

# Cambridge International AS & A Level

BUSINESS
Paper 1 Short Answer and Essay
MARK SCHEME
Maximum Mark: 40

Published

This mark scheme is published as an aid to teachers and candidates, to indicate the requirements of the examination. It shows the basis on which Examiners were instructed to award marks. It does not indicate the details of the discussions that took place at an Examiners' meeting before marking began, which would have considered the acceptability of alternative answers.

Mark schemes should be read in conjunction with the question paper and the Principal Examiner Report for Teachers.

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# **Generic Marking Principles**

These general marking principles must be applied by all examiners when marking candidate answers. They should be applied alongside the specific content of the mark scheme or generic level descriptors for a question. Each question paper and mark scheme will also comply with these marking principles.

#### GENERIC MARKING PRINCIPLE 1:

Marks must be awarded in line with:

- the specific content of the mark scheme or the generic level descriptors for the question
- the specific skills defined in the mark scheme or in the generic level descriptors for the question
- the standard of response required by a candidate as exemplified by the standardisation scripts.

#### **GENERIC MARKING PRINCIPLE 2:**

Marks awarded are always whole marks (not half marks, or other fractions).

#### **GENERIC MARKING PRINCIPLE 3:**

## Marks must be awarded **positively**:

- marks are awarded for correct/valid answers, as defined in the mark scheme. However, credit
  is given for valid answers which go beyond the scope of the syllabus and mark scheme,
  referring to your Team Leader as appropriate
- marks are awarded when candidates clearly demonstrate what they know and can do
- marks are not deducted for errors
- marks are not deducted for omissions
- answers should only be judged on the quality of spelling, punctuation and grammar when these
  features are specifically assessed by the question as indicated by the mark scheme. The
  meaning, however, should be unambiguous.

# **GENERIC MARKING PRINCIPLE 4:**

Rules must be applied consistently, e.g. in situations where candidates have not followed instructions or in the application of generic level descriptors.

# **GENERIC MARKING PRINCIPLE 5:**

Marks should be awarded using the full range of marks defined in the mark scheme for the question (however; the use of the full mark range may be limited according to the quality of the candidate responses seen).

#### GENERIC MARKING PRINCIPLE 6:

Marks awarded are based solely on the requirements as defined in the mark scheme. Marks should not be awarded with grade thresholds or grade descriptors in mind.

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# 9609 Paper 1 Specific Marking Principles

Marks are awarded for each answer when the following Assessment Objectives (AO) are met. The mark scheme for each answer indicates when and how each AO can be met.

## AO1 – Demonstrate knowledge and understanding of business concepts.

The focus in Section A of the Examination Paper is on this first AO.

- (a) Questions 1, 2, and 4 will meet this AO using definitions and explanations of business concepts.
- (b) Question 3 provides an opportunity for the application and a more developed explanation of a business concept. The 4–5-mark level specifically provides for this more developed explanation.

## In Section B of the Examination Paper

(a) Questions 5, 6, and 7 still require supporting Knowledge and Understanding (AO1), but there is now a focus on **Application (AO2)**, **Analysis (AO3)**, and **Evaluation (AO4)**. These skills are set out below:

# AO2 – Apply knowledge and understanding of business concepts to general and specific situations and contexts.

- (a) Where a specific business or context is named in the question then the candidate is required to relate answers specifically to this business or context.
- (b) It is not sufficient to merely repeat the name of the business or the context.

# AO3 – Analyse business problems, issues, situations and contexts, through a discussion and interpretation of evidence, debate, theory, impact and consequence, to produce reasoned and coherent arguments.

(a) Level 3 answers may use terms such as – because, leads to, therefore, so that, as a result, consequently – thereby showing analytical development for AO3.

#### AO4 – Limited Evaluation is given

- (a) When an attempt is made to address and comment on the value and validity of the previous analysis.
- (b) These comments may be quite brief and be more opinionated than reasoned.
- (c) A concluding summary of preceding analysis is <u>not</u> evaluation.

## AO4 - Evaluation occurs

- (a) When an answer comments on the validity/significance of previous analysis in an evidence based and reasoned way.
- (b) This often leads to the presentation of appropriate substantiated judgements, decisions, or recommendations.

