



**BUSINESS STUDIES
PAPER 2**

EXAMINER: GL
MODERATOR: LF / KA / AK / GO

DURATION: 2 HOURS
MARKS: 150 MARKS

MEMORANDUM

SECTION A (COMPULSORY)

QUESTION 1

1.1.1 B ✓✓
1.1.2 D ✓✓
1.1.3 C ✓✓
1.1.4 A ✓✓
1.1.5 A ✓✓ (5 x 2) (10)

1.2.1 public company ✓✓
1.2.2 triple bottom line ✓✓
1.2.3 decision making ✓✓
1.2.4 external market research ✓✓
1.2.5 income statement ✓✓ (5 x 2) (10)

1.3.1 D ✓✓
1.3.2 B ✓✓
1.3.3 F ✓✓
1.3.4 H ✓✓
1.3.5 A ✓✓ (5 x 2) (10)

TOTAL SECTION A: 30

QUESTION 2: BUSINESS VENTURES

2.1 Profit companies

- Personal Liability Companies ✓
- Private Companies ✓
- Public companies ✓
- State Owned Companies ✓

(4)

2.2 Differentiate between private and public company.

PRIVATE COMPANY	PUBLIC COMPANY
May not offer shares to the general public. ✓✓	Trades its shares publicly ✓ on the Johannesburg Securities Exchange (JSE). ✓
Shares are not freely transferable. ✓✓	Shares are freely transferable. ✓✓
Minimum of one director. ✓✓	Minimum of three directors. ✓✓
Name must end with Proprietary Limited/(Pty) Ltd. ✓✓	Name must end with Limited/Ltd. ✓✓
Annual financial statements need not be audited and published. ✓✓	Annual financial statements need to be audited and published. ✓✓
Does not need to publish a prospectus ✓ as it cannot trade its shares publicly. ✓	Have to register and publish a prospectus ✓ with the Companies and Intellectual Property Commission/CIPC. ✓
The company is not required ✓ to raise the minimum subscription/issue minimum shares. ✓	Must raise a minimum subscription ✓ before the commencement of the company. ✓
Sub-Max 4	Sub-Max 4

(8)

2.3.1 Visual Aids

VISUAL AID	MOTIVATION
Table ✓✓	They compared data between different months using a visual aid with columns and rows. ✓
Diagram ✓✓	They also show each stage of production and its effect on other decisions. ✓

NOTE: No mark awarded for quote if not in full

No mark for quote if visual aid is incorrect.

(6)

2.3.2 Consider when preparing for a presentation

- the purpose ✓ and main points of the presentation ✓
- capturing the main aim ✓ in the introduction of the presentation ✓
- relevant and accurate ✓ presentation of the information ✓
- being fully conversant ✓ with the content of the presentation ✓
- knowing the background of the audience ✓ to determine the appropriate visual aids ✓
- preparing a rough draft of the presentation ✓ with an introduction, body, and conclusion ✓
- summarising the key facts in the conclusion, ✓ and showing that all aspects have been addressed ✓
- creating visual aids ✓ that will assist in getting the point across effectively ✓
- visiting the venue ✓ and ensuring that the equipment provided is working and suitable ✓
- considering the time frame for the presentation ✓✓
- practising the presentation ✓ and note how long it takes ✓
- practising in front of a person ✓ who will give an honest opinion of the presentation ✓
- preparing for the feedback session ✓ by anticipating possible questions. ✓ (4)

2.4 Importance of a business plan

- A business plan helps entrepreneurs ✓ to set goals and objectives. ✓
- It can be used to attract investors ✓ and prospective employees. ✓
- The business plan guides the entrepreneur ✓ on the viability of his/her business idea. ✓
- It also helps the entrepreneur to identify problems ✓ that may arise and helps management to take steps to avoid these problems. ✓
- It improves processes and practices ✓ of the business operations. ✓
- It evaluates ✓ the success of the business. ✓
- It is essential when applying for financial assistance ✓ from investors or lenders. ✓
- It gives direction ✓ once the business is operating. ✓ (6)

2.5.1 Good research instrument

- Decide what information you need ✓✓
- Be clear about what you want to know ✓ about potential customers. ✓
- Use a table to analyse data ✓ from the research. Ask simple and clear questions ✓
- Have a variety of questions. ✓✓
- Include some multiple choice, tick box questions, ✓ questions where things must be ranked according to scale. ✓
- Test the questions. ✓✓

