

**GAUTENG DEPARTMENT OF EDUCATION
SENIOR CERTIFICATE EXAMINATION**

BUSINESS ECONOMICS SG

QUESTION 1

1.1	A	
1.2	C	
1.3	B	
1.4	C	
1.5	C	
1.6	D	
1.7	B	
1.8	D	
1.9	A	
1.10	D	10x2=(20)
1.11	Staff	
1.12	Cession	
1.13	Planning	
1.14	Factoring	
1.15	Horizontal / Vertical	
1.16	Conditional maintenance	
1.17	Record keeping	
1.18	Capital ratio	9x2=(18)
1.19	False - information	
1.20	False - interrupted	
1.21	False - line organisation structure	
1.22	False – partners	4x3=(12) [50]

**QUESTION 2
FORMS OF OWNERSHIP**

2.1.1	B	
2.1.2	A	
2.1.3	D	
2.1.4	C	4X2=(8)
2.2	<ul style="list-style-type: none"> • It refers to the minimum number of shares that must be sold • to pay for preliminary expenses, contracts entered into, and all the costs of launching the company successfully. • Must be received within 60 days after the prospectus is issued. otherwise the company must dissolve. 	2x2=(4)

2.3.1	Articles of Association		
2.3.2	Promoters		
2.3.3	Memorandum of Association		
2.3.4	Prospectus		
2.3.5	Founding statement	5x2=(10)	
2.4.1	Private company	(2)	
2.4.2	Its name must end with the words Pty (Ltd). One to fifty persons may form a private company. It may not issue a prospectus. It issues shares to founders. Shares are not freely transferable. It is not compelled to hold statutory annual meetings. It does not have to publish annual financial statements. It may commence business immediately after registration. It does not prescribe a minimum subscription.	Any 5x2=	(10)
2.5.1	A part of the own capital of a company.	(2)	
2.5.2	Ordinary shares Ordinary preference shares Cumulative preference shares Participating preference shares Convertible preference shares Redeemable preference shares Convertible preference shares Bonus shares Non-cumulative preference shares	Any 4x2=	(8)
2.6	Partnership agreement		
	Name of the business The names of the parties forming the business The purpose (nature) of the business The amount of capital of each partner has to contribute The ratio in which profits/losses are to be divided Procedure relating to the retirement, death and admission of partners and the dissolution of the partnership Details regarding the signing and endorsement of cheques on behalf of the partnership How disputes between partners will be settled Location of the business Duration of the partnership Rights, powers and duties of the individual partners		

Interest payable on capital withdrawals and drawing	
Decisions regarding the financial year, books and records	
Salaries payable to each partner and amounts (cash) partners are permitted to draw periodically	
Specification regarding life insurance for partners	6x1=(6) [50]

QUESTION 3
MARKETING FUNCTION

- | | | |
|--|----------|-----|
| 3.1.1 Combination packaging | | |
| 3.1.2 Double use packaging | | |
| 3.1.3 Continually changing packaging (kaleidoscopic packaging) | | |
| 3.1.4 Speciality packaging | 4x2=(8) | |
| 3.2.1 Products marketed with the objective of satisfying the needs of the final consumer | | |
| 3.2.2 Goods purchased by the consumer with as little difficulty, spending of time and hesitation as possible | | |
| 3.2.3 Goods purchased by buyers after careful consideration has been given to differences in prices, quality and taste | | |
| 3.2.4 Goods where the buying process is accompanied by considerable care, time and trouble | | |
| 3.2.5 Goods which are used in the manufacturing process to produce other goods | 5x2=(10) | |
| 3.3 The consumer
The competitors
The distributors (dealers)
The suppliers | Any 3x2= | (6) |
| 3.4.1 Producer to consumer
3.4.2 Brokerage
3.4.3 Buyer and sellers
3.4.4 Trade mark
3.4.5 Publicity | 6x2=(12) | |
| 3.5 The following methods or practises are considered to be unethical and unfair. | | |
| <ul style="list-style-type: none"> • Using false and deceptive advertising to the consumer – it boils down to fraud • To advertise rebuilt or second-hand goods as new • Making false statement about a competitor's goods • Giving goods deceptive names or using deceptive characteristics | Any 3x2= | (6) |

3.6	Attract attention Arouse interest Create the desire for possession of the article Lead to action	4x2=(8)
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QUESTION 4 FINANCIAL FUNCTION

