SENIOR CERTIFICATE EXAMINATION
SENIORSERTIFIKAAT-EKSAMEN

GAUTENG PROVINCIAL GOVERNMENT

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2005

BUSINESS ECONOMICS

BEDRYFSEKONOMIE

HG **402-1/0**

BUSINESS ECONOMICS HG

402 1 0 HG

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X05

GAUTENGSE DEPARTEMENT VAN ONDERWYS

SENIORSERTIFIKAAT-EKSAMEN

BEDRYFSEKONOMIE HG

TYD: 3 uur

PUNTE: 400

INSTRUKSIES:

- Beantwoord SEWE vrae:
  - AFDELING A: Vraag 1 is VERPLIGTEND.
  - AFDELING B: Beantwoord enige TWEE vrae uit hierdie afdeling.
  - AFDELING C: Beantwoord enige VIER vrae uit hierdie afdeling.

- Antwoorde moet genommer word in ooreenstemming met die vraestel.
- Begin elke nuwe vraag op 'n skoon bladsy en laat ten minste een reël oop tussen onderafdelings.
- Beplan die lengte van jou antwoorde volgens die puntetoekenning by elke vraag.
- Netheid en sistematiese uiteensetting van feite is 'n vereiste.

AFDELING A

VRAAG 1
VERPLIGTEND

Dui die korrekte antwoord aan deur 'n kruisie (**x**) oor die toepaslike letter op die **antwoordblad** aan die **binnekant van die omslag** van jou **antwoordboek** te trek.

1.1 Wessel is 'n belegger wat **obligasies (skuldbriewe)** by Iskor Beperk koop want hy gee voorkeur aan ________ beleggings.

A. korttermyn-
B. spekulatiewe
C. veilige
D. verliesgewende

1.2 Watter dokument van Iskor Beperk moet **na** inlywing geregistreer word?

A. Die prospektus
B. Die statute
C. Die akte van oprigting
D. Die kennisgewing van die geregistreerde hoofkantoor

GAUTENG DEPARTMENT OF EDUCATION

SENIOR CERTIFICATE EXAMINATION

BUSINESS ECONOMICS HG

TIME: 3 hours

MARKS: 400

INSTRUCTIONS:

- Answer SEVEN questions:
  - SECTION A: Question 1 is COMPULSORY.
  - SECTION B: Answer any TWO questions in this section.
  - SECTION C: Answer any FOUR questions in this section.
- Number your answers according to the number system used in this question paper.
- Start each new question on a new page and keep at least one line open between subsections.
- Plan the length of your answers according to the marks allocated.
- Neatness is required and facts must be systematically arranged.

SECTION A

QUESTION 1
COMPULSORY

Indicate the correct answer by making a cross (**x**) over the appropriate letter on the **answer sheet** on the **inside cover** of your **answer book**.

1.1 Wessel is an investor who buys **debentures** at Iscor Limited, because he believes in ________ investments.

A. short-term
B. speculative
C. safe
D. losing

1.2 Which document of Iscor Limited must be registered **after** incorporation?

A. The Prospectus
B. The Articles of Association
C. The Memorandum of Association
D. The notice of the registered head office

1.3 Wanneer kwaliteitsbeheer by die maak van 'n produk toegepas word, kom die toleransiegrens ook ter sprake. Wat is die **toleransiegrens**?

A. Geringe afwykings van algemene aanvaarde standaard.
B. Die presiese tyd wat 'n werker wat oor die nodige vaardighede beskik, aan 'n taak bestee.
C. Die aantal inspeksies per inspeksiepunt.
D. Die maksimum rentabiliteit per bestelling.

1.4 As dit die ABC maatskappy R100 000 kos om 1 000 skoene te maak en die skoene teen R100 per paar verkoop word, het die maatskappy _________ .

