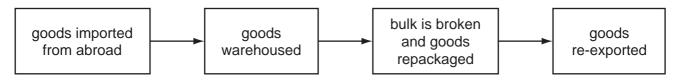


- 1 Commerce is necessary because of
 - A specialisation.
 - **B** the interdependence of man.
 - **C** the introduction of money.
 - **D** the need to exchange surpluses.
- 2 Which occupation would be classified as a direct service?
 - A bank cashier
 - B fisherman
 - C hairdresser
 - D toolmaker
- **3** As the wealth of a family increases, on which of the following is the family likely to spend a smaller percentage of its income?
 - **A** clothing
 - **B** food
 - **C** holidays
 - **D** housing
- 4 Which expense would be cheaper for a mail-order firm compared with a department store?
 - A advertising
 - B catalogue printing
 - C postage on goods
 - D rent
- 5 Which factor helps small retailers to survive competition from large retailers?
 - A Small retailers can afford expensive advertising.
 - **B** Small retailers have easy access to credit finance.
 - C Small retailers offer a wide variety of goods.
 - D Small retailers provide a personal service.

- 6 In which trade is the wholesaler **most** likely to be eliminated?
 - A bread
 - **B** clothes
 - C furniture
 - D newspapers
- 7 The diagram shows the work of an import/export merchant.



What type of trade is shown?

- A barter
- B entrepôt trade
- **C** free trade
- D home trade
- 8 Mr X purchased watches at \$5000 from Mr Y and received an invoice for the amount due. Later, Mr Y sent Mr X a credit note for \$1000.

How much does Mr X now owe Mr Y?

	Α	\$1000	В	\$4000	С	\$5000	D	\$6000
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- 9 Which term is given to the difference between a trader's buying price and selling price?
 - A commission
 - **B** gross profit
 - C mark-up
 - D rate of turnover
- 10 A night safe is used for the safe-keeping of
 - A cheque books when they are not in use.
 - **B** jewellery and important documents.
 - **C** money collected after banking hours.
 - **D** money deposited during the day.

11 The Bank Statement below is being prepared for a customer.

Bank Statement						
	DEBIT	CREDIT	BALANCE			
	\$	\$	\$			
May 1 Balance, brought forward			75.00			
May 4 Cheque No. 275165	68.00		7.00			
May 6 Standing Order						

Assuming the amount of the Standing Order is \$100, which of the following statements is correct?

- A \$100 would be entered in the Credit column and the balance would become \$107 overdrawn.
- **B** \$100 would be entered in the Debit column and the balance would become \$107 in the customer's favour.
- **C** \$100 would be entered in the Debit column and the balance would become \$93 in the customer's favour.
- **D** \$100 would be entered in the Debit column and the balance would become \$93 overdrawn.
- **12** What is a feature of a crossed cheque?
 - A It cannot be cashed over the counter.
 - **B** It cannot be dishonoured by the bank.
 - **C** It cannot be endorsed to someone else.
 - **D** It cannot be stolen easily.
- 13 How does a bank customer benefit from using an ATM (automated teller machine)?
 - A financial advice
 - B overdraft facilities
 - C personal service
 - D withdrawal on demand
- **14** Which service would an international firm make most use of when communicating between branches in different countries?
 - A e-mail
 - B letter
 - **C** paging
 - D registered mail

- **15** Why might a company use the fax service in preference to the telephone service when sending a message from Mumbai to London?
 - A Copies of documents may be transmitted.
 - **B** Fax does not require specialised equipment.
 - **C** Fax is faster than telephone.
 - **D** Problems can be discussed.
- **16** A large retailer sells goods on credit and sends statements of accounts to its local customers monthly.

Which postal service would the retailer use to send the statements of account?

- A airmail
- B express post
- **C** franked letter post
- D recorded delivery
- **17** A company representative travelling in an overseas country wishes to keep in contact with his head office.

Which method would be most useful to this representative?

- A business reply service
- B cell phone
- **C** private box
- **D** teleconferencing
- **18** What is the main aim of most advertising?
 - **A** to create employment
 - **B** to persuade customers to buy
 - **C** to provide consumer choice
 - D to reduce costs

В

D

GET QUALITY FOOD FROM PURITY FOODS LTD

C / THERE IS NO SUBSTITUTE FOR COFFEE

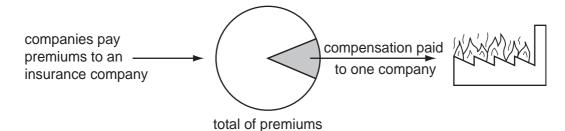
THE TRAIN FROM LAHORE TO KARACHI HAS BEEN DELAYED

20 A manufacturer wishes to promote a new electronic cash till.

Which advertising medium would be the most cost-effective?