4.1.1	D	
4.1.2	E	
4.1.3	A	
4.1.4	B	(8)
4.2	Business references Bank references Credit agencies Employers Chambers of commerce (sakekamers) Employers Application form for credit Collection of overdue accounts	6x2=(12)
4.3	<ul style="list-style-type: none"> • As delivery can take place at the correct time, better service is given. • There is no loss during production as a result of delays in waiting for materials. • Investment in stock is kept at a minimum, involving less working capital. • Savings in respect of storage space, storing and handling costs are obtained. • Losses on account of price fluctuations and obsolescence of stock are kept to a minimum. • Duplication of stock is eliminated. • Losses as a result of negligence and theft are eliminated. 	6x2=(12)
4.4	Overcapitalization – when the capital is more than is necessary for normal operations and in relation to its turnover.	(3)
	Undercapitalization - when the company has insufficient capital to carry on its business in a satisfactory manner.	(3)

4.5 Working capital requirements

- Nature of the undertaking
- Size of the undertaking
- Stage of development
- Time of production
- Rate of stock turnover
- Buying and selling terms
- Seasonal consumption

- Seasonal consumption
 - Seasonal production
- 6x2=(12)
[50]

QUESTION 5
INSURANCE / ADMINISTRATION

- | | | |
|-------|--|---------|
| 5.1 | | |
| 5.1.1 | Overinsurance | (3) |
| 5.1.2 | Reinstatement | (3) |
| 5.2.1 | | |
| | • Written agreement whereby an insurance company agrees to reimburse the insured | |
| | • in the event of loss of damage as a result of a specified event e.g. fire | (4) |
| 5.2.2 | Insurance companies are sometimes unable to insure the full risk of a large policy they then spread the risk among other professional insurance companies. | (2) |
| 5.2.3 | | |
| | • Iron safe clause – it is a clause which compels the insured to keep business books in a fireproof safe – after working hours. | |
| | • to calculate losses to stock | (4) |
| 5.2.4 | | |
| | • The right which one person has to stand in the place of another and avail himself | |
| | • of All the rights and remedies of that other person | (4) |
| 5.3 | The nature of the goods
The availability of fire extinguishers
The nature of the adjoining buildings (petrol station, thatched roofs) | 3x2=(6) |
| 5.4.1 | Control | |
| 5.4.2 | Management information | |
| 5.4.3 | Accounting records | 3x2=(6) |

- 5.5.1 Standardised work procedures and methods cannot always be used to the best advantage.
 Division of labour cannot be achieved in a small office unit.
 Decentralised offices do not always have specialised staff to effect economies of scale.
 Because of the lack of specialisation the work cannot be completed quickly and efficiently Any 4x2= (8)
- 5.5.2 The nature of the organisation
 The size of the organisation
 Standardised work procedures
 Quality of staff
 Diversification of activities of the business enterprise
 Geographical distribution of business activities Any 5x2= (10)
[50]

QUESTION 6 **MARKETING AND PRODUCTION FUNCTION**

- 6.1.1 Advertising practitioner
 6.1.2 Inelastic demand
 6.1.3 Advertising
 6.1.4 Marketing communication policy 4x2=(8)
- 6.2 Form of market (Perfect competition, Oligopoly, Monopoly, Monopolistic competition)
 The nature of demand
 The availability of substitutes
 Normal trade practices
 Fixed prices of products
 The behaviour (reaction) of the consumers
 The attitude (reaction) of the distributors (dealers)
 The production and distribution costs Any 5x2= (10)
- 6.3 It must reflect the salient features (advantages) of the product
 Must be in good, simple language
 Must be easily pronounced and remembered by consumers
 Must be distinct from the names or trade marks of related products
 Must be such that new products can easily be added to the range
 Must be such that it can easily be registered Any 4x2= (8)
- 6.4 If finding employment is not easy
 It gives one a chance to make an income
 Little competition in this sector
 Easy access to all activities
 You don't need a lot of capital
 No need to register for tax Any 4x2= (8)

6.5.1	Costs that can be attributed to a particular product, example: a factory worker	(2)
6.5.2	Costs that remain constant irrespective of the number of units produced, example: rent	(2)
6.5.3	Costs which vary as production increases or decreases, example: water and electricity.	(2)
6.5.4	Costs which cannot be attributed directly to a particular product / Total of fixed and variable costs.	(2)
6.6	Fire protection Protective clothing or accessories, e.g. hard hats, helmets, gloves, etc. Safe ventilation, lighting and heating Safe floor surfaces Safe internal transport Structural safety	Any 4x2= (8) [50]