A. 'n wins getoon
B. sy bedryfsoptimum bereik
C. teen 'n verlies gewerk
D. sy gelykbreekpunt bereik

1.5 Volgens die ouditeure van ABC Maatskappy Beperk is die onderneming likied. Dit beteken dat _________ .

A. die verskil tussen die kapitaalbegroting en die kontantbegroting gunstig is
B. die onderneming winsgewend bedryf word
C. die onderneming oor genoeg vaste kapitaal beskik om vaste bates aan te koop
D. die onderneming genoeg kontant beskikbaar het om sy lopende uitgawes te betaal

1.6 Inbraakversekering verwys na die steel van artikels deur ______ 'n winkelperseel.

A. klante in
B. gewelddadige betreding van
C. werknemers in
D. werknemers en klante in

1.7 Wie mag sake doen met 'n herversekeringsmaatskappy?

A. Die algemene publiek
B. Persone met 'n subrogasiepolis
C. Versekeringsmaatskappye
D. Die regering/staat

1.8 Die <u>Beleid</u> van 'n onderneming is 'n ___________ .

A. algemene verklaring wat dien as riglyn vir besluitneming vir die verskillende bestuurders
B. navorsingsmetode om die doelwitte van die onderneming te bereik
C. basiese funksie van die onderneming
D. eindbestemming waarna 'n aktiwiteit strewe

1.3 When quality control is applied in the making (manufacture) of a product, the tolerance must be set. What is **tolerance**?

A. Minor acceptable deviations from the generally accepted standard
B. The exact time a worker, with the necessary level of skill, devotes to a job
C. The number of inspections per inspection point
D. The maximum profitability with orders

1.4 If it costs ABC Company R100 000 to produce 1 000 pairs of shoes and the shoes are sold at R100 per pair, the company ___________ .

A. shows a profit
B. has reached its operating optimum
C. shows a loss
D. has reached its break-even point

1.5 According to the auditors of ABC Company Limited, the company is liquid. This means that ___________ .

A. the difference between the capital budget and the cash budget is favourable
B. the undertaking is being run profitably
C. the undertaking has enough fixed capital to buy fixed assets
D. the undertaking has sufficient cash available to pay for current expenses

1.6 Burglary insurance refers to the stealing of articles by ______ the shop premises.

A. clients in
B. forcible entry into
C. employees in
D. employees and customers on

1.7 Who has access to do business with reinsurance companies?

A. The general public
B. People with a subrogation policy
C. Insurance companies
D. The government

1.8 The <u>policy</u> of an enterprise is a __________ .

A. general declaration that serves as a guideline in decision-making for the different managers
B. research method to achieve the objectives of the enterprise
C. basic function of the enterprise
D. destination toward which an activity is aimed

1.9 Watter topbestuurshandeling is daarop gemik om produksiemiddele in 'n produktiewe eenheid saam te voeg?

A. Bevelvoering/Leiding
B. Organisering
C. Koördinering
D. Beplanning

1.10 David Matemba het aandele in ABC Maatskappy Beperk gekoop. Hy het aanspraak op die oorskotwinste van die maatskappy. Na watter soort aandeel word hier verwys?

A. Gewone aandeel
B. Gewone voorkeuraandeel
C. Kumulatiewe voorkeuraandeel
D. Deelnemende voorkeuraandeel

1.11 Watter een van die volgende bestuursposte van ABC Maatskappy Beperk is meer betrokke by organisering?

A. Voorman A
B. Produksiebestuurder
C. Adviseurs
D. Besturende Direkteur

1.12 "Spanwydte van leiding" verwys na

A. die plig wat op 'n persoon rus om sy opgelegde taak na die beste van sy vermoë te verrig
B. die reg van 'n persoon wat deur topbestuur aan hom toegeken of gedelegeer is
C. die gesag en verantwoordelikheid van 'n persoon wat deur topbestuur aan hom toegeken of gedelegeer is
D. die aantal werkers oor wie toesig gehou word

1.13 Die doelwit van die Reserwebank met die verkoop van staatseffekte is om ________ .

A. besteding aan verbruiksgoedere te stimuleer
B. die hoeveelheid geld in omloop te beheer
C. die kontantreserwes van die Landbank te verminder
D. inflasie te bekamp

1.14 By watter ondernemingsvorm kan skuldeisers nie slegs op die bates van 'n onderneming aanspraak maak nie, maar ook op die bates van die eienaar?

A. Vennootskap
B. Beslote Korporasie
C. Private maatskappy
D. Publieke maatskappy

1.9 Which top management activity aims at combining the means of production in a productive unit?

A. Leading
B. Organising
C. Co-ordination
D. Planning

1.10 David Matemba bought shares in ABC Company Limited. He may share in any surplus profits of the company. What kind of shares are referred to?