(4)

2.5.2 Benefits & Limitations of SWOT

Benefits

- It is not expensive to perform a SWOT analysis. ✓
- It is a planning tool that can help a business to make decisions. ✓
- It gives a big picture of a business opportunity. ✓
- It can help a business to focus on what is important. ✓
- Do not take a lot of time to perform a SWOT analysis. It can be done quickly, and you have the analysis immediately available. ✓
- Useful to find possible challenges in all three business environments. ✓

Sub-Max (4)

Limitations

- does not prioritise issues ✓✓
- does not provide solutions ✓ or offer alternative decisions ✓
- can generate too many ideas ✓ but not help you choose which one is best ✓
- can produce a lot of information, ✓ but not all of it is useful. ✓
- may cause businesses to overlook ✓ certain aspects in the business.✓

Sub-Max (4)

(8)

[40]

QUESTION 3: BUSINESS ROLES

3.1 Problem-solving cycle

- Identify the problem ✓
- Define the problem ✓
- Formulate a strategy ✓
- Implement the strategy ✓
- Allocate the resources ✓
- Monitor the problem solving ✓
- Evaluate the problem-solving process ✓

NOTE: Mark the first FOUR only.

(4)

3.2.1 Social Responsibility

- Individuals have a duty to act in the best interests of their environment ✓ and society as a whole. ✓

(2)

3.2.2 The programmes focus on feeding schemes for impoverished schools. ✓

They also partnered with book shops to donate books to pre-primary schools in their community. ✓

NOTE: No mark awarded for quote if not in full.

(2)

3.2.3 Initiatives to address crime

- Businesses should encourage their employees to participate ✓ in community policing forums. ✓
- For example: The Shoprite Group says it has seen continued success from an in-house security team ✓ that helps make hundreds of criminal arrests a year. ✓
- They should also become involved in sustainable projects ✓ within the local community. ✓
- Businesses could sponsor special sports programmes ✓ by providing finance (for example, prize money) for special community events. ✓

(6)

3.3.1 Factors that affect team relations

FACTORS THAT AFFECT TEAM RELATIONS	MOTIVATION
Discrimination ✓✓	The director throws out her application because she is not a Zulu female. ✓
Equity ✓✓	The males in the marketing department salaries are higher than the females with the same qualifications. ✓

NOTE: No mark awarded for quote if not in full

No mark awarded for quote is factor is incorrect.

(6)

3.3.2 Factors that affect team relationships

- The business can make sure that employees understand ✓ and believe in business objectives. ✓
- The business should listen to employees ✓ when they share ideas. ✓
- Important decisions should be taken ✓ through a process of teamwork. ✓
- Good teamwork needs to be rewarded ✓ and mistakes must be viewed as opportunities to learn and grow. ✓
- Being clear and specific ✓ when communicating to prevent confusion. ✓
- Encouraging trust, respect, and cooperation ✓ among members of the team. ✓
- Encouraging team members to share information ✓ and resources effectively. ✓
- Delegating problem-solving tasks ✓ to the team. ✓
- Establishing a method for arriving at a consensus ✓ to prevent conflict. ✓ (4)

3.4 Creative thinking to generate entrepreneurial opportunities.

- Design environments ✓ that stimulate creative thinking. ✓
- Encourage staff ✓ to come up with new ideas and solutions. ✓
- Encourage alternative ways ✓ of doing things. ✓
- Respond enthusiastically to all ideas ✓ and never let anyone feel less important. ✓
- Make time for brainstorming sessions ✓ to generate new ideas, for example, holding regular workshops. ✓
- Place suggestion boxes around the workplace ✓ and keep communication channels open for new ideas. ✓
- Train staff in innovative techniques, creative problem-solving skills, ✓ mindmapping and lateral thinking. ✓
- Emphasise the importance of creative thinking ✓ to ensure that all staff know that management wants to hear their ideas. ✓
- Encourage job swaps within the organisation ✓ and study how other businesses are doing things. ✓
- Regard indigenous knowledge as a valuable resource ✓ when solving problems or identifying opportunities. ✓ (4)