- A local commercial radio
- **B** national commercial television
- C popular daily newspapers
- D trade journals
- 21 What is a 'loss leader'?
 - A a commodity sold at below cost price to attract customers
 - B a leading brand with a low profit margin
 - **C** a product entered in the stock records but missing from stock
 - **D** a slow selling item sold at below cost price to sell it quickly
- 22 What advantage does sea transport have over air transport?
 - A bulk loads
 - B faster delivery
 - **C** faster turnaround of goods
 - **D** less risk of damaged goods

- 23 Which service is provided by a port authority?
 - A collecting revenue for the government
 - B inspecting immigration documents
 - **C** maintaining the docks
 - D supervising bonded warehouses
- 24 What happens for each additional day that goods are kept in a warehouse?
 - A Interest is lost on the capital invested in the goods.
 - **B** More interest is gained on the capital invested in the goods.
 - **C** More transport is needed for moving the goods.
 - **D** The warehousing bill for the goods is reduced.
- 25 A feature of a bonded warehouse is that it
 - A allows goods to be manufactured.
 - **B** enables goods to be sold and removed in small quantities.
 - **C** is controlled by airport authorities.
 - D stores non-dutiable goods.
- 26 What aspect of insurance does the diagram show?

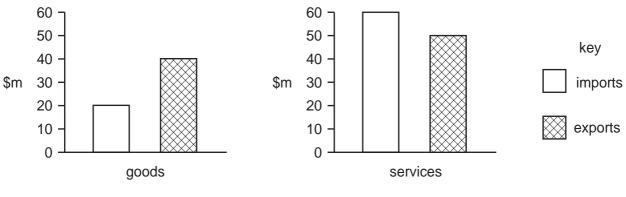


- **A** arranging a policy
- **B** assessing a risk
- **C** insurable interest
- D pooling of risks

- 27 Against which risk can a shopkeeper not insure?
 - **A** A claim for compensation from a customer who had an accident in the shop.
 - **B** A reduction of profits caused by a fall in sales.
 - C Damage to freezer stock caused by an electricity failure.
 - **D** The theft of money by the shop manager.
- **28** Mrs Moyo's household contents (valued at \$20 000) were insured against fire for this amount. Later they were damaged by fire and the loss was estimated at \$25 000.

How much compensation should Mrs Moyo receive?

- **A** \$5000 **B** \$20000 **C** \$25000 **D** \$45000
- 29 Why does a country import products from other countries?
 - **A** to improve the balance of trade
 - B to obtain customs revenue
 - **C** to protect home industries
 - **D** to supplement home production
- 30 The graph shows Country Y's imports and exports.



What is Country Y's balance of payments on its current account?

Α	–\$10 m	В	+\$10 m	С	+\$20 m	D +\$110 m
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- 31 Why do customs authorities collect statistics on foreign trade?
 - A to calculate the balance of trade
 - B to calculate the exchange rate
 - C to compare home trade with foreign trade
 - **D** to enable duties to be collected

A a group of countries that have removed trade restrictions between themselves

9

- **B** a group of trading nations that are geographically close
- **C** a number of countries that have differing trading policies
- **D** a number of countries that import and export similar goods
- 33 What is a feature of a public corporation?
 - A It aims to sell its products for profit.
 - **B** It has a minimum of two shareholders.
 - **C** It is owned by the State.
 - D It raises capital by selling shares and debentures.
- 34 Which type of business organisation is the most suitable for a large electronics manufacturer?
 - A partnership
 - B private limited company
 - C public limited company
 - D sole trader
- 35 What can ordinary shareholders do if a public limited company is not performing well?
 - A invite more partners into the company
 - B remove the company from the Stock Exchange listing
 - C request tax relief from the Government
 - D vote for a new board of directors
- **36** A company's share capital consists of 100 000 ordinary shares at \$2 per share.

What is the voting power of a shareholder who owns \$2000 worth of these shares?

- A 1 vote
- **B** 1000 votes
- **C** 2000 votes
- **D** 4000 votes

- 37 What is the most suitable source of finance for purchasing office stationery?
 - A bank loan
 - **B** factoring
 - **C** overdraft
 - D trade credit
- **38** The table shows the balances in the books of a sole trader.

	\$
capital	2 700
creditors	400
furniture	500
stock	2 000
cash	500

What is the sole trader's working capital?

Α	\$2100	В	\$2400	C \$2600	D \$2700
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- 39 What is a characteristic of extended credit (deferred payments)?
 - A Goods are repossessed if the buyer defaults on payments.
 - **B** It is used mainly for goods with a second-hand value.
 - **C** The buyer becomes the owner on payment of a deposit.
 - **D** The buyer cannot resell the goods before the last instalment is paid.
- **40** What is the role of a consumer council?
 - **A** to advertise goods
 - B to control prices of goods
 - C to prosecute unlawful traders
 - D to report on unfair business practices

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