law?
Tick (✓) the correct box in each case.

NOTICE	ALLOWED	NOT ALLOWED
NO CREDIT GIVEN		
NO REFUNDS		
NO CHEQUES ACCEPTED		

3. Place the following customers' surnames in alphabetical order:

DARREN MULROONEY DAMIEN MURRAY DAVID MURPHY DONAL MULLEN

(i)	
(ii)	
(iii)	
(iv)	

4. Name **two** possible causes of an Industrial Dispute or Strike.

1.	
2.	

5. In **each** space below, write the correct document name from the following list:

STATEMENT DELIVERY NOTE QUOTATION CREDIT NOTE ORDER

(Two of the documents above do not refer to any of the explanations below.)

	DOCUMENT	EXPLANATION
(i)		This is sent by the seller when goods are returned by the buyer.
(ii)		This is a written request to supply the goods listed.
(iii)		This is a summary of a month's transactions sent by a seller to a customer.

6. Complete the following sentence:

A Discount Shop is

7. The following figures are from the books of Hogan Ltd:

Bank Loan €8,750 Premises €150,000 Closing stock €12,500 Delivery Vans €56,500

Enter **and** total the Fixed Assets in the following extract from the Balance Sheet of Hogan Ltd as at 31 December 2012:

Extract from Balance Sheet of Hogan Ltd as at 31-12-2012	
FIXED ASSETS	€
TOTAL FIXED ASSETS	

8. The following are meter readings taken from an electricity bill. Calculate the number of units used **and** the total charge. Enter your answers in the appropriate spaces.

Electricity Meter Readings	
Present	85716
Previous	85295
No. of units used	
Rate per unit	€0.22
Total Charge	€

Workings

9. Mary Ryan is going to the USA on holiday. She has saved €1,450 for spending money. She visits her local bank to exchange her euro for dollars.

The current exchange rate is €1 = \$1.26.

Calculate the amount of dollars she will receive for €1,450.



Answer
\$

Workings

10. Explain **one** reason why farmers should keep accounts.

11. To a teenager in Ireland, which of the following are needs and which are wants? Tick (✓) the correct box in each case.

	NEEDS	WANTS
iPAD		
FOOD		
HOLIDAY		

12. Michael Niland received his wages in cash. His employer used the least number of notes and coins possible when putting the cash in Michael's pay envelope. Complete the note/coin analysis showing how many notes and coins of each description were in the envelope.

NOTE/COIN ANALYSIS													
TOTAL	€100	€50	€20	€10	€5	€2	€1	50c	20c	10c	5c	2c	1c
€445.56								1					

13. **Column 1** shows a list of Information Technology terms. **Column 2** is a list of possible explanations for these terms. (One explanation does not refer to any of the terms.)

Column 1 – Terms	Column 2 – Explanations
1. Database	A. Method of sending messages through the internet
2. Hardware	B. All programs on the hard disk of a computer
3. e-mail	C. Used to keep records and information on a computer
	D. All parts of a computer that can be seen and touched

Match the two lists by placing the letter of the correct explanation under the relevant number below:

1.	2.	3.

14. Complete the following sentence:

One of the legal documents which are prepared when forming a private limited _____ is called _____ of Association.

15. Place a tick (✓) after **each** statement showing whether it is TRUE or FALSE.

	TRUE	FALSE
(a) Savings are a person's total earnings for a month.		
(b) Overtime is the amount earned for extra hours worked.		
(c) A benefit-in-kind is a deduction from total earnings.		

16. Answer either (A) or (B).

(A) Balance the following Cash Account and bring down the balance at the end of the month:

Cash Account							
Dr				Cr			
Date	Details	F	Total	Date	Details	F	Total
2013			€	2013			€
Feb 1	Balance	b/d	260	Feb 10	Purchases	GL ₄	180
13	Sales	GL ₂	125	17	Rent	GL ₅	155

OR

(B) Balance the following Cash Account by completing the last three lines of the 'Balance' column:

Cash Account					
Date	Details	F	Dr	Cr	Balance
2013			€	€	€
Feb 1	Balance	b/d			260
10	Purchases	GL ₄		180	
13	Sales	GL ₂	125		
17	Rent	GL ₅		155	

17. A courier travels from Cavan to Dundalk and from there to Galway, where she stays overnight. From the Distance Table below, calculate how many kilometres she travels that day.

DISTANCE TABLE (Km)

Cavan					
300	Cork				
110	400	Donegal			
112	260	222	Dublin		
82	325	158	85	Dundalk	
200	142	260	232	256	Ennis
166	210	205	216	238	70 Galway

Answer	Km
Workings	

18. Fill in the **two** missing Factors of Production in the spaces provided:

LAND			ENTERPRISE
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19. A shop steward is

A security person in a shop.

