Write your name here


# Business Studies, <br> Business Communications, Business Studies and Economics <br> Unit 1: Introduction to Small Business 

Tuesday 10 January 2012 - Afternoon Time: 45 minutes

You do not need any other materials.

## Instructions

- Use black ink or ball-point pen.
- Fill in the boxes at the top of this page with your name, centre number and candidate number.
- Answer all the questions.
- Answer the questions in the spaces provided
- there may be more space than you need.


## Information

- The total mark for this paper is 40.
- The marks for each question are shown in brackets
- use this as a guide as to how much time to spend on each question.
- A calculator may be used.


## Advice

- Read each question carefully before you start to answer it.
- Keep an eye on the time.
- Try to answer every question.
- Check your answers if you have time at the end.


## Answer ALL the questions.

Some questions must be answered with a cross in a box $\boxtimes$. If you change your mind about an answer, put a line through the box $\boxtimes$ and then mark your new answer with a cross $\boxtimes$.

1 Which one of the following is the definition of innovation?
Select one answer:A Bringing a new idea to marketB Taking a calculated riskC The process of thinking aheadD Developing competitive advantage
(Total for Question 1 = 1 mark)
2 Which two of the following are methods of protecting business ideas?
Select two answers:A FranchisingB Limited liabilityC CopyrightD Business planE Patent
(Total for Question 2 = $\mathbf{2}$ marks)
3 Which three of the following are examples of market segments for a small sports retailer?

Select three answers:A Rival sports retailers in the same areaB Young members of local sports teamsC A questionnaire conducted with customersD Individuals with interests in specialist sportsE Manager of a local netball team.F An advertisement in a local newspaper

## Question 4 is based on the information below:

Cocoa is a commodity which is traded on world markets. Cocoa is used in different industries, such as food and confectionery.

The chart shows the falling price of cocoa between December 2009 and June 2010.

Price of Cocoa


4 Which three of the following are the most likely causes of the fall in the price of cocoa?

Select three answers:A Less supply of cocoa by African producersB Higher demand for cocoa by European chocolate manufacturersC Increased awareness of the possible dangers of cocoa consumptionD Good harvests of cocoa in producer countriesE Rising consumption of goods for which cocoa is an ingredientF Greater demand for cocoa substitutes

## Questions 5 and 6 are based on the information below:

Hayley Franks wants to own and run her own shoe shop. She can set up as a sole trader or as a franchise with a major UK shoe brand. Research shows that the franchise has an $80 \%$ success rate. The sole trader has a $50: 50$ chance of survival.

5 Using the principle of calculated risk, which decision should Hayley make?
Select one answer:A Don't choose either option as both have a chance of failingB Choose the franchise as it is the least risky optionC Choose to start as a sole trader as she will keep all profits madeD Choose to start as a sole trader as there is a $50 \%$ chance of success
(Total for Question 5 = 1 mark)
6 Hayley decides to produce a business plan to help minimise the risk when starting up her business.

Which two of the following would not be necessary to include in her business plan?
Select two answers:A Name and addresses of all employeesB A summary of market research she has carried outC A cash flow forecastD Photograph of the business ownerE An overview of the nature of the business

## Questions 7 to 9 are based on the information below.

The following table shows Hayley's cash flow forecast for April to June.
7 Fill in the four blanks to complete the table.

|  | April | May | June |
| :--- | ---: | ---: | ---: |
| Receipts (£) | 17000 |  | 22000 |
| Payments (£) |  |  |  |
| (1) |  |  |  |
| Raw materials | 8500 | 10000 | 11000 |
| Fixed costs | 2000 | 2000 |  |
| Other costs | 3400 | 4100 | 3900 |
| Total payments | 13900 | 16100 | 16900 |
| Net cash flow |  | 3900 | 5100 |
| Opening balance | 1500 | 4600 | 8500 |
| Closing balance | 4600 |  | 13600 |

(Total for Question 7 = 4 marks)
8 According to the information in the cash flow forecast, which two conclusions can be drawn from the data?

Select two answers:A Total net cash flow for May to June will be $£ 9000$B A bank would be likely to grant this business an overdraftC Hayley's business will make a profit of $£ 13600$ in JuneD 'Other costs' are forecast to decrease between April to JuneE The cash flow for July to December will be positive

9 Hayley imports all her stock from the USA.
What would be two effects on the business if the pound weakened against the dollar by $20 \%$, assuming all other costs and receipts remain the same?

Select two answers:A Fixed costs would increase by $20 \%$B Total costs would increaseC Hayley could charge a lower price for her shoesD Raw materials costs would fall by $20 \%$E The net cash flow position of the business would worsen

Please read the passage below carefully and then answer questions 10 and 11 which both relate to the passage.

