**BUSINESS, FORM 2**

**TERM I 2016, OPENER EXAM**

**NAME………………………………………………………..................ADM. NO………………**

***Instruction:*** Answer all the questions in the space provided

1. State four types of business activities that may take place in a society (4mks)
2. Name two classes of competition (2mks)
3. Outline four benefits that a firm gets by using modern technology in its operation (4mks)
4. Sate four external business environments (4mks)
5. Differentiate between goods and service (4mks)

|  |  |
| --- | --- |
| Goods | Services |
|  |  |

1. Give two examples in each of the following types of goods
2. Freegoods (i)

(ii)

1. Producer goods (i)

(ii)

1. Consumer good (i)

(ii)

1. Intermediate good (i)

(ii)

1. State four types of utilities (4mks)
2. What is the importance of a business plan? (4mks)
3. State four factors that influence entrepreneurial practices in Kenya(4mks)
4. State four functions of an office (4mks)
5. Highlight four roles played by filling in an office (4mks)
6. State four method of reproducing document in an office (4mks)
7. State four importance of trade to a society (4mks)