Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Class \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Index No \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

565/1

BUSINESS STUDIES

PAPER ONE

TIME 2 HOURS

**END OF TERM 1 EXAMINATION 2020**

**FORM 4**

**Kenya certificate of secondary education (K.C.S.E)**

**Instructions**

1. Answer all the questions in the space provided in this booklet
2. This paper contains 25 questions.

**FOR EXAMINERS USE ONLY**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Question** | **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** | **11** | **12** | **13** |
| **Candidates score** |  |  |  |  |  |  |  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Question** | **14** | **15** | **16** | **17** | **18** | **19** | **20** | **21** | **22** | **23** | **24** | **25** | **26** |
| **Candidates score** |  |  |  |  |  |  |  |  |  |  |  |  |  |

**TOTAL SCORE**

1. Identify the book of original entry in which each of the following transactions would be recorded. **(4 marks)**

|  |  |  |
| --- | --- | --- |
|  | **Transaction** | **Book of original entry** |
|  | Received cash sh. 25,000 from  Kamau, a debtor. |  |
|  | Goods previously sold are now  returned by Wanjohi, a debtor,  sh. 2000 |  |
|  | Bought furniture on credit  sh. 50,000 |  |
|  | Sold goods worth sh. 8000 on  credit to James |  |

1. Highlight **four** differences between a savings account and a current account. **(4 marks)**

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1. State **four** duties of customs officials in the bonded warehouse.  **(4 marks)**

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1. **The following information relates to Malindi traders for the year 2012.**

|  |  |
| --- | --- |
| Turn over | Shs. 540,000 |
| Margin | 40% |
| Rate of turnover | 6 times |
| Expenses | Sh. 80,000 |

From the above information, calculate:-

1. Gross profit
2. Cost of goods sold
3. Net profit
4. Average stock **(4 marks)**

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1. Isaac has just completed his studies and would like to start a business. Highlight **four** factors that would influence him to locate his business near the market. **(4 marks)**

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1. Outline **four** disadvantages of automatic vending machines. **(4 marks)**

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1. Highlight **four** factors that may influence a shift in supply curve to left. **(4 marks)**

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1. State the effect of the following transactions on the capital indicating either increase, decrease, or no effect **(4 marks)**

|  |  |  |
| --- | --- | --- |
|  | **Transaction** | **Effect on capital** |
| Dec. 21 | Owner converted personal property to  business property worth sh. 15,000 |  |
| Dec. 23 | Received a cheque for sh. 15,000 being  amount borrowed from a lending institution |  |
| Dec. 25 | Business made a profit of sh. 100,000 |  |
| Dec 28 | Owner took cash sh. 7000 from business for  his own personal use. |  |

1. Highlight **four** factors to consider when selecting a means of reproducing documents

**(4 marks)**

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1. State **four** ways in which a society benefits from indirect product. **(4 marks)**

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1. Outline **four** ways in which the utility of a commodity can be increased. **(4 marks)**

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1. Highlight **four** roles played by stock exchange market in the economy. **(4 marks)**

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1. Highlight **four** types of direct tax. **(4 marks)**

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1. Outline **four** benefits of export processing zones to the economy. **(4 marks)**

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1. Classify each of the following items of government expenditure as either development or recurrent. **(4 marks)**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Item** | **Recurrent** | **Development** |
|  | Purchase of medicine for hospitals |  |  |
|  | Construction on of a new road |  |  |
|  | Payment of soldiers salaries |  |  |
|  | Purchase of machinery for road  construction |  |  |

1. In the course of preparing her balance sheet as at 31st December 2014, Joyce found that she had capital amounting to sh. 240,000 in her business. During the year, investments to totalled to sh. 100,000 while drawings were sh. 112,000. Calculate her initial capital as at 1st January 2014 if the profit was sh. 76,000**. (4 marks)**

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1. Outline **four**circumstances under which a co-operative society may be dissolved**. (4 marks)**

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1. State **four** disadvantages of railway transport. **(4 marks)**

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1. Outline **four** roles of filing in an office. **(4 marks)**

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1. Highlight **four** advantages of a bill of exchange **(4 marks)**

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1. State **four** disadvantages of written communication. **(4 marks)**

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1. Highlight **four** functions of advertising agencies. **(4 marks)**

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1. Outline **four** challenges of young population**. (4 marks)**

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1. State **four** accounting errors that may not be disclosed by the trial balance. **(4 marks)**

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1. Highlight **three** causes of demand pull inflation. **(4 marks)**

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