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Question	Answer	Marks
1(a)	Define the term 'branding'.	2
	<ul> <li>a marketing practice / value adding process (1)</li> <li>that creates a name, symbol, image, trademark or description (1)</li> <li>that distinguishes or differentiates products/services (1)</li> <li>creating an identifiable image, design or expectation (1)</li> <li>the identity, personality or status of a product (1)</li> <li>that customers relate to (1)</li> <li>creating a name for a family of products (1)</li> <li>creates customer awareness (1)</li> <li>credit example e.g. KFC (1)</li> </ul>	
	Sound definition: 2 of the factors listed above (2 marks)	
	Partial definition: 1 of the factors listed above (1 mark)	
	No creditable content (0 marks)	
1(b)	Explain two ways branding may help a business.	3
	<ul> <li>Answers could include:</li> <li>a focus on a differentiated feature of a product such as 'quality' could build loyalty and build reputation</li> <li>gains competitive advantage through a USP</li> <li>attracts more customers to the product</li> <li>saves on advertising costs (a form of indirect advertising)</li> <li>the promotion of brand characteristics such as 'high cost, high quality' presents a promise and an expectation to customers which, if kept, will strengthen the position and reputation of the product in the eyes of the customer</li> <li>branding will convey to the customer that value has been added to products and services in a distinctive way and so the reputation of the business is enhanced</li> <li>branding will underpin and support all other marketing activities</li> <li>will support the application of a premium price for a product</li> <li>reduces competition in the market / gives competitive advantage</li> <li>Accept any other valid response.</li> <li>Sound explanation of one way or partial explanation of two ways branding may help a business (2 marks)</li> <li>Limited explanation of one way or a list of two ways branding may help a business (1 mark)</li> <li>No creditable content (0 marks)</li> </ul>	

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Question	Answer	Marks
2(a)	<ul> <li>Define the term 'gross profit margin'.</li> <li>a profitability ratio that compares gross profit (profit before deduction of overheads) (1)</li> <li>with revenue (1)</li> <li>gross profit margin = Gross Profit / Total Revenue (Sales) × 100 (2)</li> <li>Sound definition of two of the factors listed above or the formula above (2 marks)</li> <li>Partial definition of one of the factors listed above (1 mark)</li> </ul>	2
	No creditable content (0 marks)	
2(b)	<ul> <li>Explain two ways a business might improve its profit margin.</li> <li>Answers may include: <ul> <li>reduce direct costs – cheaper raw materials – cut labour costs – more capital intensive – outsource production</li> <li>reduce overhead costs – cut rent, management costs – increase organisational efficiency – reduce promotional expenditure</li> <li>increase price of product – (assuming level and type of competition allows, and costs are kept the same)</li> <li>reduce any discounts given</li> <li>increase worker productivity</li> <li>reduce inventory costs</li> <li>focus on products with higher gross profit margin (reduce number of unprofitable products)</li> <li>reduce turnaround time - time from order to delivery</li> <li>process innovation - cut out operation steps</li> </ul> </li> <li>Accept any other valid response.</li> </ul>	3
	Do not accept sell more or increase sales	
	Sound explanation of <b>two</b> ways to improve its profit margin (3 marks)  Sound explanation of <b>one</b> way or partial explanation of <b>two</b> ways to improve its profit margin (2 marks)	
	Partial explanation of <b>one</b> way or a list of <b>two</b> ways to improve its profit margin (1 mark)	
	No creditable content (0 marks)	

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Question	Answer	Marks
3	Explain why a business might remain a private limited company rather than change to a public limited company.	5
	<ul> <li>Answers may include:</li> <li>a definition of a private limited company might be given (probably a small/medium sized business) – owned by shareholders – often in same family – unable to sell shares to the general public</li> <li>concerned not to lose control by the current management team</li> <li>want to retain the distinctive values and culture</li> <li>have sources of finance – e.g. venture capitalists – so no need to go public</li> <li>more likely to have shareholders more willing to invest and postpone dividend payments</li> <li>may not be ready to float the business – may be making losses</li> <li>may have limited aspirations</li> <li>may not want the expense and hassle of going public</li> <li>do not want expense and scrutiny e.g. publishing accounts</li> <li>Accept any other valid response.</li> </ul>	
	Effective explanation of why a business might remain as a private limited company rather than change to a public limited company. (4–5 marks)	
	Limited explanation of why a business might remain as a private limited company rather than change to a public limited company (2–3 marks)	
	Understanding of a private limited company (1 mark)	
	No creditable content (0 marks)	