A. Ordinary shares
B. Ordinary preference shares
C. Cumulative preference shares
D. Participating preference shares

1.11 Which one of the following managerial posts of ABC Company Limited involves more time on organising?

A. Foreman A
B. Production manager
C. Advisers
D. Managing Director

1.12 The "span of control" refers to:

A. the duty a person has to carry out his appointed task to the best of his ability
B. the right of a person which top management has allocated or delegated to him
C. the authority and responsibility which top management has allocated or delegated to a person
D. the number of workers over whom a supervisor has to exercise control

1.13 The aim of the Reserve Bank with the sale of government stock is to ________ .

A. stimulate spending on consumer goods
B. control the amount of money in circulation
C. reduce the cash reserves of the Land Bank
D. combat inflation

1.14 In which kind of undertaking can creditors lay claim not only to the assets of the undertaking, but also to those of the owners?

A. Partnership
B. Close Corporation
C. Private Company
D. Public Company

1.15 Die groothandelaar is die skakel tussen die fabrikant en die kleinhandelaar. Wat is die groothandelaar se primêre funksie?

A. Om in die verkoop van 'n besondere produk te spesialiseer
B. Om die mark te organiseer
C. Om die beste pryse vir die kleinhandelaar te kry
D. Om grondstowwe teen gunstige pryse te voorsien

1.16 Watter soort ekstra vergoeding kry 'n kommissie-agent vir die risiko van nie-betaling?

A. 'n Vaste vergoeding
B. Makelaarsloon
C. 'n Sekere persentasie geld op bestellings waarvoor hy verantwoordelik is
D. Del credere-kommissie

1.17 Watter soort verbruiksgoedere is 'n "SEIKO-horlosie"?

A. Uitsoekgoedere
B. Geriefsgoedere
C. Spesialiteitsgoedere
D. Handelsgoedere

1.18 Die verskil tussen makelaars en kommissie-agente is dat _________ .

A. makelaars namens een persoon optree, terwyl kommissie-agente namens 'n aantal persone optree
B. makelaars nie eiendomsreg van goedere verkry nie, maar kommissie-agente wel eiendomsreg verkry
C. makelaars nie die goedere hanteer nie, terwyl kommissie-agent die goedere hanteer
D. makelaars die prys van goedere bepaal, terwyl kommissie-agente nie toegelaat word om dit te doen nie

1.19 Die gedeelte kapitaal van 'n onderneming wat gebruik word om voorraad en grondstowwe aan te koop, staan bekend as ____________ kapitaal.

A. bedryfs
B. vaste
C. eie
D. omloop

1.20 Die begrip **notering** hou verband met die _____________ .

A. Reserwebank
B. Landbank
C. Effektebeurs
D. Sakekamers

20 x 3 = **(60)**

1.15 The wholesaler is the link between the manufacturer and the retailer. What is the primary function of the wholesaler?

A. To specialise in the sale of a particular product
B. To organise the market
C. To obtain the best prices for retailers
D. To provide natural resources at the most favourable prices

1.16 What kind of additional remuneration does a commission agent receive for his accepting 'risk' of non-payment?

A. A fixed remuneration
B. A brokerage
C. A certain percentage of money for orders for which he is responsible
D. Del credere commission

1.17 What type of consumer good is a "SEIKO" watch?

A. Select
B. Convenience
C. Speciality
D. Trade

1.18 The difference between brokers and commission agents is that ________ .

A. brokers act on behalf of one person, while commission agents act on behalf of a number of persons
B. brokers do not acquire ownership of goods, while commission agents do acquire ownership of the goods
C. brokers do not handle the goods, while commission agents do handle the goods
D. brokers may determine prices of products, while commission agents are not allowed to

1.19 The portion of capital of an undertaking which is used to purchase stock and raw materials is known as ____________ capital.

A. working
B. fixed
C. own
D. circulating

1.20 The concept **listing** is associated with the __________ .

A. Reserve Bank
B. Land Bank
C. Stock Exchange
D. Chambers of commerce

20 x 3 each = **(60)**

Skryf slegs die ontbrekende woord(e) teenoor die korrekte vraagnommer in jou antwoordboek neer.

1.21 Wanneer die bemarkingsbestuurder die verskillende beleidsinstrumente kombineer, bepaal hy die ________.

1.22 Verpakking van 'n produk se doel is om verkope te verhoog en ook om die produk ______ .

1.23 Die klousule in 'n versekeringskontrak wat van toepassing is wanneer die goedere of geboue nie ten volle verseker is nie en daar 'n verlies gely word, noem ons die ___ klousule.

