



JUNIOR CERTIFICATE EXAMINATION, 2005

BUSINESS STUDIES – ORDINARY LEVEL

**SECTION A
(100 Marks)**

- **Each question carries 5 marks**

MARKING SCHEME

- | | | | |
|------------|---|------------|---|
| 1. | 3 marks for one correct
5 for both correct | | |
| 2. | 2 for one correct
4 for two correct
5 for all three correct | | |
| 3. | 5 for correct answer | 11. | 5 for correct answer |
| 4. | 2 for one correct
4 for two correct
5 for all three correct | 12. | 3 marks for one correct
5 for both correct |
| 5. | 2 for one correct
4 for two correct
5 for all three correct | 13. | 3 marks for one duty
5 for two duties |
| 6. | 3 marks for one correct
5 for both correct | 14. | 5 for correct answer
If incorrect, up to 3 for workings |
| 7. | 5 for correct answer | 15. | 2 for one correct
4 for two correct
5 for all three correct |
| 8. | 3 marks for one correct
5 for both correct | 16. | 5 for correct document |
| 9. | 3 marks for one correct
5 for both correct | 17. | 3 marks for one correct
5 for both correct |
| 10. | 5 for correct answer | 18. | 2 for one correct example
4 for two correct examples
5 for three correct examples |

19. 5 for correct answer
If incorrect, up to 3 for workings

20. 2 for correct balance
1 each for other three figures

OR

5 figures @ 1 mark each

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SECTION B
(300 Marks)

- All questions carry equal marks (60 marks)

MARKING SCHEME

Q. 1 HOUSEHOLD BUDGET

- | | | | |
|------------|--|-----|-------------------|
| (A) | 82 entries (Inc & Exp) @ ½m each | 41 | |
| | 5 entries on Net Cash row @ ½m each | 2½ | |
| | 5 entries on Opening Cash row @ ½m each | 2½ | |
| | Closing Cash Balance (twice) – 4 marks | 4 | (50) |
| | | | |
| (B) | One method of paying ESB bills @ 3 marks | | |
| | Other method of paying ESB bills @ 2 marks | | (5) |
| | | | |
| (C) | Type of expenditure (Discretionary) – 3 marks | | |
| | Explanation (must relate to Discretionary) – 2 marks | (5) | (60 marks) |

Q. 2 FINAL ACCOUNTS & BALANCE SHEET

- | | | | |
|------------|---|---------|------------------------|
| (A) | Company Name | 2 | |
| | Titles | 6 | |
| | <u>Trad/Prof & Loss</u> 14 figs. @ 1m each | 14 | |
| | Gross Profit (1 for words, 1 for fig.) | 2 | |
| | Net Profit (1 for words, 1 for fig.) | 2 | |
| | <u>Appropriation:</u> | | |
| | Dividend 1 mark | | |
| | Balance 1 mark | 2 | |
| | | | |
| | <u>Balance Sheet</u> 13 figs. @ 1m each | 13 | |
| | Balance Sheet subtitles | 4 | (45) |
| | | | |
| (B) | Explanation:
(“Profit”, “Divided/distributed”, “Shareholders”
2 @ 2 marks + 1 @ 1 mark) | | (5) |
| | | | |
| (C) | Workings (essential) | 5 marks | |
| | Correct Gross Profit percentage | 5 marks | (10) (60 marks) |

Q.3**LETTER WRITING & INFORMATION TECHNOLOGY****(A)** Letter Format:

2 marks each for: 2 Addresses, Date, Salutation, Close (Yours ...), Signature	12	
1 mark for Reference	1	
4 marks for English (Par., Punc., Gram., Spelling)	4	
3 marks for Presentation/Neatness	3	20

Letter Content:

Acknowledgement	4	
Concluding sentence	4	
3 uses of IT in the home @ 2m each	6	
3 advantages of computer @ 2m each	6	20 (40)

(B) 3 distinct examples of IT in banking @ 4 marks each (12)**(C)** Hardware & Software explained @ 4 marks each (8) **(60 marks)****Q.4****WAGES****(A)** Basic Pay – 6 marks (6)**(B)** One hour's Overtime – 6 marks (6)**(C)** Overtime hours worked– 6 marks (6)**(D)** Payslip:

Date – 2 marks	2	
Basic Pay – 3 marks	3	
Overtime – 4 marks	4	
3 deductions @ 2 marks each	6	
3 totals @ 2 marks each	6	(21)

(E) 3 terms explained @ 5 marks each 15
3 appropriate examples @ 2 marks each 6 (21) **(60 marks)**

Q. 5 BUSINESS DOCUMENTS

(A)	<u>Order:</u>		
	Date – 2 marks	2	
	Inside Address – 2 marks	2	
	Signature – 1 mark	1	
	Title (Purchasing Manager) – 1 mark	1	
	3 columns @ 4 marks each	12	(18)
(B)	One Reason	6	(6)
(C)	<u>Invoice:</u>		
	Date – 2 marks	2	
	Order No. – 1 mark	1	
	Inside Address – 2 marks	2	
	5 columns @ 3 marks each	15	
	Last 5 figures @ 2 marks each	10	(30)
(D)	Bank Account:		
	3 entries @ 2 marks each	6	(6) (60 marks)

Q. 6 PETTY CASH

(A)	<u>Petty Cash Voucher</u>		
	Date – 3 marks	3	
	Details – 3 marks	3	
	Amount – 3 marks	3	
	Signature – 3 marks	3	(12)
(B)	<u>Petty Cash Book</u>		
	Date columns – Dr 1 mark, Cr 3 marks	4	
	Details columns – Dr 1 mark, Cr 3 marks	4	
	Voucher No. column – 2 marks	2	
	33 figures @ 1 mark each (Excl. total payments and Balance b/d)	33	(43)
(C)	Amount received from chief cashier – 5 marks	(5)	(60 marks)

Q. 7 **TRANSPORT & DELIVERY SYSTEMS**

- | | | | |
|------------|--|---|-----------------------|
| (A) | (i) Flight No. | 6 | |
| | (ii) Latest time at bus stop | 6 | |
| | (iii) Time of arrival in London | 6 | (18) |
| (B) | Time taken to get from Moate to London | 5 | |
| | Workings | 4 | (9) |
| (C) | Three factors @ 3 marks each | | (9) |
| (D) | (i) Two advantages of air transport | 8 | |
| | (ii) Two disadvantages of air transport | 8 | (16) |
| (E) | Two advantages of pipelines | | (8) (60 marks) |

Q. 8 **FORMS OF BUSINESS**

- | | | | |
|------------|---|------|-------------------|
| (A) | Two advantages of Sole Trader @ 6 marks each | (12) | |
| (B) | Two disadvantages of Sole Trader @ 6 marks each | (12) | |
| (C) | Owners of Private Limited Company – 6 marks | (6) | |
| (D) | One legal document - 6 marks | (6) | |
| (E) | Two advantages of Private Ltd Company @ 6m each | (12) | |
| (F) | Two differences @ 6 marks each | (12) | (60 marks) |