

Coimisiún na Scrúduithe Stáit State Examinations Commission

Junior Certificate 2014

Marking Scheme

BUSINESS STUDIES

Ordinary Level

Note to teachers and students on the use of published marking schemes

Marking schemes published by the State Examinations Commission are not intended to be standalone documents. They are an essential resource for examiners who receive training in the correct interpretation and application of the scheme. This training involves, among other things, marking samples of student work and discussing the marks awarded, so as to clarify the correct application of the scheme. The work of examiners is subsequently monitored by Advising Examiners to ensure consistent and accurate application of the marking scheme. This process is overseen by the Chief Examiner, usually assisted by a Chief Advising Examiner. The Chief Examiner is the final authority regarding whether or not the marking scheme has been correctly applied to any piece of candidate work.

Marking schemes are working documents. While a draft marking scheme is prepared in advance of the examination, the scheme is not finalised until examiners have applied it to candidates' work and the feedback from all examiners has been collated and considered in light of the full range of responses of candidates, the overall level of difficulty of the examination and the need to maintain consistency in standards from year to year. This published document contains the finalised scheme, as it was applied to all candidates' work. In the case of marking schemes that include model solutions or answers, it should be noted that these are not intended to be exhaustive. Variations and alternatives may also be acceptable. Examiners must consider all answers on their merits, and will have consulted with their Advising Examiners when in doubt.

Future Marking Schemes

Assumptions about future marking schemes on the basis of past schemes should be avoided. While the underlying assessment principles remain the same, the details of the marking of a particular type of question may change in the context of the contribution of that question to the overall examination in a given year. The Chief Examiner in any given year has the responsibility to determine how best to ensure the fair and accurate assessment of candidates' work and to ensure consistency in the standard of the assessment from year to year. Accordingly, aspects of the structure, detail and application of the marking scheme for a particular examination are subject to change from one year to the next without notice.



JUNIOR CERTIFICATE EXAMINATION 2014

SUPPORT NOTES & MARKING SCHEME

BUSINESS STUDIES

ORDINARY LEVEL

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.)

AGM	Annual General Meeting	
ATM	Automated Teller Machine	[2]

2. Answer questions (i) and (ii) which follow this document:

Harford Ltd		Curragh Business Park, Kildare Telephone: 045-538612 Fax: 045-538517			No. 8266	
Date:	4 June 2014	4				
Received From:	Margaret Sl	loan				
The Sum of: Three hundr		red and	eighty five euro, 50		€385	5.50
With Thanks Sig		gned:	James Harley	Ac	counts Departn	nent

(i)	What is this document called? A Receipt	[3]
(ii)	To whom was the money paid? James Hurley/Harford Ltd.	[2]

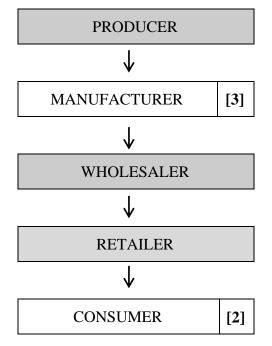
3. Fill in the **two** missing Ps of marketing in the spaces provided:

PRODUCT	[3]	PRICE	PLACE	PROMOTION	[2]	
---------	-----	-------	-------	-----------	-----	--

4. Place a tick (\checkmark) after each statement showing whether it is TRUE or FALSE

	TRUE	FALSE	
A supermarket is a large self-service shop.	~		[1]
A street market is where people buy newspapers and petrol.		✓	[2]
A sole trader is owned and managed by a company.		~	[2]

5. Fill in the **two** blank spaces in the following Chain of Distribution:



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

J	IOE QUI	INLAN	JOHN QUIRKE	JAMES QUINN	JASON QUIGLI	EY
	(i)	JASC	ON QUIGLEY			[2]
	(ii)	JOE QUINLAN				[1]
	(iii)	JAMES QUINN				[1]
	(iv)	JOHN	N QUIRKE			[1]

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

Motor Vehicles ⊕5,000 Closing Stock €27,500 Wages €17,800 Cash in Bank €32,750

Enter **and** total the Current Assets in the following extract from the Balance Sheet of McKenna Ltd as at 31 December 2013:

Extract from Balance Sheet of McKenna Ltd as at 31-12-2013				
CURRENT ASSETS €				
CLOSING STOCK	27,500	[2]		
CASH IN BANK	32,750 [
TOTAL CURRENT ASSETS	€60,250	[1]		

8. Indicate whether the following jobs are in the Primary, Secondary or Services (Tertiary) sector by ticking (✓) the correct box in **each** case:

