

GRADE 10: BUSINESS VENTURES

WORKBOOK ACTIVITIES

1. ENTREPRENEURIAL QUALITIES

DATE: _____

- 1.1. List THREE qualities of an entrepreneur. (3)

2. FORMS OF OWNERSHIP

DATE: _____

- 2.1. Read the following scenario and answer the questions that follow:

PHOSWA ATTORNEYS INC. (PAI)

PAI is a registered company that also participate pro bono work for the community in which it operates. Recently the company had noticed the decline in number of clients. The company wants to improve their services therefore they have chosen use some research methods to gather information.

- 2.1.1. Identify the form of ownership in the scenario, motivate your answer (4)
- 2.1.2. Discuss THREE advantages of this form of ownership identified in QUESTION 2.1.1. (6)
- 2.1.3. Differentiate between a private company and a personal liability company. (4)

3. BUSINESS OPPORTUNITY AND RELATED FACTORS

DATE: _____

- 3.1. Discuss FOUR interviews methods that can be used to research information. (8)
- 3.2. Discuss THREE business research skills. (6)
- 3.3. Advise businesses on the importance of conducting a market research. (6)
- 3.4. Read the scenario below and answer the question that follows.

MIKE CELL & COMPUTERS (MCC)

MCC specialises in selling cellphones and computers at reasonable prices. The business has employed a qualified computer technician. MCC is located in a high crime area. The business is also affected by frequent service delivery protest in the area.

MCC does not have sufficient capital to buy latest cellphones and computer models. The management of MCC lacks good financial planning skills .The local municipality has recently advertised a tender for supplying computers. Successful applicants will also be requested to establish an internet café' in their offices.

- 3.4.1. Compile a SWOT analysis for MCC. (8)

3.5. Read the scenario below and answer the questions that follow.

PETER'S MEAT & DAIRY (PMD)

PMD specialises in selling meat, milk, cheese and yogurt. He has three trained employees. The business has no sufficient capital to buy new modern machinery to improve their production. PMD's competitor in the same area is on the verge of closing due to ineffective marketing and research plans. PMD is located in a high crime area.

- 3.5.1. Name TWO research instruments can be used by PMD to collect customer data. (2)
- 3.5.2. Compile a SWOT analysis for PMD. (8)

4. BUSINESS LOCATION DECISIONS

DATE: _____

- 4.1. Identify FIVE factors to consider when choosing a business location (10)
- 4.2. Outline TWO factors that must be considered when locating a business. (4)
- 4.3. Read the scenario below and answer the questions that follow.

Gauteng is one of the richer provinces in the country because of the availability of raw materials and infrastructure. Statistics SA released increased figures of people who are looking for different jobs in this attractive city of gold and other minerals. These people are coming from all over SA and other foreign countries.

- 4.3.1. Quote any TWO factors impacting on the location of a business from the given scenario. (2)
- 4.3.2. Explain any TWO factors with regard to the importance of business location. (4)
- 4.3.3. Evaluate the impact of ONE factor quoted in QUESTION 4.3.2. (4)

5. CONTRACTS

DATE: _____

- 5.1. Define the term "contract". (2)
- 5.2. Discuss THREE advantages of leasing. (6)
- 5.3. Read the scenario below and answer the questions that follow.

SIZWE ALUMINIUM (SA)

The Human Resource Department of Sizwe Aluminium has recently appointed a new financial manager and signed a five-year contract with him. The rights and responsibilities of both parties are clearly outlined in a contract.

- 5.3.1. Identify the type of contract that is applicable to the scenario above. Motivate your answer by quoting from the scenario. (3)
- 5.3.2. Explain the rights and responsibilities of the parties to a contract mentioned in the scenario above. (8)
- 5.3.3. Name THREE other types of contracts that can be signed by Sizwe Aluminium. (3)

5.4. Read the scenario below and answer the questions that follow.

BUFFALO TIMBER LTD

Matthew and Peter manufacture the school furniture, such as desks, tables, chairs and cupboards. They are considering to hire more space from their reasonable landlord who has sensible prices for their production operations as well as the costly specialised machinery.

They also need to purchase a big truck that will be payable over a longer period of time. They intend to draw up legal contracts for all of the above activities, but they are not clear on how to do this.

5.4.1. Identify the types of contracts wanted by Buffalo Timber Ltd from the above scenario. (6)

5.4.2. Outline aspects that should be included in the employment contract of Buffalo Timber Ltd. (8)

6. PRESENTATION OF BUSINESS INFORMATION **DATE:** _____

6.1. Discuss factors that must be considered when preparing for a verbal presentation. (6)

6.2. Read the scenario below and answer the questions that follow.

NOMSA LAUNDRY SERVICES (NLS)

Nomsa presented her five-year business plan to potential investors using PowerPoint .She chose a PowerPoint presentation as it attracts the attention of the audience.

6.2.1. Quote the purpose of using a PowerPoint presentation from the scenario above. (1)

6.2.2. Explain other purpose of using PowerPoint during a presentation. (6)

6.2.3. List FOUR types of visual aids except PowerPoint. (4)

6.3. Indicate the type of visual aids described below from QUESTIONS 6.3.1 – 6.3.5.

6.3.1. A pad of paper sheets attached to an easel

6.3.2. A large display that connects to a computer or projector and shows what is on the computer screen to a large audience. (2)

6.3.3. A device that takes a video signal and projects images on a screen, and can show video footage or still images. (2)

6.3.4. A display device used to project images to the audience above the speaker's head. (2)

6.3.5. A number of pieces of equipment that allow participants to talk to each other and share visuals over long distances. (2)

6.4. Discuss any TWO steps for preparing a verbal presentation. (4)

6.5. Advise a business on how to prepare the support material for a presentation. (4)

7. BUSINESS PLAN

DATE: _____

- 7.1. Discuss the importance of a business plan. (4)
- 7.2. Discuss FIVE aspects of a marketing mix in a business plan. (10)
- 7.3. Outline any FOUR components of a business plan. (4)

- 7.4. Identify the marketing mix components applied by Harry Hardware in each statement below:
 - 7.4.1. The business is situated in a residential area. (2)
 - 7.4.2. Harry uses flyers to advertise his products. (2)

- 7.5. Outline any TWO components of a business plan. (4)
- 7.6. Discuss the environmental factors using PESTLE analysis in reference to a business plan. (8)