1.24 Wanneer 'n onderneming onvoldoende kapitaal het om sy sake doeltreffend te behartig, sê ons die onderneming is _____.

1.25 Wanneer 'n verkoper inligting omtrent die kredietwaardigheid van 'n klant benodig, kan hy die bank vra vir 'n _______. 5 x 2 = (10)

Gee EEN woord vir elk van die volgende omskrywings:

1.26 Die stel reëls of kodes wat betrekking het op die werk en gedrag van 'n bepaalde groep mense

1.27 Die oordrag van gesag deur 'n senior personeellid aan 'n ondergeskikte

1.28 Die beplanning en vooruitskatting van toekomstige inkomste en uitgawes van 'n onderneming

1.29 Die opbrengs wat 'n aandeelhouer op sy belegging ontvang

1.30 Die diagram van 'n organisasie wat opgestel word om die beheerstruktuur van die onderneming aan te dui

1.31 Die mark waar kapitaal op die korttermyn geleen kan word

1.32 Die totaal van direkte grondstofkoste en direkte arbeidskoste

1.33 Die kosprys van 'n bate minus die waardevermindering daarop

1.34 Wanneer twee maatskappye besluit om onder dieselfde beheer geplaas te word.

1.35 Die gemiddelde aantal kere wat die gemiddelde voorraad gedurende 'n bepaalde tydperk verkoop word.

10 x 2 = (20)

Is die volgende stellings WAAR of ONWAAR? Skryf die nommer 1.36 tot 1.40 onder mekaar in jou antwoordboek neer en daarnaas die korrekte antwoord. Indien die antwoord ONWAAR is, moet slegs die onderstreepte gedeelte verander en neergeskryf word om dit WAAR te maak.

1.36 Die aanspreeklikheid van aandeelhouers van 'n private maatskappy is beperk.

1.37 Die voortbestaan van 'n private maatskappy is beperk.

Write down only the missing word(s) opposite the appropriate number in your answer book.

1.21 By combining the different policy instruments, the marketing manager determines the ________.

1.22 Packaging of a product serves to promote sales of that product and will also _____ the product.

1.23 The clause in an insurance contract that is applicable when goods or buildings are not insured for their full value, and a loss is sustained, is called the ___ clause.

1.24 When a firm has insufficient capital to carry on its operations successfully, we say it is _____.

1.25 When a seller needs information about the creditworthiness of a customer, he can ask the bank for a _______. 5 x 2 = (10)

Give ONE word for each of the following phrases:

1.26 A body of rules and codes related to the work and/or behaviour of a particular group of people

1.27 The transfer of authority by a senior member of staff to a subordinate

1.28 The planning and forecasting of the future income and expenditure of a company

1.29 The income a shareholder receives from his investment

1.30 The diagram of an organisation drawn up to indicate the control structure of the firm

1.31 The market where capital can be borrowed on the short term

1.32 The total of direct raw material costs and direct labour costs

1.33 The cost price of an asset less depreciation

1.34 When two companies decide to be placed under the same control

1.35 The average number of times that the average quantity of stock is sold during a certain period

10x2 = (20)

Are the following statements TRUE or FALSE? Write the numbers 1.36 to 1.40 underneath one another in your answer book. If the statement is FALSE, then replace the underlined word to make the statement TRUE.

1.36 The liability of shareholders of a private company is limited.

1.37 The life of a private company is limited.

1.38 Topbestuur neem taktiese besluite.

1.39 Een van die beginsels van versekering is skadeloosstelling.

1.40 Verkoopspromosie is 'n persoonlike aanbieding wat tot die massa spreek.

5x2 = (10)

TOTAAL VIR AFDELING A: [100]

AFDELING B

Bestudeer die volgende scenario en beantwoord dan enige TWEE vrae.

Carpe Diem Media BK is 'n onderneming wat boeke publiseer en versprei. Hulle maak gebruik van 'n ononderbroke produksiestelsel om die boeke te druk. Aangesien 'n groot deel van hulle verkope op krediet plaasvind, het hulle streng kredietvereistes.

