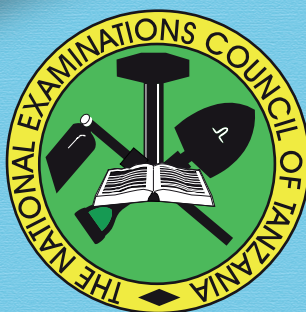# THE NATIONAL EXAMINATIONS COUNCIL OF TANZANIA

CANDIDATES' ITEM RESPONSE ANALYSIS REPORT FOR THE CERTIFICATE OF SECONDARY EDUCATION EXAMINATION (CSEE) 2018

061 COMMERCE

THE NATIONAL EXAMINATIONS COUNCIL OF TANZANIA

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061 COMMERCE

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FOREWORD

The Candidates' Item Response Analysis Report for Certificate of Secondary Education Examinations (CSEE) 2018, in Commerce paper was prepared to provide feedback to educational stakeholders on the performance of the candidates. The candidates' performance report highlights what the education system was able or unable to offer to the candidates in their four years of Ordinary Secondary Education.

The analysis presented in this report is intended to contribute towards understanding of some of the reasons behind the performance of candidates in Commerce subject. The report highlights some of the factors that made the candidates to score high, average or low in the questions. The factors for the candidates' high performance include sufficient knowledge and skills in the subject, better understanding of the demands of the questions and proficiency in the English language. The factors which contributed to the candidates' poor performance in some of the questions include lack of/or insufficient knowledge, inability to interpret the demands of the questions and lack of proficiency in English language.

The instruments used in writing this reports were the candidates' scripts and the statistical data processed by the National Examination Council of Tanzanian. The feedback and recommendations provided in this analysis report will enable the educational stakeholders to identify proper measures to be taken in order to improve the teaching and learning process. This will result into improvement of the candidates' performance in Commerce subject in future examinations administered by the National Examinations Council of Tanzania.

The National Examinations Council of Tanzania will highly appreciate comments and suggestions from all educational stakeholders that can be used for improving future Examiners' Reports.

Finally, the Council would like to thank all the Examinations Officers, Examiners and others who participated in the preparation of this report.

Dr. Charles E. Msonde
EXECUTIVE SECRETARY

1.0   INTRODUCTION

The paper was set according to the Business Studies syllabus for Secondary School issued in 1997 and, Certificates of Secondary Education Examination Formats issued in 2008. The paper was intended to measure candidates' competences on the topics covered from Form One to Form Four syllabus.

The paper consisted of ten (10) questions divided into three sections; A, B and C. Section A consisted of two (2) questions each carrying 10 marks, section B consisted of four (4) short answer questions each carrying 10 marks, and section C had four (4) essay questions each carrying 20 marks. Questions in section A and B were compulsory while in section C the candidates were required to answer only two questions.

A total of 16,357 candidates sat for Commerce examination in 2018. However, the results of 164 candidates were withheld by the National Examinations Council of Tanzania due to various reasons. The candidates who passed the examination were 6,907 (42.66%) while 9,284 (57.34%) failed. The candidates' performance in 2018 has decreased by 3.76 percent as compared to 2017 performance, whereby a total of 19,409 candidates sat for the examination out of which 46.45 percent candidates passed.

In analyzing the candidates' performance for each question and topic, the performance is graded as good, average or poor if percentage of the candidates who scored 30 percent or above of the marks allocated to the question is from 65 to 100 percent; from 30 to 64 percent and from 0 to 29 percent respectively. For easier interpretation of the candidates' performance, three colours (green, yellow and red) have been used to represent good, average and poor performance respectively.

The report presents the performance of candidates by providing the requirements of each question and the reasons behind the candidates' performance in a particular question. The analysis indicates the questions which were performed well, those with average performance and those which were poorly performed. The samples of extracts of candidates' responses are presented to support the analysis. It is expected that, this report will be useful to teachers, and other educational stakeholders for the purpose of improving teaching and learning processes of Commerce subject.

2.0 ANALYSIS OF CANDIDATES' PERFORMANCE IN EACH QUESTION

2.1 Question 1: Multiple choice items

The question consisted of ten (10) multiple choice items. For each item (i to x), the candidates were required to choose the correct answer from among the given five alternatives. The items were composed from nine (9) topics, which were: *Retail Trade, Production, Wholesale Trade, Scope of Commerce, Marketing, Insurance, Stock Administration, Taxation and Theories of Supply.*

This question was attempted by 16,357 (100%) candidates. The candidates with scores ranging from 7 to 10 marks were 666 (4.1%), 10,368 (63.4%) candidates had scores ranging from 3 to 6 marks, and 5,323 (32.5%) candidates got scores ranging from 0 to 2 marks out of 10 marks allocated. The analysis shows that the candidates' performance for this question was good as 67.5 percent of all candidates had scores ranging from 3 to 10 marks. Figure 1 summarises the candidates' performance for this question.
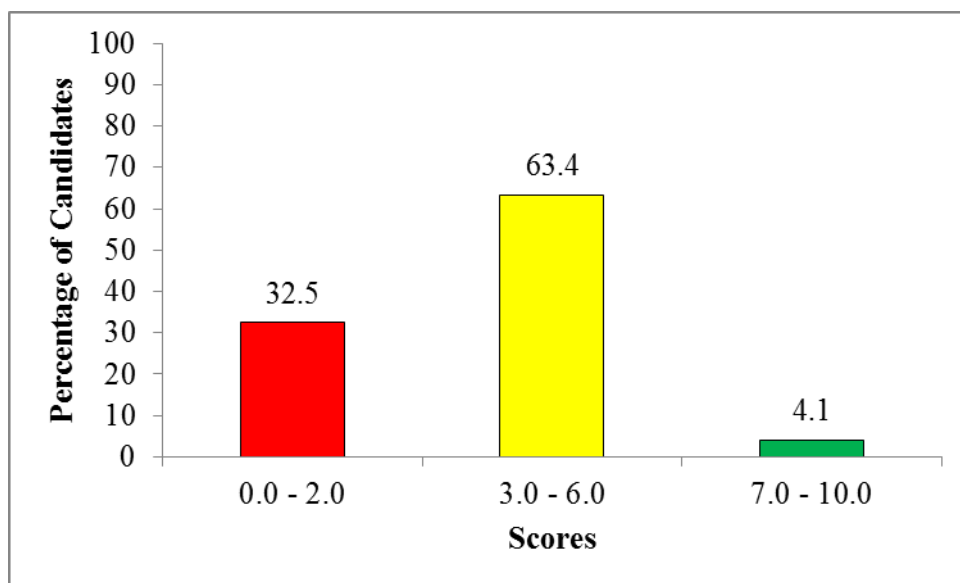

Figure 1: *Distribution of the candidates' scores in question 1*

In item (i), the candidates were required to identify among the given list of characteristics of itinerant traders; the one which is not a characteristic of this kind of small scale retailers. The item was: *Which of the following is **not** the characteristic of itinerant traders?*

A   *They may operate as regular dealers throughout the year.*
B   *They operate with a minimum of the establishment expenses.*
C   *They operate only alongside the main roads.*
D   *They operate their business without fixed premises.*
E   *They operate with a very small amount of capital.*

The correct response was *C*: *They operate only alongside the main roads*. The candidates who responded correctly showed that they had sufficient knowledge on the different types of small-scale retailers and their respective characteristics. However, some candidates had responded wrongly to the item due to various reasons. Those who opted for *A*: *They may operate as regular dealers throughout the year*, failed to realize that itinerant traders as compared to other small scale traders, operate throughout the year as they can change from one business to another .This depends on the nature of their business, market trend and the small capital they invest in their businesses.

Furthermore, the candidates who opted for *B*: *They operate with the minimum of the establishment expenses* assumed that all traders incur huge establishment expenses such as rent, labour and other expenses. However, they failed to realise the fact that itinerant traders mostly avoid a large part of establishment expenses due to the nature of their businesses. For example, they do not need permanent premises to operate as they move from one place to another searching for customers. Hence, they use low expenses in their establishment as well as their operation. The candidates who opted for *D*: *They operate their business without fixed premises* were not right because they failed to correctly recall the classification of small-scale retailers. There are usually two main classes namely, retailers with fixed premises and those without fixed premises. In addition, the candidates who opted for *E: They operate with a very small amount of capital* were incorrect because itinerant traders need very small amount of capital as compared to other small scale retail businesses.

In item (ii), the candidates were required to identify the basic factors of production among the given five alternatives. The item stated: *The basic factors of production comprise the following*

A   *Land, labour and organization*
B   *Land, labour, organization and capital*
C   *Land, organization and capital*
D   *Land ,labour and capital*
E   *Land, organization, capital and production*.

The correct response was *B*: *Land, Labour, Organization and Capital.* Many candidates responded correctly to this item, showing that they had good background knowledge of the subject matter tested. However, some candidates incorrectly opted for *A: Land, Labour and Organization.* They omitted *capital* because they referred to it as the initial amount of money required to start a business. They failed to recall the actual meaning of capital as a factor of production refers to goods such as machinery, tractors, factory plants, raw materials and means of transport which are invested in the production of goods and services. There were also some candidates who opted for incorrect response *C*: *Land, Organization and Capital.* They omitted *Labour* assuming that having land, capital and organization would be sufficient to run the business without necessarily having to employ labourers. This is however not true as human labour is necessary to assist the operations of the land and capital.

Other candidates who opted for *D*: *Land, Labour and Capital* failed to recall that *Organization* as a factor of production co-ordinates the other factors of production such as land, labour and capital to meet a specific purpose for which a business organization was established. Finally, there were some candidates who opted for *E: Land, Organization, Capital and Production.* This was incorrect response because "Production" is not among the factors of production. The factors of production are the inputs used in production whereas "Production" is the whole process undertaken to create form, possession, place and time utility to goods and services by using factor inputs.

In item (iii), the candidates were required to identify from the given list of trade documents, a document which is not used as a reply to an inquiry letter. The item was: *The inquiry letter may not be answered by one of the following documents*

A   *By sending a catalogue*   B   *By sending a price current*
C   *By sending an invoice*   D   *By sending price list*
E   *By sending a quotation.*

The correct response was *C*: *By sending an invoice.* This item was intended to test the candidates' knowledge of different documents used as a reply to an inquiry in a commercial transaction. An invoice is a document which serves as a notification to the buyer of the amount owed by him/her, and also as an evidence of the debt due to the seller. There were some candidates who opted for either *A*: *By sending a catalogue, B*: *By sending a price current, D: By sending a price list* or *E: By sending a quotation.* The candidates who gave incorrect responses failed to recall that in a reply to a letter of inquiry, a seller or supplier sends either price list, price current, a catalogue or a quotation. They failed to understand that invoice is not among the documents used by the supplier as a reply to the inquiry.

In item (iv), the candidates were required to unveil a true statement among the given alternatives which are related to Commerce, Economics and Production. The item was: *Which of the following statement is true?*

A   *Economics is a branch of commerce*
B   *Economics is a branch of production*
C   *Commerce is a branch of economics*
D   *Commerce is not a branch of production*
E   *Production is a branch of commerce.*

The item was intended to test the candidates' knowledge of the meanings of the three terms; *Commerce, Economics* and *Production* and the difference among them. The correct response was *C*: *Commerce is a branch of Economics.* The candidates who responded wrongly to this item they either wrote *A: Economics is a branch of commerce*, *B: Economics is a branch of production*, *D: Commerce is not a branch of production* or *E: Production is a branch of commerce* had little/no knowledge of the actual meaning of each of the three terms.

