higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

MARKING GUIDELINE

NATIONAL CERTIFICATE (VOCATIONAL)

NEW VENTURE CREATION
NQF LEVEL 4

17 NOVEMBER 2022

This marking guideline consists of 8 pages.

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SECTION A

QUESTION 1

1.1	1.1.1	True		
	1.1.2	True		
	1.1.3	False – other revenue		
	1.1.4	False – COIDA		
	1.1.5	True		
	1.1.6	False – debt financing		
	1.1.7	True		
	1.1.8	True		
	1.1.9	True		
	1.1.10	True		
			(10 × 1)	(10)
1.2	1.2.1	asset		
	1.2.2	Owners' Equity		
	1.2.3	variable		
	1.2.4	employment equity		
	1.2.5	interest		
	1.2.6	overdraft		
	1.2.7	Public		
	1.2.8	South African Revenue Services		
	1.2.9	competitive market		
	1.2.10	Price variation		
			(10 × 1)	(10)
				[20]

TOTAL SECTION A: 20

SECTION B

QUESTION 2

2.1 Contracts with:

- Employees✓✓
- Zlito app developers✓✓
- Companies/ organisations where Zlito users do voluntary work ✓✓
- Companies/ organisations that offers Zlito users vouchers
- Retail stores that accept Zlito vouchers
- Countries where Zlito operates in
- Companies that enable the Zlto app to be downloaded
- Nano (10-minutes) courses service providers
- Zlto advertisers/ promoters

(Any 3 × 2) (6)

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2.2 Strengths

- educate people to help themselves become employable✓✓
- assist people in obtaining experience in various trades to become more employable

Weaknesses

- earn 'Zlto points' only not actual money✓✓
- need to register on the app

Opportunities

- data free app✓✓
- app offered in many countries

Threats

- system with people's personal information may be hacked or compromised✓✓
- electricity/power outage
- not everyone has a smartphone

(Or any other suitable answer under each of the headings) (Any 4 × 2) (8)

2.3

- Needs to be in a safe area as will have expensive computer equipment needed to run the app.✓✓
- Needs to have electricity and internet connection.✓✓
- Needs to have good cell phone network coverage.✓✓
- A location where many people can be helped. ✓✓ (Any 4 × 2) (8)

2.4

- People need to know about the app to download it.✓✓
- Networking will help meet people who may be able to assist the unemployed by offering employment opportunities.✓✓
- Getting more businesses involved in the app, so there is a wider variety of items people can purchase, using 'Zlto points'.✓✓
- Getting more people involved where volunteers can help to earn 'Zlto points'. (Any 3 × 2) (6)

[28]

QUESTION 3

3.1

EXPENSES	Amount for the month of April
Rent	R800 ✓✓
Phone	R200 ✓
Electricity and water	R350 ✓
Public transport	R400 ✓✓
Personal Loan	R100 ✓
Store accounts	R60 ✓
Groceries	R1350 ✓✓
Medical	R90 ✓
Clothes	R200 ✓
Child maintenance	R300 ✓
Other	R150 ✓
Total monthly expenses	R4000 ✓✓

(16)

3.2
- It shows the state of the cash flow✓✓
- It determines if the ratio between the assets and liabilities is acceptable✓✓
- It shows the worth of the company✓✓
- It can guide the owners with strategic objectives✓✓ (4 × 2) (8)

3.3
- Full names (as per ID document) – employee's name in the contract of employment✓✓
- Surname – employee's surname in the contract of employment✓✓
- Id number✓✓
- Age✓✓
- Gender✓✓
- Cell number or contact number✓✓
- Home address✓✓
- Highest qualifications
- Subjects passed on highest qualifications
- Hobbies
- Interests
- Type of work interested in
- Hours available per week
- Days in the week available
- Times of the day available
- Previous employment history
- Type of work sought
- Experience in work sought (Any 7 × 2) (14)

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3.4
- Stable – is the assets value stable and constant✓✓
- Legal – does the asset legally belong to the person offering it as collateral✓✓
- Demand – is there a demand for the product/service on the market (can it be easily sold to get the money)✓✓
- Depreciation – will the asset depreciate quickly in value e.g., Stock market shares✓✓

Need to give an explanation as well for the marks (not just the word) (4 × 2) (8)
[46]

QUESTION 4

4.1 Work Environment✓
- Employers must expect that some employees will follow the written code of conduct because they are conscientious about their jobs while others may test the limits. ✓
- If the employer consistently applies the code of conduct in case of violation of the code, he/she can gain the respect of the employees. They will also know that they will be treated the same way in the future if they violate the code.

Values and Beliefs✓
- Creating a code of conduct is a good team-building activity to invite employees to join.✓
- Get employees to discuss what's important about working in your business and what guidelines you can write for now and for the future to ensure that these behavioural concepts will endure.