3.5 Benefits of creative thinking

- New, innovative, and better ideas ✓ and solutions are generated. ✓
- Creativity is key to staying one step ahead ✓ of competitors. ✓
- Complex business problems ✓ may be solved. ✓
- It leads to increased productivity ✓ of the entire business. ✓
- It leads to more positive attitudes ✓ as managers and employees feel that they have contributed towards problem-solving. ✓
- It improves motivation ✓ amongst staff members. ✓
- Creativity may lead to new inventions ✓ that will improve the general standard of living. ✓
- Management and employees ✓ may keep up with fast-changing technology. ✓ (6)

3.6 Delphi Technique

- Businesses must invite a panel of experts ✓ to solve a complex problem. ✓
- Experts do not have to be in one place ✓ and will be contacted individually. ✓
- Design a questionnaire consisting of questions on how to solve the problem ✓ and distribute it to the panel members/experts. ✓
- Request the panel to individually respond to the questionnaire/suggest solutions to the problem ✓ and return it to the business. ✓
- Summarise the responses from the experts ✓ in a feedback report. ✓
- Send the feedback report and the second set of questions/questionnaire ✓ based on the feedback report to the panel members. ✓
- Request panel members to provide further input/ideas on how to solve the problem ✓ after they have studied the results/documentation. ✓
- Distribute a third questionnaire ✓ based on previous feedback from the second round. ✓
- Prepare a final summary/feedback report ✓ with all the methods to solve the problem. ✓
- The business should choose the best solution/proposal ✓ after reaching a consensus. ✓ (6)

[40]

QUESTION 4: MISCELLANEOUS TOPICS

BUSINESS VENTURES

4.1 Co-operatives

- housing co-operative ✓
- worker co-operative ✓
- social co-operative ✓
- agricultural co-operative ✓
- co-operative burial society ✓
- financial services co-operative ✓
- consumer co-operative ✓
- transport co-operative ✓

NOTE: Mark the first FOUR only.

(4)

4.2 Difference between profit and non-profit company

PROFIT COMPANY	NON-PROFIT COMPANY
This company is formed with one aim ✓ of making a profit. ✓	This company is formed for charity purposes ✓ or to promote social and cultural activities. ✓
A company incorporated for financial gain ✓ for its shareholders. ✓	A non-profit company is an association ✓ incorporated not for gain. ✓
Profit organisations are responsible for paying taxes ✓ based on their profit. ✓	Non-profit organisations are not required to pay taxes ✓ on net income ✓
Sub-max (2)	Sub-max (2)

(4)

4.3 Writing an effective business report

- Determine the scope ✓ of the report. ✓
- Determine the target audience ✓ of the report. ✓
- Determine how the report should be presented. ✓✓
- Collect the necessary information. ✓✓
- Prepare an overview of what the audience ✓ to know and details that should be included in the report. ✓
- Write concisely/briefly ✓ and only include important information. ✓
- Use regular/basic language/simple grammar ✓ and clear short sentences. ✓
- Use accurate/meaningful visual aids ✓ such as tables, graphs, drawings etc. ✓
- Spend time revising the report ✓ and correct spelling mistakes and grammatical errors. ✓
- Get someone to look at the report ✓ and to make suggestions for improvement. ✓ (6)

4.4 Advantages and disadvantages of using visual aids

Advantages

- Graphical representation of information helps with understanding ✓ and identifying patterns and trends in data. ✓
- It enables quick analysis of large amounts of data at one time ✓ and assists in making predictions and informed decisions. ✓
- A lot of information can be displayed ✓ in an easy-to-understand format. ✓
- Graphs do not require much explanation. ✓✓
- Visual aids simplify the presentation ✓ when using complex information. ✓

Disadvantages

- Too many diagrams and graphs ✓ can be confusing to the audience. ✓
- Information can easily be manipulated, ✓ causing false interpretations. ✓
- It may distract the audience from the speech ✓ as they pay more attention to the visual aids. ✓
- Preparation of graphs and diagrams is time-consuming. ✓✓ (6)

BUSINESS ROLES

4.5 Initiative to address inclusivity.

- Businesses should educate managers and employees ✓ on the benefits of diversity in the workplace. ✓
- They should create new policies or amending current ones ✓ – from recruitment to performance evaluations and promotions. ✓
- Businesses should also value individual differences in the workforce, ✓ and make employees feel welcome and accepted. ✓
- They should design the workplace so that it is not segregating any employees ✓ based on their special requirements and needs. ✓
- Businesses can also create mentorship programmes ✓ to ensure that every employee has the opportunity to advance. ✓

(2)

4.6 Purpose of audio-visuals

4.6.1 A data projector allows a large audience ✓ to see the detailed information of a presentation. ✓

(2)

