

Marking Schemes

2020

This document was prepared for markers' reference. It should not be regarded as a set of model answers. Candidates and teachers who were not involved in the marking process are advised to interpret its content with care.

General Notes on Marking

1. Teachers are strongly advised to conduct their own internal standardisation procedures using the marking scheme before the actual marking begins. After standardisation, teachers should adhere to the marking scheme to ensure a uniform standard of marking within the school.
2. The marking scheme may not exhaust all possible answers for each question. Teachers should exercise their professional discretion and judgment in accepting alternative answers that are not in the marking scheme, but are correct and well-reasoned.
3. In questions asking for a specified number of reasons or examples etc., and a student gives more than the required number, the extra answers should not be marked. For instance, in a question asking students to provide two examples, and a student gives three, only the first two should be marked.
4. The general guidelines for answers which are awarded 0 to 3 marks each are as follows:

0 marks	:	irrelevant or ambiguous answer
1 mark	:	relevant phrases containing key words that answer the question
2 / 3 marks	:	a relevant point or answer with a brief explanation of the concept/key words and/or illustration of how it is related to the given scenario

PAPER 1

SECTION A

Question No.	Key	Question No.	Key
1.	C (63%)	16.	A (72%)
2.	D (58%)	17.	D (60%)
3.	B (77%)	18.	B (39%)
4.	A (57%)	19.	A (43%)
5.	C (64%)	20.	D (93%)
6.	A (32%)	21.	B (74%)
7.	D (25%)	22.	D (66%)
8.	C (51%)	23.	C (34%)
9.	B (69%)	24.	D (75%)
10.	C (63%)	25.	B (56%)
11.	C (57%)	26.	A (74%)
12.	B (57%)	27.	B (62%)
13.	B (62%)	28.	D (19%)
14.	A (87%)	29.	A (59%)
15.	D (48%)	30.	C (89%)

Note: Figures in brackets indicate the percentages of candidates choosing the correct answers.

SECTION B PART 1

Marks

QUESTION 1

2

(a) Contributions:

1

- provide innovative products and services
 - provide specialised products and services to cater for customers' needs
 - provide support and services to large enterprises
- (1 mark for each relevant contribution, max. 2 marks)

(b) (i) Management by objectives

4

(ii) Advantages:

4

- subordinates have a better understanding of the objectives
 - subordinates are motivated and more committed
 - monitoring and control of work progress are more effective
- (2 marks for each relevant advantage, max. 4 marks)

7 marks

Marks

QUESTION 2

2

(a) The bank will assess the firm's ability to repay a loan by reviewing the liquidity of the firm.

1

(b) - Consistency

2

- Chan's firm **should not** change the valuation method as the accounting treatment of items within each accounting period and from one period to another should be the same, unless a change in accounting treatment is necessary or will give a more accurate view of a business

5 marks

Marks

QUESTION 3

(a) Bank overdraft:

1

- a kind of short-term loan
- the amount withdrawn from bank account is higher than the account balance

1

(b) Reasons:

4

- readily available: no need to apply every time
 - flexible repayment arrangements: payment can be made according to his financial position
 - no interest charge if the amount is repaid before the payment due date
- (2 marks for each relevant reason, max. 4 marks)

(c) Financial needs:

2

- savings for marriage
- savings for education / training
- mortgage loan repayment

(1 mark for each relevant financial need, max. 2 marks)

8 marks

PART 2**QUESTION 4****Marks****(A)**

(a) Social factors:

- population size / structure

2

(2 marks for each relevant social factor with explanation, max. 2 marks)

Physical factors:

- climate, infrastructure

2

(2 marks for each relevant physical factor with explanation, max. 2 marks)

(4)

(B)

(b) (i)

		Capital				
		2020	\$	2020	\$	
0.5	March 31	Balance c/d	<u>10 000</u>	March 1	Bank	<u>10 000</u>

0.5
(1)

(ii)

Wendy			0.5
Trial Balance as at 31 March 2020			
	Dr	Cr	0.5
	\$	\$	
Bank		200	0.5
Equipment	3 000		0.5
Rent	4 000		0.5
Sales		8 000	0.5
Purchases	6 700		0.5
Trade receivables	4 500		0.5
Capital		10 000	0.5
	<u>18 200</u>	<u>18 200</u>	0.5