Decision-Making✓
- To maximize the impact of the code of conduct on your employees' culture, you need to lead by setting a good example to the workforce every day.✓

Accountability✓
- People will look forward to working in an organization in which they can trust others and expect them to follow guidelines.✓
- You must hold employees accountable and reward them for acting appropriately and staying loyal to your company.
- If you consistently hire people who follow the code, it's possible to increase your firm's reputation and set the stage for higher profitability and growth. (8)

4.2
- Marketing statements must be truthful and transparent.✓✓
- Statements must meet standards laid down by its code of practice.✓✓
- False advertising can be reported to the Advertising Standards Authority (ASA).✓✓
- Consumers are entitled to ethical, non-polluting, safe products and services, fair pricing, and advertising that does not mislead consumers.✓✓
- The business must behave ethically to the public and community at large.
- It is unethical to spread rumours about competitors or steal and use their trade secrets.
- Higher sales from satisfied customers.
- It is unethical to cut your prices to force weaker competitors out of the market. (Any 4 × 2) (8)

4.3
- is it legal? (are any criminal or civil laws being violated)✓✓
  - not to steal property or time
- how will I feel about myself (moral stance)✓✓
  - how would I feel if someone did the same thing to me?
- Honesty and obedience to the law and✓✓
- maintain confidentiality – about your customer✓✓ (4 × 2) (8)

4.4
- steal vouchers from the business✓✓
- made copies of client's personal information and use it fraudulently✓✓
- made copies of client's personal information and sell it✓✓
- discuss client's information outside of the office (Any 3 × 2) (6)

[30]

QUESTION 5

5.1
- help young unemployed people in South Africa achieve Zlto points by completing small jobs in the community✓✓
- help young unemployed people gaining work experience. ✓✓
- It allows the unemployed to volunteer, and collect 'Zlto points'✓✓
- users can exchange 'Zlto points' for vouchers to buy food, electricity, airtime and clothing at any retail store. ✓✓
- Some of the volunteer jobs on offer include spending time at libraries, assisting a mechanic, helping out at hospitals, cutting people's grass or going to the shop for someone.

(Any 4 × 2) (8)

5.2
- Litigation✓✓
- Fines or financial penalties✓✓
- Payments to compensate for damages✓✓
- Voiding of contracts✓✓
- Damaged reputation
- Reduction in the value of the business
- Limited business opportunities
- Difficulty in enforcing contracts (Any 4 × 2) (8)

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5.3 5.3.1 Legal liability – you are legally liable for your actions or failure to act in a certain way.✓✓

5.3.2 Vicarious liability – a person is liable for the negligent or careless actions of another.✓✓

5.3.3 Personal liability – you are held liable for your own actions.✓✓

5.3.4 Public liability – the responsibility a business has towards the public in general.✓✓

5.3.5 Contractual liability – is liability arising from a contract.✓✓

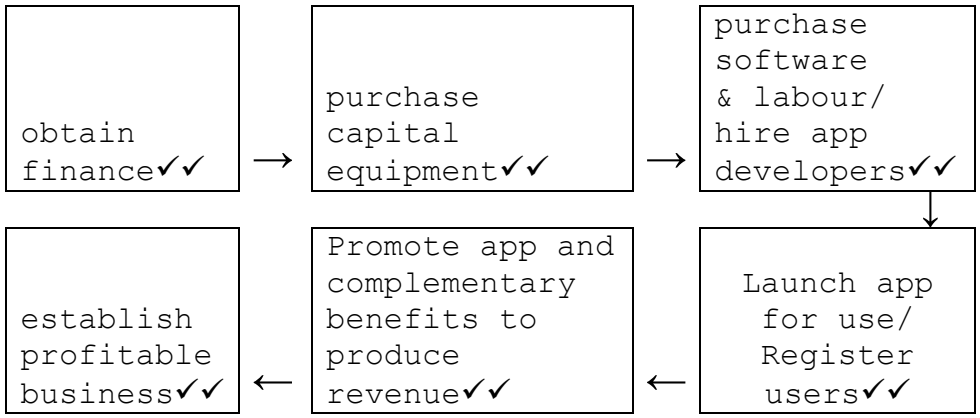
(5 × 2) (10)

5.4
- Need to register with the UIF fund.✓✓
- The employer and the employee each monthly contribute 1 % to the fund.✓✓
- The employer must make payments on behalf of the employer and employee to the UIF fund before the 7th of each month.✓✓ (3 × 2) (6)

[32]

QUESTION 6

6.1 Illustrate through a flow chart the trading cycle of a business.



✓- for flow chart
✓ - for directional arrows (8 × 1)
(6 × 2) + 2 (14)

6.2	Break-even point (units)✓ = <u>fixed costs</u>✓ selling price✓ – variable costs✓		(4)

6.3 6.3.1 Fixed cost ✓

6.3.2 Variable cost ✓

6.3.3 Variable cost ✓

6.3.4 Fixed cost ✓

6.3.5 Fixed cost ✓

6.3.6 Variable cost ✓

(6 × 1) (6)

6.4 6.4.1 cost remains the same ✓

6.4.2 cost varies as per usage; other months is high, others low ✓

6.4.3 cost varies per time spend on calls/internet✓

6.4.4 cost does not change until further notice ✓

6.4.5 cost is as per agreement per month it does not change ✓

6.4.6 the cost varies, depending on the time when bought and the amount of litres needed ✓

(6 × 1) (6)

6.5 6.5.1 Net profit – money left after tax and interest on loans has been deducted.✓✓

6.5.2 Gross profit – money the business makes after subtracting expenses directly related to production.✓✓

6.5.3 Operating profit – money the business makes after deducting all other expenses which are not directly related to production.✓✓

(3 × 2) (6)

6.6
- How to draw up a CV✓✓
- How to dress for a job interview✓✓
- How to present yourself for a job interview✓✓
- How to answer questions during a job interview?✓✓
- Questions to ask during the job interview
- How to behave on the first day of work
- How to budget

(Any 4 × 2) (8)

[44]

TOTAL SECTION B: 180

GRAND TOTAL: 200