JOB	PRIMARY	SECONDARY	SERVICES	
BAKER		✓		[1]
FARMER	~			[2]
DOCTOR			✓	[2]

9. Complete the following sentence:

A Bar Code is a series of vertical lines that identifies the product and shows the price when scanned at a checkout. 5

10. Liam Coyle lodged €1,400 to a Deposit Account in his local branch of An Post. The rate of interest on deposits is 2% per year. One year later, he withdrew all the money with interest. Liam did not have to pay any tax on the interest earned. Calculate the total amount he withdrew:

Answer	Workings:	
€1,428.00	$1,400 \times 2 / 100 = 28$ 1,400 + 28 = 1,428	[5]

11. In each space below, write the correct club account term from the following list of six:

CHAIRPERSON	TREASURER	EXPENDITURE
AGENDA	ACCUMULATED FUND	SUBSCRIPTIONS

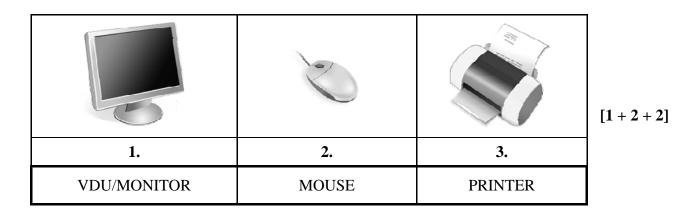
(Three of the terms above do not refer to any of the explanations below.)

	CLUB ACCOUNT TERM	EXPLANATION	
(i)	AGENDA	A list of items to be discussed at a meeting.	[1]
(ii)	SUBSCRIPTIONS	Membership fees paid to a club.	[2]
(iii)	TREASURER	Keeps a record of the club's receipts and payments.	[2]

12. A consumer who returns a faulty good that cannot be repaired is entitled to either

Complete **both** boxes.

13. In the spaces provided below, identify each of the computer components numbered 1, 2, 3.



14. Give **two** reasons why a household should prepare a budget.

[3+2]

- (i) It helps them to plan to live within their means.
- (ii) It helps to ensure that they will not spend more than they can afford/earn.
- (iii) It predicts the movement of cash into and out of the household.
- (iv) It helps the household in making decisions as it shows future cash inflows and outflows and their sources and timing.
- (v) It identifies future cash shortages and helps the business to plan accordingly
- (vi) Comparing the budget with actual figures helps the household to keep good control of its money.
- **15.** Column 1 is a list of industrial relations terms. Column 2 is a list of possible explanations for these terms. (*One explanation does not refer to any of the terms.*)

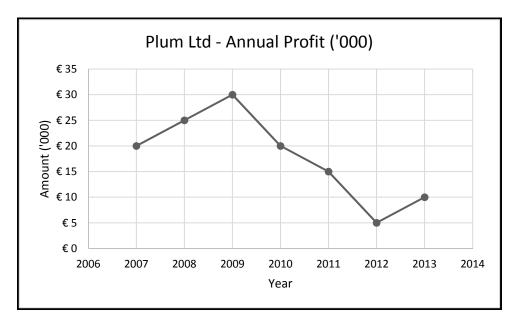
	Column 1 – Terms		Column 2 – Explanations
1.	Strike	A.	Employees' elected representative in a Trade Union
2.	Shop Steward	B.	Employee asked by employer to leave the job
3.	Dismissal	C.	Employees refuse to do any overtime
		D.	Employees in dispute withdraw their labour

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

1.	2.	3.
D	А	В

[1 + 2 + 2]

16. The following line graph shows the annual profit for Plum Ltd for the past seven years:



Using the above graph, answer **each** of the following questions:

(i)	Identify the year that had the highest profit.	2009	[1]
(ii)	Identify the year that had the lowest profit.	2012	[2]
(iii)	What was the company's profit in the year 2007?	€20,000	[2]

17. A Private Limited Company is:

A business owned by only one person	
A business owned by the state	
A business owned by shareholders	\checkmark

5 or 0

(Tick (\checkmark) the correct box.)

18. Sarah Ryan purchased groceries for €2.46 at her local shop. She handed the shop assistant a €50 note and received her change of €27.54. The shop assistant used the least number of notes and coins possible when counting out Sarah's change. Complete the note/coin analysis showing how many notes and coins of each description were handed out to Sarah as change.