10 marks

QUESTION 5**Marks**

- (A)**
- (a) Joint venture 1
 - (b) Advantages:
 - more funds and resources can be contributed by joint venturers
 - risk and liabilities can be shared among joint venturers
 - more expertise and technology can be pooled
 (2 marks for each relevant advantage, max. 2 marks) 2
 - (c) Difference:
 - a partnership operation has no definite time limit while a joint venture is project-based and will be terminated when the project is completed
 (2 marks for each relevant difference, max. 2 marks) 2
- (5)

(B)

(d)

Lucy

Income statement for the year ended 31 December 2019

	\$	\$	
Sales	790 000	0.5	
Less: Returns inwards	4 000	0.5	
	<u>786 000</u>		
<u>Less: Cost of goods sold</u>			
Opening inventory	10 000	0.5	
Add: Purchases	400 000	0.5	
Add: Carriage inwards	<u>8 000</u>	0.5	
	<u>418 000</u>		
Less: Returns outwards	4 500	0.5	
Gross profit	<u>413 500</u>	0.5	
	<u>372 500</u>		
<u>Less: Expenses</u>			
Carriage outwards	32 000	0.5	
Discounts allowed	9 000	0.5	
Other operating expenses	<u>87 500</u>	0.5	
Net profit	<u>244 000</u>	0.5	
	<u>(5)</u>		

10 marks**END OF PAPER 1**

Paper 2A
Accounting Module

SECTION A

QUESTION 1

Marks

	Transaction	Book of original entry	Account to be debited	Account to be credited	
e.g.	Sold toys on credit	Sales Journal	Trade receivables	Sales	
i)	Purchased toys in cash	(1) Cash Book	(2) Purchases	Cash	1
i)	Returned office equipment to a credit supplier	(3) General Journal	Accounts payables	(4) Office equipment	1
i)	Received a bill, to be settled in next financial year, for stationery purchased	(5) General Journal	(6) Stationery expenses	(7) Accrued stationery expenses	1.5
)	Issued a debit note for toys returned	(8) Returns Outwards Journal	(9) Trade payables	(10) Returns outwards	1.5
	Paid rent for owner's personal apartment by cheque	(11) Cash Book	(12) Drawings	Bank	1

(0.5 mark for each item)

6 mark

QUESTION 2

(a)

Kam Kee Manufacturing Company
Statement to calculate the cost to be capitalised for the equipment

	\$
Purchase cost ($\$500\ 000 \times 80\%$)	400 000
Installation cost	5 000
Testing fee after installation	2 000
Cost of the equipment to be capitalised	<u>407 000</u>

(b)(i)

Accumulated depreciation — machine

	\$		\$
0.5 Disposal — machine	153 540	Balance b/d (W1)	115 155
		Depreciation expense (W2)	<u>38 385</u>
	153 540		<u>153 540</u>

(ii)

Disposal — machine

	\$		\$
0.5 Machine	432 000	Accumulated depreciation — machine	153 540
		Insurance compensation receivable (W3)	194 922
	432 000	Loss on disposal	<u>83 538</u>
	432 000		<u>432 000</u>

W1: Depreciation for 2018 = $(\$432\ 000 - \$5\ 500) \times 2\ 700/10\ 000$ = \$115 155

W2: Depreciation for 2019 = $(\$432\ 000 - \$5\ 500) \times 900/10\ 000$ = \$38 385

W3: Insurance compensation receivable = $(\$432\ 000 - \$153\ 540) \times 0.7$ = \$194 922

