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PROVINSIALE VOORBEREIDENDE EKSAMEN/
PROVINCIAL PREPARATORY EXAMINATION

GRAAD/GRADE 12

BESIGHEIDSTUDIES/
BUSINESS STUDIES

VRAESTEL/PAPER 2

SEPTEMBER 2024

PUNTE/MARKS: 150

TYD/TIME: 2 uur/hours

Hierdie vraestel bestaan uit 9 bladsye./
This question paper consists of 9 pages.



INSTRUCTIONS AND INFORMATION

Read the following instructions carefully before answering the questions.

- This question paper consists of THREE sections and covers TWO main topics.
SECTION A: COMPULSORY
SECTION B: Consists of THREE questions.
Answer any TWO of the three questions in this section.
SECTION C: Consists of TWO questions.
Answer any ONE of the questions in this section
- Read the instructions of the question for each question carefully and take note of what is required.

Note that ONLY the first TWO questions selected in SECTION B and the answers to the FIRST question selected in SECTION C will be marked.
- Number the answers correctly according to the numbering system used in this question paper. No marks will be awarded for answers that are numbered incorrectly.
- Except where other instructions are given, answers must be written in full sentences.
- Use the mark allocation and nature of each question to determine the length and depth of an answer.
- Use the table below as a guide for mark and time allocation when answering each question.

SECTION	QUESTION	MARKS	TIME (minutes)
A: Objective-type questions COMPULSORY	1	30	20
B: THREE direct /indirect questions CHOICE: Answer any TWO.	2	40	70
	3	40	
	4	40	
C: TWO essay-type questions CHOICE: Answer any ONE.	5	40	30
	6	40	
TOTAL		150	120

- Begin the answer to EACH question on a NEW page, e.g. QUESTION 1 – new page, QUESTION 2 – new page.
- You may use a non-programmable calculator.
- Write neatly and legible.

SECTION A (COMPULSORY)

QUESTION 1

1.1 Various possible options are provided as answers to the following questions. Choose the answer and write only the letter (A–D) next to the question number (1.1.1 to 1.1.5) in the ANSWER BOOK, e.g. 1.1.6 E.

1.1.1 This form of ownership is established by a group of people who agree to work together for their mutual economic benefit.

- A Partnership
- B Public company
- C Private company
- D Cooperation

1.1.2 An investment in ... has a lower risk because all investments are combined in one basket that is managed by a fund manager.

- A unit trusts
- B managed portfolio
- C venture capital
- D debentures

1.1.3 A supervisor did not attack one of his employees when he spoke to him in a violent manner. This is an example of dealing with a/an ... personality.

- A complainer
- B quiet
- C aggressive
- D expert

1.1.4 Equal pay for work of equal value forms part of ... rights in the workplace.

- A human
- B economic
- C cultural
- D social

1.1.5 TG Metal Limited ensures that all stakeholders are aware of the company's policies. This refers to ... as a King Code principle.

- A transparency
- B accountability
- C responsibility
- D disciplinary

(5 x 2) (10)

- 1.2 Complete the following statements by using the word(s) in the list below. Write only the word(s) next to the question number (1.2.1. to 1.2.5.) in the ANSWER BOOK.

written; health and safety representative; Delphi technique; race; compound; workers; force-field analysis; oral; inequality; simple

- 1.2.1 The responsibility of the ... is to ensure that employers comply with COIDA.
- 1.2.2 Ribbon Traders applied the ... problem-solving technique when they invited a panel of experts to investigate the business problems.
- 1.2.3 A non-verbal presentation would be information in the form of ... report.
- 1.2.4 Reagan earned ... interest calculated on the principal amount and accumulated interest.
- 1.2.5 Implementation of affirmative action policies as required by law refers to ... as a diversity issue.

(5 x 2) (10)

- 1.3 Choose a description from COLUMN B that matches a/an item/word/description in COLUMN A. Write only the letter (A–J) next to the question number (1.3.1 to 1.3.5) in the ANSWER BOOK.

COLUMN A		COLUMN B	
1.3.1	Management	A	applicable when goods are under insured
1.3.2	Bonus shares	B	all members take part in decision making
1.3.3	Reinstatement	C	shares are paid out to the founders and promoters of the company
1.3.4	Creative thinking	D	routine methods are used to solve business problems
1.3.5	Collaboration	E	enforces rules so that tasks can be completed
		F	applicable when goods are over insured
		G	issued as compensation for unpaid dividends
		H	new ideas are generated to solve business problems
		I	all members are committed towards achieving a common goal
		J	find more efficient ways of completing tasks

(5 x 2) (10)

TOTAL SECTION A: 30

SECTION B

Answer ANY TWO questions in this section.

NOTE: Clearly indicate the QUESTION NUMBER of each question that you choose. The answer to EACH question must start on a NEW page, e.g. QUESTION 2 on a NEW page, QUESTION 3 on a NEW page.

QUESTION 2: BUSINESS VENTURES

- 2.1 Name any TWO leadership theories. (2)
- 2.2 Outline factors that must be considered when preparing for a presentation. (6)
- 2.3 Read the scenario below and answer the questions that follow:

BLOOMY TRADERS (BT)

The management of Bloomy Traders allows their employees to participate in the decision-making process. They are also aware of the role of personal attitude in successful leadership.

- 2.3.1 Identify the leadership style applied by Bloomy Traders in the scenario above. (2)
- 2.3.2 Explain the role of personal attitude in successful leadership. (4)
- 2.4 Discuss the advantages of insurance for businesses. (4)
- 2.5 Read the scenario below and answer the questions that follow:

W AND Q ATTORNEYS (WQA)

Qualified attorneys William and Queenie established a partnership named W and Q attorneys. They put their knowledge and skills together to collectively make the best decisions. William and Queenie share profits in the form of dividends in proportion to the number of shares held. They can focus on their own individual strengths when sharing the workload. Additionally, they wish to become a private company to improve management.