QUESTION 7 **PRODUCTION FUNCTION**

7.1.1	It falls between mass production and jobbing The nature of the product depends on the customer's specific requirements and specifications. The manufacturing process of products is divided into different parts or steps. All steps must be completed before the workers may proceed to the next batch. General multi-purpose machines are used	Any 4x2= (8)
7.1.2	Expensive specialised, single purpose machines, chain machines	(2)
7.2	Lower costs of production per unit Stockkeeping costs are low. The division of duties can be carried further than is possible in a small factory. Workers and machines are optimally employed. The sales turnover is high.	Any 3x2= (6)
7.3	<ul style="list-style-type: none"> • It encourages workers to continue to produce quality products. • It can serve as the basis for the introduction of reliable wage incentive schemes. • Dealers and consumers are assured that the quality of goods they purchase is of the required standards. • Production costs can be reduced through the elimination of poor products which have to be sold as rejects. • The constant testing of quality can lead to improved product design and quality. 	Any 3x2= (6)

Stock	50 000	
+ Direct labour	<u>40 000</u>	
7.4.1 Primary costs	90 000	(4)
Primary costs	90 000	
+ Overheads	10 000	
+ Electricity	<u>2 000</u>	
7.4.2 Total costs	102 000	(4)
7.4.3 $102\ 000 \div 20\ 000$		
= R5,10		(4)

7.5

- To determine the break-even point
 - To determine the safety margin in production, i.e. how far above the break-even point production should run
 - To determine the costs of the raw materials, labour and the manufacturing costs for each separate product or component
 - To place management in a position to be able to analyse the unit costs of a product or component with a view to reducing these costs by using for example cheaper raw material without forfeiting quality, doing method studies and work measurement use more effective workers and dismiss bad workers
 - To be able to adjust the selling prices of products to production costs, competition with substitutes as well as supply and demand
 - To continually provide management with critical production costs and output data as a basis for decision making.
- Any 4x2= (8)

7.6

- Suppliers of raw materials know exactly what grade of material to deliver.
 - Control of raw materials after delivery will obviate the use of less suitable material for production.
 - The manufacturing department knows the exact requirements with which the product should comply.
 - The quality control department knows how the product has to be tested.
 - Customers know what grade of product they can expect.
- Any 4x2= (8)

[50]

QUESTION 8
GENERAL MANAGEMENT

8.1

- Planning
- Organising
- Activating
- Control

4x2=(8)

8.2

- Planning must be flexible and adaptable to change.
- Planning must be, without exception, scientific and analyse all possible factors and alternatives.
- The method of planning selected must be suitable for the specific task/problem.
- It must be coordinated into a hierarchy of plans, in order of importance
- There must be a balance in the planning of operations on different levels.
- It must be realistic i.e. economic and feasible
- There must be a balance in the planning of operations on different levels.
- Information concerning all the planning must be made known to everyone.
- The planning must be futuristic by nature.
- The timescale or period for planning and execution is important.
- The plan must be simple and clear.
- The plan must be in writing.

Any 5x2= (10)

8.3 **Chambers of commerce (Sakekamers)**

(2)

- Assess and evaluate the needs of the local business community
- Constantly monitor development at local level.
- Mobilise business opinion on local issues.
- Exercise a positive influence on the environment in which the business operates.
- Promote and encourage the pursuit of a high standard of business ethics.
- Disseminate information useful to the business fraternity.
- Provides information that can be useful to every organisation.
- Extend business contacts locally and nationally.
- Provides opportunities to acquire new business skills.
- Uphold the free market economy.
- Be the voice of the business.

Any 5x2= (10)

8.4 FOUR SERVICES RENDERED BY THE SABS

- Prepare specifications and codes of practice.
 - Promote standardization in industry and commerce.
 - Provide facilities for the examination and testing of commodities and any other material from which they may be manufactured.
 - Control the use of standardization marks and distinctive marks.
 - Encourage or undertake education work in connection with standardization.
 - Assist state departments, public bodies and local authorities in the preparation of any specifications or codes of practice.
 - Cooperate with industry, state departments, local authorities, other public bodies or any persons with a view to bringing about standardization in connection with commodities.
- Any 4x2= (8)

8.5.1 Line organisation structure (2)

8.5.2 The system is simple and easy to design and easily understood by everyone.
Only one head gives orders and this eliminates confusion.
It is easy to see who carries authority in a department and who has responsibility of carrying out orders.
The organisation lends itself to guide decision making and action. Any 3x2= (6)

8.5.3 Lower level management (2)
Operating management decisions (2)

8.5.4 Strategic decisions which are of a long-term nature (2)
[50]

QUESTION 9 GENERAL

- 9.1 Shares, share certificates and amendments of rights
Directors
Arrangements regarding meetings
Dividends and reserves
Accounting records Any 4x2= (8)
- 9.2 The last word in the name of the public company must be "Limited" (Ltd).
It must be registered and displayed on the outside of its registered office.
The name must be engraved on the company's seal.
It must be mentioned in all notices, correspondences, publications, negotiable documents and commercial documents of a company.
The name must not be undesirable nor contain words such as "state"
"Government".
The name may not be the same as that of another company because it would be misleading.
A company may change its name by a special resolution of the shareholders
The Government Gazette Any 4x2= (8)