QUESTION 3

	Marks
(a) Number of units remaining unsold = $(500 + 1000) - (350 + 400) = 750$ units Unit average cost of closing inventory: $= [(500 \times \$35) + \$32\,000] / 1\,500 = \$33/\text{unit}$	0.5
Value of closing inventory as at 29 February 2020: $= (650 \times \$33) + (100 \times \$30) \text{ or } (750 \times \$33) - (100 \times \$3) = \$24\,450$	1
	1.5
	(3)
(b)	
Andy Company Income statement for the month ended 29 February 2020 (extract)	
Sales $[(350 \text{ units} \times \$45) + (400 \text{ units} \times \$39)]$	\$ 31 350
Less: Cost of goods sold	0.5
Opening inventory	17 500
Add: Purchases	32 000
	0.5
Less: Closing inventory	49 500
Gross profit	<u>24 450 25 050</u> <u> 6 300</u>
	0.5
	(2)
(c) No, as the inventory should be valued at the lower of cost and net realisable value.	(1)
	6 marks

QUESTION 4

	Marks
(a) Variable component of electricity expenses = $(\$9\,800 - \$2\,600)/(12\,000 - 3\,000) \text{ units} = \$0.8/\text{unit}$	1
Fixed component of electricity expenses = $\$9\,800 - (\$0.8 \times 12\,000 \text{ units}) \text{ or } \$2\,600 - (\$0.8 \times 3\,000 \text{ units})$ = \$200	1 (2)
(b) Contribution margin per unit (Quarter 1): $\$9 - (\$3\,600 + 3\,000) - (\$6\,000 + 3\,000) - \$0.8 = \$5/\text{unit}$	(2)
(c) Break-even point in quantity (Quarter 1): $(\$3\,000 + \$7\,000 + \$200)/\$5 = 2\,040 \text{ units}$	(2)
	6 marks

SECTION B**QUESTION 5**

(a)

Statement to calculate the shareholders' funds as at 31 December 2019

	\$	\$
Ordinary share capital		900 000
Preference share capital		200 000
		<u>1 100 000</u>
General reserve		100 000
		<u>1 200 000</u>
Retained profits as at 1 January 2019	210 000	
Add: Net profit after tax	80 200	
	<u>290 200</u>	
Less: Dividend for 2019 (\$13 500 + \$8 000)	21 500	
Retained profit as at 31 December 2019		268 700
Shareholders' funds as at 31 December 2019		<u>1 468 700</u>

(b) (i) gearing ratio:

$$\begin{aligned}
 &= (\text{Non-current liabilities} + \text{Preference share capital}) / (\text{Non-current liabilities} + \text{Shareholders' funds}) \times 100 \\
 &= \frac{(\$280 000 + \$200 000)}{(\$280 000 + \$1 468 700)} \times 100\% \\
 &= 27.45\%
 \end{aligned}$$

(ii) earnings per share:

$$\begin{aligned}
 &= (\text{Net profit after tax} - \text{Preference dividend}) / \text{Number of ordinary shares issued} \\
 &= \frac{(\$80 200 - \$8 000)}{45 000} \\
 &= \$1.60
 \end{aligned}$$

(iii) dividend cover for ordinary shares:

$$\begin{aligned}
 &= (\text{Net profit after tax} - \text{Preference dividend}) / \text{Ordinary dividend} \\
 &= \frac{(\$80 200 - \$8 000)}{\$13 500} \\
 &= 5.35 \text{ times}
 \end{aligned}$$

(c) Financing method:

- issue of ordinary shares

Explanation:

- this will lower the gearing ratio and the solvency of the company will be enhanced
- as there is no need to repay the issued ordinary share capital, the solvency of the company will not deteriorate

(1 mark for relevant explanation, max. 1 mark)

12 m

QUESTION 6

Marks

(a)

Realisation					
2020	\$	2020	\$	\$	
Jan 1		Jan 1			
0.5 Furniture	468 000	Bank: furniture ($\$468\ 000 \times 70\%$)	327 600	0.5	
0.5 Office equipment	180 000	Bank: inventory	10 000	0.5	
0.5 Inventory	53 500	Loan from Tim	31 000	0.5	
0.5 Trade receivables	36 500	Capital - Sum	30 500	0.5	
0.5 Bank : scrap charge	23 400	Trade payables: discounts received	1 060	0.5	
0.5 Bank : realisation expenses	6 800	($\$53\ 000 \times 40\% \times 5\%$)			
		Loss on realisation:			
		Capital - Yip (1/6)	61 340		
		Capital - Tim (2/6)	122 680		
		Capital - Sum (3/6)	184 020	368 040	0.5
				768 200	
					(6)