A person who represents the trade union in the workplace.

A person who is employed in a shop.

(Tick (✓) the correct box.)

20. Tick (✓) YES or NO after **each** term below to show if it applies to Borrowing.

	YES	NO
(a) Mortgage		
(b) Deposit Account		
(c) Overdraft		

For examiner use only:	Total Marks for Section A		Cumulative total c/f:	
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Note:

On the following pages, space is provided for answering all questions in Section B.

Answer any **five** questions.

Please read the questions in Section B carefully before answering.

This area may be used for rough work if required.

For use with SECTION B – Question 1

(A)

POWER HOUSEHOLD	JULY	AUG	SEPT	OCT	TOTAL
PLANNED INCOME	€	€	€	€	€
David Power - Salary					
Rose Power - Salary					
Child Benefit					
A. TOTAL INCOME					
PLANNED EXPENDITURE					
<i>Fixed</i>					
House Mortgage					
House Insurance					
Health Insurance					
Subtotal					
<i>Irregular</i>					
Household costs					
Transport costs					
Telephone costs					
Light and Heat					
Education costs					
Subtotal					
<i>Discretionary</i>					
Entertainment costs					
Holiday costs					
Subtotal					
B. TOTAL EXPENDITURE					
Net Cash (A – B)					
Opening Cash					
Closing Cash					

(B)	Expenditure:				
	Reason:				
(C)	Calculate the annual house insurance premium of the Power household. Show your answer and workings.	Answer: €	Workings		

For examiner use only:	Total b/f:		Total for Question 1:		Cumulative total c/f:	
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For use with SECTION B – Question 2 (continued)

(A) (ii)

Balance Sheet of Lamb Ltd as at				
		€	€	€

(B) (i) Explain the term ‘ Dividend Paid ’.	For Office Use Only

(ii) Calculate the Gross Profit as a percentage of Cash Sales using the formula provided. Show answer and workings.	$\frac{\text{Gross Profit}}{\text{Cash Sales}} \times \frac{100}{1}$	
Answer: %	Workings	

For examiner use only:	Total b/f:		Total for Question 2:		Cumulative total c/f:	
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For use with SECTION B – Question 3

(A)	Write the letter that Séamus Madden sent to Yvonne Dunne on 8 April 2013.	For Office Use Only	

For use with SECTION B – Question 3 (continued)

		For Office Use Only	

(B)	If you were Yvonne Dunne, what reply would you make to Séamus Madden’s letter? Explain one reason for your answer. Note: There is no need to answer (B) in the form of a letter.		
	Reply:		
	Reason:		

(C)	Name two organisations which assist a consumer with a problem. In each case, write one sentence to explain how the organisation could help the consumer.		
	1.		
	2.		

For examiner use only:	Total b/f:		Total for Question 3:		Cumulative total c/f:	
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For use with SECTION B – Question 4

(A) Complete Helen’s proposal form for motor insurance:

PROPOSAL FORM			
BETA INSURANCE LTD PROPOSAL FORM FOR MOTOR INSURANCE			
Surname		First Name	
Address			
Telephone			
Date of birth			
Occupation			
VEHICLE DETAILS			
Type of vehicle		Current value	
Make and model		Registration number	
INSURANCE DETAILS			
Type of insurance required	THIRD PARTY ONLY		<i>(Tick (✓) the appropriate box.)</i>
	THIRD PARTY FIRE AND THEFT		
	COMPREHENSIVE		
Type of driving licence	PROVISIONAL LICENCE		<i>(Tick (✓) the appropriate box.)</i>
	FULL LICENCE		
Insurance required from (date)			
Previous insurance company			
Number of years driving			
Details of recent claim (if any)	Year:		Amount claimed:
Reason for Claim			
Penalty Points (if any)	Number:		Reason:
SIGNATURE			DATE

For use with SECTION B – Question 4 (continued)

(B)	(i) Using the information in the insurance quote, calculate the total net cost of insuring Helen Sweeney’s house and contents. Show your answer and workings.	For Office Use Only	
	<table border="1" style="width: 100%;"> <tr> <td style="width: 30%;">Answer: €</td> <td>Workings</td> </tr> </table>	Answer: €	Workings
Answer: €	Workings		