9.3.1 More than 50% (4)

9.4 DISADVANTAGES OF A SOLE PROPRIETORSHIP

- It may sometimes lack sufficient capital.
 - It lacks continuity.
 - The liability of a sole trader is unlimited.
 - The burden may be too much for the owner. Eventually demands are made on the management skills and personal freedom of the owner.
 - Depends on health of owner.
 - Difficult to acquire good employees.
 - Has to depend on his own judgement.
- Any 4x2= (8)

9.5 Coordination
 Disciplinary action
 Delegation
 Motivation
 Communication Any 4x2= (8)

9.6 The danger of fire, theft
 The problem of obsolescence
 Price fluctuations which tend to be lower than the prices at which the business enterprise bought the stocks
 Investment in stocks requires a large amount of working capital. Any 3x2= (6)

9.7 Using travelling agents
 Opening mail order business
 Selling directly to consumers
 Opening sales offices or branches 4x2=(8)
 [50]

TOTAL: 300

GAUTENGSE DEPARTEMENT VAN ONDERWYS
SENIORSERTIFIKAAT-EKSAMEN

BEDRYFSEKONOMIE SG

VRAAG 1

1.1	A	
1.2	C	
1.3	B	
1.4	C	
1.5	C	
1.6	D	
1.7	B	
1.8	D	
1.9	A	10x2=(20)
1.10	D	
1.11	Personeel	
1.12	Sedering	
1.13	Beplanning	
1.14	Faktorering	
1.15	Horisontaal / Vertikaal	
1.16	Voorwaardelike instandhouding	
1.17	Boekhouding	
1.18	Solvabiliteitsverhouding	9x2=(18)
1.19	Onwaar - inligting	
1.20	Onwaar - onderbroke	
1.21	Onwaar - lynorganisasiestruktuur	
1.22	Onwaar - vennote	4x3=(12) [50]

VRAAG 2
ONDERNEMINGSVORME

2.1.1	B	
2.1.2	A	
2.1.3	D	
2.1.4	C	4x2=(8)
2.2	<ul style="list-style-type: none"> • Dit verwys na die minimum hoeveelheid aandele wat verkoop moet word • om te betaal vir alle voorlopige uitgawes, kontrakte aangegaan, en die koste om die maatskappy suksesvol te stig. • Moet binne 60 dae na eerste uitreiking van die prospektus ontvang word, • anders moet die maatskappy ontbind. 	2x2=(4)

2.3.1	Statuut	
2.3.2	Promotors	
2.3.3	Akte van oprigting	
2.3.4	Prospektus	
2.3.5	Stigtingsverklaring	5x2=(10)
2.4.1	Private maatskappy	(2)
2.4.2	<p>Die naam moet met die woorde (Edms.) Bpk. eindig.</p> <p>Een tot vyftig mense mag 'n privaatmaatskappy stig.</p> <p>Mag nie 'n prospektus uitreik nie.</p> <p>Reik aandele aan stigters uit.</p> <p>Aandele is nie vrylik oordraagbaar nie.</p> <p>Hoef nie verpligte jaarvergaderings te hou nie.</p> <p>Hoef nie jaarliks finansiële state te publiseer nie.</p> <p>Kan onmiddellik begin sake doen as dit geregistreer is. Dit skryf nie 'n minimum subskripsie voor nie.</p>	Enige 5x2= (10)
2.5.1	'n Deel van die eie kapitaal van 'n maatskappy.	(2)
2.5.2	<p>Gewone aandele</p> <p>Gewone voorkeuraandele</p> <p>Kumulatiewe voorkeuraandele</p> <p>Deelnemende voorkeuraandele</p> <p>Oordraagbare voorkeuraandele</p> <p>Omruilbare voorkeuraandele</p> <p>Omskakelbare voorkeuraandele</p> <p>Bonusaandele</p> <p>Stigtersaandele</p>	Enige 4x2= (8)
2.6	Vennootskapskontrak	
	<p>Naam van die onderneming</p> <p>Name van die partye wat die onderneming stig</p> <p>Die doel (aard) van die vennootskap</p> <p>Die hoeveelheid kapitaal wat elke vennoot bydra</p> <p>Die verhouding waarin winste en verliese verdeel sal word</p> <p>Procedure met betrekking tot die aftrede, dood en toelating van nuwe vennote en die ontbinding van die vennootskap</p> <p>Besonderhede oor wie tjeks namens die vennootskap mag teken en endosseer</p> <p>Die wyse waarop geskille besleg word (arbitrasieklausule)</p> <p>Ligging van die onderneming</p> <p>Die duur van die vennootskap</p> <p>Regte gesag en pligte van individuele vennote</p>	