4.6.2 Videos emphasize ideas through both sight and sound, ✓ and captures and holds the audience's attention. ✓

(2)

4.7 Interpersonal working relationships

- Peer relationships ✓✓

- Peer relationships are the relationships between employees that are on the same level at the workplace. ✓

- Employees are equal and the relationships are based on mutual respect. ✓

Sub-max (3)

- Group relationships ✓✓

- Group relationships are the relationships between members of a team or group. ✓

- Healthy group relationships will ensure good results, whereas poor relationships between group members may result in conflict. ✓

Sub-max (3)

- Authority relationships ✓✓

- Authority relationships are relationships between a manager and a subordinate. ✓

- This relationship is based on mutual respect. ✓

Sub-max (3)

- External relationships ✓✓

- External relationships in a workplace refer to the relationships with people outside of the company or business. ✓

- These types of relationships are usually based on service delivery or outsourcing. ✓

Sub-max (3)

(6)

4.8.2 **Factors to consider when designing a presentation.**

- starting with the text ✓ and headings ✓
- using legible font ✓ and font size ✓
- selecting a suitable background ✓ that would not distract from the content ✓
- choosing images ✓ that may help to communicate the message ✓
- including graphics ✓ and images related to the content ✓
- adding special effects ✓ to support the message ✓
- creating hyperlinks ✓ to allow quick access to other files ✓
- keeping images ✓ and graphics simple ✓
- making sure there are no grammatical ✓ or spelling errors ✓
- using bright colours ✓ to increase visibility ✓
- structuring information ✓ in a logical sequence ✓
- limiting the information ✓ on each slide. ✓

(6)

[40]

TOTAL SECTION B: 80

SECTION C

QUESTION 5: BUSINESS VENTURES

5.1 INTRODUCTION

- Personal Liability Companies and Private companies are profit companies. ✓
- Personal Liability companies are jointly and severally liable for debts ✓
- Public companies issues shares if capital is needed ✓
- Consider any other relevant introduction.

MAX 2

5.2 CHARACTERISTICS OF A STATE-OWNED COMPANY

- The state-owned company is financed by the government. ✓✓
- The name ends with the letters SOC. ✓✓
- The SOC is listed as a public company. ✓✓
- These enterprises are managed by the government ✓ not by individuals. ✓
- Requires three or more directors ✓ and one or more shareholders. ✓
- SOCs are registered with the Registrar of Companies ✓ by drawing up a Memorandum of Incorporation. ✓
- The Act imposes personal liability on directors ✓ who knowingly participate in reckless or fraudulent business. ✓
- The state-owned company must have its financial statements audited. ✓✓
- A state-owned company is compelled to hold an AGM. ✓✓
- A state-owned company has a separate legal personality ✓ and its shareholders have limited liability. ✓

MAX 10

5.3 DIFFERENTIATE BETWEEN A SOLE TRADER AND A PARTNERSHIP

SOLE TRADER

- A sole trader is an individual who owns a business entirely by him/herself.
- Decisions can be taken quickly since it is being taken by one person.
- The profit goes to the owner. ✓✓

PARTNERSHIP

- A partnership comprises two or more people ✓ intending to make a profit. ✓
- There may be a delay in decision-making ✓ since the input of all partners is needed. ✓
- Profit is shared amongst the partners ✓ according to the partnership agreement. ✓

MAX 12

5.4 DISCUSS THE ADVANTAGES AND DISADVANTAGES OF PUBLIC COMPANIES

Advantages of a public company

- Public companies enjoy the ability to raise funds ✓ through the sale of the company's stock to the public. ✓
- The business has its own legal identity ✓ and can own assets/property. ✓✓
- Managed by at least three ✓ competent, highly skilled directors. ✓
- Directors bring creative ideas ✓ which encourage innovation/high productivity. ✓
- Shareholders can sell/transfer ✓ their shares freely. ✓
- The ability to raise large amounts of capital in public exchanges ✓ enables the company to carry out capital-intensive activities. ✓
- Strict regulatory requirements ✓ protect shareholders. ✓
- Easy to raise funds for growth ✓ through the sale of shares. ✓
- Additional shares can be raised ✓ by issuing more shares or debentures. ✓
- No limitation on the number of shareholders, ✓ so growth/expansion is not limited. ✓
- Shareholders have limited liability for the debt of the company ✓ and may lose only the amount invested in the business. ✓
- The management of the company can improve ✓ since directors are accountable to shareholders. ✓
- The public has access to information ✓ and this could motivate them to buy shares from a company. ✓