VRAAG 2

Verduidelik Carpe Diem Media BK as 'n ondernemingsvorm en verwys ook na die dokument wat by die stigtingsprosedure gebruik word. **[50]**

VRAAG 3

Bespreek Carpe Diem Media BK se prysbeleid as een van die elemente van bemarking. **[50]**

VRAAG 4

Verduidelik volledig die produksiestelsel wat Carpe Diem Media BK gebruik om kwaliteitboeke te produseer. Noem die ander TWEE produksiestelsels wat Carpe Diem kan gebruik. **[50]**

VRAAG 5

Bespreek die kredietinvorderingsbeleid wat geïmplementeer moet word deur Carpe Diem Media BK. **[50]**

TOTAAL VIR AFDELING B: [100]

1.38 Top management makes <u>tactical</u> decisions.

1.39 One of the principles of insurance is <u>indemnification</u>.

1.40 Sales promotion is a <u>personal</u> presentation that speaks to the masses.

5 x 2 each = (10)

TOTAL FOR SECTION A: [100]

SECTION B

Study the following scenario and then answer any TWO questions.

> Carpe Diem Media CC is an enterprise that publishes and distributes books.
>
> They make use of an uninterrupted production system when printing their books. Since much of the sales are on credit, there are strict credit requirements.

QUESTION 2

Discuss Carpe Diem Media CC as a form of ownership and also refer to the document that is used in the formation procedure of this enterprise. **[50]**

QUESTION 3

Discuss the pricing policy of Carpe Diem Media CC as one of elements of marketing. **[50]**

QUESTION 4

Discuss in detail the production system that Carpe Diem Media CC uses to produce quality books. Name TWO other types of production that Carpe Diem Media CC can use to produce books. **[50]**

QUESTION 5

Discuss the credit collection policy that should be implemented by Carpe Diem Media CC.

[50]

TOTAL FOR SECTION B: [100]

AFDELING C

Beantwoord enige VIER vrae.

VRAAG 6
ONDERNEMINGSVORME

6.1 Tabuleer SES verskille tussen 'n vennootskap en 'n beslote korporasie. (12)

6.2 Tabuleer VYF verskille tussen 'n private maatskappy en 'n publieke maatskappy. (10)

6.3 'n Statuut is die huishoudelike reëls van 'n maatskappy. Noem die inhoud van die dokument met 'n voorbeeld by elk. (10)

6.4 Vennootskappe is 'n ondernemingsvorm wat maklik, sonder enige formaliteite of prosedures gestig kan word.

Wat is die inhoud van die vennootskapskontrak? (12)

6.5 Noem SES faktore wat in ag geneem moet word by die keuse van 'n ondernemingsvorm. (6)

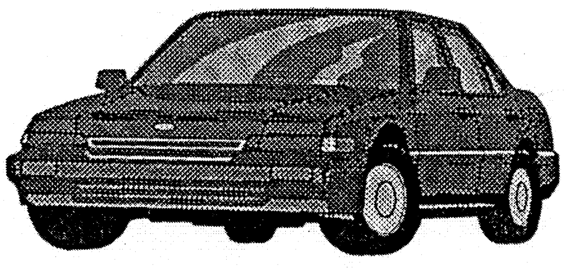
[50]

VRAAG 7
BEMARKING

7.1 Produkte verskil ten opsigte van hulle kenmerke.

Identifiseer die soort verbruikersgoedere en bespreek die groep wat in elk van die onderstaande sketse uitgebeeld word.

7.1.1



(4)

SECTION C

Answer any FOUR questions.

QUESTION 6
FORMS OF OWNERSHIP

6.1 Tabulate SIX differences between a partnership and a close corporation. (12)

6.2 Tabulate FIVE differences between a private company and a public company. (10)

6.3 The Articles of Association contains the rules for the internal affairs of a company. Explain the contents of this document. (10)

6.4 A partnership is a form of ownership that can easily be established without any formalities or procedures.

What is the content of the articles of the partnership? (12)

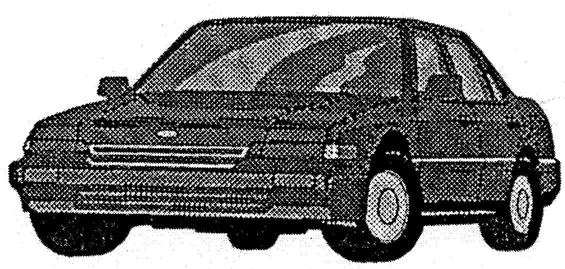
6.5 State SIX factors to be considered in the choice of a form of ownership. (6)
[50]

QUESTION 7
MARKETING

7.1 Products differ with regard to their particular characteristics.

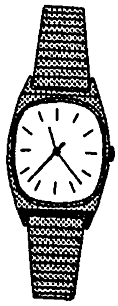
Identify the consumer goods and discuss the group that is portrayed in each of the sketches below.

