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LIMPOPO
PROVINCIAL GOVERNMENT
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF
EDUCATION
MOPANI EAST DISTRICT

NATIONAL
SENIOR CERTIFICATE

GRADE 11

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# BUSINESS STUDIES
## TERM 3: CONTROLLED TEST
## 01 SEPTEMBER 2023

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**MARKS: 100**

**TIME: 2 HOURS**

**THIS QUESTION PAPER CONSISTS OF 8 PAGES**

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**INSTRUCTIONS AND INFORMATION**

Read the following instructions carefully before answering questions.

1. This question paper consists of THREE sections and covers TWO main topics.
   **SECTION A:** COMPLULSORY
   **SECTION B:** Consist of THREE questions
   Answer any TWO of the three questions in this section.
   **SECTION C**: Consists of TWO questions
   Answer any ONE of the two questions in this section
2. Read the instructions for each question carefully and take a particular note of what is required.
   Note that only the first TWO questions in SECTION B and the first question in SECTION C will be marked.
3. Number the answers correctly according to the numbering system used in this question paper. No marks will be awarded for answers that are numbered correctly.
4. Except where instructions are given, answers must be written in full sentences.
5. Use mark allocation and nature of each question to determine the length and depth of an answer.
6. Begin each question on a new page. Question 1 on a new page etcetra






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**SECTION A (COMPULSORY)**

**QUESTION 1**

1.1 Various options are provided as possible answers to the following questions. Choose the answers and write only the letter (A-D) next to the question number (1.1.1-1.1.5) in the answer book.

1.1.1 Planning tool that indicate date, duration and sequence.
A. work breakdown structure
B. timeline
C. Gantt chart
D. None of the above

1.1.2 Using ... Is an example of non-verbal presentation?
A. Slide
B. Visual aids
C. Non visual aids
D. Graphs.

1.1.3 Which one of the following is not example of debt capital?
A. Issuing shares
B. Bank loan
C. Trade credit
D. Bank overdraft

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1.1.4 ... means the business continues to exist despite all the challenges and threats it is confronted with
A. Knowing the market
B. Customer base
C. Profitability
D. Sustainability




1.1.5 ... are often wealthy entrepreneurs who offer financing in exchange for a share in the business.
A. Grants
B. Angel funding.
C. Bank overdraft
D. None of the above.

**5x2(10)**

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1.2. Complete the following statements by using words(s) in the list below. Write only the word(s) next to the question.

| Verbal presentation, fixed capital ,Business plan, Action plan, Gantt chart, Strategy ,Flip chart, Timeline, Visual aids, Data projector, Equity capital |
|---|

1.2.1. ... is a bar chart that illustrates a project schedule.
1.2.2. A large pad of paper bound so that each page can be turned over at the top to reveal the next page used on a stand is known as ...
1.2.3. ... exchange information using oral information.
1.2.4. ... Is the total amount of money and assets invested in a business by the owner that comes from own sources.
1.2.5. ... is a plan of action that must be carried out by an entrepreneur.

**5x2(10)**
**[20]**
**TOTAL SECTION A [20]**






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## SECTION B

Choose any **TWO QUESTIONS** from this section

### QUESTION 2 BUSINESS VENTURE

2.1. Outline FOUR qualities of a good entrepreneur. (4)

2.2. Read the scenario below and answer questions that follow.

| TENGO ENTERPRISES |
|---|
| TENGO ENTERPRISES needed extra capital to start up the business. They drew more than they deposited into bank. They approached owners of STYLES Furniture to finance their business. TENGO rented machinery and other equipment from JOBERT supplier. |

2.2.1. Identify the TWO sources of funding used by TENGO Enterprises. Motivate your answer by quoting from the scenario.

Use the following table as Guide to answer QUESTION 2.2.1

| SOURCES OF FUNDING | MOTIVATIONS |
|---|---|
| | |

(6)

2.3. Explain other SOURCES of funding except those identified from the scenario in 2.2.1 (6)

2.4. Recommend strategies that a business can use to remain profitable and sustainable. (4)

**MAX [20]**

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## QUESTION 3 BUSINESS VENTURE

3.1. Elaborate the meaning of project planning. (4)

3.2. Outline the purpose of a Business plan. (4)

3.3. Use the information below to complete a Gantt chart.

Jane, Gladys and Mariam would like to start a business in ka-Ndengeza. They want it to start operating in JULY 2024. They allocated duties amongst themselves as follows;

- Jane has been allocated the responsibility of renting a business building and organizing insurance in the third week of December at a cost of R4000
- Gladys has to register the business and appoint employees in the first two weeks of December at a cost of R2900
- Mariam has been charged with the responsibility of purchasing stock and equipment on the last two weeks of December at a cost of R50000

NB: Use the table as a guide to answer this question

| Task | Weeks of December 2023 | | | | Budget | Responsible Person |
|---|---|---|---|---|---|---|
| | Week 1 | Week 2 | Week 3 | Week 4 | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

(8)

3.4. Explain the importance of a Timeline (4)

**MAX [20]**

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**QUESTION 4 (MISCELLANEOUS)**

**4.1. Identify visual aids represented by each statement below**

4.1.1. A visual aid used to advertise something or act as something and it is effective when they are bold and eye catching. (2)

4.1.2. A piece of printed information handed over to audience by presenter to remind them of the message of the presentation. (2)

4.1.3. A large pad of paper, bound so that each page can be turned over at the top to reveal the next page, used on a stand. (2)

4.1.4. Set of fact /systematically displayed in column and used to compare or contrast different things or ideas. (2)

**[8]**

4.2. Explain aspects that must be considered when initiating a business. (6)

4.3. Discuss factors that influence the choice of funding. (6)

**{20}**

**TOTAL SECTION B [40]**



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**SECTION C**

**CHOOSE ONE QUESTION FROM THIS SECTION**

**NOTE:** Clearly indicate the QUESTION NUMBER of the chosen question.

**QUESTION 5 BUSINESS VENTURE (PRESENTATION)**

| |
|---|
| Businesses are required to write reports on their performance. Some businesses follow the correct steps report writing to ensure accurate information is presented to stakeholders. Many businesses make use of a flyer to advertise their products and services. Many businesses advise their presenter to handle feedback from the audience in non-aggressive and professional manner. |

With reference to the above statement write an essay on the following aspects

- Outline the differences between verbal and non-verbal presentation
- Explain the importance of presenting business information
- Discuss factors that must be considered when preparing a presentation.
- Recommend steps in report writing.

**[40]**

**QUESTION 6 BUSINESS VENTURE (BUSINESS PLAN)**

| |
|---|
| Business conduct various projects that require proper planning and coordination of activities. Business need to be well conversant with the project planning steps and the importance of timelines. They must also know how to construct a Gantt chart. |

Keeping in mind the above statement write an essay on the following aspects:

- Elaborate the meaning of an action plan.
- Explain steps to follow when drawing up an action plan.
- Discuss the importance of an action plan.
- Advice businesses on how to construct a Gantt chart.

**[40]**

**GRAND TOTAL [100]**