Die rente betaalbaar op kapitaal en onttrekkings
 Beslissings aangaande die finansiële jaar, boeke en rekords
 Salarisse betaalbaar aan elke vennoot en bedrae wat vennote periodiek vir
 eie gebruik mag trek
 Besonderhede aangaande lewensversekering vir vennote

6x1=(6)
 [50]

VRAAG 3 **BEMARKINGSFUNKSIE**

- | | | |
|--|------------|-----|
| 3.1.1 Gesamentlike verpakking | | |
| 3.1.2 Verpakking vir dubbele gebruik | | |
| 3.1.3 Kaleidoskopiese verpakking (wissel voortdurend af) | | |
| 3.1.4 Spesialiteitsverpakking | 4x2=(8) | |
| 3.2.1 Goedere wat bemark word met die doel om die behoeftes van verbruikers te bevredig. | | |
| 3.2.2 Goedere wat die verbruiker met so min moeite, tyd en huiwering as moontlik kan koop | | |
| 3.2.3 Goedere wat deur verbruikers gekoop word nadat deeglike oorweging gegee is aan pryse, kwaliteit en smaak | | |
| 3.2.4 Goedere waar die koopproses met aansienlike sorg, tyd en moeite gepaard gaan | | |
| 3.2.5 Goedere wat gebruik word in die vervaardiging van ander goedere | 5x2=(10) | |
| 3.3 Die verbruiker
Mededingers
Verspreiders (handelaars)
Verskaffers | Enige 3x2= | (6) |
| 3.4.1 Fabrikant na verbruiker | | |
| 3.4.2 Makelaarsloon | | |
| 3.4.3 Kopers en verkopers | | |
| 3.4.4 Handelsmerk | | |
| 3.4.5 Publisiteit | 6x2=(12) | |
| 3.5 Die volgende metodes of prakteke word as oneties en onbillik beskou. | | |
| <ul style="list-style-type: none"> • Om Valse en misleidende advertensies onder die aandag van kopers te bring - dit kom in werklikheid op bedrog neer. • Om opgeknapte gebruikte goedere as nuwe goedere te adverteer. • Om valse bewerings oor die goedere van mededingers te maak. • Om goedere misleidende name te gee of misleidende eienskappe daarvan toe te skryf. | Enige 3x2= | (6) |

3.6	Aandag trek Belangstelling wek Begeerte laat ontstaan om die artikel te besit Tot aksie lei of tot optrede lei	4x2=(8)
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VRAAG 4
FINANSIËLE FUNKSIE

4.1.1	D	
4.1.2	E	
4.1.3	A	
4.1.4	B	4x2=(8)
4.2	Sakeverwysings Bankverwysings Kredietagentskappe Werkgewers Kamers van koophandel (sakekamers) Kredietaansoekvorm Invordering van agerstallige rekenings	6x2=(12)
4.3	<ul style="list-style-type: none"> • Beter dienste word aan klante gelewer, aangesien aflewering op die regte tyd kan geskied. • Tydens produksie is daar geen verlies as gevolg van vertradings terwyl daar vir materiale gewag word nie. • Belegging in voorraad word tot die minimum beperk, wat minder bedryfskapitaal beteken. • Besparings ten opsigte van bergruimte, asook opslag- en hanteringskoste word bewerkstellig. • Verliese ween prysskommelings en veroudering van voorraad word tot die minimum beperk. • Duplisering van voorraad word uitgeskakel. • Verliese as gevolg van nalatigheid en diefstal word uitgeskakel. 	6x2=(12)
4.4	Oorkapitalisasie - wanneer die kapitaal te groot is in verhouding met die omset.	(3)
	Onderkapitalisasie - wanneer 'n onderneming oor te min kapitaal beskik om sy normale aktiwiteite suksesvol te bedryf.	(3)
4.5	Bedryfskapitaal	
	<ul style="list-style-type: none"> • Aard van die onderneming • Grootte van die onderneming • Ontwikkelingsstadium • Produksie tydperk • Omsetsnelheid van voorraad / goedere • Inkoop en verkoopvoорwardes • Seisoensverbruik • Seisoenproduksie 	6x2=(12)
		[50]