NOTE/COIN ANALYSIS										[1 + 1 + 1 + 1 + 1]		
CHANGE	€50	€20	€ 10	€5	€2	€l	50c	20c	10c	5c	2c	1c
€27.54		1		1	1		1				2	

19. From the following Government budget for 2015, calculate the difference between Total Income and Total Expenditure. Indicate whether it is a **surplus budget** or **a deficit budget**:

Government Budget 2015					
	€(million)				
Total Income		79,560			
Total Expenditure		66,980			
Surplus	[3]	12,580	[2]		

20. Answer *either* (**A**) *or* (**B**):

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

Dr	Dr Bank Account C								
Date	Details	F	Total	Date	Details	F	Tot	al	
2014			€	2014			€	<u>}</u>	
Mar 1	Balance	b/d	890	Mar 7	Telephone	GL ₃	660		
14	Cash Sales	GL_2	4,150	28	Advertising	GL_5	1,550		
				31	Balance c/d		2,830	[2]	
			5,040				5,040	[1]	
1	Balance b/d		2,830					[2]	

OR

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

	Bank Account									
Date	Details	F	Dr	Cr	Balance					
2014			€	€	€					
Mar 1	Balance	b/d			890					
7	Telephone	GL ₃		660	230	[2]				
14	Cash Sales	GL ₂	4,150		4,380	[2]				
28	Advertising	GL_5		1,550	2,830	[1]				

SECTION B

Question 1(A)						
LEE HOUSEHOLD	SEPT	OCT	NOV	DEC	TOTAL	Marks
PLANNED INCOME	€	€	€	€	€	
Brian Lee – salary	1,800	1,800	1,800	2,200	7,600	20 1/
Anna Lee – salary	3,200	3,200	2,900	2,900	12,200	$20 \times \frac{1}{2}$
Child benefit	250	250	250	250	1,000	
A. TOTAL INCOME	5,250	5,250	4,950	5,350	20,800	(10)
PLANNED EXPENDITURE						
Fixed						
House Rental	600	650	650	650	2,550	20 1/
Car insurance	65	65	65	65	260	$20 \times \frac{1}{2}$
Health insurance	190	215	215	215	835	
Subtotal	855	930	930	930	3,645	(10)
Irregular						
Household costs	1,900	1,900	1,900	2,400	8,100	
Car running costs	500	380	380	380	1,640	
Light and heat		150	900	190	1,240	$27 \times \frac{1}{2}$
Television costs	45	205	45	45	340	
Education costs	450		300		750	
Subtotal	2,895	2,635	3,525	3,015	12,070	(13½)
Discretionary						
Presents				850	850	15 × ½
Entertainment costs	120	120	120	500	860	10 / /2
Holiday costs	800		2,000		2,800	
Subtotal	920	120	2,120	1,350	4,510	(71/2)
B. TOTAL EXPENDITURE	4,670	3,685	6,575	5,295	20,225	2 1/2
Net Cash (A – B)	580	1,565	-1,625	55	575	2 1/2
Opening Cash	425	1,005	2,570	945	425	2 1/2
Closing Cash	1,005	2,570	945 -	1,000	1,000	
	L				- both must and correct	(9)

(B)	Calculate the annual health insurance premium for the Lee household.							
	Answer: €2,355.00	[2]	Workings: $[(9 \times 190) + (3 \times 190)]$	(5)				
(C)	Does the Lee household	own the h	ouse in which they live?	Answer:	No	[2]		
	One Reason: They pay rent. [3]							
					Q.	1 Total	(60)	

		€	€	€		
Sales				420,000		
Cost of Sales:						All
Opening Stock			42,350			Figure 1m
Purchases			275,000			except
Carriage Inwards			4,150			for those
			321,500			shown
Closing Stock			56,500	265,000		
Gross Profit	[1]			155,000	[2]	(10)
Less Expenditure						
Wages			61,250			
Telephone			2,150			
Rent and Rates			19,450			
Insurance			7,800			
Advertising			1,350	92,000		
Net Profit	[1]			63,000	[2]	
Less Dividends				4,650		
Reserves				58,350		(11)
Balance Sheet of Ross	Ltd as at	31 Dec 2013				
Fixed Assets	[2]	Cost	Dep	N B V		
Premises				185,000		
Fixtures & Fittings				47,500		
Motor Vehicles				81,000		
				313,500		(8)
Current Assets	[2]					
Closing Stock		56,500				
Cash in Hand		7,350	63,850			
Less Current Liabilities	[2]					
Bank Overdraft			49,000			
Working Capital				14,850		
TOTAL NET ASSETS				328,350		
FINANCED BY	[2]					
Ordinary Share Capital:		Authorised	Issued			
		400,000	270,000			
Reserves			58,350			
CAPITAL EMPLOYED				328,350		(16)