Commerce is the study of trade (buying and selling) and the activities that help in the distribution of goods and services from producers to consumers. *Production* on the other hand, refers to the process of creating utility in goods and services so as to satisfy human needs and wants. *Economics* is concerned with how best to allocate scarce resources to satisfy as many needs and wants as possible. As resources are never enough to satisfy all the needs and wants of everybody, it becomes important to make a choice which should be based on the most immediate necessities. Relating the meanings of the three terms, it comes that *Commerce* is a branch of *Economics*, *Production* is a branch of *Economics* and also *Commerce* is a branch of *Production.*

In item (v), the candidates were required to provide a reason as to why advertising becomes a burden to the users of products. The item was: *Why does advertising become a burden to the users of the product?*
A   *It increases production*
B   *It increases the final price*
C   *It reduces quality of the product*
D   *It reduces the choice of the customers*
E   *It increases the turnover.*

The correct response was *B*: *It increases the final price.* Advertising as an added cost of operating the business will obviously induce the seller to include such cost in the selling price to enable him/her make profit. This is a burden to the users of products as they will have to buy them at a much higher price. The candidates who chose *A: It increases production* were unable to comprehend the requirements of the question. Increasing production cannot be a burden, but a benefit to the producer. Those who chose *C: It reduces the quality of the product* failed to observe that in a competitive business environment, industries producing similar products will strive to produce the best quality products in order for each one to win the market. Hence, advertising helps to increase the quality of products which is a benefit and not a burden to the users.

The candidates who chose *D*: *It reduces the choice of the customers* were wrong because advertising attracts more customers. This prompts producers to increase production which leads not only to more quantities, but also more variety of goods for customers' choice. This is an advantage and not a burden to the users of products.

The candidates who opted for *E*: *It increases the turnover* failed to grasp this point as a benefit to the producer and not a burden to the user. Turnover refers to the net sales of a business. If advertising is properly handled, it will attract more customers who will buy more goods, hence increased turnover.

In item (vi), the candidates were required to identify among the given five alternatives, a statement which represents indirect service. It stated: *Which of the following statement represent direct service?*
  A   *A farmer produces maize for personal use*
  B   *Factory worker produces shoes for his customers*
  C   *Retailer sales goods to his customers*
  D   *Wholesaler sales goods to his customers*
  E   *A doctor provides treatment to his customers.*

The item was intended to test the candidates' knowledge of direct service and indirect service. The correct response for the item was *E*: *A doctor provides treatment to his customers*. Some candidates responded incorrectly to this item. The candidates who opted for *A*: *A farmer produces maize for her personal use* were wrong because firstly, maize is not a service but a tangible good and secondly, it is a direct production. Those who opted for *B: A factory worker produces shoes for his customers* confused between "goods" and "services" which was a misconception of the requirements of the question. The candidates who opted for *C*: *Retailer sells goods to his customers* or *D*: *Wholesaler sells goods to his customers* were incorrect because what is involved in the sales is goods and not services. "Goods" refer to tangible articles that can be seen and touched while "services" are those which are intangible in the sense that they can neither be seen nor touched, such as the services offered by a lawyer, doctor, teacher, and other services.

In item (vii), the candidates were required to identify among the given alternatives, a statement which is not a limitation of insurance. The item was: *Which one of the following is not among the limitation of insurance?*
A   *Losses must be accidental*   B   *Losses must not be catastrophic*
C   *Losses must be compensated*   D   *Losses must be of similar risks*
E   *Losses must be reasonably unexpected*

The item aimed to test candidates' knowledge of the limitations of insurance. The correct response was *C: Losses must be compensated.* The candidates who selected the correct response had enough knowledge concerning the limitations of insurance. On the other hand, the candidates who opted for incorrect responses; *A*: *Losses must be accidental*, *B*: *Losses must not be catastrophic*, *D*: *Losses must be of similar risks* or *E*: *Losses must be reasonably unexpected* had a misconception on the concept of insurance in general, and particularly on limitations of insurance.

In item (viii), the candidates were required to identify the correct response for the main functions of Stock Administration. The item was intended to test the candidates' knowledge of the main functions of Stock Administration. The item was: *The five main functions of stock administration include*
A   *receiving, placing of items, selling, care of stock and issuing*
B   *receiving, placing of items, care of stock, issuing and stock control*
C   *receiving, issuing, stock control, stock care and dusting of items*
D   *receiving, issuing, stock control, stock level and placing of items*
E   *receiving, issuing, placing of items, dusting and sorting of spoilt items.*

The correct response was *B: receiving, placing of items, care of stock, issuing of stock* and *stock control.* The candidates who responded correctly had good background knowledge of the Stock Administration topic, and also understood the demands of the item. The candidates who responded incorrectly, opting for *A: receiving, placing of items, selling, care of stock and issuing*, *C*: *receiving, issuing, stock control, stock care and dusting of items, D*: *receiving, issuing, stock control, stock level and placing of items* or *E: receiving, issuing, placing of items, dusting and sorting of spoilt items* had insufficient knowledge of the subject matter tested. They also failed to note that some of the terms given in the responses such as *dusting of items*, *sorting of spoilt items* are the elements of *care of stock function.* Other terms such as *stock level* which is a part of stock control and *selling* is part of issuing of stock.

In item (ix), the candidates were required to ascertain among the given alternatives, the tax system whose rate remains constant irrespective of the change in income or property. The item stated: *The tax system whose rate remain constant irrespective of change in income or property is referred to as*

A   *direct tax.*   B   *proportional taxation.*
C   *indirect tax.*   D   *progressive taxation.*
E   *regressive taxation.*

This item was set to test the candidates' knowledge of the types of tax systems. The correct response was *B*: *Proportional taxation.* The candidates who opted for the correct response were aware of the different systems of taxation. Those who opted for *A*: *Direct tax* or *C*: *Indirect Tax* failed to differentiate tax systems and types of tax. Direct tax and Indirect tax are the two main classifications of taxes, while the tax systems comprise Proportional system, Progressive system and Regressive system. Some candidates who opted for *D*: *Progressive Taxation* or *E*: *Regressive Taxation* failed to conceptualize the meaning of each of the three systems of taxation. Progressive taxation is a tax system where the rate of tax rises in proportion to the increase in peoples' income, whereas Regressive taxation is where the rate of tax falls as income increases.

In item (x), the candidates were required to indicate the causes of movement alongside the supply curve among the given five alternatives. *The item was: Movement along the supply curve is caused by*

A   *change in price of a commodity*
B   *change in quantity demanded*
C   *increase in price of a commodity*
D   *decrease in price of a commodity*
E   *decrease in quantity supplied.*

The item was intended to test the candidates' knowledge on the causes of change in supply and change in quantity supplied. The correct response was *A*: *change in price of the commodity.* The candidates who responded correctly had sufficient knowledge of the theory of supply. The supply curve may stretch either to the right or to the left due to changes in price, while other factors remain constant. The candidates who opted for *B: change in quantity demanded* had no idea of the concept tested since the question was about supply curve and not demand curve.

The candidates who opted for *C*: *increase in price of a commodity* or *D: decrease in price of a commodity* were wrong because the question was about "movement alongside the supply curve" which would make it difficult for one to directly determine whether the price is on the increase or decrease. The candidates who opted for *E: increase in quantity supplied* were wrong because an increase or decrease in the quantity supplied would rather be a result of movement alongside the supply curve which is normally caused by change in the price of a commodity. Those who wrongly responded had inadequate knowledge of the whole concept of the theory of supply.

2.2 Question 2: Business Units

This question consisted of 10 matching items composed from the *Business Units* topic. The candidates were required to match the items in **Column A** with responses in **Column B** by writing the letter of the correct response in their answer booklets. This question tested the candidates' knowledge of the concept of capital of a company which is normally raised through selling of shares and debentures. The question was presented in table form as follows:

Column A	Column B
(i) The shares entitled to profits payment after all other shares paid.	A Unsecured debenture
	B Non-cumulative preference share
(ii) The unit of loan that needs no property to be pledged against it.	
	C Debenture
(iii) The shares that may be bought back by the company after a stated period of time.	D Retained earnings and provisions
	E Redeemable preference shares
(iv) Profits which are not paid to the ordinary shareholders in the period they are earned.	
	F Participating preference shares
(v) The shares from which the shareholders have the first right to receive dividends at fixed rate.	G Preference shares

(vi)	*The unit of loan that can be bought back by the company.*	*H*	*Non-cumulative debentures*
(vii)	*The shares which are entitled to a fixed rate of dividend till they are paid.*	*I*	*Redeemable debenture*
		J	*Dividends*
(viii)	*The shares which are entitled to a fixed rate of dividend when sufficient profits available.*	*K*	*Ordinary shares*
		L	*Cumulative preference shares*
(ix)	*The shares which are entitled to a fixed rate of dividend plus any extra profit after ordinary share being paid.*	*M*	*Mortgaged debentures*
		N	*Ordinary shareholders*
(x)	*A long term finance raised by a company through public borrowing.*	*O*	*Redemption of shares*

A total of 16,357 (100%) candidates attempted this question. There were 13,808 (84.4%) candidates who scored from 0 to 2 marks, among them 5,626 (34.4%) scored 0. A total of 2,359 (14.4%) candidates scored from 3 to 6 marks, and 190 (1.2%) candidates scored from 7 to 10 marks. The analysis shows that the overall performance for this question was poor as only 15.6 percent of all the candidates were able to score from 3 to 10 marks. Figure 2 summarises the candidates' performance in this question.
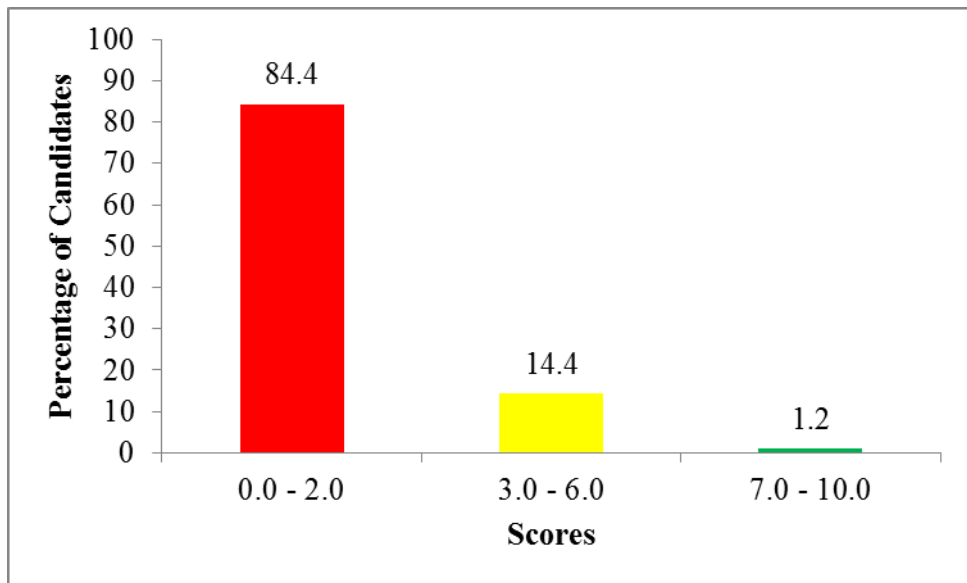
Figure 2*: Distribution of the candidates' scores in question 2*

The majority of candidates who performed poorly in this question had poor understanding of different concepts of the sources of capital of the company such as shares and debentures. However, 190 (1.2 %) candidates who performed well in this question were able to match correctly most of the items tested with the relevant responses. This implies that, they had better understanding of the concept of capital of a company and other related terminologies.

In item (i), the candidates were required to identify *the shares entitled to profits payment after all other shares have been paid*. The correct response was *K: Ordinary shares.* These are shares held by owners of the company and they carry no fixed rate of dividend. The amount of profit allocated to these shares depends upon what remains after all the creditor and shareholders with a prior claim have been paid. The candidates who responded correctly showed that they had a clear understanding of what is meant by "ordinary shares" and their characteristics. On the other hand, the candidates who failed to match the item with the correct response had limited knowledge of the concept of share capital of a company, especially ordinary shares and their characteristics. They failed to determine the type of shares which are entitled to profit payment after all other shares have been paid. Some of them chose *J*: *Dividends;* while others chose *G*: *Preference shares* and others suggested *N*: *Ordinary shareholders* in their responses which were incorrect.