VRAAG 5
VERSEKERING / ADMINISTRASIE

5.1		
5.1.1	Oorversekering	(3)
5.1.2	Reg van vervanging / herinbesitstelling	(3)
5.2.1	<ul style="list-style-type: none"> • 'n Skriftelike ooreenkoms waar 'n versekeraar 'n versekerde sal vergoed indien die versekerde skade sou ly • as gevolg van verlies of skade a.g.v. 'n spesifieke insident 	(4)
5.2.2	'n Versekeringsmaatskappy is soms geneig om die risiko wat baie groot is te versprei na ander versekeringsmaatskappye	(2)
5.2.3	<ul style="list-style-type: none"> • Brandkluisklousule'n Klousule wat die versekerde verplig om sy boeke in 'n vuurvaste brandkluis/kluis toe te sluit na-ure. • Omvang van skade / handelsvoorraad te bepaal. 	(4)
5.2.4	<ul style="list-style-type: none"> • Die reg wat een persoon het om namens iemand anders op te tree en om aan hom al • die regte en voorregte toe te eien. 	(4)
5.3	<p>Aard van die goedere. Die aanwesigheid van brandblussers. Die nabyheid van 'n rietdakhuis of vulstasie.</p>	3x2=(6)
5.4.1	Kontrole	
5.4.2	Bestuursinligting	
5.4.3	Rekenkundige rekords	3x2=(6)
5.5.1	<p>Na altyd die voordeligste nie. Gestandaardiseerde werksprosedures en –metodes kan nie altyd ten beste benut word nie. Verdeling van arbeid kan nie altyd deurgevoer word in 'n klein kantoorseenheid nie. Gedesentraliseerde kantore het nie altyd die gespesialiseerde personeel om groot ekonomiese te affekteer nie. Spesialisasie van arbeiders nie altyd moontlik nie. Werk word stadiger afgehandel.</p>	Enige 4x2= (8)
5.5.2	<p>Aard van die onderneming Grootte van die onderneming Gestandaardiseerde werksprosedures Gehalte van personeel Diversifikasie van werkzaamhede van die onderneming Geografiese verspreiding van werkzaamhede</p>	Enige 5x2= (10) [50]

VRAAG 6
BEMARKINGFUNKSIE / PRODUKSIEFUNKSIE

- | | | | | |
|------------------------------------|---|--|--|----------------|
| 6.1.1 Reklamepraktisyn | | | | |
| 6.1.2 Onelastiese vraag | | | | |
| 6.1.3 Reklame | | | | |
| 6.1.4 Bemarkingskommunikasiebeleid | | | | 4x2=(8) |
|
 | | | | |
| 6.2 | Markvorme (Volmaakte kompetisie, oligopolie, monopolie, monopolistiese mededinging) | | | |
| | Aard van die vraag | | | |
| | Beskikbaarheid van substitute | | | |
| | Normale handelspraktyke | | | |
| | Vasgestelde pryse van produkte | | | |
| | Verbruikers se optrede | | | |
| | Reaksie van handelaars en verspreiders | | | (10) |
| | Produksie en verspreidingskoste | | | Enige 5x2= |
|
 | | | | |
| 6.3 | Dit moet die dienswaarde (voordele) van die produk weerspieël. | | | |
| | Moet in goeie, eenvoudige taal wees. | | | |
| | Moet maklik onthou kan word. | | | |
| | Moet maklik uitgespreek en deur die verbruikers onthou kan word. | | | |
| | Dit moet onderskei kan word van ander produkte se handelsmerke en name | | | |
| | Ander produkte moet maklik in die reeks opgeneem kan word. | | | (8) |
| | Moet geregistreer word. | | | Enige 4x2= |
|
 | | | | |
| 6.4 | Ander werk is nie maklik beskikbaar nie | | | |
| | Bied 'n geleentheid om inkomste te verdien | | | |
| | Min kompetisie | | | |
| | Maklike toegang tot aktiwiteite | | | |
| | Min kapitaal nodig. | | | |
| | Nie nodig om te registreer vir belasting | | | Enige 4x2= (8) |
|
 | | | | |
| 6.5.1 | Koste wat direk aan 'n spesifieke produk toegedeel kan word, bv. fabriekswerker | | | (2) |
| 6.5.2 | Koste wat konstant bly ongeag die hoeveelheid eenhede geproduseer, bv. huur | | | (2) |
| 6.5.3 | Koste wat verander soos produksie toeneem of afneem, bv water en krag | | | (2) |
| 6.5.4 | Koste wat nie direk na 'n spesifieke produk toegedeel kan word nie / totaal van vaste- en veranderlike koste. | | | (2) |
|
 | | | | |
| 6.6 | Brandbestrydings toerusting | | | |
| | Beskermde klere en toebehore soos hoede, helms, handskoene, ens. | | | |
| | Veilige ventilasie, verligting en verhitting | | | |
| | Veilige vloeroppervlaktes | | | |
| | Veilige interne vervoer | | | |
| | Strukturele veiligheid | | | Enige 4x2= (8) |
| | | | | [50] |

VRAAG 7
PRODUKSIEFUNKSIE

7.1.1 Val tussen massa- en stuksproduksie

Die aard van die produk hang van die kliënt se spesifieke vereistes van spesifikasies af.

