

FORM 1 TERM 1 2021

BUSINESS STUDIES

1. State the term given to each of the following disciplines
 - a. Study of how man strive to satisfy his unlimited wants using limited resources ----- (1mk)
 - b. Study of trade and aids to trade ----- (1mk)
 - c. Study of activities that are carried out in an office ----- (1mk)
 - d. Study of identifying a business opportunity and acquiring resources to start and run a business ----- (1mk)
2. List four characteristics of human wants. (4mks)
3. List four factors of production and their respective rewards. (4mks)
4. State four characteristics of an entrepreneur. (4mks)

5. Highlight four gaps in a business opportunity. (4mks)

6. Identify five functions of an office. (5mks)

7. For each of the following functions, state the machine responsible. (5mks)

FUNCTION	MACHINE
For printing postage impression on an envelop	
Cutting unwanted documents into tiny pieces	
Used to reproduce documents	
For preparing cash receipts	
Used to send and receive messages	