In item (ii), the candidates were required to ascertain *the unit of loan that needs no property to be pledged against it*. The correct response was *A*: *Unsecured debenture.* A few candidates who opted for the correct answer had perceived well the requirements of the item. They also had a thorough knowledge of what a debenture is all about and how it is classified. A debenture is a loan certificate which represents the money borrowed by a company from the public as a way to obtain more funds for its operation. It may be unsecured (or naked) giving no form of security, or secured (mortgaged) which is usually backed up with a collateral security. On the other hand, most candidates who failed to opt for the correct response chose either *C: Debenture, H: Non-cumulative debenture* or *M: Mortgaged debentures* because they lacked sufficient knowledge of the meanings and classification of debentures. In addition, some candidates opted for other options which do not relate to debentures.

In item (iii), the candidates were required to identify *the shares that may be bought back by the company after a stated period of time*. The correct response was *E: Redeemable preference shares.* A few candidates who opted for the correct answer understood well the types of shares in the capital structure of a company, particularly the preference shares and how they are classified. Preference shares are classified as redeemable and irredeemable preference shares. Redeemable preference shares are those which are bought back (redeemed) by the company after a stated period, while Irredeemable preference shares are those which cannot be bought back by the company during its life-time. The candidates in this category had good background knowledge of these concepts hence responded correctly. Some candidates however, missed the point and opted for *L: Cumulative preference shares* while others opted for *I*: *Redeemable debentures*. These candidates had insufficient knowledge of the types of shares and debentures.

In item (iv), the candidates were required to pinpoint *the type of profits which are not paid to the ordinary shareholders in the period they are earned*. The correct response was *D: Retained earnings and provisions.* The candidates who opted for the correct response understood the concept of "company's dividend". When a company makes profits, the Board of Directors usually gives a percentage of the profit to its shareholders in the form of dividends. Sometimes the directors can propose to retain the profits in the company in order to increase its capital, and these are known as

retained earnings. Directors may also propose to set aside a certain amount of funds to meet some specific financial needs such as provision for bad debts and provision for depreciation of fixed assets. Candidates were supposed to have a prior knowledge of all these details so as to respond correctly to the item. Some of them chose *J*: *Dividends* while some chose *C*: *Debenture* both of which were incorrect.

In item (v), the candidates were required to specify *the shares from which the shareholders have the first right to receive dividends at fixed rate*. The correct response was *G*: *Preference shares.* The candidates who responded correctly were able to realise that shares of a company are mainly classified into two main categories; ordinary shares and preference shares. They were also able to recall that preference shares are the ones in which the shareholders have the first right to receive dividends at a fixed rate. On the other hand, the candidates who opted for wrong choices could not recall the meaning of "preference shares" and the rights they deserve in relation to the dividends of a company. Some of them who chose *K*: *Ordinary shares, E*: *Redeemable preference shares* and *L*: *Cumulative preference shares* could have either confused the terms with preference shares or they answered by guessing.

In item (vi), the candidates were required to identify *the unit of loan that can be bought back by the company.* The correct response was *I: Redeemable debenture*. The candidates who provided correct response were able to correctly relate the terms "unit of loan", "debenture", "bought back" and "redeemable" with the concept tested. However, some candidates provided irrelevant responses as they got confused between the terms "shares" which is a unit of capital and "debenture" which is a unit of loan. As a result of this confusion, some opted for *O: Redemption of shares* while others opted for *M: Mortgaged debentures* and others opted for *C*: *Debenture*. Likewise others chose other responses which did not relate to debentures, yet incorrect response.

In item (vii), the candidates were required to indicate *the shares which are entitled to a fixed rate of dividend till they are paid.* The correct response was *L*: *Cumulative preference shares*. A few candidates who were familiar with classification of preference shares were able to respond correctly to the item. However, some candidates matched the item with *G*: *Preference shares* because they failed to recall the classification of preference shares.

Other candidates chose *E*: *Redeemable preference shares* while others chose *F: Participating preference shares* due to poor knowledge of companies' capital in general.

In item (viii), the candidates were required to determine *the shares which are entitled to a fixed rate of dividend when sufficient profits are available.* The correct response was *B: Non-cumulative preference shares.* The candidates who had limited knowledge of the types of preference shares chose *N*: *Ordinary shareholders* and *K: Ordinary shares.* These were both incorrect responses because ordinary shareholders are not entitled to a fixed rate of dividend; rather they are paid what remains after all other shareholders have been paid. Other incorrect responses provided were *G*: *Preference shares, F: Participating preference shares or E: Redeemable preference shares* due to the failure of the candidates to understand the meanings of the terms.

Item (ix) required the candidates to specify *the shares which are entitled to a fixed rate of dividend plus any extra profit after ordinary shares have been paid.* The correct response was *F: Participating preference shares*. The candidates who responded correctly were able to differentiate participating preference shares from the other types of preference shares. Other candidates provided incorrect responses, mostly opting for *N: Ordinary shareholders*. They failed to understand that although ordinary shareholders receive the residuals of dividends, the law requires a company to provide extra profits to participating shareholders after the ordinary shareholders have been paid.

Item (x) required the candidates to ascertain *a long term finance raised by a company through public borrowing*. The correct response was *C: Debenture*. The candidates who picked the correct response understood well the various methods applied by the company to raise long term finance for its operations. Selling of debentures is one among those methods used to raise the capital of the company. Some candidates who failed to respond to the item correctly; opting for either *A: Unsecured debenture*, *I: Redeemable debenture* or *M: Mortgaged debentures* had insufficient knowledge on the various methods used by the company to raise long-term finance.

2.3 Question 3: Taxation

The question had two parts, (a) and (b). In part (a), the candidates were required to *briefly explain why taxes are levied by the government, by giving five reasons.* In part (b), they were required to *analyze in brief, five advantages of direct taxes.* The question was intended to test the candidates' knowledge of the purpose of taxation and its advantages.

The question was attempted by a total of 16,357 (100%) candidates of whom 1,292 (7.9%) scored from 6.5 to 10 marks, and 7,048 (43.1%) scored from 3 to 6 marks. In addition, 8,017 candidates (49%) scored from 0 to 2.5 marks out of 10 marks, among them 2,383 (14.6%) scored 0. The analysis shows that the candidates' performance for this question was average because 51 percent of them scored 30 percent and above of 10 marks allocated. Figure 3 summarises the candidates' performance for question 3.
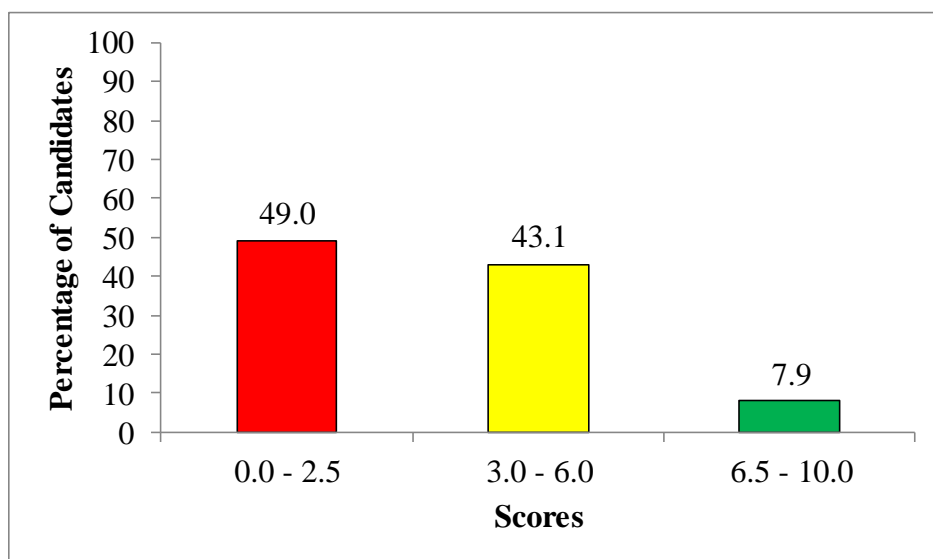

Figure 3*: Distribution of the candidates' scores in question 3*

A few candidates who performed well in this question (scoring from 6.5 to 10 marks) were able to explain the reasons for taxes being levied by the government in part (a). However, not all the candidates in this category could mention and explain the required number of points. In part (b), a few candidates were able to analyze five advantages of direct taxes though their descriptions were not sufficient in some of the points.

Apart from the correct points given by most of the candidates, direct taxes are *also easy to administer* and *the leakages in direct taxes are relatively low*. Extract 3.1 is a sample of a correct response.

Extract 3.1

3 a) Reasons for levying tax by the government:	
i> To reduce Income Inequality: the government posses taxes according to income of the earner to reduce the gap between poor and non-poor.	
ii> To provide income to Finance government activities: levying tax helps to finance the government so as to provide social services like health and education.	
iii> To reduce consumption of harmful products: high tax is charged on harmful products like cigarettes to reduce its consumption.	
iv> To control Inflation: low taxes lowering indirect taxes and increasing direct taxes will have impact on purchasing power of individuals.	
v> To protect Local/infant industries: high taxes are charged on imports so and low on locally produced goods to protect local industries.	
b) Advantages of direct taxes:	
i) Reducing Income Inequality. Direct taxes are charged according to Income of the earner hence reducing Income Inequality.	
ii> Economical: the method of collecting tax is cheap thus is charged directly on the income for instace; salaries.	
iii> Convinient: direct tax payers know exactly when, how to pay their taxes.	
iv> Equality: direct taxes are charged equally to all individuals according to their income.	

	v) Generates high government revenue especially when tax payers are high income earners	

Extract 3.1 shows a sample of correct response from the candidate who scored high marks as he/she was able to give the reasons for the government levied taxes and advantages of direct taxes.

On the other hand, 7,048 (43.1%) candidates who scored average marks (from 3 to 6) provided partial answers to the question. Most of them highlighted the points, but failed to explain them as required. Some of them gave two or three points only with some relevant explanations in each part (a), and part (b) which enabled them to score some marks. Likewise, some candidates were able to provide most correct points in one of the parts and irrelevant points in the other part.

Further, the analysis shows 8,017 (49%) candidates performed poorly in this question as their scores ranged from 0 to 2.5 marks. Some of them gave one or two correct points only in either of the parts without explanations, or with incorrect explanations. Also lack of proficiency in English Language was a problem to the candidates in this category. On the other hand, the candidates who scored 0 failed to adhere to the demands of the question in both parts. Some of them gave different examples of direct and indirect taxes in part (a), and analysed some importance of tax in general, instead of the advantages of direct tax in part (b). Others listed different terminologies used in taxation as responses to both parties. Their responses justified that they had inadequate knowledge of taxation on the concepts tested. Extract 3.2 shows a sample of incorrect response.

Extract 3.2

3	a) i/ Direct tax	
	ii/ proportional taxation	
	iii/ progressive taxation	
	iv/ idirect tax	
	v/ regressive taxation	
	b) i/ change in price of the commodity	
	ii/ change in quality demand	
	iii/ increase in price of the commodity	
	iv/ decrease in price of the commodity	

Extract 3.2 is a sample of incorrect response from the candidate who mentioned types of taxes and tax systems in part (a), instead of the reasons for the government to levy tax and the factors that cause change in demand of a commodity in part (b) instead of the advantages of direct taxes.

