

Pearson BTEC (QCF)

Understand Employer Organisations

Level 2 – A/506/1964

2015 – Practice Test

Time: 35 minutes

Paper Reference

BA-2-26 PT

You must have:

Multiple choice answer sheet
Black pen

Instructions

- Use **black** ink or ball-point pen.
- Answer **all** questions.
- Encircle your answers on the separate answer sheet.

Information

- The total mark for this paper is 25.
- The marks for **each** question are shown in brackets

Advice

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

Turn over ►

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- 1** Which of these is a negative internal influence on management skills? (1)
- Select **one** option.
- A** Planned workflow
 - B** Decrease in competition
 - C** Overqualified team members
 - D** Uncontrolled spending
- 2** Which of these is a feature of the legal structure of a sole trader? (1)
- Select **one** option.
- A** Shared responsibility
 - B** Must have trustees
 - C** Must publish accounts
 - D** Allowed to retain profits
- 3** Why is change in a business environment important? (1)
- Select **one** option.
- A** To influence interest rates
 - B** To support business growth
 - C** To influence inflation rates
 - D** To ensure business consistency
- 4** Which of these organisations is in the voluntary sector? (1)
- Select **one** option.
- A** Local hospital
 - B** Training provider
 - C** Charitable trust
 - D** Limited company
- 5** Which organisational legal structure requires Articles of Association to be drawn up? (1)
- Select **one** option.
- A** Partnership
 - B** Sole trader
 - C** Limited company
 - D** Charitable trust

- 6** In which of these circumstances should a SWOT analysis be carried out? (1)
- Select **one** option.
- A** To support a decision to relocate
 - B** To evaluate customer preferences
 - C** To support a loan application
 - D** To inform negotiation with suppliers
- 7** A small business is looking to expand into overseas markets and needs to consider issues relevant to the EU. Why is it important for the business to keep up with developments? (1)
- Select **one** option.
- A** To protect the level of staff wages
 - B** To increase product costs
 - C** To be aware of changes in legislation
 - D** To predict political changes
- 8** What is the **main** purpose of a nursing home financed through taxes? (1)
- Select **one** option.
- A** To provide a service to the public
 - B** To achieve maximum profit
 - C** To create employment in the community
 - D** To benefit its stakeholders
- 9** Which of these legal requirements is relevant to a charitable incorporated organisation? (1)
- Select **one** option.
- A** To submit an annual report
 - B** To hold an annual general meeting
 - C** To have staff personally liable for debts
 - D** To hold a deed of partnership
- 10** Two individuals plan to start a profit-making business. Which sector will this be in? (1)
- Select **one** option.
- A** Voluntary
 - B** Private
 - C** Public
 - D** Government

11 The trustees of an unincorporated charity are concerned that the association is not registered.
When are they required to do so? (1)

Select **one** option.

- A When lifetime trustees are appointed
- B When income is above £1,000
- C When new trustees join the charity
- D When income is above £5,000

12 An organisation is assessing possible areas for expansion.
What should they analyse as part of a SWOT analysis? (1)

Select **one** option.

- A Staff preferences
- B Customer demographic
- C Political opportunities
- D New market opportunities

13 In which type of organisational structure will all staff have in-depth knowledge of products? (1)

Select **one** option.

- A Flat hierarchical
- B Matrix
- C Functional
- D Tall hierarchical

14 Which of these is a positive internal influence on communication? (1)

Select **one** option.

- A Increasing individual workloads
- B Delegating work
- C Sharing important information
- D Increasing staff pay

15 When giving a presentation on next year's business plan, a manager has been asked to focus on the positive aspects of the company's current performance.
Which of these actions will help to do this? (1)

Select **one** option.

- A Identifying strengths
- B Identifying opportunities
- C Identifying weaknesses
- D Identifying threats

16 The Department for Work and Pensions is controlled by the government.
What is a feature of this type of legal structure? (1)

Select **one** option.

- A** Personal responsibility for debt
- B** Permitted to use public taxes
- C** Required to hold annual business meetings
- D** Accountable to shareholders

17 Interest rates have increased for a company with existing loan agreements.
How will this affect the company? (1)

Select **one** option.

- A** Reduced profits
- B** Increased morale
- C** Increased customer share
- D** Reduced turnover

18 Which of these characterises a functional organisational structure? (1)

Select **one** option.

- A** Focused responsibility
- B** Decisions are made collectively
- C** Staff are skilled in all areas
- D** Staff have a single point of escalation

19 Which of these internal influences is **most** likely to result in an organisation having unskilled or inexperienced staff? (1)

Select **one** option.

- A** Company image
- B** Policy making
- C** Recruitment process
- D** Management motivation

20 The owner of a small company wants to ensure that the organisational structure allows it to be highly responsive to market needs.
Which organisational structure should be used to achieve this? (1)

Select **one** option.

- A** Tall hierarchical
- B** Functional
- C** Flat hierarchical
- D** Matrix

- 21** Which of these is a negative internal influence on policy making? (1)
- Select **one** option.
- A** Unclear expectations
 - B** Reduction in complaints
 - C** Lack of recognition
 - D** Controlled spending
- 22** An organisation is managed by the government to provide services. Which of these sectors is this in? (1)
- Select **one** option.
- A** Private
 - B** Public
 - C** Voluntary
 - D** Commercial
- 23** Which of these would be analysed under the legal factor in a PESTLE analysis? (1)
- Select **one** option.
- A** Costs of updating existing technology
 - B** Availability of staff
 - C** Location of customers
 - D** Costs of implementing new safety rules
- 24** Which of these is a feature of a company with a tall hierarchical structure? (1)
- Select **one** option.
- A** Long lines of communication
 - B** More than one line manager
 - C** Wide areas of responsibility
 - D** Few people in the organisation
- 25** An organisation plans to expand but lending conditions are tight. How will this influence the organisation? (1)
- Select **one** option.
- A** Increased spending will be supported
 - B** Loan repayments will be decreased
 - C** Alternative sources of finance will need to be considered
 - D** Greater opportunities will exist for product development

TOTAL FOR PAPER = 25 MARKS