Disadvantages of a public company

- Public companies are vulnerable to increased scrutiny ✓ from the government and the public. ✓
- Difficult and expensive to establish as the company ✓ is subjected to many legal requirements. ✓
- They must prepare their financial reports ✓ in accordance with the Generally Accepted Accounting Principles (GAAP). ✓
- Directors may not be motivated to work very hard ✓ because shareholders decide on the directors' remuneration. ✓
- Directors may not have a direct interest in the company, ✓ which slows down the growth and profit. ✓
- Increased director's fees, ✓ will increase expenses which will reduce net profit. ✓
- Some shareholders may not exercise their voting rights ✓ resulting in choosing the wrong person as a director. ✓
- A full financial report must be submitted ✓ to the major shareholders each year. ✓
- A large management structure ✓ can result in longer timeframes for decision-making. ✓
- Auditing ✓ of financial statements are compulsory. ✓

NOTE: Advantages and disadvantages do not have to be under a heading of advantages and disadvantages. **MAX 12**

5.5 FACTORS TO CONSIDER WHEN CHOOSING FORM OF OWNERSHIP

- the start-up cost and the future capital ✓
- the size and nature of the business ✓
- tax implications ✓
- how the business will be controlled and managed/management structure ✓
- the risk involved ✓
- how capital will be contributed ✓
- how profits and losses will be shared ✓
- who is responsible for any debts made by the business/liability ✓
- the life span of the business/continuity ✓
- the vulnerability of the business in terms of lawsuits/legal persons. ✓

MAX 10

5.6 CONCLUSION

- Management may be open to legal challenges if their reports do not comply with King Code III. ✓✓
- Public companies are subject to more disclosure and transparency requirements. ✓✓
- Consider any other relevant fact for a conclusion.

MAX 2

BREAKDOWN OF MARKS

DETAILS	MAXIMUM	TOTAL
Introduction	2	32
Characteristics of DOC	10	
Sole v Partnership	12	
Ad & Disad or Public	12	
Factors	10	
Conclusion	2	
INSIGHT		8
Layout	2	
Analysis	2	
Synthesis	2	
Originality	2	40
TOTAL MARKS		

*REFER TO NOTE OF MARKERS FOR LASO

QUESTION 6: BUSINESS ROLES

6.1 INTRODUCTION

- Team members must trust one another. ✓
- They can grow together and support one another ✓
- Brainstorming is the best technique for teamwork ✓
- Consider any other relevant introduction

MAX 2

6.2 DISCUSS THE CRITERIA FOR A SUCCESSFUL TEAM PERFORMANCE

Clear objectives and agreed goals ✓✓

- Team members must agree on goals and set clear objectives. ✓
- Team members who agree to the goals will be more committed. ✓
- Team members will show more commitment if the objectives are understood ✓
- clearly. Teams need to focus on the agreed goals essential for success. ✓
- Team members should know what they want to achieve. ✓
- Clear goals for direction. ✓

SUB-MAX 3

Interpersonal attitudes and behavior ✓✓

- Team members have a positive attitude of support and motivation towards each other. ✓
- Good interpersonal relationships will ensure job satisfaction and, in this way, increase the productivity of the team. ✓
- Team members are committed and enthusiastic towards achieving a common goal. ✓
- Team leaders give credit to members for positive contributions. ✓

SUB-MAX 3

Shared values and mutual respect ✓✓

- Shows respect for the knowledge or skills of other members. ✓
- Perform team tasks with integrity meeting team deadlines with necessary commitment to team goals. ✓
- Shows loyalty ,respect and trust towards team members despite differences. ✓
- Shows respect for the knowledge/skills of other members. ✓
- Perform team tasks with integrity/pursuing responsibility/meeting team deadlines with necessary commitment to team goals. ✓

SUB-MAX 3

Communication ✓✓

- A clear set of processes and procedures for teamwork ensures that every team member understands their role. ✓
- Efficient communication between team members may result in quick decisions. ✓
- Quality feedback from team members will improve the morale of the team. ✓
- Open discussions between team members will lead to effective problem solving. ✓
- Continuous review of team progress ensures that team members can correct/minimise mistakes and can act pro-actively to ensure that goals are achieved. ✓ SUB-MAX 3
-