7.1.1



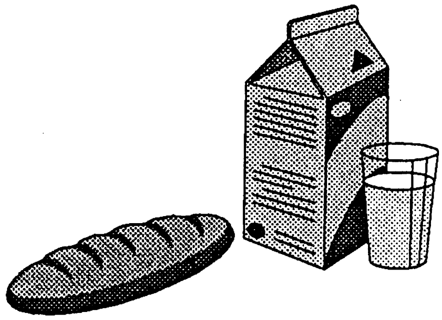
(4)

7.1.2



(4)

7.1.3



(4)

7.2 Die rol van reklame in Suid-Afrika kan nie betwis word nie. Advertensiekontrakteurs moet egter sekere beginsels in gedagte hou wanneer hulle 'n advertensie ontwerp. Noem VYF van hierdie beginsels. (10)

7.3 Produkte het 'n beperkte lewensiklus as gevolg van verandering in aanvraag. As bemarkingsbestuurder moet jy bepaal wanneer 'n produk se tyd verby is, sodat nuwe produkte gekoop of ontwerp kan word. Verduidelik die stappe in die produkontwerp by die ontwikkeling van 'n nuwe produk. (12)

7.4 Noem VIER redes waarom 'n fabrikant van 'n direkte verspreidingskanaal gebruik sal maak en sy produkte te bemark. (8)

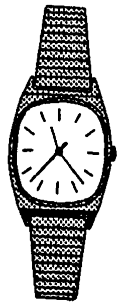
7.5 Lys VIER metodes waarop 'n fabrikant 'n groothandelaar kan uitskakel. (8)
[50]

VRAAG 8
FINANSIËLE FUNKSIE

8.1 'n Groot gedeelte van 'n onderneming se kapitaal (bedryfskapitaal) is in sy voorraad geïnvesteer. Dit is een van die redes waarom voorraadbeheer so belangrik is. Wat is die doel van vooraadbeheer? 4 x 2 = (8)

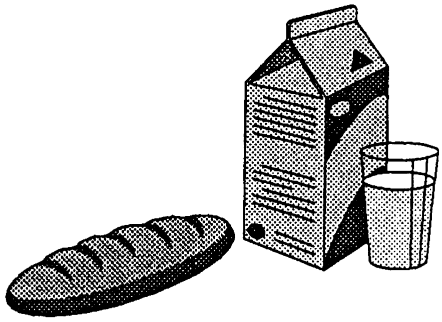
8.2 Wat is die voordele van 'n onderneming wat oor voldoende kontant beskik? 6 x 2= (12)

7.1.2



(4)

7.1.3



(4)

7.2 The role of advertising in South Africa cannot be disputed. However, advertising practitioners are supposed to adhere to certain principles when designing an advertisement. List FIVE of these principles. (10)

7.3 Products have a limited lifespan due to changes in demand. As a marketing manager you decide/determine when a product is close to the end of its life cycle so that new products can either be bought or designed. Discuss the steps involved in product design when developing a new product. (12)

7.4 Give FOUR reasons why a manufacturer would make use of a direct distribution process to market his products. (8)

7.5 List FOUR ways in which manufacturers can bypass wholesalers. (8)
[50]

QUESTION 8
FINANCIAL FUNCTION

8.1 A large part of a company's capital (working capital) is invested in its stock. This is one of the reasons why stock control is so important. What is the purpose of stock control? (8)

8.2 What are the advantages for a company in having sufficient cash on hand? (12)

8.3 Sekuriteit vorm die basis waarop langtermyn- en korttermynkrediet verskaf word. Die verskaffer van kapitaal en krediet wil sekerheid hê dat die geld wat hy uitleen, terugbetaal sal word. Bespreek DRIE vorme van sekuriteit wat 'n kredietopnemer aan die kredietverskaffers kan bied. (15)

8.4 Een van die take van 'n finansiële bestuurder is om 'n maandelikse verslag aan 'n Besturende Direkteur voor te lê. Verduidelik die ratios/verhoudings wat gebruik word om likiditeit te bereken. (12)