(b)

Capital					
2020	Yip	Tim	Sum		
Jan 1	\$	\$	\$		
0.5 Current account	34 300				
0.5 Realisation			30 500		
0.5 Realisation	61 340	122 680	184 020		
1 Capital - Yip		7 820	7 820		
1 Bank		107 200	106 260		
	95 640	237 700	328 600		
				95 640	237 700 328 600

11 marks

Reference:

Bank		
2020	\$	2020
Jan 1		42 000
Realisation: furniture	327 600	23 400
Realisation: inventory	10 000	51 940
		6 800
		107 200
		106 260
		337 600

QUESTION 7

(a)(i) Predetermined fixed manufacturing overheads absorbed per unit: \$150 000/10 000 hours x 10 hours
 $= \$150/\text{unit}$

(ii) Selling price per unit: $(\$474 - \$150)/(1 - 0.4) = \$540$

(iii) Selling expenses per unit: $(\$474 - \$150) \times 10\% = \$32.4$

Marks

1

1

1

(3)

Lucky Company		
Income statement for the quarter ended 31 March 2020		
	\$	\$
Sales (700 units x \$540)		378 000
<u>Less: Cost of goods sold</u>	441 600	
Production cost [1 000 units x (\$474 - \$32.4)]	(132 480)	
<u>Less: Closing inventory [300 units x (\$474 - \$32.4)]</u>	309 120	
Add: Under-absorbed fixed manufacturing overheads	8 000	
Gross profit		(317 120)
		60 880
<u>Less: Selling expenses (700 units x \$32.4)</u>		(22 680)
Net profit		38 200

0.5

1

0.5

1

0.5

1

0.5

1

(5)

- (c)
- under marginal costing system, fixed manufacturing overheads are expensed in full as a period cost
 - net profit would be lowered
 - by \$45 000 [(1 000 - 700) units x \$150]

1

1

1

(3)

- (d) Matching concept: links revenue with its related expenses and costs

1

- under absorption costing system, both fixed and variable production costs are included in the cost of goods sold, which allows the matching of revenues with the total production costs when the goods are sold

1

(2)

13 mark

SECTION C
QUESTION 8

(A)

(a)

Mr Lau

Marks

Income statement for the year ended 31 December 2019		
	\$	\$
Sales (\$994 500 + \$185 550) (W1)		1 180 050
Less: Returns inwards		24 000
		<u>1 156 050</u>
<u>Less: Cost of goods sold</u>		
Opening inventory	40 000	0.5
Add: Purchases (W2)	858 800	1
Less: Returns outwards	<u>16 500</u>	0.5
	882 300	
	65 000	0.5
Less: Closing inventory	<u>817 300</u>	
	46 600	
<u>Less: Inventory loss (Balancing figure)</u>		<u>770 700</u>
Gross profit (\$1 156 050 x 50% ÷ 150%)		385 350
Add: Bad debts/Reduction in bad debts (\$2 000 – \$1 790) (W3)	210	0.5
	<u>385 560</u>	
<u>Less: Expenses</u>		
Operating expenses (\$150 000 – \$3 000)	147 000	0.5
Administrative expenses (\$160 000 + \$21 500 – \$4 300 – \$7 200)	170 000	1
Inventory loss [\$46 600 x (1 – 75%)]	11 650	1
Loss on disposal of equipment (\$25 000 – \$16 425 – \$2 100)	6 475	1
Depreciation expenses – Equipment	<u>228 165</u>	<u>563 290</u>
[(\\$1 250 000 – \\$517 075 – \\$8 575 + \\$36 200) x 30%]		<u>(177 730)</u>
Net loss		(10)

QUESTION 8 (20%)

