education

Department of Education
FREE STATE PROVINCE

# PROVINCIAL COMMON ASSESSMENT

# 2025 JUNE

## GRADE 11

## BUSINESS STUDIES P2

## EXAMINATION

## MARKS: 150

## TIME: 2 HOURS

**This paper consists of 9 pages.**

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## INSTRUCTIONS AND INFORMATION

Read the following instructions carefully before answering the questions.

1. This question paper consists of THREE sections and covers TWO main topics.

   | | |
   |---|---|
   | SECTION A: | COMPULSORY |
   | SECTION B: | Consists of THREE questions.<br>Answer any TWO of the THREE questions in this section. |
   | SECTION C: | Consists of TWO questions.<br>Answer any ONE of the TWO questions in this section. |

2. Read the instructions for each question carefully and take note of what is required.

   Note that ONLY the answers to the first TWO questions selected in SECTION B and the answers to the FIRST question selected in SECTION C will be marked.

3. Number the answers correctly according to the numbering system used in this question paper. No marks will be awarded for answers that are numbered incorrectly.

4. Except where other instructions are given, answers must be written in full sentences.

5. Use the mark allocation and nature of each question to determine the length and depth of an answer.

6. Use the table below as guide for mark and time allocation when answering each question.

| SECTION | QUESTION | MARKS | TIME |
|---|---|---|---|
| **A: Objective-type questions COMPULSORY** | **1** | **30** | **20 minutes** |
| | | | |
| **B: THREE direct/indirect-type questions CHOICE: Answer any TWO.** | **2** | **40** | **35 x 2 minutes** |
| | **3** | **40** | |
| | **4** | **40** | |
| | | | |
| **C: TWO essay-type questions CHOICE: Answer any ONE.** | **5** | **40** | **30 minutes** |
| | **6** | **40** | |
| | | | |
| **TOTAL** | | **150** | **120 minutes** |

7. Begin the answer to EACH question on a NEW page, for example QUESTION 1 – new page, QUESTION 2 – new page, et cetera.

8. You may use a non-programmable calculator.

9. Write neatly and legibly.

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## SECTION A (COMPULSORY)

## QUESTION 1

1.1. Various options are provided as possible answers to the following questions. Choose the answer and write only the letter (A-D) next to the question number (1.1.1-1.1.5) in the ANSWER BOOK, e.g., 1.1.6. D.

1.1.1 Thoko takes all the profit and bears all the losses of her business. This refers to … as a form of ownership

A partnership
B personal liability
C sole trader
D cooperatives

1.1.2 Steers and Wimpy are examples of …

A chain stores
B retail stores
C outsourcing
D franchising

1.1.3 The management of ABC Manufacturers advertises their products fairly. This is an example of…business practices.

A unethical
B professional
C unprofessional
D ethical

1.1.4 The name of a state-owned company must end with…

A SOC
B Pty Ltd
C Ltd
D NPO

1.1.5 The management of Seema Traders uses … in the process of finding solutions.

A decision making
B problem solving
C conventional thinking
D routine thinking

(2 × 5) (10)

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1.2 Complete the following statement by using the word(s) in the list below. Write only the word(s) next to the question number (1.2.1 to 1.2.5) in the ANSWER BOOK.

| |
|---|
| Brainstorming; unemployment; memorandum of incorporation; lessor ; rights approach; notice of incorporation; lessee ; Delphi; common good approach; retrenchment |

1.2.1 Lingo Traders follows the ... theory as a guide on how to treat their employees with dignity and respect.

1.2.2 The … make their assets available in return for an agreed amount.

1.2.3 Pheko Ltd used the ... problem-solving technique when they distributed questionnaires to experts to help them improve their quality.

1.2.4 The governing document that sets out the duties and responsibilities of shareholders and directors in a company is known as …

1.2.5 Mochwaro Ltd cuts off some employees to reduce their salary bill. This is known as …

(2 × 5) (10)

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1.3 Choose a description from COLUMN B that matches a term in COLUMN A. Write only the letter (A-J) next to the question numbers (1.3.1-1.3.5) in the ANSWER BOOK, e.g., 1.3.6 K

| COLUMN A | | COLUMN B | |
|---|---|---|---|
| 1.3.1 | Franchisor | A | unforeseen events that can negatively impact on the emotional state of a person |
| 1.3.2 | Problem solving | B | process of putting facts together in new and original way |
| 1.3.3 | Code of ethics | C | document containing provisions with regards to business matters |
| 1.3.4 | Crises | D | defines the rules and regulations of the business |
| 1.3.5 | Prospectus | E | the person who sells the right to trade in the product |
| | | F | unforeseen events that can cause a major change in the business |
| | | G | the person who purchases the right to reproduce the idea by offering the same product |
| | | H | process of finding the correct strategy to respond to a complex situation |
| | | I | defines the values by which a business will function |
| | | J | document inviting the public to buy shares |

(2 × 5) (10)

**TOTAL SECTION A [30]**

## SECTION B

Answer ANY TWO questions in this section.

**NOTE:** Clearly indicate the QUESTION NUMBER of each question that you choose. The answer to EACH question must start on a NEW page for example. QUESTION 2 on a NEW page.