2.4 Question 4: Business Units

This question had three parts (a), (b) and (c). In part (a), the candidates were required to *differentiate temporary partnerships from permanent partnerships*. In part (b), they were required to provide the meanings of each of the following commercial terms: *(i) Limited partner, (ii) Quasi partner, (iii) Dormant partner and (iv) Active partner.* In part (c), they were required to *give four disadvantages of partnership over sole proprietorship.*

A total of 16,357 (100%) candidates attempted the question. The analysis shows that 1,269 (7.8%) candidates scored from 6.5 to 10 marks, 3,796 (23.2%) candidates scored from 3 to 6 marks and 11,292 (69%) scored from 0 to 2.5 marks out of 10 allocated marks, of whom 6,597 (40.3%) scored 0. Generally the candidates' performance for this question was average, as it is summarised in figure 4.
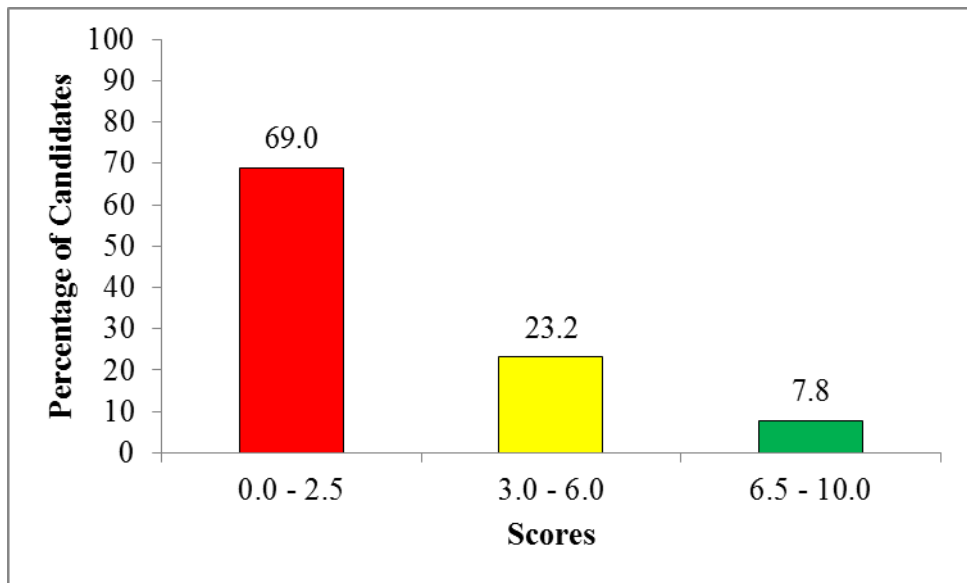
Figure 4*: Distribution of the candidates' scores in question 4*

The candidates who performed well in this question scored from 6.5 to 10 marks, showing that they had adequate knowledge on the subject matter tested. In part (a), most of them were able to differentiate temporary partnerships from permanent partnerships. Their responses focused on the key words which are time period and the purposes of the formation of partnership. The candidates in this category also were able to give correct explanations of the types of partners given in part (b), and disadvantages of partnerships over sole proprietorship in part (c). The variation of marks among them depended on the number of correct points and the clarity of the explanations given. Extract 4.1 is a sample of correct response.

Extract 4.1

4 a) Temporary partnership is the partnership business formed and carried to perform a particular activity and closed when the activity is completed. It is also known as joint venture. But permanent partnership is the business carried by partners permanently for can not be closed in the case of emmision of any partner. It is mostly formed by active partners.

b) i) Limited partner is the partner who has limited liability in the partnership business. This shows that losses occuring in the business can be covered through his or her capital contribution but not his or her personal properties.

(ii) Quasi partner is the partner who participate in the partnership business through his name. Most of Quasi partners are famous individuals whose names are useful in advertisement of their business interest. He is paid a small amount for his contribution in the firm.

4. b) iii) Dormant partner is the partner who contributes capital as required but he or she does not participate in day to day business activities. He is also known as sleeping partner because there is no physical interest shown by him in the partnership business

iv) Active partner is the partner who contributes capital as required but participate actively in the daily business activities. Here the active partner shows physical efforts due to much interest on the business. Thus is very important in carrying out a partnership business.

c) <u>Disadvantages of ~~parte~~ partnerships over sole proprietorship.</u>

i) Partnerships require high amount of capital to start the business. High capital is required in establishing the business unlike sole trade where little capital is used.

ii) Partnerships involve the burden of profits sharing. The profits enjoyed by members is small compared to sole trade where a trader enjoys a high profit alone.

iii) Partnerships take time in decision making. Since all partners have to be consulted before making a decision so time consuming, unlike sole trade where decision making is simple and fast.

4. c)(iv) Partnerships involve many procedure and documents in its formation. Example certificate of incorporation and trading are needed in partnerships unlike sole trade where only trading licence is required.	

Extract 4.1 is a sample of correct response from one of the candidates who was able to differentiate temporary partnership from permanent partnership, giving the meaning of the terminologies given and describing the disadvantages of partnership over sole proprietorship.

On the other hand, some of the candidates with average performance whose scores ranged from 3 to 6 marks, were able to answer correctly part (a) of the question, but provided partial explanations on the types of partners given in part (b). Likewise in part (c) most candidates gave inadequate responses, some of them outlined only one or two points and some gave irrelevant points. In addition, some candidates were able to provide correct meanings of different partners in part (b) with partial differentiation of the partnership in part (a), but incorrectly gave the advantages of partnership over sole proprietorship instead of the disadvantages.

There were 11,292 (69%) candidates who scored from 0 to 2.5 marks, hence they fall under poor performance category. Among them 6,597 (40.3%) candidates scored 0 in both parts. They failed to use partnership knowledge particularly on the concepts tested to answer the question hence, provided irrelevant responses all the way. For example, some candidates explained the concepts in both parts as partners in social interaction (friends) instead of partners in business. Other candidates did not answer part (a), but also incorrectly answered part (b) and (c). In part (b) for instance, some candidates misconceived the word "limited" in item (i) taking it to mean limited in number or limited in time instead of the capital contributed. Similarly, other candidates defined active partner in item (iv) as a major partner (over 18 years) instead of the partners who take part in day to day activities of the business. Some defined dormant partner, in item (iii) as a partner who does not contribute capital to the business. Likewise in part (c), some candidates gave the advantages of partnership over sole proprietorship, and other, provided correct disadvantages of partnership but they could not compare them with those of sole proprietorship.

Some candidates scored from 0.5 to 2.5 marks. Most of them scored some marks from part (b) (ii) and (iii) as they provided partial meanings of the terms. Furthermore, others were able to differentiate partially the terms temporary and permanent partnership in part (a), but could not score any marks from other parts. Most candidates in this category misinterpreted part (c) as they described some advantages of partnership over sole proprietorship instead of the disadvantages. Extract 4.2 is a sample of incorrect response.

Extract 4.2

4. a) Temporary partnership this is partnership but the member are the not limitation example 4 member are 2 and not limit	
But Permanent partnership this is partnership the member to start 2 people up to 20 people this partnership are parmanent.	
4. b) i) Limited partner : This is the type of partner in which are member start two people up to twenty people and not added any people.	
ii) Quasi partner : Is the type of partner where by consist with the age means that under the age start 18 - 20.	
iii) Dormant partner : Is the type of partner in which a member or people are the dormant to share profit and loss	
iv) Active partner : This is the type of partner where by the member to participate over the age and people are the active.	
4 c) i) Share loss ii) Share Liability iii) Limitation to added a new partner iv) Share rick.	

Extract 4.2 shows incorrect responses from one of the candidates whose responses in part (a) and (b) based on the number of people forming a partnership and the age. In part (c), the candidate mentioned some advantages of partnership.

2.5 Question 5: Stock Administration

This question consisted of part (a) and (b) both of which involved stock calculations. The question was intended to evaluate the candidates' ability to apply some formulae used in stock calculations. Specifically, in part (a) the question was intended to test the candidates' ability to determine the amount of trade discount and the actual amount to be paid to the seller. In part (b), the candidates were required to calculate *Opening stock*, *Net sales*, *Average stock*, *Rate of stock turn* and *Margin as percentage* from the given data.

A total of 16,357 (100%) candidates attempted the question. Among them 2,210 (13.5%) candidates scored from 6.5 to 10 marks, 3,100 (19%) scored from 3 to 6 marks, and 11,047 (67.5%) scored from 0 to 2.5 marks of whom 3,952 (24.2%) candidates scored 0. The analysis shows that the candidates' performance for this question was average, as presented in figure 5.
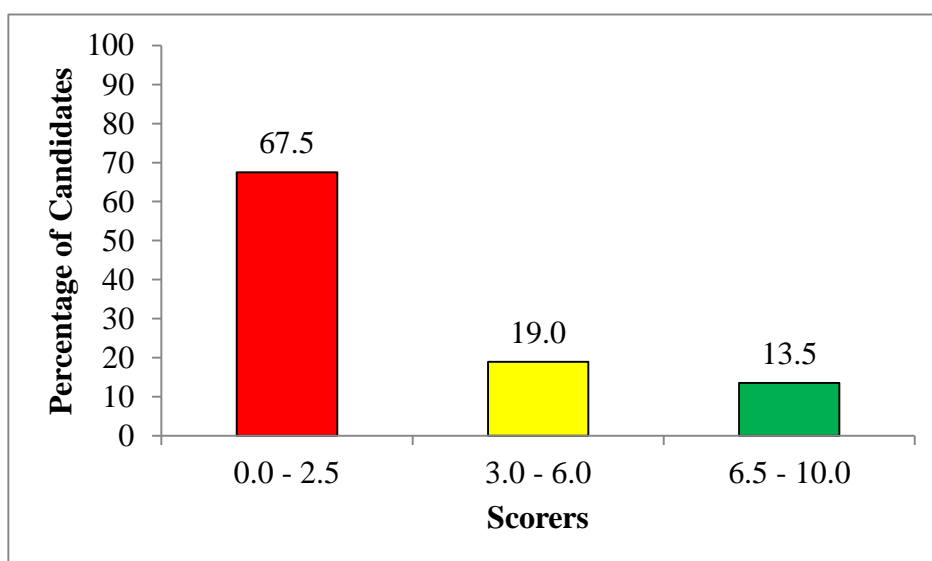

Figure 5*: Distribution of the candidates' scores in question 5*

A few 2,210 (13.5%) candidates performed well in this question as their scores ranged from 6.5 to 10 marks. The majority of them were able to recall and apply the correct formulae, hence arrived at correct answers especially in part (b). Furthermore, most of them attempted part (a) but they could not score full marks in this part. It was noticed that, some of these candidates were able to compute the trade discount, but failed to find the

actual amount to be paid since they added the amount of trade discount obtained to the total purchases instead of deducting. However, other candidates failed to determine the appropriate category of trade discount to be used among the given categories. Some candidates 178 (1.1%) scored full marks as they were able to compute all the required items correctly in both parts (a) and (b). Extract 5.1 is a sample of correct response.

Extract 5.1

5a)	Given	
	$1kg = x \ 500/=$	
	$4550kg = ?$	
	$\dfrac{4550 \ kg \ X \ 500}{1kg} = 2,275,000$	
	$= 2,275,000/=$	
	Since he bought between 1000kg to 5000 kg his percentage trade discount is 25%	
	$\dfrac{25}{100} \ X \ 2,275,000 = 568,750$	
	$\therefore 568,750/=$	
	a) Amount of trade discount given to that customer was 568,750/=	
	b) Given Total amount = 2,275,000 Trade discount = 568,750	
	Total amount − Trade discount. $2,275,000 − 568,750 = 1,706,250$	
	b) $\therefore$ Actual amount to be received by J. Gerald is ₤ 1,706,250/=	

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5 b) Calculate:

i) Opening stock

Given:

Cost of goods sold (COGS) = 800,000

Net purchases = 720,000

Closing Stock = 240,000

Cost of good available for use (COGAS) = ?