Die maak van die produk word in stappe verdeel.

Elke stap moet eers klaar wees voordat met die volgende stap begin kan word.

Meerdoelige masjiene word gebruik

Enige 4x2=

(8)

7.1.2 Duur, eendoelig, gespesialiseerd, kettingmasjiene

(2)

7.2 Lae koste per eenheid

Voorraadhoudingskoste is laag

Werkverdeling kan verder gevoer word as in 'n klein fabriek

Werkers en masjinerie word optimaal benut

Omset is hoog

Enige 3x2=

(6)

7.3

- Dit spoor werkers aan om voortdurend kwaliteitstandaardprodukte te lewer.
- Kan dien as basis vir die instel van betroubare loonaansporingstelsels.
- Handelaars en verbruikers is seker dat die gehalte van die ware wat hulle koop, wel aan die vereiste standaard voldoen.
- Dit verminder produksiekoste deur die uitskakeling van swak produkte wat teen uitskotpryse verkoop moet word.
- Dit lei tot verbeterde produkontwerp en -kwaliteit.

Enige 3x2=

(6)

Direkte grondstof (voorraad)	50 000	
+ Direkte arbeid	<u>40 000</u>	
7.4.1 Primêre koste	90 000	(4)
Primêre koste	90 000	
+ Bokoste	10 000	
+ Elektrisiteit	<u>2 000</u>	
7.4.2 Totale koste	102 000	(4)
7.4.3 $102\ 000 \div 20\ 000$		
= R5,10		(4)

7.5

- die gelykbreekpunt te bepaal
 - die veiligheidsgrens in produksie te bepaal, dit wil sê hoe ver bokant die gelykbreekpunt die produksie-opbrengs is
 - die koste van die grondstowwe, arbeid en bedryfskoste vir elke afsonderlike produk en, indien moontlik, selfs vir elke onderdeel van die produksieproses te bepaal
 - die bestuur in staat te stel om die eenheidskoste van 'n produk of onderdeel van 'n produk te ontleed met die oogmerk om dit te verminder deur byvoorbeeld goedkoper grondstowwe te gebruik sonder om kwaliteit in te boet, metodestudies en werkmetings te doen, doeltreffender produksiemetodes te gebruik en swak werkers te vervang;
 - die verkoopprysse van produkte voortdurend aan te pas by produksiekoste, prysse van mededingende produkte, asook vraag en aanbod;
 - die bestuur voortdurend van kritiese vervaardigingskoste- en opbrengsgegewens vir besluitneming te voorsien.
- Enige 4x2= (8)

7.6

- Leweransiers van grondstowwe weet presies watter gehalte grondstowwe hulle moet lewer.
 - Kontrole oor grondstowwe na aflewering kan betyds voorkom dat minder geskikte grondstowwe vir produksie gebruik word.
 - Die vervaardigingsafdeling weet presies aan watter vereistes die produk moet voldoen.
 - Die kwaliteitbeheerafdeling weet hoe die produk getoets moet word.
 - Klante weet watter gehalte produkte hulle kan verwag.
- Enige 4x2= (8)
[50]

VRAAG 8
ALGEMENE BESTUUR

8.1

- Beplanning
 - Organisasie
 - Leidinggewing
 - Kontrole
- 4x2=(8)

8.2

- Beplanning moet buigsaam wees en by veranderinge kan aanpas.
 - Beplanning moet sonder uitsondering wetenskaplik wees en alle moontlike faktore en alternatiewe ontleed en oorweeg.
 - Die metode of tegniek van beplanning wat gekies word, moet gesik vir die bepaalde taak of probleem wees.
 - Beplanning geskied op verskillende vlakke en dit moet in 'n hiërargie van planne gekoördineer word.
 - Beplanning moet realisties wees. Die planne moet uitvoerbaar en ekonomies wees.
 - Daar moet die nodige balans in die beplanning wees, veral roetineplanne.
 - Die inligting oor al die planne moet aan al die toesighouers en werkers oorgedra word.
 - Beplanning is altyd toekomsgerig van aard
 - Die tydsberekening vir beplanning en die uitvoering daarvan is belangrik.
 - Die plan moet eenvoudig en duidelik wees.
 - Die plan moet op skrif gestel word.
- Enige 5x2= (10)

8.3 **Kamer van Koophandel / Sakekamers** (2)