## Job Advertisement

## Trainee Accountant

Hammills Accountants are looking to appoint a young trainee accountant. Candidates should have 5 GCSEs at A*-C, including Maths and English, plus at least two A-Levels at grade C or higher.

Experience is desirable but not essential as full training is given.
The successful candidate must be aged between 18 and 25 and will be expected to work as part of a team.

Applicants should not have any record of illness in the previous 12 months.

Hammills Accountants received nine applications for the post. Two candidates Amandeep and David - were shortlisted for interview.

David arrived at the interview in his wheelchair. Following the interview the owner of the business decided to appoint Amandeep, even though her qualifications were not as good as David's. The owner felt that Amandeep did better in the interview. He was also worried that David's wheelchair would put him at a disadvantage.

10 Which two of the following broke employment legislation in this recruitment process?
Select two answers:A Requiring candidates to have specific qualificationsB Not appointing the candidate with the best qualificationsC Rejecting David due to his disabilityD Advertising for a trainee accountant aged between 18 and 25
$\square$ E Stating that experience is desirable

11 When recruiting staff employers need to ensure they find someone with the right skills and attitudes.

Which two of the following are examples of the employee attitudes that might be desirable for Hammills?

Select two answers:A A willingness to undertake trainingB Having experience of similar workC Being able to operate different office equipmentD Having a range of academic qualificationsE Being prepared to work as part of a team

12 Some businesses produce goods whilst others produce services.
Which two of the following are examples of goods?
Select two answers:A A bus journeyB Freshly-prepared sandwichesC A newspaperD HaircutE Computer repairs

Questions 13 and 14 are based on the information below:
Andrew Plant lost his job as a fitness instructor at a local gym. He always wanted to run his own business. He was keen to use his interest in cooking. Andrew had a talent for producing high quality desserts.

He decided to set up a business, with three friends, as a private limited company supplying desserts to local restaurants.

13 Identify two advantages to Andrew of setting up as a private limited company rather than starting as a sole trader.

Select two answers:
A The potential to raise more financeB All profits will go to AndrewC Andrew has total control of the businessD Less risk due to limited liability
$\square$ E Fewer legal requirements
(Total for Question 13 = 2 marks)
14 Which one of the following sources of finance would be most appropriate in starting a private limited company?

Select one answer:A Retained profitB Share capitalC OverdraftD Sale of business assets

Questions 15 to 17 are based on the information below:
A business has the following cost and price information:

## Variable Costs:

- Raw materials - $£ 2.70$ per unit
- Packaging - $£ 1.20$ per unit
- Delivery - $£ 0.50$ per unit


## Fixed Costs:

- $£ 450$ per month

The selling price for each unit of output is $£ 10$

15 The business produces 500 units in one month. What is the total monthly value of variable costs?

Select one answer:A $£ 4.40$B $£ 454.40$C $£ 1350$D $£ 2200$

16 If the business sells 500 units but its fixed costs rise by $£ 200$, what is its monthly profit?

Select one answer:A $£ 2150$B $£ 2350$C $£ 2550$D $£ 2600$

17 The business is looking at ways of raising awareness of a new product.
Which element of the marketing mix would it use?
Select one answer:A PriceB ProductC PromotionD Place

Questions 18 and 19 are based on the information below:
Hardacres is a small family-run hardware business. It has one shop which provides a range of household equipment.

The business has taken out a bank loan of $£ 25000$ in order to carry out improvements to the shop. The bank charges Hardacres an interest rate of $8.5 \%$ on the loan.

18 Hardacre's has a large number of customers who regularly return to shop at the store.
This is an example of:
Select one answer:A market mappingB repeat purchaseC customer serviceD business offering

19 The bank increases the rate of interest on Hardacres loan to $10.5 \%$.
Identify two effects of this change on the business.
Select two answers:A An increase in cash outflowsB Higher National Insurance paymentsC Lower variable costsD Higher fixed costsE Lower Value Added Tax (VAT) payments

20 Match the definition on the left with the correct term on the right.
Show your answers by drawing a line from the definition on the left, to the matching term on the right. If you change your mind about an answer, cross the line out and draw a new line to mark your new answer.

| Definition |  |  |  |
| :---: | :---: | :---: | :---: |
| A business that agrees to manufacture, distribute or provide a branded product under licence | i | Term |  |
|  |  | A | Market gap |
| Where no business is currently serving the needs of customers for a particular product | ii | B | Customer needs |
|  |  | C | Innovation |
| The wants and desires of buyers of a product | iii | D | Invention |
|  |  | E | Lateral thinking |
| Thinking differently to try and find new and unexpected ideas | iv | F | Goods |
|  |  | G | Franchisee |
| The discovery of potential new products, typically after a period of research | v | H | Market segment |
|  |  |  |  |