Question 2 (continued)

(B)	(i)	Explain the te	Explain the term 'Bank Overdraft 'in the Trial Balance:							
		Bank Overdraft means that a bank allows a customer to write cheques or withdraw money from his or her current account up to a stated limit. Interest must be paid on the overdrawn balance. An overdraft is a short-term loan which must be repaid within a year.								
	(ii)		Calculate the Net Profit as a percentage of Cash Sales using the formula provided. $\frac{\text{Net Profit}}{\text{Cash Sales}} \times \frac{100}{1}$							
		Answer:	15 %	Workings: $\frac{63,000}{420,000} \times \frac{100}{1} = \frac{9}{60} \times \frac{100}{1} = \frac{900}{60} = \frac{15}{1}$		[10]				
						(15)				
					Q.2 Total	(60)				

(A)	. ,	Using the inform Cathal Kennedy							al net cost of in workings.	suring
				Wo	rking	s:				
				19	×	24.50	=	465.50	[4]	
	Answe	r: €682.20	[2]	45	×	6.50	=	292.50	[4]	
	Answe	1. C 002.20						758.00		
						10%	=	75.80	[2]	
								682.20		(12)

(B)	Letter:	Layout	13		
		Content	20		
		English	4		
		Neatness/presentation	3		
				14 Fern View	
				Callan	
				Co. Kilkenny	[2]
				6 June 2014	[2]
	Mr Michael Leonard				
	Manager				
	Highfield Insurance C	o Ltd.			[2]
	16 Castle Street				L-
	Kilkenny				
		Re: House Insuran	ce		[1]
	Dear Mr Leonard				[2]
	I wish to thank you for	your Insurance Quote.			[4]
	I am prepared to accept	ot the quote in full.			[4]
	I have a burglar alarm	installed.			[4]
	I am enclosing a chequ	the of 682.20 to cover the total	net cost of the	premium.	[4]
	I would also be interes	ted in a quote for motor insurat	nce for my 201	2 Ford Focus car.	[4]
	Yours faithfully				[2]
	Cathal Kennedy				[2]
	Enc: 1				
		English [4] N	eatness/presen	tation [3]	(40

(C)	An	swer each of the following questions:	Answer	
	(i)	A person seeking insurance must first complete an application form showing details of what is to be insured. Name this form.	PROPOSAL FORM	[4]
	(ii)	Name the form which must be completed when seeking compensation from the insurance company in the event of a loss.	CLAIM FORM	[4]
				(8)

Q.3 Total (60)

			Answe	r	Workings	
(A)	(i)	Calculate Aoife Lynch's basic pay per hour.	€12.00	[2]	420/35 = 12	[3]
	(ii)	Calculate how much she earns for one hour's overtime.	€18.00	[2]	$12 \times 1.5 = 18$	[3]
	(iii)	Calculate the number of overtime hours she worked in Week 21.	6	[2]	108/18 = 6	[3]
	(iv)	Gross Pay : An employee's full weekly/monthly wage made for items such as income tax, PRSI, savings, trad insurance.	•			[5]
	(v)	Aoife's employer deducts €20 each week from her wag two different types of institution where this money cou Aoife.		0		
		1. An Post				
		2. Commercial Banks				E 43
		 Building Societies Credit Unions 				[4]
		 Credit Officials Insurance Companies (investment funds) 				(24)

(B) Using the information provided, complete Aoife's wage slip for Week 22.

Employee No. 10	Aoif	e Lynch Week 22		Date: 3	0 May 2014	2		
PAY:	€	DEDUCTIONS:		DEDUCTIONS:		€	Shannon	
BASIC	420.00	РАҮЕ		75.80	Stores	2 + 2		
OVERTIME	72.00	PRSI	PRSI		Ltd	4 + 4		
		SAVINGS		20.00	NET PAY	2		
GROSS PAY	492.00	TOTAL DEDUCTIONS		130.24	€361.76	[1+1+2]		
<u>''</u>					<u>"</u>	(20)		

Rights:	Responsibilities:					
 To have safe working conditions. To receive a fair wage. To get annual holidays. To have a chance of promotion. To join a trade union. 	 To do an honest day's work. To be punctual. To respect employer's property. To attend every working day. To follow employer's instructions and regulations. To protect and promote the good name of Shannon Stores Ltd. 					
[2 x 4]	[2 x 4]	(16)				
	Q.4 Total	(60)				