- Evaluateer die behoeftte van plaaslike ondernemings.
 - Deurlopende monitor van ontwikkeling op plaaslikevlak.
 - Mobiliseer mening van plaaslike ondernemings oor sake-aangeleenthede
 - Beoefen 'n positiewe invloed op die gebied uit waar die onderneming handel dryf.
 - Propageer 'n hoë besigheidsmoraal en etiek
 - Verskaf inligting wat tot voordeel van elke onderneming kan wees.
 - Verskaf geleenthede wat besigheids "skills" aangeleer kan word.
 - Verskaf besigheidsgeleenthede nasionaal en internasionaal.
 - Wees die stem van die onderneming.
 - Handhaaf 'n vrye markstelsel.
- Enige 5x2= (10)

8.4 VIER DIENSTE WAT DEUR DIE SABS GELEWER WORD

- Stel spesifikasies en gebruikskodes op.
- Bevorder standaardisasie in die nywerheid en die handel.
- Fasilitate beskikbaar te stel vir die toets van handelsware en enige materiaal waaruit dit vervaardig kan word;
- Die gebruik van standaardmerke en onderskeidingsmerke te beheer;
- Voorligtingswerk in verband met standaardisasie aan te moedig of te onderneem;
- Hulp te verleen aan staatsdepartemente, plaaslike owerhede of ander openbare liggeme by die opstel van spesifikasies of gebruikskodes.
- Saam te werk met nywerhede, staatsdepartemente, plaaslike owerhede, ander openbare liggeme met die oog op standaardisasie van kommoditeite. Enige 4x2= (8)

8.5.1 Lyn organisasie struktuur (2)

8.5.2 Die stelsel is eenvoudig en maklik om op te stel en is verstaanbaar vir almal (eenvoudige stelsel).
Een hoof gee opdragte wat verwarring uitskakel.
Maklik om te sien wie in bevel is en wie moet bevele gehoorsaam in 'n departement.
Vinnige besluite kan geneem word. Enige 3x2= (6)

8.5.3 Lae vlak bestuur
Bedryfsbestuursbesluite (2)
(2)

8.5.4 Strategiese, langtermyn besluite (2)
[50]

VRAAG 9 ALGEMEEN

- 9.1 Aandele, aandeelsertifikate en wysigings van regte.
Direkteure
Reëlings in verband met vergaderings
Reserwes en dividende
Rekenkundige rekords Enige 4x2= (8)
- 9.2 Die laaste woord in die naam van 'n openbare maatskappy moet "BEPERK" (Bpk.) wees
Mag nie onwenslik wees nie en ook nie die woorde "staat" en "regering" bevat nie.
Dit moet by die Registrateur van Mpye geregistreer word en aan die buitekant van die geregistreerde kantoor vertoon word.
Moet op alle dokumente, korrespondensie, publikasies, verhandelbare dokumente van 'n maatskappy voorkom en op 'n bord voorkom. (8)
Mag nie ooreenstem met ander name nie omdat dit misleidend kan wees
Enige naamsveranderinge moet na 'n besluit van aandeelhouers in die staatskoerant voorkom
Die naam moet op die maatskappyseël gegraveer word. Enige 4x2=

9.3.1 Meer as 50% (4)

9.4 NADELE VAN 'N EENMANSAAK

- 'n Eenmansaak kan maklik begin en beëindig word, aangesien daar geen regsformaliteit en -koste is nie.
- Die eienaar van 'n eenmansaak kan spoedig 'n suksesvolle onderneming opbou, aangesien hy vinnig besluite kan neem en handelend kan optree.
- Die eienaar doen deeglike ondervinding van alle sake-aspekte op en kan gou 'n veelsydige sakeman word.
- Eiebelang en die alleenreg op wins spoor die eienaar aan tot pligsgetrouheid en arbeidsaamheid.
- Omdat die eenmansaak klein is, is nou kontak en persoonlike belangstelling tussen die eienaar en sy klante moontlik. Dieselfde geld vir die verhouding tussen die eienaar en sy werknemers.
- Die oprigting van 'n groot aantal eenmansake in byvoorbeeld die kleinhandel is bevorderlik vir die handel, gemeenskap, private entrepreneurskap (ondernemerskap) en die vryemarkstelsel, aangesien mededinging diens verbeter en pryse verlaag.
- 'n Eenmansaak kan hom maklik by veranderende omstandighede aanpas.

Enige 4x2= (8)

9.5 Koördinering
 Dissiplinêre aksie
 Delegering
 Motivering
 Kommunikasie Enige 4x2= (8)

9.6 Die risiko van brand en diefstal.
 Die probleem van veroudering.
 Prysommelinge (pryse wat laer neig as waarteen gekoop)
 Bedryfskapitaal word benodig om voorraad aan te koop. Enige 3x2= (6)

9.7 Reisende Agente
 Posbestellings
 Stigting van eie kleinhandelsorganisasie
 Direkte verkope aan kleinhandelaars 4x2=(8)
 [50]

TOTAAL: 300