$\underline{COGAS} = $ Opening stock + Net purchases

but,

$COGS = $ Cost of goods for sale   Closing stock

800,000 = COGAS − 240,000

800,000 + 240,000 = COGAS

1,040,000 = COGAS

Cost of goods available for use = 1,040,000

1,040,000 = Opening stock + 720,000

1,040,000 − 720,000 = Opening stock

320,000 = opening stock

∴ opening stock = 320,000/=

ii) Net sales

Given

Gross profit = 320,000

Cost of goods sold = 800,000

Net sales = ?

Gross profit = Net sales − Cost of goods sold (COGS)

320,000 = Net sales − 800,000

320,000 + 800,000 = Net sales

Net sales = 1,120,000

∴ 1,120,000 = Net sales.

5b)	iii) Average stock	

Given:

Opening stock = 320,000

Closing stock = 240,000

Average stock = $\dfrac{\text{opening stock} + \text{closing stock}}{2}$

Average stock = $\dfrac{320,000 + 240,000}{2}$

Average stock = $\dfrac{560,000}{2}$ = 280,000

∴ Average stock = 280,000/=

iv) Rate of stock turn over

Rate of stock turnover = $\dfrac{\text{cost of goods sold}}{\text{Average stock}}$

Rate of stock turnover = $\dfrac{800,000}{280,000}$ = 2.86 times

∴ Rate of stock turnover = 2.86 times

v) Margin as percentage

Margin = $\dfrac{\text{Gross profit}}{\text{Total sales}} \times 100$

Margin = $\dfrac{320,000}{1,120,000} \times 100$ = $\dfrac{3200}{112}$ = 28.6%

∴ Margin as percentage = 28.6%

Extract 5.1 is a sample of correct response from one of the candidates who applied correct formulae and compute correctly all the items.

The candidates 3,100 (19%) with average performance, whose scores ranged from 3 to 6 marks were able to answer some parts correctly especially in part (b) of the question. Most of them failed completely to answer part (a) as they were not able to match the correct percentages with appropriate quantities of maize as given in the question.

The candidates whose scores ranged from 0 to 2.5 marks performed poorly as they were unable to answer correctly most parts of the question. Some candidates whose scores ranged from 0.5 to 2.5 wrote either one or some of the correct formulae, but failed to use the data given to arrive at the correct responses. Others applied the correct formulae with correct data to some parts, but due to poor arithmetic skills they failed to obtain the correct figures.

Further, the analysis shows that 3,952 (24.2%) candidates who scored 0 had poor stock calculation skills, inadequate knowledge of the concepts tested and were unable to follow the instructions given in the question. Failure to apply the given data properly resulted into wrong values since incorrectness of one item led to an incorrect figure of the other related items. For instance, if the value of opening stock was wrong, then the values of net sales, average stock and rate of stock turn would as well be wrong. Extract 5.2 presents a sample of the candidates' incorrect response in this question.

Extract 5.2

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5b) ✓ Required to find margin as a percentage.

Margin = (Cost of goods sold) × 100%

Gross profit

= 800,000 × 100
  320,000

= 25%

∴ Margin as percentage = 25%

5a) Required to calculate the amount of trade given to that customer.

25 × 4550
100

= 2275

∴ The amount of trade to the discount given to that customer = 25%

ii/ Required to calculate the actual amount to be paid to J Gerald

25 × 4550
100

= 2275

∴ The actual amount to be paid to J. Gerald = 2275

Extract 5.2 shows a sample of incorrect response from one of the candidates used incorrect formulae in computation of all the items hence scored 0.

2.6 Question 6: Retail Trade and Wholesale Trade

The question had two parts, (a) and (b). In part (a); (i), the candidates were required to differentiate mobile shops from single shops, and in (ii) they were required to differentiate tied shops from road-side sellers. In part (b), the candidates were required to explain briefly six factors that a manufacturer should consider when choosing a distribution channel.

The question was attempted by 16,355 (99.99%) candidates. The candidates who scored from 6.5 to 10 marks were 850 (5.2%), 4,095 (25%) candidates scored from 3 to 6 marks. Further, the analysis shows that 11,410 (69.8%) scored from 0 to 2.5 marks of whom 4,314 (26.4%) scored 0. Generally the candidates' performance for this question was average as 4,945 (30.2%) of the candidates scored 30 percent and above of the marks allocated. Figure 6 summarises the candidates' performance.
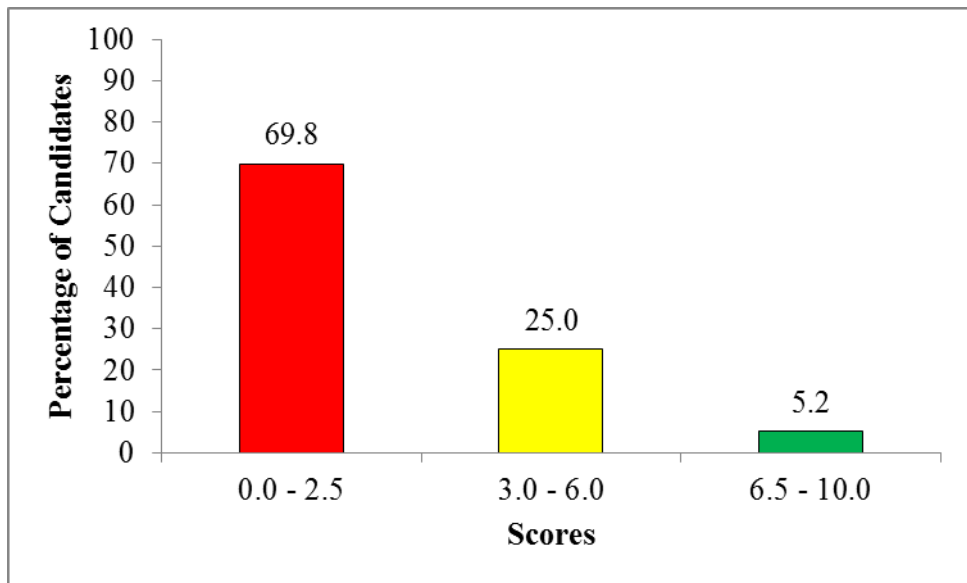
30

Figure 6: *Distribution of the candidates' scores in question 6*

A few 850 (5.2%) candidates had scores ranging from 6.5 to 10 marks hence their performance was good. Among them, 42 (0.3%) candidates were able to differentiate clearly the terms given in part (a) and also explained the six factors the manufacturer has to consider when choosing a distribution channel, therefore they scored all 20 marks. Some candidates who scored high but not full marks were able to differentiate the terms correctly, but they provided less number of factors than the required in part (b). Their scores varied according to the explanations provided. Extract 6.1 shows one of the correct responses extracted from the scripts of one of the candidates.

Extract 6.1

6a) i) Mobile shops from single shops	
– Mobile shops this are types of retailers with no fixed premises and move with their vehicles selling different types of goods while	
– Single shops this are types of retailers with fixed premises and are operated by a one person selling different types of goods.	
ii) Tied shops from road side sellers	
– Tied shops this are types of retailers which operate on fixed premises selling products from only one manufacturer example: Coral paints. while	
– Road side sellers are the types of retailers that operate with no fixed premises and they mostly sell goods along the side of the roads.	
b) Six factors to consider when choosing are chain of distribution	
i) The length of the channel used should be as short as possible for the goods to reach the consumer at the required time	
ii) The cost of the channel, should be relatively low that it meets the required terms of the producer.	
iii) The speed and urgency of the channel used should be fast that goods reach the market at the time speculated.	

6b)	iv)	Presence of barriers that can hinder the smooth movement of goods till to the final ~~ff~~ ultimate	
	v)	The nature and type of goods that are to be distributed, example; perishable goods are more suitable for a shorter distribution chain	
	v)	The flexibility of the channel used whether it is easy to change and still suit the required returns.	

Extract 6.1 is a sample of relatively correct responses from one of the candidates who was able to differentiate the terms given and briefly explained the factors the manufacturer might consider when choosing a distribution channel.

A total of 4,095 (25%) candidates performed moderately in this question as they got scores ranging from 3 to 6 marks. Many of them had understood the requirements of the question in both parts (a) and (b), but failed to provide adequate explanations to some points provided in both parts. Some of them were able to differentiate the terms given in part (a). In addition, others were able to provide correct explanations to at least one factor in part (b). Their marks varied according to the clarity of their explanations and the number of points given in part (b).

On the other hand, the candidates whose scores ranged from 0 to 2.5 marks performed poorly. This is due to their failure to translate the demands of the question and inadequate knowledge. The candidates who scored from 0.5 to 2.5 marks tried to differentiate either mobile shops from single shops or tied shops from road side sellers in part (a), though most of them failed to provide the correct differences. In part (b), most candidates failed to provide correct responses due to lack of knowledge and misinterpretation of the question. Further, others had mentioned only one correct point with unrelated explanations in this part. The analysis shows that many of these candidates also lacked English language proficiency that made them fail to clearly explain some points they mentioned.

A total of 4,314 (26.4%) candidates scored 0. This is because they failed to differentiate the terms due to various reasons such as incorrect interpretation of the question and inadequate knowledge. In part (a) for instance, some candidates misinterpreted the term "mobile shops" as the shops that deal with selling mobile phones and their accessories, or selling of goods through orders received from customers by mobile communication. Others explained single shops as shops which sell only a single product and tied shops as the shops which are limited in some areas to sell their products. In part (b), some candidates explained the factors which influence demand, while others described the factors of production instead of the factor to consider when choosing the channel of distribution. However, some candidates answered only one part of the question of which they did not score any marks. Besides, other candidates explained the middlemen involved in the distribution channel. Extract 6.2 below is a sample of the candidates' incorrect responses.

Extract 6.2

6 a (i) Mobile Shops from Single Shops	
Is one different and Single Shops In	
mobile shops from Single Shops	
→ Telephone Shops	
→ Television Shops	
→ Leta Shops	
→ email Shops	
ii) Tied Shops from road sid seller	
– Trific right	
– zebra Sign	
– Police in the road.	
B) – Low material	
– wood matterial	
– manu facturing goods	
– Mining famufacture	

Extract 6.2 is a sample of incorrect response from one of the candidates who interpreted mobile shops as the shops selling electronic equipment, in part (a) (i) and mentioned the precautions taken to reduce road accident as road side sellers in item (ii). Further the candidate listed some materials used by the manufacturers in production in part (b).

2.7 Question 7: Money

The question had two parts (a) and (b). In part (a), the candidates were required to explain what would happen if money was not rightly controlled, by giving four points. In part (b), the candidates were required to describe six merits of barter system.

This was an optional question which was opted for by 13,611 (99.66%) candidates. The question was poorly performed since only 25.4 percent (3,462) of the candidates were able to score from 30 percent and above of the 20 allocated marks. The analysis showed that a total of 10,149 (74.6%) candidates scored from 0 to 5.5 marks, among them 1,897 (13.9%) candidates scored 0. The candidates who scored from 6 to 12.5 marks were 3,331 (24.4%) and 131 (1%) candidates scored from 13 to 18 marks. There were no candidates who scored all 20 allocated marks. Figure 7 summarises the candidates' general performance for this question.
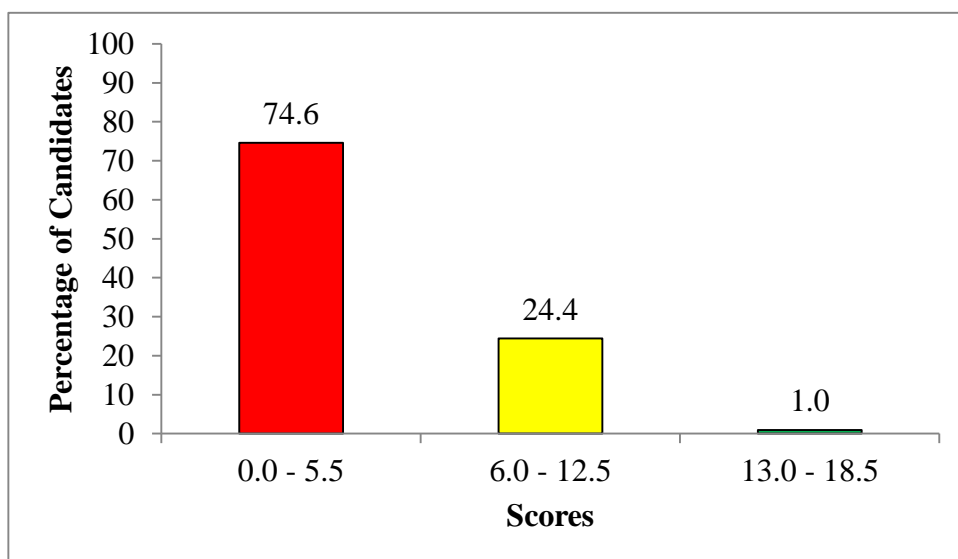

Figure 7*: Distribution of the candidates' scores in question 7*

The majority of candidates 10,149 (74.6%) performed poorly in this question. They showed poor understanding of the question as they failed to respond according to the demands of the question hence their scores ranged from 0 to 5.5 marks. Some of the reasons for poor performance included misinterpretations of the question, inadequate knowledge of the concepts examined and poor mastery of English language.