(a)	Mr Lau Statement of financial position as at 31 December 2019	Mark /
	\$	\$
		0.5
	Non-current assets	
	Equipment (\$1 250 000 - \$25 000 + \$36 200)	1 261 200
	Less: Accumulated depreciation (\$517 075 - \$16 425 + \$228 165)	<u>728 815</u>
		0.5
		0.5
	Current assets	
	Inventory	65 000
	Prepaid expenses (\$3 000 + \$7 200)	10 200
	Trade receivables, net (\$179 000 - \$1 790)	177 210
	Insurance compensation receivable (\$46 600 x 75%)	34 950
	Bank (W4)	107 500
	Cash	<u>8 050</u>
		0.5
		0.5
	Less: Current liabilities	
	Trade payables	120 000
	Accounts payables (\$36 200 - \$2 100)	<u>34 100</u>
		0.5
		0.5
	Financed by	
	Capital, balance as at 1 January 2019 (WS)	1 000 925
	Less: Net loss	<u>177 730</u>
		1
		0.5
	Less: Drawings	
		823 195
		42 000
		<u>781 195</u>
		0.5
		0.5
		(3)

(B) Transactions:

- capital injection in cash
- obtaining of a bank loan
- receipts from trade receivables

(1 mark for each relevant transaction, max. 2 marks)

20 marks

Workings:

		Trade receivables
W1:	2019	\$
	Balance b/d	158 500
	Sales: credit sales (Balancing figure)	<u>994 500</u>
		<u>1 153 000</u>
		2019
	Bank	\$ 950 000
	Returns inwards	24 000
	Balance c/d	<u>179 000</u>
		<u>1 153 000</u>

		Cash
W2:	2019	\$
	Balance b/d	6 000
	Sales: cash sales (Balancing figure)	<u>185 550</u>
		<u>191 550</u>
		2019
	Bank	\$ 120 000
	Drawings (\$3 500 x 12)	42 000
	Administrative expenses	21 500
	Balance c/d	<u>8 050</u>
		<u>191 550</u>

		Trade payables
W2:	2019	\$
	Bank	840 000
	Returns outwards	16 500
	Balance c/d	<u>120 000</u>
		<u>976 500</u>
		2019
	Balance b/d	117 700
	Purchases (balancing figure)	<u>858 800</u>
		<u>976 500</u>

		Allowance for doubtful accounts
W3:	2019	\$
	Bad debts	210
	Balance c/d	<u>1 790</u>
		<u>2 000</u>
		2019
	Balance b/d	2 000
		<u>2 000</u>

		Bank
W4:	2019	\$
	Balance b/d	187 500
	Cash	120 000
	Trade receivables	950 000
		<u>1 257 500</u>
		2019
	Operating expenses	150 000
	Administrative expenses	160 000
	Trade payables	840 000
	Balance c/d (Balancing figure)	<u>107 500</u>
		<u>1 257 500</u>

		Statement of affairs as at 1 January 2019
W5:		\$
	Equipment, net (\$1 250 000 - \$517 075)	732 925
	Inventory	40 000
	Trade receivables, net (\$158 500 - \$2 000)	156 500
	Bank	187 500
	Cash	<u>6 000</u>
		<u>1 122 925</u>
	Trade payables	117 700
	Accrued administrative expenses	<u>4 300</u>
		<u>122 000</u>
	Capital	<u>1 000 925</u>

QUESTION 9

(A)(a) Statement to calculate the bank account balance before updating as at 31 December 2019			M4
	\$	\$	
		259 465	
Bank statement balance	47 900	0,	
Add: (2) Uncredited cheques	56 970	0,	
(3) Bookkeeper's error on recording dishonoured cheque	1 795	1	
(4) Interest expense		366 130	0.
	23 615		
Less: (1) Stale cheque (#418226)	71 620		1
(1) Unpresented cheque (#471218)	9 600	0,	
(1) Post-dated cheque (#473006)		104 835	1
Bank account balance		261 295	1
		(6)	