	(ii) Helen accepted the quote and paid the total amount online by debit card to Clarke Insurance Ltd. On 6 June 2013, Clarke Insurance Ltd sent Helen a Receipt (No. 4438), signed by James Clarke. Complete the Receipt:
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Receipt No. 4438	
Clarke Insurance Ltd	
High Street, Longford	Telephone: 043 72 95464
Date:	
Received From:	
The Sum of:	€
Method of payment:	
<i>With Thanks</i>	Signed: (Cashier)

(C)	Answer each of the following questions:	For Office Use Only
	(i) When filling out a proposal form, all material facts must be truthfully written down by the person looking for insurance. What is this principle of insurance called?	
	Answer:	
	(ii) In the event of a loss, what can an insured person claim from the insurance company?	
	Answer:	
	(iii) What is the title of the person sent by an insurance company to calculate the amount of the loss suffered?	
	Answer:	

For examiner use only:	Total b/f:		Total for Question 4:		Cumulative total c/f:	
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For use with SECTION B – Question 5

(A) (i) Complete the Invoice:


Gaelic Wholesalers Ltd			INVOICE No. 629	
Kennedy Retail Park, Nenagh, Co. Tipperary				
Telephone: 067-541735		VAT Reg. No. IE7457939		
Fax: 067-541777				
e-mail: gaelic@tipp.com				
		Date: _____		
		Your Order No.: _____		
QUANTITY	DESCRIPTION	CODE No.	PRICE EACH €	TOTAL €
Carriage Paid E & O E			Total (Excluding VAT)	
			Trade Discount	
			Subtotal	
			VAT	
			Total (Including VAT)	

Workings (if required)

For use with SECTION B – Question 5 (continued)

(A)	(ii) State one reason why an Invoice is an important document.

(B) Complete the cheque and counterfoil:

Date		AIB Bank	93-74-56
To		Castle Street, Dungarvan, Co. Waterford	Date
Balance	€ 35,000.00	Pay	or order euro euro euro
This Cheque	€		€
New Balance	€		Munster Sports Ltd
			
	25463	25463 937456 79667418	

(C) Enter the cheque payment in the bank account of Munster Sports Ltd:

Munster Sports Ltd – Bank Account							
Dr							Cr
2013	Details	F	€		2013	Details	€

OR

Munster Sports Ltd – Bank Account					
Date	Details	F	Dr	Cr	Balance
2013			€	€	€

For examiner use only:	Total b/f:		Total for Question 5:		Cumulative total c/f:
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For use with SECTION B – Question 6

(A) Analysed Receipts and Payments Account (Analysed Cash Book) of Lakeside Golf Club

Dr						Cr							
Date	Details	Bank				Date	Details	Cheque No.	Bank				
		€	€	€	€				€	€	€	€	€

For use with SECTION B – Question 6 (continued)

(B)	Calculate the surplus or deficit that the club made during March on running a table quiz. Show your answer and workings.	For Office Use Only	
	Answer: €	Workings	

(C)	Explain two duties of a club treasurer.		
	1.		
	2.		

For examiner use only:	Total b/f:		Total for Question 6:		Cumulative total c/f:	
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For use with SECTION B – Question 7

(A)	(i) Explain the term ‘ imports ’.	For Office Use Only	
	(ii) Explain two benefits of imports for Ireland.		
	1.		
	2.		

(B)	(i) Identify the year that had the highest rate of inflation.		
	Answer:		
	(ii) Identify the year that had the lowest rate of inflation.		
	Answer:		
	(iii) Calculate the average rate of inflation over the six years. Show your answer and workings.		
	Answer: %	Workings	
	(iv) If a person’s wages in 2010 were €450 per week, calculate how much that person would need to receive per week in 2011 to keep up with inflation. Show your answer and workings.		
	Answer: €	Workings	

For use with SECTION B – Question 7 (continued)

(C)	(i)	Prepare the National Budget for 2013 from the information supplied.
	(ii)	Indicate whether it is a ‘surplus’ or a ‘deficit’ budget.