- 2.5.1 Quote advantages of a partnership from the scenario above. (2)
- 2.5.2 Explain how management can contribute to the success and/or failure of a private company. (4)
- 2.6 Discuss any TWO factors that should be considered when making investment decisions. (6)
- 2.7 Explain aspects that must be considered when designing a multimedia presentation. (4)
- 2.8 Advise businesses on the advantages of unit trusts as a form of investment. (6)

[40]

QUESTION 3: BUSINESS ROLES

- 3.1 Name any TWO steps in problem solving. (2)
- 3.2 Outline the causes of conflict in the workplace. (6)
- 3.3 Read the scenario below and answer the question that follows.

GIFT EVENTS (GE)

Gift Events is a well-known business that offers high-quality catering services for various social events. The management of GE uses some of their profits to buy antiretroviral treatment for their infected employees. They also provide skills development programmes through learnerships.

Identify TWO socio-economic issues addressed by GE. Motivate your answer by quoting from the scenario.

Use the table below as a GUIDE to answer QUESTION 3.3.

SOCIO-ECONOMIC ISSUES	MOTIVATIONS
1.	
2.	

(6)

- 3.4 Explain the relationship between social responsibility and any TWO elements of triple bottom line. (6)
- 3.5 Read the scenario below and answer the questions that follow.

TRUST STORE (TS)

Trust Store (TS) wants to change the design of their furniture. Employees were requested to suggest new ideas aloud in a large group.

- 3.5.1 Name the problem-solving technique used by TS in the scenario above. (2)
- 3.5.2 Advise businesses on the advantages of the problem-solving technique named in QUESTION 3.5.1. (4)
- 3.6 Explain the responsibilities of employers in promoting human health and safety in the workplace. (6)
- 3.7 Discuss the correct procedure to deal with grievances in the workplace. (4)
- 3.8 Suggest ways in which businesses could contribute time and effort in improving the well-being of employees. (4)
- [40]

QUESTION 4: MISCELLANEOUS TOPICS

BUSINESS VENTURES

- 4.1 Name any FOUR examples of short term insurance. (4)
- 4.2 Elaborate on the meaning of unlimited liability. (4)
- 4.3 Read the scenario below and answer the questions that follow.

KAPA ENTERPRISE (KE)

Zane, the marketing manager at Kapa Enterprise presented the financial reports to business stakeholders. She decided to distribute notes to enable the audience to understand the content of her presentation.

- 4.3.1 Identify the visual aid used by Zane from the scenario above. (2)
- 4.3.2 Discuss the impact of the visual aid identified in QUESTION 4.3.1. (4)
- 4.4 Advise businesses on the Compensation for Occupational Injuries and Diseases Act/Compensation Fund as a compulsory insurance. (6)

BUSINESS ROLES

- 4.5 Name any TWO corporate social investment (CSI) focus areas. (2)
- 4.6 Outline ways in which businesses could promote cultural rights in the workplace. (4)
- 4.7 Read the scenario below and answer the questions that follows.

MABLE TRADING ENTERPRISE (MTE)

Reagan is a team leader at Mable Trading Enterprise. Reagan's team members are competent and able to handle the decision-making process without supervision. Reagan ensured that all tasks are completed before the team finally dissolves.

Identify TWO stages of team development that were experienced by MTE. Motivate your answer by quoting from the scenario above.

Use the table below as GUIDE to answer QUESTION 4.7

STAGES OF TEAM DEVELOPMENT	MOTIVATIONS
1.	
2.	

- 4.8 Discuss the advantages of corporate social investment/CSI for businesses. (4)

- 4.9 Suggest ways in which businesses can create an environment that stimulates creative thinking in the workplace. (4)
[40]

TOTAL SECTION B: 80

SECTION C

NOTE: Clearly indicate the QUESTION NUMBER of the chosen question. The answer to the question must start on a NEW page, e.g. QUESTION 5 on a NEW page OR QUESTION 6 on a NEW page.

QUESTION 5: BUSINESS VENTURES (INVESTMENT SECURITIES)

Many investors invest in large companies through the Johannesburg Security Exchange (JSE). The preference shares are the most favoured types of shares due to their special features. Others choose to invest in Government/RSA Retail Savings Bonds as they are widely available. Some invest in ordinary shares as shareholders are entitled to certain rights regarding their investments.

Write an essay on insurance securities in which you include the following aspects:

- Outline the functions of the JSE.
- Explain any FOUR types of preference shares.
- Discuss the impact of RSA Retail Savings Bonds as a form of investment.
- Advise investors on the right of ordinary shareholders. [40]

QUESTION 6: BUSINESS ROLES (ETHICS AND PROFESSIONALISM)

Ethical behaviour and professional behaviour are necessary for successful businesses. Businesses must be able to identify and deal with unprofessional business practices to avoid negative publicity. They also need to know ways in which professional, responsible, ethical and effective businesses should be conducted.

Write an essay on ethics and professionalism in which you include the following aspects:

- Outline the differences between ethical and professional behavior.
- Explain how the THREE types of unprofessional business practices pose challenges to businesses.
- Discuss ways in which businesses could deal with these types of unprofessional business practices in the workplace.
- Advise businesses on ways in which professional, responsible, ethical and effective business practice should be conducted. [40]

TOTAL SECTION C: 40
GRAND TOTAL: 150