Page 12

(A)

. /	 (i) What business document would Michael O'Brien have checked before sending the Order to Electronic Supplies Ltd? 					
Answer:	Quotation	[5]	(5)			

(ii) Order

Comput Treaty Industri Limerick	er World Ltd al Estate,				ORDER No	o. 3678	
Telephone: Fax: e-mail:	061 6543279 061 6543278 cworld@shan.ie			VAT R	eg No. IE 701	6542	
The Manager				Dat	te: 19 May	2014	[1]
Electronic Sup Blackwater Bu Mallow							[1]
Co. Cork Please supply	the following goods:						
QUANTITY	DES	SCRIPTI(ON		PRICE EA	АСН	
30	Toshiba Laptops	Model '	TL564		350.0	0	[3]
15	Acer Icons	Model	AI311		415.0	0	[3]
85	Epson Printers	Model	EP602		120.0	0	[3]
50	Sony Tablets	Model	ST232		160.0	0	[3]
Signed:	Michael O'Brien	[1]	Title:	Purchasing	g Manager	1	(16)

	nic Supplies Ltd iness Park, Mallow, Co. Cork	IN	VOICE No.	1560	
Fax: 02	1-724186 1-725224 upplies@cork.ie		VAT Reg.	No. IE8329167	
			Date: 2	22 May 2014	[2]
		Your O	rder No.:	3678	[1]
Michael O'Br Purchasing M Computer Wo Treaty Industr Limerick	anager orld Ltd				[2]
QUANTITY	DESCRIPTION	MODEL No.	PRICE EACH €	TOTAL €	
30	Toshiba Laptops	TL564	350.00	10,500.00	[5]
15	Acer Icons	AI311	415.00	6,225.00	[5]
50	Sony Tablets	ST232	160.00	8,000.00	[5]
		Total (Exclu	ıding VAT)	24,725.00	[2]
		Trade Disco	ount 15%	- 3,708.75	[2]
C • •	N.1	Subtotal		21,016.25	[2]
Carriage F E & OE	2010	VAT 20%		+ 4,203.25	[2]
		Total (Inclu	ding VAT)	25,219.50	[2]
					(30)

Question 5 (continued) (C)

Dr	Computer World Ltd - Bank Account										
Date	Details	F	Total	Date	Details	F	Total				
2014			€	2014			€				
				22 May	Electronic Supplies Ltd		25,219.50				
				[3]	[3]		[3]				

OR

	Computer World Ltd - BankAccount									
Date	Details	F	Dr	Cr	Balance					
2014			€	€	€					
22 May	Electronic Supplies Ltd			25,219.50						
[3]	[3]			[3]	(9)					

Q.5 Total (60)

Question 6

(A) Enter the transaction of 19 February 2014 in the Petty Cash Voucher.

		ER No. 78				
Date	19 February 2014		[3]			
	Ą	mount				
	€	С				
[3]	27	00	[3]			
Signature: Eileen Kelly [3]						
	[3]	[3] A	Image: second system Image: second system Image: second system C Image: second system			

(B)	(i)	State one reason why a business uses a Petty Cash Book.	
		To keep an account of small office expenses.	(5)

Question 6 (continued)

(B) (ii)

Petty Cash Book of Foster Ltd

Dr	-	-		•	-	-					Cr
Date	Details	Total	Date	Details	Voucher No.	Total	Postage	Stationery	Repairs	Cleaning	Other
2014		€	2014			€	€	€	€	€	€
Feb 1	Balance	350	Feb 3	Envelopes	71	15		15			
			4	Postage	72	21	21				
			6	Photocopier paper	73	20		20			
			10	Cleaning materials	74	16				16	
			11	Charity raffle tickets	75	10					10
			14	Repairs to computer	76	65			65		
			18	Office cleaning	77	40				40	
			19	Taxi for Sales Manager	78	27					27
			20	Ink for printer	79	28		28			
			21	Repairs to office door	80	20			20		
			26	Parcel postage	81	12	12				
			27	Repairs to photocopier	82	30			30		
						304	33	63	115	56	37
			28	Balance c/d		46					
		350				350					
Feb 28	Balance b/d	46									
1	1	2	3	3	2	14	3	4	4	3	3
											(43)

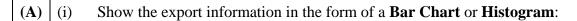
Q.6 Total (60)