8.5 Noem DRIE bronne van vaste kapitaal. (3)
[50]

VRAAG 9
PRODUKSIE/ADMINISTRASIE

9.1 Om die totale vervaardigingskoste van 'n fiets te bereken, is daar talle kostekomponente wat in ag geneem moet word. Verduidelik die volgende kostes:

9.1.1 Direkte arbeidskoste (2)
9.1.2 Indirekte materiaalkoste (2)
9.1.3 Primêre koste (2)
9.1.4 Vaste koste (2)

9.2 Produksiebeheer behels die produksieplan wat ten doel het om die produksieverloop so ordelik, doeltreffend en winsgewend moontlik te laat geskied. Noem VYF funksies wat in produksiebeheer verrig moet word. (10)

9.3 Die bou en uitleg van die fabriek het te doen met die ontwerp van die fabriek om gunstige produksietoestande te skep en die plasing van geskikte masjinerie in die regte produksieseksies en op geskikte plekke om te verseker dat die produk op 'n ekonomiese en doeltreffende wyse vervaardig kan word. Noem VYF vereistes vir die uitleg van 'n fabriek en masjienerie. (10)

9.4 'n Onderneming wat takkantore in verskillende gebiede het, moet besluit of hy/ sy administratiewe aktiwiteite gaan sentraliseer of desentraliseer. Noem VYF faktore wat hierdie besluit sal beïnvloed. (10)

9.5 Beskryf kortliks hoe 'n begroting as 'n belangrike bestuursinstrument in 'n administratiewe funksie beskou kan word. (12)
[50]

VRAAG 10
ALGEMENE BESTUUR

10.1 "Organisasiestrukture word ontwerp om by die spesifieke behoefte van 'n onderneming te pas."

Verduidelik VIER voordele en VIER nadele van die lyn- en stafstruktuur en illustreer die tipe organisasiestruktuur om jou antwoord toe te lig. (20)

10.2 Hoewel die grootte van 'n onderneming bepaal hoe ingewikkeld die beplanningstaak is, kan sekere beginsels (of vereistes) van effektiewe beplanning nogtans uitgelig word. Noem VYF sulke beginsels. (10)

8.3 Security forms the basis upon which long-term and short-term credit is given. The lender of capital and credit wants certainty that the money will be repaid on the due date. Discuss THREE types of security that a borrower can give to lenders. (15)

8.4 One of the duties of a financial manager is to give a monthly report to the Managing Director. Discuss the ratios involved in the calculation of liquidity. (12)

8.5 State THREE sources of fixed capital. (3)

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QUESTION 9
PRODUCTION / ADMINISTRATION

9.1 There are numerous cost components that have be taken into account when calculating the total production cost of a bicycle.

Discuss the following costs:

9.1.1 Direct labour costs (2)
9.1.2 Indirect material cost (2)
9.1.3 Primary costs (2)
9.1.4 Fixed costs (2)

9.2 Production control involves the production plan, the aim of which is the smooth running of production in an orderly, efficient and profitable manner. Name FIVE functions that must be performed in production control. (10)

9.3 The building and layout of a factory embrace the designing of the factory in such a way as to create favourable production conditions, the arranging of suitable machinery in the correct production bays and in suitable places to ensure that the product will be manufactured in an economical and effective manner. State FIVE requirements for the layout of a factory and plant. (10)

9.4 An enterprise with branches at different venues has to decide whether to centralise or decentralise its administrative activities. Which FIVE factors would influence this decision? (10)

9.5 Describe briefly how a budget may be regarded as an important management instrument in an administrative function. (12)

[50]

QUESTION 10
GENERAL MANAGEMENT

10.1 "Organisation structures are designed by undertakings to suit their particular needs."

