



JOHN EDMONDSON HIGH SCHOOL

Assessment Notification

Faculty: Social Sciences Course: Preliminary Business Studies

Year: 11

Assessment Task: Task 2 Business Management

Assessment Weighting: 20% Due: Term 2 Week 7 Date: 8/06/2023

Task Type: Hand in Task In Class Task Practical Task

Outcomes assessed (NESA)
P4 assesses the processes and interdependence of key business functions P5 examines the application of management theories and strategies P6 analyses the responsibilities of business to internal and external stakeholders P7 plans and conducts investigations into contemporary business issues P8 evaluates information for actual and hypothetical business situations P9 communicates business information and issues in appropriate formats P10 applies mathematical concepts appropriately in business situation
Task Description/Overview
<p>This task will be completely on Topic 2: Business Management. You will be asked to research the 17 questions below. On the day of the task, you will be asked to answer a random selection, NOT ALL, of these questions without being able to refer to any support material on the day of the task. Some questions will include hypothetical business examples which you will have to integrate in your response. Make sure you understand the key NESA directive terms in front of every question as questions will have different marks attached.</p> <p>The following classes will complete the task PERIOD 3 in these rooms: ZULIC'S 11BS4 - B01 (RZ) ZULIC'S 11BS6 - B02 (RZ) ALBAZI'S 11BS3 - B07 (AA) ALBAZI'S 11BS5 - B08 (AA)</p> <p>If you are absent on the day, you MUST submit an Illness/misadventure form in order to receive a mark for this assessment task.</p>
Detailed Assessment Task Description
<p>Task duration: 40 Minutes.</p> <p>Please note that some of the questions below will be given within the context of a hypothetical business. You will NOT have to do all the 17 questions on the day but you will have to research and compile answers to all before you sit the task. The questions given on the actual day of the task will total 40 marks. Make sure you understand the key NESA directive terms in front of every question as questions will have different marks attached.</p> <p>Questions Bank:</p> <p>Q1) Compare an autocratic leadership style with a participative/democratic one Q2) Distinguish between proactive and reactive management. Q3) Outline why setting achievable goals can help managers implement change effectively. Q4) List TWO types of training that ... could employ for his staff.</p>

- Q5) Summarise three main pricing methods.
- Q6) Outline the main characteristics of the participative or democratic leadership style.
- Q7) Identify the three key elements of the production process?
- Q8) List ONE potential target market for the business?
- Q9) Define the term stakeholder.
- Q10) Explain why spending on training should be considered as an investment and not just a business expense for this business
- Q11) Define interpersonal skills
- Q12) Distinguish between a good and a service
- Q13) Demonstrate the ways in which the interests of stakeholders' conflict
- Q14) Explain why giving someone a reward or punishment might motivate them to act.
- Q15) Justify why a business should adopt a customer-oriented approach to marketing.
- Q16) Calculate the cost of goods sold (COGS) and Gross Profit given the following information: Sales \$700,000, opening stock: \$100,000, purchases of stock: \$400,000, closing stock: 50,000.
- Q17) Describe ONE advantage of using social media advertising to promote the business?

NESA Directive Terms:

Calculate

Ascertain/determine from given facts, figures or information

Compare

Show how things are similar or different

Contrast

Show how things are different or opposite

Define

State meaning and identify essential qualities

Demonstrate

Show by example

Describe

Provide characteristics and features

Distinguish

Recognise or note/indicate as being distinct or different from; to note differences between

Explain

Relate cause and effect; make the relationships between things evident; provide why and/or how

Identify

Recognise and name

List

Recognise and name

Justify
Support an argument or conclusion

Outline
Sketch in general terms; indicate the main features of

Summarise
Express, concisely, the relevant details

- Reminders:
- Evidence of cheating will not be tolerated and may land you a mark of 0 with an N letter
 - Don't leave this to the last minute
 - Be mindful of how much time you have; 40 minutes. Practice writing answers at home under timed conditions
 - You cannot seek teacher feedback about any of the questions above

Test/Examination Structure	
Section Description	Marks Available
Short Answer Questions	40
Total Marks for this task	40

Satisfactory completion of courses

A course has been satisfactorily completed, when the student has:

- Followed the course developed/endorsed by the NSW Educational Standards Authority (NESA)
- Applied himself/herself with diligence and sustained effort to the set tasks and experiences provided in the course.
- Achieved some or all of the course outcomes

Marking Guide

Q1) Compare an autocratic leadership style with a participative/democratic one

Criteria	Marks
Detailed information on how the TWO approaches are similar or different	5-6
Detailed information on how the TWO approaches are similar or different	3-4
Some relevant information given	1-2

Q2) Distinguish between proactive and reactive management.

Criteria	Marks
Detailed information on the differences between the TWO types of management	4
Sound information on the differences between the TWO types of management	3
Basic information on the differences between the TWO types of management	2
Some relevant information given	1

Q3) Outline why setting achievable goals can help managers implement change effectively.