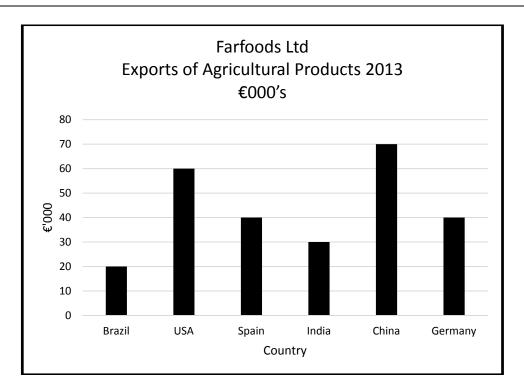
(Headings = 15 + Figures 28 = 43)

(A)	(i)	Explain two a	advantages of using road tr	ansport.	[2 x 4]	
		Door-to-doMinimumCan be use	hort distances oor delivery handling of goods – one lo ed at all times advertise on the sides of do			(8)
	(ii)	Explain two c	lisadvantages of using road	l transport.	[2 x 4]	
		Some roadTraffic corDelays car	very long distances s not suitable for lorries w ngestion in cities and on so a also be caused by fog, fro may add to the cost	me busy roads can cause delays		(8)
(B)	(i)		latest time that a van drive iver the packet by 11.00 a.	r from Prompt Couriers Ltd can so m. in Wexford.	et off from	
		Answer: Latest time departure:	e of <u>4.30 a.m. [4]</u>	Workings: 275/50 = 5.5 5.5 + 1 = 6.5 6.5 hours = 6 hrs. 30 mins. 11.00 - 6 hrs 30 mins = 4.30 a.	[3] [3] [1] m. [3]	(14)
	(ii)			for every litre of diesel, calculate ourney to Wexford and back.	how many	
		Answer: 22 Litres	[4]	Workings: 275 × 2 = 550 550/25 = 22	[3] [3]	(10)
	(iii)	If the price of	diesel was €1.50 per litre,	calculate the total cost of diesel u	sed.	
		Answer: €33.00	[4]	Workings: 22 ×1.50 = 33	[4]	(8)
(C)		Explain two	of the following terms rela	ting to transport in Ireland:	[2 x 6]	
	Bicy	cle lanes		s to encourage more people to cyc umber of cars on the roads.	ele to work	
	Toll	roads	Roads for which a fee mu	ust be paid in order to drive on the	em.	
	Moto	orways	High quality roads design	ned to carry heavy traffic quickly	and safely.	
	Tunr	nels	Underground roads to ca	rry traffic through mountains or b	uilt-up areas.	(12)
					Q.7 Total	(60)

Г

Т





Vertical Axis correctly labelled 1 mark	1	
Horizontal Axis correctly labelled 1 mark	1	
Title of Chart 1 mark	3	
6 Bars [2 + 1]	18	(23)

٦

				Work	ings:		
An	swer: 🔁	50,0	00 [2	2] 20 + 6	60 + 40 + 30 + 70	+40 = 260 [3	3]
(iii)	Two of the a currency. N				ne, which means	that the euro is thei	r
Answer: 1. Spain							
	Answer:	1.	Spain			[2]]
	Answer:	1. 2.	Spain German	у		[2	
(iv)		2.	German	y n the eurozone.]
(iv)		2.	German	•	Estonia	[2]
(iv)	Name two o	2. ther of Be	German	n the eurozone.	Estonia Italy	[2 [2 ×]]
(iv)	Name two o Austria	2. ther of Be Gr	German countries in	n the eurozone. Cyprus		[2 [2 × 1 Finland]

Question 8 (continued)

 To obtain foreign currency (for necessary imports)	
• To create more employment in Ireland	(0)
• To sell more goods and increase profits	(8)
• To sell goods surplus to home requirements	
 (ii) Explain two difficulties Farfoods Ltd might face if they wish to export agricultural j the UK. [2 × 4]	
 the UK. [2 × 4]	
the UK. [2 × 4] • Transport costs – ferries/flights required	
 the UK. [2 × 4] Transport costs – ferries/flights required Currency exchange rates– Euro v Sterling 	

(C)		(i)	Gerard Carroll is sales manager in Fa UK. He books a hotel for a week while If the Rate of Exchange is $\P = \pm 0.84$ hotel bill.	ich costs £630.00 (Sterlin	ng).		
	A	nswer:	€ 750.00 [1]	Workings 630/0.84 = 750	[3]		(4)
		(ii)	State two examples of sales promotio	n	[2 ×	3]	
	 Special Offers, e.g two for price of one, three for price of two Free samples Window displays Extra discounts 						
					Q.8 Total		(60)