Discuss FOUR advantages and FOUR disadvantages of the line and staff structure and give an appropriate illustration of this type of organisation structure to explain your answer. (20)

10.2 Although the size of an undertaking determines how complicated the planning work is, certain principles (or requirements) for effective planning can nevertheless be given. Name FIVE such principles. (10)

10.3 Noem VYF beheermaatreëls wat die bestuur kan toepas om seker te maak dat die onderneming wel sy doelwitte bereik. (10)

10.4 Noem VYF faktore wat 'n werker sal motiveer. (10)

[50]

VRAAG 11
DIE ONDERNEMING EN SY OMGEWING/VERSEKERING

11.1 Bepaal die naam van die instelling wat elk van die volgende dienste lewer.

11.1.1 Hierdie instelling tree as bewaarder van Suid-Afrika se goud- en buitelandse valutareserwes op.
11.1.2 Hulle is verantwoordelik vir die verrekening en afhandeling van transaksies tussen banke.
11.1.3 Hulle werk saam met die onderwysowerhede en ander organisasies om met die opleiding van navorsers en tegnoloë behulpsaam te wees.
11.1.4 Hulle adviseer die Minister van Handel en Nywerheid oor navorsingsbehoeftes in belang van die Suid-Afrikaanse handel en nywerheid.
11.1.5 Verbandlenings word toegestaan vir onder meer die aflos van skuld, die aanplant van suikerriet en die aankoop van lewende hawe. (10)

11.2 Verduidelik VYF funksies van die sakekamers. (10)

11.3 Dui aan of die volgende stellings WAAR of ONWAAR is. Skryf nommer 11.3.1 - 11.3.5 onder mekaar in jou antwoordboek neer en daarnaas die korrekte antwoord. Indien die antwoord ONWAAR is, moet die onderstreepte gedeelte gekorrigeer word.

11.3.1 Modeveranderings is 'n voorbeeld van <u>versekerbare</u> <u>risiko's</u>.
11.3.2 <u>Subrogasie</u> verwys na die reg wat 'n versekeraar verkry om enige bedrag wat die versekerde oorspronklik vanaf derde partye kon eis, te kan eis.
11.3.3 Die hoofdoel van lewensversekering is om <u>sekuriteit</u> te verskaf.
11.3.4 Die beginsel van <u>skadeloosstelling</u> stel die versekerde in staat om te baat by 'n verlies.
11.3.5 Goeie trou het te doen met <u>eerlikheid</u> by die werk. (10)

11.4 Risiko's is deel van die daaglikse handel en wandel. Namate ondernemings en hul aktiwiteite meer kompleks raak, sal sakerisiko's toeneem.

Beantwoord die volgende vrae in verband met **versekering**.

11.4.1 Bespreek die verpligte versekering genaamd Padongelukke-versekering. (6)

11.4.2 Noem TWEE vereistes van 'n versekeringskontrak. (4)

11.4.3 Watter voordele hou versekering in? (10)

[50]

TOTAAL VIR AFDELING C: [200]

TOTAAL: 400

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10.3 Mention FIVE control methods which management can implement to ensure that the company's objectives are achieved. (10)

10.4 State FIVE factors that will motivate a worker. (10)
[50]

QUESTION 11
THE ENTERPRISE AND ITS ENVIRONMENT/INSURANCE

11.1 Give the name of the institution that provides each of the following services.

11.1.1 Acts as custodian of the country's gold and foreign exchange reserves
11.1.2 Is responsible for clearing and settlement of transactions between banks
11.1.3 Cooperates with education authorities and other organisations in the training of researchers and technologists
11.1.4 Advises the Minister of Trade and Industry on the need for research in the interests of South African trade and industry
11.1.5 Grants mortgage loans for purposes such as the redemption of debts, the planting of sugar cane and the purchase of livestock. (10)

11.2 Explain FIVE functions of the chambers of commerce. (10)

11.3 Indicate whether the following statements are TRUE or FALSE. Write down the numbers 11.3.1 – 11.3.5 below one another and, next to each, the correct answer. If the answer is FALSE, correct the underlined word(s).

11.3.1 Changes in fashion are an example of <u>insurable</u> <u>risks</u>.
11.3.2 <u>Subrogation</u> refers to the right of the insurer to claim from third parties any amounts that the insured may have originally claimed.
11.3.3 The main purpose of life assurance is to provide <u>security</u>.
11.3.4 The principle of <u>indemnity</u> allows the insured to benefit from a loss.
11.3.5 Good faith has to do with <u>honesty</u> in the workplace. (10)

11.4 Risks are a part of our everyday lives. As business undertakings and their various activities become more complex, the number of new risks involved, increases.

Answer the following questions in connection with **insurance**.

11.4.1 Discuss the compulsory insurance called Road Accident Fund. (6)

11.4.2 State TWO requirements of an insurance contract. (4)

11.4.3 What are the advantages of insurance? (10)
[50]

TOTAL FOR SECTION C: [200]

TOTAL: 400

END