The Journal		
	Dr.	Cr.
	\$	\$
	3 480	
(ii) Sales		3 480
Suspense		0.5
		1
(iii) Suspense	1 220	
>Returns outwards		835
>Returns inwards		385
		0.5
(iv) Accumulated depreciation – Equipment	15 000	
Depreciation expenses – Equipment		15 000
		1
(v) Purchases (\$45 000 x 60%)	27 000	
Trade payables		27 000
		1
Trade receivables	36 000	
Sales [$\$27 000 \div (1 - 25\%)$]		36 000
		0.5
(vi) Bad debts	6 255	
Allowance for doubtful accounts		6 255
$[(\$90 000 + \$36 000) \times 1\% + (\$29 800 \times 3\%) + (\$10 000 + \$56 970) \times 10\% - (\$129 800 \times 2\%)]$		2
$(\$1 260 + \$894 + \$6 697 - \$2 596)$		(11)
(B) (c) Total cost of purchase:		
$(400 \text{ kg} \times \$50) + (100 \text{ kg} \times \$45) = \$24 500$		1
(d)(i) Total relevant cost:		
$(400 \text{ kg} \times \$50) + (100 \text{ kg} \times \$20) = \$22 000$		1
(d)(ii) Total material cost:		
$(400 \text{ kg} \times \$50) + (100 \text{ kg} \times \$44) = \$24 400$		1
		(3)

20 mark

End of Paper 2A

Paper 2B
Business Management Module

SECTION A

QUESTION 1

	Marks
Bases of market segmentation:	6
- demographic: e.g. age, income, family life cycle	
- psychographic: e.g. social class, lifestyle, personality	
- behavioural: e.g. benefits sought, occasions, frequency of visits	
(2 marks for each relevant basis, max. 6 marks)	<u>6 marks</u>

QUESTION 2

	Marks
(a) Gearing ratio measures:	2
- the proportion of long-term borrowed funds to total equity of a business	
- the ability of a business to meet long-term liabilities	
(b) Advantages:	4
- lower risk and financial burden: no repayment schedule and regular interest payment,	
dividend varies	
- greater flexibility and control of the usage of funds	
- collateral is not required	
(2 marks for each relevant advantage, max. 4 marks)	<u>6 marks</u>

QUESTION 3

	Marks
Step 1: set the performance standards (e.g. quantity of sportswear sold, number of complaints) and communicate with the salespersons	6
Step 2: measure actual performance of the salespersons and compare with the performance standards	
Step 3: conduct appraisal interviews to provide feedback on appraisal results	<u>6 marks</u>

QUESTION 4

(a)(i) Payback period:	2
[2 + $\frac{90\ 000}{150\ 000}$] = 2.6 years	
(ii) Methods:	2
- net present value method: to calculate the present value of future cash flows net of initial outlays	
- internal rate of return method: to ascertain a discount rate at which the net present value of the project is zero	
(2 mark for each relevant method, max. 2 marks)	<u>2</u>
(b) Market positioning:	2
- the company creates an image for its product and projects the image to its target customers' minds	<u>6 marks</u>

SECTION B

QUESTION 5

- | | |
|---|------------|
| <p>(a) Risk management strategies:</p> <ul style="list-style-type: none">- risk avoidance: e.g. avoid setting up branches in those areas with intense competition- risk reduction: e.g. collect information on customers' preferences for better formulation of marketing strategies- risk assumption: e.g. set up a reserve to cover operating losses <p>(2 marks for each relevant strategy, max. 4 marks)</p> | Marks
4 |
| <p>(b) Psychological factors:</p> <ul style="list-style-type: none">- perception: how customers process the stimuli, e.g. smell and taste of coffee- learning: changes in behavior through experience, e.g. preference for coffee if customers have had good experiences with coffee- belief and attitude: e.g. feelings towards the brand of the café, belief that caffeine is harmful to health- personality and self-concept: choose drinks which can reflect their personality, e.g. sociable, professional, etc.- motivation: choose drinks to satisfy needs, e.g. when taking a break <p>(2 marks for each relevant factor, max. 4 marks)</p> | 4 |
| <p>(c) Ways:</p> <ul style="list-style-type: none">- set up a customer relationship management system for formulating personalised marketing tactics- launch membership scheme: members can enjoy privileges, e.g. discounts, point system for gifts- provide add-on services: e.g. free wifi <p>(2 marks for each relevant way, max. 4 marks)</p> | 4 |
| <p>(d) Factors:</p> <ul style="list-style-type: none">- lead time: the longer the lead time, the higher the re-order level- safety stock: the higher the level of safety stock, the higher the re-order level <p>(2 marks for each relevant factor, max. 2 marks)</p> | 2 |
| <p>(e) Internal communication programmes:</p> <ul style="list-style-type: none">- mentorship programmes- induction programmes/orientation programme- social gatherings <p>(2 marks for each relevant programme, max. 4 marks)</p> | 4 |