The candidates who scored 0 failed completely to explain any of the correct points in all parts. The major weakness observed from the scripts of the candidates was failure to observe the requirements of the question. For example, in part (a), most of these candidates explained the functions or qualities of money, and others explained the means through which banks used to control credits. In addition, some candidates explained the branches of aids to trade instead of what would happen if money was not rightly controlled. In part (b), the majority of candidates explained the demerits of barter system instead of its merits, while others explained the functions of money which was also wrong. However, some candidates attempted only one part of the question of which they also provided incorrect responses. Extract 7.1 is a sample of incorrect response.

Extract 7.1

7(b) Barter system; Is a system of exchanging goods to goods or good to services. The following are merits of barter system:-

Medium of exchange: This was one of the merits of barter system when the peoples from different areas come and exchange their goods inorder any one to get a thing which he/she need for his benefits.

Measure value; This was another merit of barter system because when a person go to the market and want to buy maybe a pencil because it is a small thing also your money must be small like to pay 100 Tshs.

Store value; This was another merit of barter system because a money is used to store the values of some items in a given society.

Transport items; This was another merit of barter system because when you want to transport maybe the bananas from Moshi to Arusha this was a barter system so barter system is used to transport items.

Indivisibility of some items; This was another merit of of barter system because when the peoples use this barter system there is indivisibility of some items which they make theirself.

Foreign exchange; This was the last but not the list merit of barter system when the people from another come to make barter system with the peoples of our country we can get thing from our fellow country which is better for our own use.

Conclusively; Barter system has the merits like medium of exchange, measure of value, store value, transport & items and Indivisibility of some items.

Extract 7.1 is a sample of incorrect response from one of the candidates who wrote the qualities of good money, and demerits of barter system instead of what would happen if money was not rightly controlled and merits of barter system.

Nevertheless, the responses of the candidates who scored from 0.5 to 5.5 marks to large extent resembled of those who scored 0. The difference was that some candidates were able to mention inflation and deflation in part (a) as correct point, but failed to defend the points in relation to the demands of the question. They also copied some sentences from the question paper and wrote them as responses to this part. Others listed some merits of barter system with insufficient explanations or without explanations in part (b).

A few candidates 3,331 (24.4%) who scored from 5.5 to 12.5 marks had the ability to interpret the requirements of the question, but provided unsatisfactory points in both parts. However, most of them scored more marks in part (b) than in part (a). The correct answers in part (a) were: *Mismanagement of money may result into up and down in economic activities which may cause wastage of economic resources; It may lead to price fluctuations for the agriculture and industrial products; It creates serious shifts in the distribution of wealth* and *human value loses its importance.* The correct points in part (b) were: *barter system does not involve foreign exchange; It eliminates the risks of travelling with huge amount of money; It does not involve many documents; It promotes mutual understanding and good relationship among the people in and outside the country; It eliminates the problem of inflation; It encourages domestic production by creating market outside the country and It encourages local exchange by producing surplus output in different products.*

In spite of the candidates' poor performance, there were few candidates (131) who performed well in this question. The analysis shows that these candidates had good background of the topic of money as they were able to explain at least more than half of the points required in both parts. However, some of their explanations could not match with the correct points mentioned. Such discrepancies led their scores to range from 13 to 18 marks. Extract 7.2 represents a sample of response from a candidate who score high marks.

Extract 7.2

7. (a) Money is anything which is accepted to be used as a medium of exchange. If money is not rightly controlled the following are the circumstances :-

Devaluation of currency, If money is not under the control of government under central bank then the currency of that particular county is going to be divalued that is the currency is going to have low purchasing power on internation trade.

There will be emergence of inflation, where by it means that there will be general rise in price levels. due to abundance supply of currency in the country then there is a greater risk of inflation in that country.

May lead to fall of countries economy, due to the fact that the government does not take part in controlling the money in the country there would be a greater risk of economic falling in that country and this is beccause of the fact that money can not ~~be~~ have high purchasing power.

May lead to the emergence of classes in the society, the classes are of those with higher earnings and those with extreme lower earnings and this is all due to the fact that money is not controlled to the society by gove rnment. thus even tax collection is not going to be progressively.

7. (b). Barter system, this refers to the trade system which involve exchange of goods for goods or services for goods. This was a trade system which was introduced before the coming of monetary economy. The following are the merits of barter system explained as follows :-

The risk of theft is lower in barter system, thus this is one of the merit of barter system where by we get to see that the risk of theft in this trade system was very lower and this is due to the importability or heavyness of exchanged goods. thus theft was discouraged.

The system is very usefull in non-monetory economy, that is in the country which do not use money this system can be very reliable due to the fact that money is not used and people need to exchange.

The system is very suitable during inflation, thus when there is a general rise in price level this system can be of an advantage in order for people not to suffer the risk of paying higher price. thus barter system is very important during inflation.

The system involve more interaction among the seller and the buyer as the result it leads to better relationship amongest this two groups which are exchangeing. thus this system encourage good relationship amongest the people in the society.

	The system encourage people to work hard, as the principle being goods for goods people are going to really work hard so as they can have purchasing power in order to attain goods for the life	
	Generally, not only barter system has some merits but also this system has the following demerits, that is, double concidence of wants, lack of measure of value, lack of store of value, lack of standard differed payments and many other demerits.	

Extract 7.2 presents a relative correct response from the candidate who explained what would happen if money was not rightly controlled and also described six merits of barter system.

2.8 Question 8: Communication

This question had two parts, (a) and (b). In part (a), candidates were required to explain four indicators of good internal communication in the industry. In part (b), they were required to elaborate six advantages of written communication.

A total of 13,003 candidates attempted this question. This is 79.45 percent of all the candidates who sat for this paper as it was an optional question. The candidates' scores were 10,948 (84.2%) who scored from 0 to 5.5 marks, 2,012 (15.5%) scored from 6 to 12.5 marks and 43 (0.3%) scored from 13 to 18.5 marks. No one scored all the 20 marks allocated. The majority of candidates (84.2%) scored below 30 percent of the marks allocated hence, the question was poorly performed. Figure 8 sumamrises the candidates' performance for question 8
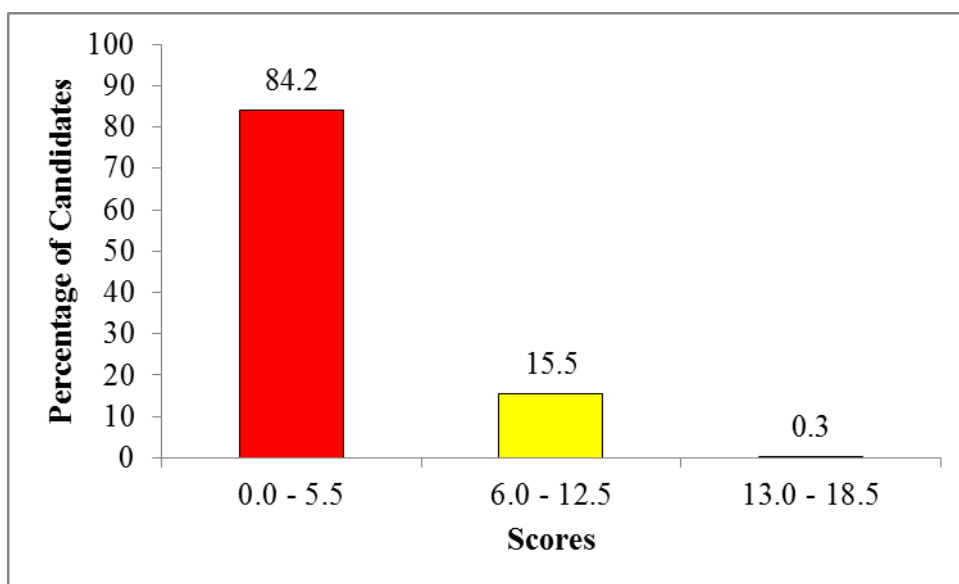
Figure 8*: Distribution of the candidates' scores in question 8*

The analysis shows that 84.2 percent (10,948) of all candidates scored low marks (0 to 5.5). Further analysis indicates that many candidates in this category attempted only part (b) of the question with partial responses and left part (a) unanswered. A few candidates who attempted both parts (a) and (b) were able to mention the correct points like *better understanding between employer and employees, effective coordination and loss avoidance*, but their explanations on each point were not satisfactory, hence they scored fewer marks.

On the other hand, some candidates responded to part (a) of the question by providing irrelevant responses. For example, some of them explained the factors to be considered when/before establishing an industry such as *availability of water, power, labour, raw materials and availability of capital*. Others explained the factors to be considered when choosing communication media. In addition, there were some candidates who wrote the communication media used in communication such as newspapers, internet and mobile phones, instead of the indicators of good internal communication in an industry. Likewise, many candidates explained about good external communication instead of internal communication. All these responses demonstrated serious misconceptions of the subject matter tested. These candidates also failed to provide any correct responses in part (b) as some of them explained the disadvantages of written communication and others explained the essential elements of communication, instead of the

advantages of written communication. In general these responses show that the candidates had insufficient knowledge of the concepts tested. Extract 8.1 shows a sample of the candidates' incorrect responses.

Extract 8.1

8(a)	Communication is the transfer of Afo the Information, skills and ideas from one place to another through given channel and Media. Internal Communication is the type of communication which take place within the country.
	The indicator of good internal communication in the industry include the following:-
	Information. This is the indicator of good internal communication in the industry whereby there should be with the information which is taking place between one person and another person hence the indicator.
	Sender. This is also another indicator of good International communication in the industry where in any communication there should be with the sender and the one who receives the message hence the indicator of good international communication in the industry.
	Feedback. This is also another indicator of good internal communication in the industry whereby in any communication there must be with the feed back of the Message when it has derived or not.
	Message. Message is also the indicator of the good internal communication in the industry whereby there must be with the purpose of sending the the Message from one person to another person.

Extract 8.1: is a sample of a part of incorrect response from a candidate who explained the essential elements of communication instead of the indicators of good internal communication in part (a).

A total of 2,012 (15.5%) candidates who scored from 6 to 12.5 marks were able to elaborate most of the advantages of written communication in part (b), but they highlighted a few indicators of good communication in the industry in part (a). Some of them mixed the indicators of good communication with outsiders with that of internal communication in their responses. Besides, there were some candidates who provided less number of points with correct explanations in both part (a) and (b). Other

candidates in this category were able to provide the correct responses to only part (b) of the question and left part (a) unanswered.