Co-operation/Collaboration ✓✓

- Clearly defined and realistic goals will ensure all team members know exactly what is expected of them. ✓
- All team members should actively participate in the decision-making process. ✓
- Show a willingness to cooperate as a unit to achieve team objectives. ✓
- Co-operate with management to achieve team/business objectives. ✓
- Agree on how to get a task done effectively and without wasting time on conflict resolution. ✓
- A balanced composition of skills, knowledge, experience and expertise ensures that teams achieve their objectives. ✓ SUB-MAX 3

Mutual respect, support, and trust ✓✓

- Team members must not fear being laughed at or rejected for expressing concerns. This will encourage participation. ✓
- Team members should consult with all group members. ✓
- Team members should learn from one another. ✓
- Team members must support and trust one another to be an effective team. ✓
- Reliability, doing what you say you will and taking risks with others help to build mutual trust ✓ SUB-MAX 3

MAX 12

6.3 EVALUATE THE BENEFITS OF TEAMWORK

- The members of the team learn from each other and grow. ✓✓
- The team achieve more than the individual. ✓✓
- Good teamwork helps business to achieve its objectives. ✓✓
- Gives employees more control over their jobs. ✓✓
- The performance of all team members improves ✓ because they support each other's skills. ✓
- Teamwork encourages workers to increase their range of skills ✓ to increase productivity. ✓
- Teamwork improves effective communication. ✓✓
- Teamwork can create strong relationships among employees, ✓ which in turn leads to better communication within a team. ✓
- Teamwork promotes healthy risk-taking ✓✓/Working as a team allows team members to take more risks, ✓ because they have the support of the team in case of failure. ✓
- Teamwork promotes a wider sense of ownership ✓ when working together to achieve business objectives ✓
- The team members feel connected to the company ✓ which builds loyalty towards the company and individual job satisfaction. ✓
- Teamwork promotes creativity and learning: ✓ creativity thrives when people work together as a team. ✓
- Teamwork creates synergy ✓ to maximise energy levels of employees ✓

MAX 10

6.4 APPLY BRAINSTORMING AS A TECHNIQUE TO HELP THE TEAM WITH CREATIVE THINKING

- The problem must be defined clearly ✓✓
- People in the group suggest ideas ✓ and solutions at random. ✓
- All ideas must be written ✓ on a flip a chart ✓
- The facilitator must encourage everyone to participate ✓ and ensure that no-one criticizes any suggestions. ✓
- When the time is up/no one has any more ideas, ✓ the sheets with suggestions are hung around the room. ✓
- Similar ideas are grouped ✓ together using coloured pens ✓
- The group evaluates the ideas and rates ✓ them according to how successful they think each idea will be. ✓
- A plan of action is discussed ✓ to put the best ideas into practice. ✓

MAX 10
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6.5 SUGGEST WAYS THE BUSINESS CAN USE TO CREATE AN ENVIRONMENT FOR TEAMS TO WORK AFFECTIVELY.

- Ensure the team clearly understands the business objectives. ✓✓
- Set ground rules for the team. ✓✓
- Establish team values and goals ✓✓
- Consider each employee's ideas as valuable. ✓✓
- Be clear and specific ✓ when communicating to prevent confusion. ✓
- Encourage listening ✓ and brainstorming. ✓
- Encourage trust, respect, and cooperation ✓ among members of the team. ✓
- Encourage team members to share information ✓ and resources effectively. ✓
- Delegate ✓ problem-solving tasks to the team. ✓
- Establish a method for arriving at a consensus ✓ to prevent conflict. ✓
- Be aware of employees' ✓ unspoken feelings. ✓

MAX 10

6.6 CONCLUSION

- The facilitator must encourage everyone to participate and ensure that no-one criticizes any suggestions. ✓✓
- Give employees the same respect regardless of their positions ✓✓
- Consider any other relevant fact for the conclusion.

MAX 2

BREAKDOWN OF MARKS

DETAILS	MAXIMUM	TOTAL
Introduction	2	32
Criteria of teamwork	12	
Benefit of teamwork	12	
Brainstorming	10	
Effective teamwork	10	
Conclusion	2	
INSIGHT Layout	2	8
Analysis	2	
Synthesis	2	
Originality	2	
TOTAL MARKS		40

*REFER TO NOTE OF MARKERS FOR LASO

TOTAL SECTION C: 40
GRAND TOTAL: 150