18 marks

QUESTION 6

(a) Trade payables turnover:
 $\frac{\$18\,346\,500}{\$1\,089\,400} = 16.84 \text{ times}$

Marks

2

- (b) **Ways:**
- Trade payables: delay payments to trade creditors
 - Trade receivables: tighten credit policy, e.g. shortening credit period, offering discounts to encourage early repayment
 - Cash and bank: match the timing and amount of cash inflows and outflows, obtain short-term loans, encourage cash sales
 - Inventory: use marketing tactics to speed up sales/improve inventory control
- (2 marks for each relevant way, max. 6 marks)
- (c) **Data collection methods:**
- qualitative research: e.g. interviews, focus group interviews
 - survey research: e.g. questionnaires
 - observational research: e.g. mystery shoppers, on-site observation
- (2 marks for each relevant method, max. 4 marks)
- (d)(i) **Reasons:**
- more systematic to teach concepts, principles and theories
 - minimises disruption to normal working environment
 - less stressful learning environment enhances learning effectiveness
- (2 marks for each relevant reason, max. 4 marks)
- (ii) **Off-the-job training methods:**
- lecturing/classroom training: e.g. to introduce product knowledge
 - programmed learning: e.g. self-learning via online platforms, books or videos
 - role play: e.g. enhancing communication skills to deal with customers' complaints
 - case study: e.g. using cases to illustrate the handling methods of different scenarios in the workplace
- (2 marks for each relevant method, max. 2 marks)

18 marks

SECTION C**QUESTION 7**

(a) Maturity stage:

Marketing mix strategy	
Product	<ul style="list-style-type: none"> - add new products features/modify the products - diversify brand and models
Price	<ul style="list-style-type: none"> - set competitive pricing - offer discounts with old products
Place	<ul style="list-style-type: none"> - build more intensive distribution network - expand the market reach
Promotion	<ul style="list-style-type: none"> - stress brand differences/unique features - increase advertising and sales promotion

(3 marks for each relevant element of marketing mix, max. 10 marks)

(b)

Variance	Way
Unfavourable material variance	<p>the actual price of material is higher than budgeted</p> <ul style="list-style-type: none"> - source cheaper materials - buy materials in larger quantities to obtain a higher trade discount <p>the actual usage of material is higher than budgeted</p> <ul style="list-style-type: none"> - provide more training to reduce wastage - apply appropriate control standards
Unfavourable labour variance	<p>the actual wage rate is higher than budgeted</p> <ul style="list-style-type: none"> - better planning on the production schedule to ensure sufficient labour supply - outsource part of the production to other regions with lower wage rates <p>the actual labour efficiency is lower than budgeted</p> <ul style="list-style-type: none"> - provide more training to enhance workers' efficiency - automation

(3 marks for each relevant way, max. 5 marks for each variance)

Marks
10

10

20 mark

QUESTION 8

Maslow's Hierarchy of Needs Theory:

(a)	Level of needs	Way	Marks
Physiological needs	offer reasonable salary and sufficient rest time	10	
Safety needs	offer safe working environment/longer term employment contract		
Social needs	organise social activities to enhance communication among colleagues		
Esteem/ego needs	show appreciation, recognition and respect		
Self-actualisation needs	provide challenging jobs, career advancement and self-development opportunities		

(2 marks for each relevant way for each level, max. 10 marks)

(b) Ways:

- intangibility: e.g. using tangible clues and physical evidence to enhance visibility of service standards, such as maintaining stylists' fashionable look, showing photos with attractive hair styles
- heterogeneity: e.g. using standardised procedures for serving customers to maintain service consistency
- perishability: e.g. hiring part-time stylists during peak hours; establishing a reservation system
- inseparability: e.g. providing training to hair stylists to improve their service quality and manners

(3 marks for each characteristic with relevant explanation, max. 10 marks)

20 marks