Criteria	Marks
Sketches in general detail the importance of setting achievable goals in helping management implement change effectively	2
Makes a relevant statement	1

Q4) List TWO types of training that could employ for his staff.

Criteria	Marks
Lists TWO relevant types of training for this business	2
Lists one relevant type of training	1

Q5) Summarise three main pricing methods.

Criteria	Marks
Concisely provides relevant details on each of the THREE methods	6
Provides relevant details on each of the three methods	5
Concisely provides relevant details on TWO methods only	4
Provides relevant details on TWO methods only	3
Concisely provides relevant details on ONE method only	2
Makes a relevant statement	1

Q6) Outline the main characteristics of the participative or democratic leadership style.

Criteria	Marks
Sketches in general detail features of the participative or democratic leadership style	2
Makes a relevant statement	1

Q7) Identify the three key elements of the production process?

Criteria	Marks
Identifies the three key elements of the production process	3
Identifies two key elements of the production process	2
Identifies one key element of the production process	1

Q8) List ONE potential target market for the business?

Criteria	Marks
Lists ONE potential target market for the business	1

Q9) Define the term stakeholder.

Criteria	Marks
Correctly states the meaning of the word	1

Q10) Explain why spending on training should be considered as an investment and not just a business expense for this business

Criteria	Marks
Effectively makes the relationship between spending on training and benefits to the business of this evident	4
Makes the relationship between spending on training and benefits to the business of this evident	3
Outlines the relationship between spending on training and benefits to business	2
Makes a relevant statement	1

Q11) Define interpersonal skills

Criteria	Marks
Correctly states the meaning of the word	1

Q12) Distinguish between a good and a service

Criteria	Marks
Detailed information on the differences between the two	4
Sound information on the differences between the two	3
Basic information on the differences between the two	2
Some relevant information given	1

Q13) Demonstrate the ways in which the interests of stakeholders' conflict

Criteria	Marks
Effectively shows through examples the ways in which the interests of stakeholders' conflict	6
Shows through examples the ways in which the interests of stakeholders' conflict	5
Shows with at least ONE example how the interests of stakeholder's conflict	4
Provides characteristics and features of stakeholder interest conflict	3
Outlines ways in which the interests of stakeholders' conflict	2
Some relevant information given	1

Q14) Explain why giving someone a reward or punishment might motivate them to act.

Criteria	Marks
Effectively makes the relationship between rewards or punishment and motivation evident	4
Makes the relationship between rewards or punishment and motivation evident	3
Outlines the relationship between rewards or punishment and motivation evident	2
Makes a relevant statement	1

Q15) Justify why a business should adopt a customer-oriented approach to marketing.

Criteria	Marks
Sophisticated arguments supporting a customer-oriented approach to marketing given.	6
Effective arguments supporting a customer-oriented approach to marketing given.	5
Sound arguments supporting a customer-oriented approach to marketing given.	4
Provides characteristics and features of customer-oriented approach to marketing.	3
Outlines features of customer-oriented approach to marketing.	2
Some relevant information given	1

Q16) Calculate the cost of goods sold (COGS) and Gross Profit given the following information: Sales \$700,000, opening stock: \$100,000, purchases of stock: \$400,000, closing stock: 50,000.

Criteria	Marks
Both calculations correct	2
ONE calculation correct	1

Q17) Describe ONE advantage of using social media advertising to promote the business?

Criteria	Marks
Detailed breakdown of one advantage of using social media advertising to promote the business	3
Outline of one advantage of using social media advertising to promote the business	2
Makes a relevant statement	1

Different NESA directive terms require different amounts and type of detail! See below for HSC course examples.

marks



Identify ONE threat to this business.

1

Sample answer:

The size of the Australian market is shrinking.

Outline the strategic role of human resources in this business.

2

Sample answer:

The strategic role of human resources in this retail store is to meet the goals of the business and customer expectations. The retail store should acquire, develop and maintain staff to create a positive business culture.

(a) Describe TWO transformation processes that the business should implement.

4

Sample answer:

Critical path analysis is a sequencing and scheduling tool that the business could use. For instance, the repairs could be analysed so that it was known which parts of the processes could be completed at the same time, thus reducing the overall repair time. Process layout is placing the processes in a logical order of repair. This would help speed up the process by setting out equipment and materials in the most efficient way, therefore reducing costs.

A business has decided to expand into a larger factory and is now considering its financial options.

5

Discuss the use of leasing and the use of mortgages as a source of long-term finance for this business.

Sample answer:

A mortgage could be used to purchase a factory. The business can use the new factory site as security and it has the advantage that it owns the property once the mortgage is fully repaid. It has the disadvantage that bank charges and interest have to be paid. The business may lease which is similar to renting the property. It does not pay for maintenance and the lease payments are tax deductible. It does not own the property at the end of the lease period.