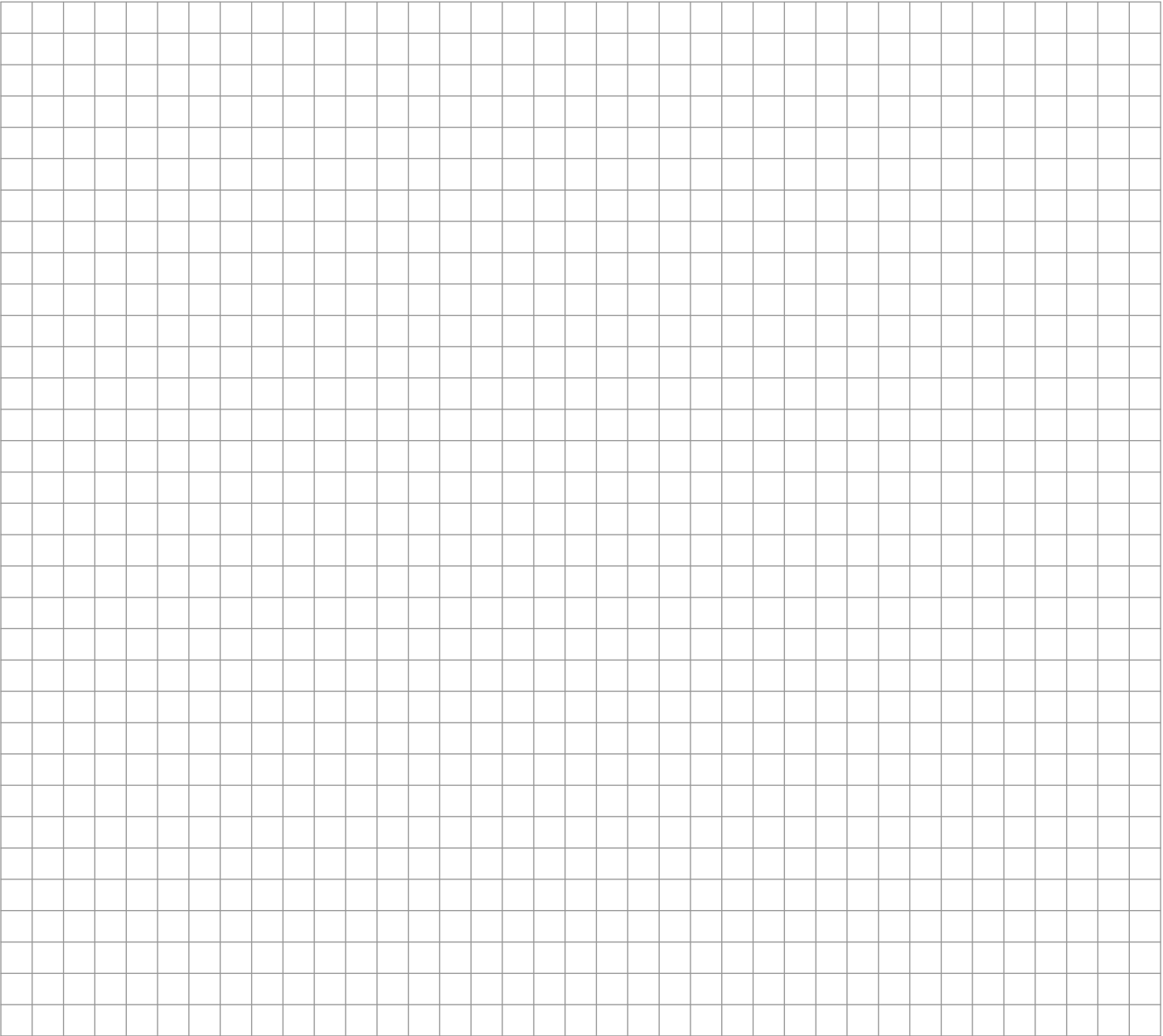
(i) National Budget for the year 2013			
		€000	€000
	INCOME		
	EXPENDITURE		
(ii)			

				(iii) Which Government Department prepares the National Budget?	For Office Use Only
				Answer:	
				(iv) Every year the Irish Government spends large sums of money on Education. Give two examples of Government spending on Education.	
				1.	
				2.	

For examiner use only:	Total b/f:		Total for Question 7:		Cumulative total c/f:	
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For use with SECTION B – Question 8

(A)	Show the mobile phone sales information in the form of a Bar Chart .
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(B)	(i) Calculate the value of total sales of mobile phones for Getintouch Ltd in County Galway in 2012. Show your answer and workings.	For Office Use Only
	<p>Answer: €</p>	<p>Workings</p>

For use with SECTION B – Question 8 (continued)

(B)	(ii) Calculate the value of total sales of mobile phones for Getintouch Ltd in all western counties in 2012. Show your answer and workings.	For Office Use Only
<p>Answer: €</p>	<p>Workings</p>	

(C)	<p>All the mobile phones sold by Getintouch Ltd have <u>brand names</u>. The company uses <u>sponsorship</u>, <u>special offers</u> and <u>questionnaires</u> on a regular basis.</p> <p>Explain clearly three of the underlined terms.</p>	
1.		
2.		
3.		

For examiner use only:	Total b/f:		Total for Question 8:		Cumulative total	
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