Despite poor performance in this question, a few 43 (0.3%) candidates scored high marks which ranged from 13 to 18.5 marks. Most of them were able to explain the four indicators of good internal communication in part (a). The candidates also were able to elaborate most of the advantages of written communication in part (b), though some of the explanations given did not deserve full marks as they were not satisfactory. Generally the candidates' responses indicated that they had understood the requirements of the question hence provided the expected responses. However, their scores varied according to their ability in clarifying the points and the number of correct points given by individuals. Extract 8.2 shows a sample of correct response.

Extract 8.2

8 a)	Internal communication is the receiving and conveying of information within the organization. Industry can be one among the organizations with internal communication. Hereby, are indicators of good communication in the industry;	
	Greater efficiency; If workers in the industry work effectively and efficiently thus producing goods of good quantity and quality, indicates good internal communication among managers, directors and sub-ordinates.	
	Greater production; If an industry is producing more products, this indicates that activities in the industries are linked well and that the is an effective management thus good internal communication	
	Good technical Integrety; If any techical problems for instance machine breakdown are quickly reported and taken care of instantly hence absence of drawbacks in production indicates good internal communication in the industry.	
	Greater co-operation among workers; If there is good internal communication in the industry, risks of facing misunderstandings is low hence there is greater co-operation.	
	Therefore, internal relation of organizations should be improve so that work can be done effectively and efficiently to reach the stated goals.	

Q 8 b) Written communication is the type of receiving and conveying messages, ideas through writtings. Means through which communication can be written include letters, memos, post cards and emails.

The following are advantages of written communication;

Cheap; ways of transmitting written information are readily cheap and affordable to individuals with different income levels. Letters are a good example.

Serves as an evidence; written communication can be used as an evidence in future inconviniences for instance, infornt of the court of law.

Confidentiality; written documents for instance memos are confidential since they a specified to the intended receiver.

Suitable for deaf and dumb; people who can not hear or speak can use written means as a way of communication unlike in oral communication.

Low chances of detoriating the Information; written means such as letters are not easy to exaggerate even if they pass through the post man, they will deliver without alliteration of information unlike sending a messenger in oral means.

Not easily affected by barriers of communication; written communication is not easily affected by noise, attitude of the listher, appearance of the speaker and others.

Therefore, written communication can be a suitable means of communication although it is limited to illiterate and blind individuals.

Extract 8.1 shows a sample of relatively correct response from one of the candidates who was able to explain the indicators of good internal communication in the industry and the advantages of written communication.

2.9 Question 9: International Trade and Export Trade

The question had three parts (a), (b) and (c). In part (a), candidates were required to explain five means by which an exporter may secure payments. In part (b), they were required to discuss three incentives provided by the government to her exporters to improve exports. In part (c), the candidates were required to differentiate between proforma and consular invoices, giving their importance in International Trade.

This question was attempted by the least number of candidates 1,091 (6.67%) as compared to other questions. It was poorly performed as the majority of candidates scored low marks. A total of 1,022 (93.7%) candidates who scored low had scores ranged from 0 to 5.5 marks of whom 741 (67.9%) scored 0. Further, the candidates whose scores ranged from 6 to 12.5 marks were 56 (5.1%) while, 13 (1.2%) candidates scored from 13 to 18.5 out of 20 allocated marks. The candidates who scored from 6 to 18.5 marks were 69 (6.3%). Figure 9 summarises the candidates' performance for this question.

Figure 9: *Distribution of the candidates' scores in question 9*
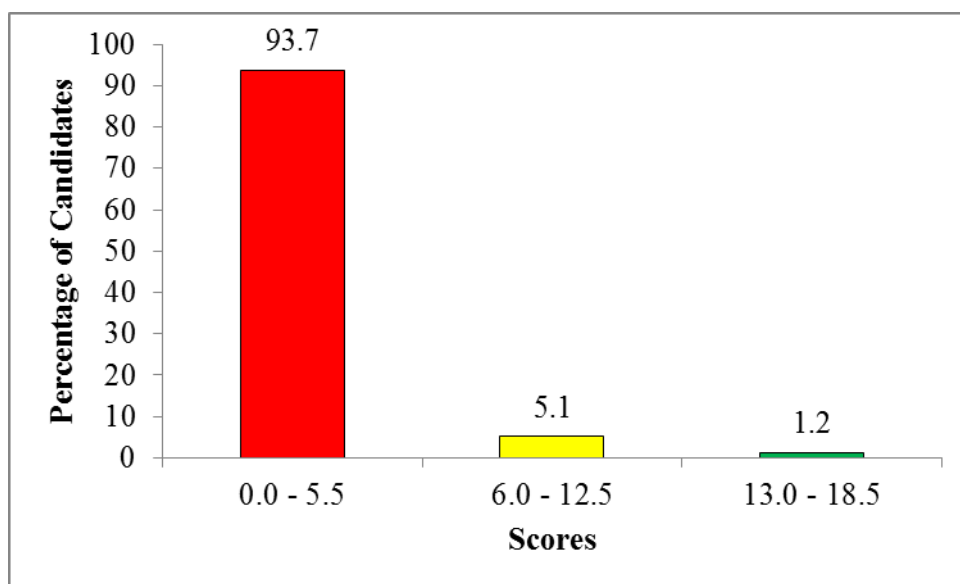
The majority of candidates 1,022 (93.7%) who scored low marks (0 to 5.5) their responses in part (a) focused on international commercial terms. For example, *Free on Rail, Free on Board, Ex –work, Free alongside Ship, and Cost, Insurance* and *Freight* which were incorrect. Furthermore, other candidates' responses focused on the documents used in the formation of

partnership such as *certificate of trade, certificate of incorporation* and *memorandum of association* in the same part, instead of *documentary bills, bills of exchange, bank drafts, documentary credit and telegraphic transfers*. In part (b) some candidates explained the restrictions imposed by the government on imports like *tariffs, quotas* and *total ban,* instead of the incentives provided by the government to exporters to improve exports which are custom *drawback, export compensation,* and *government agencies*. Some candidates responded only to one part of the question and avoided the other parts.

In part (c), the candidates explained the importance of international trade. Others provided incorrect meanings of the terms (pro-forma invoice and consular invoice), and they did not give the importance of each term in relation to international trade. The poor performance of the candidates in this question was attributed mainly to the candidates' misconception and poor understanding of the subject matter tested hence they scored 0.

In additional to that, the responses of some candidates whose scores ranged from 0.5 to 5.5 marks had a lot of discrepancies. Some of the weaknesses observed from their responses include explaining unrelated responses to the most parts of the question. A few of them were able to differentiate between proforma invoice and consular invoice, but failed to give their importance in relation to international trade. Apart from differentiation, others mentioned some incentives to exporters or listed some means through which exporters can secure payments in part (b) without or with unrelated explanations. All these were the outcomes of poor understanding of the concepts examined and poor mastery of English language. Extract 9.1 shows a sample of incorrect response.

Extract 9.1

9.

9A. Exporter this is a person who transport goods people in different area. The following are the Means which exporter may see ure payments.

Distance: If the distance is high the exporter will need high payment and if distance e is small the exporter will need small payment.

Government policey: If the government have make the policey of payment of the area the transporter will need that that payment

Weight of the goods: If the goods are too weight the exporter will need high payment

Nature of product: the transporter will Look See the nature of product if it is for Low cost he will need Low payment if high cost will need high payment

condition of the transporting way: the transporter will First See if the way is good or bad then will need his payment

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9B	the incentives provided by the government to it exporters to improve exports are. Making goods Loads or ways which exporters pass to transport goods. Making Laws to people who are not Exporters when transporting goods.	

Extract 9.1 is a sample part of incorrect response from one of the candidates who explained some factors to be considered when choosing the mode of transport in part (a) instead of means in which exporters secure payments. He/she also mentioned some ways to promote imports in part (b) instead of the incentives to improve exports.

A total of 56 (5.1%) candidates whose scores ranged from 6 to 12.5 marks (average performance) gave correct means used by exporters to secure payments but, some of the explanations given failed to suffice the meaning of the means stated in part (a). Most of them were also able to differentiate proforma invoice from consular invoice. Their explanations on the importance of the documents in relation to international trade had some weaknesses in part (c). Furthermore, some candidates avoided part (b) and a few who answered it provide few correct incentives though they failed to explain correctly the incentives.

A few candidates 13 (0.2%) had good performance in this question as they were able to provide satisfactory number of points and explanations in part (b). Some among them provided relatively correct answers in part (c). They also explained a few correct means used by exporter to secure payments in part (a), though their responses included some general documents used in international trade which were incorrect. Therefore they scored high marks (13 to 18.5 marks). However, their scores varied according to their ability to clarify the points and the sufficient number of points required in each part. Extract 9.2 is a sample of the candidates' relatively correct response.

Extract 9.2

9a)	The following are the means which any exporter may secure payments;	
	The first means is by sending a letter of credit. letter of credit is a document sent by an importer to an exporter to allow him to impose a bill on him. This way the exporter is assured and secured of payment.	
	Another means is by sending a Proforma invoice. This will keep the importer informed of the payments he is liable to make and take necessary measurements to arrange payments. This will assure the exporter of Payment.	
	Also by discounting the bill. This will help the exporter to receive money earlier from the bank before the importer sends the payments. This is incase the bill is not dishonoured.	
	Further more, the exporter may send a letter of hypothocation to his bank. This is a letter which is sent by exporter to his bank authorizing him to sell the goods at profitable prices. This way, Payment is made through the bank which is quite safe and secured.	
	finally, the exporter may borrow loans from security financial institutions. This way the	
9a)	security chartals can be used to secure Payment.	

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9 b) International trade is the trade that is done between two or more countries. The types of international trade are export trade and import trade. Export trade is where by goods are produced in a country and sold to another country. The following are incentives provided by the government to improve exports:

The first is export compensation. When a person exports certain goods to a foreign country, the exporter claims a certain percentage on the goods exported. This motivates people to export goods so as to gain the compensation hence increase of exports.

Another incentive is customs draw-back. This is where by happens when a person imports raw-material, turns them into finished goods and re-exports them to a foreign country. The government will reduce the amount of custom duty that is charged

a b) on him due to the re-exportation of goods. This system is known as entrepot.

Finally, exporters are provided with tax holidays. This simply means that exporters are exempted from paying certain tax. This way people will export more goods so that they may avoid paying tax or high tax on production of their goods.

Therefore, the government mainly gives incentives to exporters so as to improve or promote export trade. Promotion of export trade will help to solve and correct balance of trade and payment problems.

c) Proforma invoice is the exporter's invoice which is sent to the importer not constituting him to make payment but to show him how the invoice will look like once goods are sent to him. It also shows him the liabilities he will incurr once the goods are delivered to him.

Consular invoice is also the exporter's invoice but it is certified by the consul of the importing country who is stationed at the exporting country. A consul is a person appointed by the government to represent them in trade interests abroad.

The proforma invoice and consular invoice are very important in international trade. The proforma invoice helps the importer to seek for permission at the central bank for importing goods and it also helps him to prepare money for the liabilities that he is going to incurr once the

9c)	goods are delivered to him from the importer. The	
	consular invoice facilitates the inspection of goods	
	before being sent to the importing country so	
	as to reduce dumping of sub-standard goods. It	
	also helps to promote trade interests among	
	countries through the consuls.	

Extract 9.2 shows a sample of relatively correct response from one of the candidates who was able to provide relatively correct responses in all parts except two incorrect points in part (a) which are proforma invoice and borrowing certificate.

2.10 Question 10: Business Management and Organization

The question had two parts (a) and (b). In part (a), the candidates were required to elaborate four main types of organization structure. In part (b), they were required to explain six principles of organization.