## QUESTION 2: BUSINESS VENTURES

2.1 List FIVE aspects that must be included in the Memorandum of incorporation. (5)

2.2 Read the scenario below and answer the questions that follow.

**SOPHIA AND FRANS CARWASH (SFC)**

Sophia and Frans decided to combine their skills and knowledge to operate a carwash business. It was easy to start their business as no registration was required. The profits belong to the business.

2.2.1 Identify the form of ownership in the scenario above. Motivate your answer by quoting from the scenario. (3)

2.2.2 Explain the characteristics of the type of ownership identified in QUESTION 2.2.1 (6)

2.3 Discuss the impact of the State-owned company. (6)

2.4 Identify business avenues from EACH statement below:

2.4.1 John decided to buy a well-known business instead of starting a small business. (2)

2.4.2 ABC Traders is renting out their two photocopy machines to ZR Stores at an agreed monthly instalment. (2)

2.4.3 Gerald Manufacturers make use of Motshabi Transport to move their goods to storage. (2)

2.5 Outline the contractual implications of leasing. (6)

2.6 Suggest reasons why entrepreneurs may decide to purchase an existing business. (8)

**[40]**

## QUESTION 3: BUSINESS ROLES

3.1 Name THREE internal causes of change in the workplace. (3)

3.2 Elaborate on the meaning of stress. (4)

3.3 Identify if the business practice illustrated in EACH of the following statements are ethical or professional behavior.

3.3.1 Lebo Constructions regularly pays tax to SARS. (2)

3.3.2 Dube, a receptionist at Portia Cosmetics, is always on time for work. (2)

3.3.3 Pulane Consulting does not do business with companies that employ children under the age of 16. (2)

3.4 Describe how businesses can deal with the following major changes:

3.4.1 Unemployment (4)

3.4.2 Retrenchment (4)

3.5 Read the scenario below and answer the questions that follow.

**SUCCESS ENTERPRISE (SE)**

Success Enterprise is a new prominent business. SE recently retrenched three employees. Due to the long working hours and pressure to meet deadlines employees cannot cope. They often need to take work home.

3.5.1 Quote THREE causes stress from the scenario above. (3)

3.5.2 Outline ways in which the employees of SE can manage stress in the workplace. (6)

3.6 Differentiate between *professionalism* and *ethics.* (4)

3.7 Recommend ways in which professional, responsible, ethical and effective business practices should be conducted. (6)

**[40]**

## QUESTION 4: MISCELLANEOUS TOPICS

## BUSINESS VENTURES

4.1 List FIVE examples of outsourcing. (5)

4.2 Explain the positive impact of franchising. (6)

4.3 Read the following scenario and answer the questions that follow:

**PJ ATTORNEYS' INC (PJA)**

Peter and Juliet are determined to establish PJA Inc. Peter recently filed the Notice of Incorporation as needed. Juliet took the initiative to open a bank account and register the business for tax.

4.3.1 Quote THREE procedures for the formation of a company from the scenario above. (3)

4.3.2 Explain challenges of forming a company versus other forms of ownership. (6)

**BUSINESS ROLES**

4.4 Name FOUR examples of crises in the workplace. (4)

4.5 Read the scenario below and answer the questions that follow.

**BELLS ENTERPRISE (BE)**

The management of Bell Enterprise want to change their employees' uniform. The financial officer advises them to identify the advantages and disadvantages of their decision during their planning process.

4.5.1 Identify the problem-solving technique from the scenario above. (2)

4.5.2 Discuss the application of the technique identified in QUESTION 4.5.1 (6)

4.6 Suggest strategies that businesses can use to deal with globalization. (8)

**[40]**

**TOTAL SECTION B: 80**

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## SECTION C

Answer ANY ONE question in this section.

**NOTE:** Clearly indicates the QUESTION NUMBER of each chosen question. The answer to EACH question must start on a NEW page, e.g., QUESTION 5 on a NEW page e.g., QUESTION 6 on a new page.

### QUESTION 5: BUSINESS VENTURES (BENEFITS OF A COMPANY OVER OTHER FORMS OF OWNERSHIP)

Public companies compile a prospectus to invite the public to buy shares. Entrepreneurs can benefit from establishing companies to remain sustainable.
Some may prefer to establish Personal Liability Companies rather than other companies which may impact on their operations and legal requirements.

Write an essay on forms of ownership in which you include the following aspects:

- Outline the aspects that must be included in the prospectus.
- Explain the benefits of establishing a company versus other forms of ownership.
- Discuss the impact of the Personal Liability Company.
- Advice businesses on the legal requirements of the name of the company.

**[40]**

### QUESTION 6: BUSINESS ROLES (CREATIVE THINKING AND PROBLEM SOLVING)

Businesses that encourage creative thinking rather than routine thinking always benefit. Management should be mindful of ways to stimulate creative thinking in the workplace. Different techniques such as the Delphi can be used to solve complex business-related problems.

Write an essay on creative thinking and problem solving in which you address the following aspects:

- Outline the benefits of creative thinking in the workplace.
- Differentiate between creative thinking and routine thinking.
- Explain ways in which businesses can create an environment that stimulates creative thinking.
- Recommend ways in which businesses can apply the Delphi technique to solve problems in the workplace.

**[40]**

**TOTAL SECTION C 40**

**GRAND TOTAL: 150**

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