The question was attempted by 2,824 (17.26%) candidates, and it was an optional question. The candidates who scored from 0 to 5.5 marks were 2,354 (83.4%), 443 (15.6%) candidates scored from 6 to 12.5 marks, and 27 (1%) candidates scored from 13 to 20 marks. The analysis shows that the candidates' performance for this question was poor as only 470 (16.6%) candidates scored 30 percent and above average. Figure 10 summarises the candidates' performance for this question.
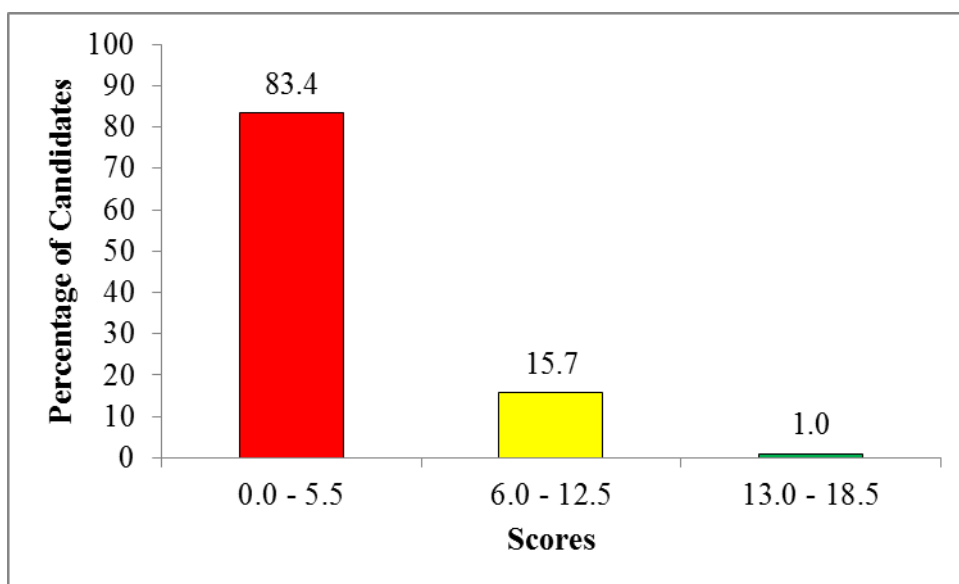
Figure 10: *Distribution of the candidates' scores in question 10*

The candidates who scored from 0 to 5.5 marks performed poorly in this question. The main reason for poor performance could be inadequate knowledge on the subject matter examined; failure to understand the requirements of the question and language barrier. These have been noted as challenging problems to most of these candidates.

Most candidates 724 (25.6%) who scored 0 were unable to interpret the demands of the question, and also lacked knowledge on the concepts of organization structure and the principles of organization. In part (a), some of them explained the forms of organization charts such as *horizontal organization chart,* and *vertical organization chart,* while other candidates drew organization chart instead of the types of organization structure. Others gave examples showing various positions in the organization chart of a school, indicating the Head of School at the top, followed by Deputies and Heads of Departments. In addition, some of these candidates mentioned the examples of different Non-Governmental Organisations (NGO's) such as *orphanage centres, institutions that deal with HIV/AIDS*. These candidates got confused with the word organization hence failed to provide correct responses.

Likewise in part (b), most of these candidates wrote the functions of management, and others wrote the principles of insurance while the question asked about the principles of organization. Also, a few of them related the term organization with cooperative society then assumed that cooperative society is an organization; therefore they incorrectly explained the principles of cooperative society. This showed that they had misunderstood the demands of the question.

However, the candidates whose scores ranged from 0.5 to 5.5 marks had inadequate knowledge of organization structure as they partially responded to part (a), but most of them failed to provide relevant answers in this part, while others left the part unanswered. Likewise, these candidates provided partial answers to part (b). Some candidates mentioned a few correct principles of organization with unsatisfactory descriptions in part (b). Their responses mixed the functions of management with a few principles of organization. There were some candidates who answered part (a) and managed to explain at least a single correct type of organization structure out of the four required. The majority failed to explain any correct principles as required in part (b). Extract 10.1 shows a sample of incorrect response from one of the candidates with poor performance.

Extract 10.1

B	organization - is the amount of goods and services	
	The Following of the explain six principle of organization	
	Utmost Faith to part of goods and services to support to human life to consumer to utmost faith .	
	subgration - In member of people to ano ther part in organization materials part to life to Tanzania '	
	Instable interest . to people of goods and organization priciple in services of manufacturer producer .	
	labuer - is state of goods and life to people in organization labur of transport of money and exchange .	
	pot pooling risk - to together of people to support of human resource and organizatio to buy two more .	
	The are above five point of the explain Five principles of organization	

Extract 10.1 is incorrect response from the candidate who listed irrelevant points in part (a) and mentioned some principles of insurance with some terms used in insurance together with labour as a factor of production with unrelated explanations in part (b).

A total of 443 (15.6%) candidates had average performance as their scores ranged from 6 to 12.5 marks. Some of these candidates avoided answering part (a) and answered part (b) by explaining all principles of organization. Others were able to elaborate some types of organization structures such as *Line Organization* and *Staff Organization* in part (a), and mentioned most of the correct principles in part (b) but, it has been observed that some explanations on some of the principles were not correct.

Despite poor performance in this question, a few candidates 27 (0.1%) scored high marks which ranged from 13 to 20 marks. Some of them were able to elaborate the types of organization structures and explained most of the principles of organization correctly. The principles of organization are more than six which were required by the question, so the candidates explained them interchangeably. Therefore, apart from the correct points

shown in extract 10.2, the following also were considered as correct principles: *Principle of specialization, Principle of co-ordination, Principle of flexibility, Scalar chain, Principle of discipline, Principle of centralization* and *Fair remuneration*. The variations of marks observed from the candidates were due to the correctness of the points provided and the explanations given on each point. The sample given in Extract 10.2 represents the candidates' relatively correct response of question 10.

Extract 10.2

10.		
a)	is line / military organization. This organization structure show the authority from the top level to the low level. Every department in this organization structure has an authority and to rule their activities in a way that they follow all aims and objectives made by the managers.	
	ii) Staff / function organization. This is an organization which divided into department and th each department has got a leader of the department. This influence specialization and division of labour in each department int the organization.	
	iii) line and staff organization. This is an organization structure which has right over each department in the organization. This organization structure divided into department and within those department also there are some department made which all department has got a leader and they follow authority in the department.	
	iv) Management by committee. This is a comittee which consist of small group of people who perform a certain function. For instance Teachers, doctors in education institution and health institution.	

108. Organization is the process of allocating duties and responsibilities to workers and ensuring that tools and equipment are provided to worker so that activities to be taken place. The following are principles of organization:

Unit chain of command. In organisation must be a unit chain of command so that to ensure one worker is under supervision of one director so that to ensure works are done according to the aim and objectives made in business so that to be achieved.

Responsibility. This is very important principle which needs workers to be responsible so that they can do their activities in right place at the right time so that to avoid wastage of time in the organisation. In the organization every worker so be responsible so that they can get good result from their work in order to be rewarded.

Equity treatment. This is the principle which needs in the organisation must be equal treatment between workers in the organization. If there is equity treatment in the organization, also it will make the organisation to have effective and good internal communication between people in the organization.

Span of control. This is the principle which help the organisation to make some people who will control all activities done in the organization so that to ensure there is good performance of activities according to the work aims and objectives made in the organization.

10B. Measurement of effectiveness. This is the principle which needs people to perform their work more effective so that they can achieve the goals planned and being awarded after evaluation being made. This will help each work to perform their work effective so that to improve their activities in the organization.

Units of objectives. This is the principle which requires the organization to plan aims and objectives to be followed by workers in the organization. These objectives will help people to make good use of the resources available in the organization so that they can achieve their goals. For the activities to take place in the organization must be objectives which direct worker what to do so that they can achieve a common goal.

Therefore, organization is the very important because it help worker to do their works in a way that they can achieve a common goals and it help them to promote good communication between people in the organization.

Extract 10.2 shows a sample of relatively correct response from candidate who adhered to the demand of the question.

3.0   ANALYSIS OF CANDIDATES' PERFORMANCE PER TOPIC

The CSEE 2018 Commerce paper had 10 questions composed from 15 topics. The topics were: *Retail Trade, Production, Wholesale Trade, The Scope of Commerce, Marketing, Insurance, Stock Administration, The Theories of Supply, Business Units, Taxation, Money, Communication, International Trade, Export Trade,* and *Business Management and Organization.*

The analysis shows that, the percentage of candidates who scored 30 percent or above ranged from 6.3 percent to 51 percent. The topics which were averagely performed were *Taxation* (51%), *Stock Administration* (32.5%), and *Retail and Wholesale Trade* (30.2%). Further the analysis shows that five topics had weak performance. The topics were money (25.4%), Business Units (23.3%), Business Management and Organization (16.6%), Communication (15.8%) and International Trade and Export Trade (6.3%). Question 1 which was composed from various topics was performed well (67.5%). The summary of the candidates' performance in each topic is attached as an Appendix.

The reasons for the average performance in the topics mentioned were that, the majority of candidates understood the requirements of the questions but, they had partial knowledge and skills on some of the topics examined. They were able to answer some questions correctly, but other questions were partially answered.

However, the weaknesses observed in the topics with poor performance in questions 2, 4, 7, 8, 9 and 10 were: candidates' inability to interpret the demands of the questions, insufficient knowledge and skills on the subject matter, lack of seriousness to most of the candidates and lack of proficiency in English language.

Further, the analysis revealed that when compared the performance of CSEE 2017 with that of CSEE 2018 in topic wise, there were some changes in topics performance. For example the topic of *Management and Organization* dropped from average to weak while *Stock Administration* rose from weak to average performance.

4.0 CONCLUSION

The analysis of the candidates' performance in Commerce subject shows that, the overall candidates' performance for this paper was average as 42.66 percent passed the examination by scoring 30 percent and above. Despite the average performance of the candidates for this examination, it has been noted that, there were few candidates with high marks in some questions. Their good performance was influenced by a number of factors such as adequate knowledge of the concept related to the questions, ability

to interpret the demands of the questions and proper use of English language.

The candidates who failed to score high marks had inadequate knowledge and skills that hindered them to answer the questions as required. Poor mastery of English Language was also another problem which made the candidates fail to determine the demands of the questions, and failure to elaborate their responses.

5.0   RECOMMENDATIONS

In order to improve the candidates' performance in future, the following are recommended:

(i)   Both teachers and students are emphasised to put much effort on all the topics in order to improve the performance. Teachers should use different teaching techniques such as arranging visits to facilitate learning. For example, students to visit communication media in the communication topic, different forms of business units to enable the students to relate what they learn in the class with the reality. Also inviting officials from income tax departments to speak about taxations in Tanzania.

(ii)   More exercises and tests should be given to upgrade candidates with the concepts in the topics and, to familiarise them with different techniques of tackling examination questions before they sit for their final examinations.

(iii)   Teachers should insist the students to read the examination questions carefully, observe the requirements and the instructions given before they start to attempt the questions.

(iv)   Students should be insisted to read different commerce text books, business newspapers, magazines and browsing relevant materials from the internet to broaden their knowledge and skills in the subject.

(v)   Students should be emphasised to concentrate in their studies by making sure that they revised the entire topics covered in their syllabi before sit for CSEE.

THE ANALYSIS OF CANDIDATES' PERFORMANCE PER TOPIC

S/n	Topic	Question number	Percentage of candidates who scored an average of 30% and above	Remarks
1	Retail Trade, Production, Wholesale Trade, The Scope of Commerce, Marketing, Insurance, Stock Administration, Taxation, Business Management and The Theory of Supply	1	67. 5	Good
2	Taxation	3	51	Average
3	Stock Administration,	5	32.5	Average
4	Retail Trade and Wholesale Trade	6	30.2	Average
5	Money	7	25.4	Weak
6	Business Units	2 &4	23.3	Weak
7	Business Management and Organisation	10	16.6	Weak
8	Communication	8	15.8	Weak
9	International Trade and Export Trade	9	6.3	Weak