Question	Answer	Marks
4(a)	Define the term 'effectiveness'.	2
	<ul> <li>the capability of management to achieve business objectives/targets/ goals (1)</li> <li>in a specified time (1)</li> <li>at a specified cost (1)</li> <li>the capability of satisfying customer needs (1)</li> <li>e.g. producing quality goods (1)</li> <li>'doing the right thing' (effectiveness) rather than just 'doing the thing right' (efficiency) (1)</li> </ul>	
	Sound definition: 2 of the factors listed above (2 marks)	
	Partial definition: 1 of the factors listed above (1 mark)	
	No creditable content (0 marks)	

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Question	Answer	Marks
4(b)	Explain two ways a business might raise productivity levels.	3
	<ul> <li>Answers could include:</li> <li>a definition of productivity – the ratio of outputs to inputs during production – the output per worker during a time period</li> <li>raise skill levels of workers so they become more efficient</li> <li>raise employee wages and increase motivation</li> <li>more training for workers – increase confidence and interest</li> <li>increase motivation and wellbeing of workers</li> <li>invest in more technology/capital equipment and so increase output with fewer staff</li> <li>better maintenance schedules for capital equipment</li> <li>increase the effectiveness of management</li> <li>more leadership vision and inspiration – share objectives</li> <li>Accept any other valid response.</li> <li>Sound explanation of two ways to raise productivity levels (3 marks)</li> <li>Sound explanation of one way or partial explanation of two ways to raise productivity levels (2 marks)</li> <li>Partial explanation of one way or a list of two (1 mark)</li> </ul>	
	No creditable content (0 marks)	

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Question		Answer		Marks
5(a)	Analyse	e how a business might satisfy the self-actualisation nee	ds of its	8
	Level	Description	Marks	
	4	Good analysis of how a business might satisfy the self- actualisation needs of its employees	7–8	
	3	Some analysis of how a business might satisfy the self-actualisation needs of its employees	5–6	
	2	Application of how a business might satisfy the self- actualisation needs of its employees	3–4	
	1	Knowledge and understanding of self- actualisation/employee needs	1–2	
	0	No creditable content	0	
	Knowle     clea Applica     refe	dge and Understanding 2 marks or understanding of self-actualisation needs tion 2 marks rence to self-actualisation needs in a business organisation slow)	or context	
	<ul> <li>read</li> <li>give</li> <li>job</li> <li>actu</li> <li>opp</li> <li>exp</li> <li>recd</li> <li>give</li> <li>incr</li> <li>prov</li> <li>and</li> </ul>	ching one's full potential – needs are met in an organisation employees challenging, fulfilling work enrichment/enlargement/rotation might be used to facilitate stalisation ortunities to develop new skills – increase potential – becoment organition for work achieved – advancement, responsibility enew job titles – enhanced workspace – prestigious jobs ease workplace autonomy vide financial and non-financial rewards that recognise achievept any other valid response.	e an	

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Question		Answer		Marks
5(b)	Discuss in a hos	s the significance of McGregor's leadership styles for ma spital.	inagers	12
	Level	Description	Marks	
	4	Effective evaluation of the significance of McGregor's leadership styles for managers in a hospital	9–12	
	3	Limited evaluation of the significance of McGregor's leadership styles for managers in a hospital	7–8	
	2	Analysis and application of the use of McGregor's leadership styles for managers in a hospital	3–6	
	1	Knowledge and understanding of Theory X / Theory Y / leadership styles / hospital managers	1–2	
	0	No creditable content	0	
	• clear The  Applicar • refe	edge and Understanding 2 marks ar understanding of McGregor's leadership styles (Theory X a eory Y) ation 2 marks erence to use of McGregor's leadership styles by managers in spital		
	<ul> <li>the man</li> <li>what her</li> <li>exp a m</li> <li>ther</li> <li>do t</li> <li>ther</li> <li>situ</li> </ul>	McGregor leadership styles theory – there are different attitudenagers to worker depending on the culture of the organisation at determines the attitude of managers towards their workers note their leadership style?  Idain how Theory X might lead to an autocratic approach – Theore democratic approach are are many different types of workers in a hospital - nurses, apport staff (porters/cleaners) administrators, managers these different workers respond to different styles of leadershapers are distinctive and different situations in hospitals – e.g. entations on the ward or in the operating theatre which may requestry X approach	eory Y to doctors, ip? nergency	
	Evaluat	tion 6 marks		
	as in a d Evaluati	udgements/conclusions may be made at any point in the essa concluding section. ion marks can be awarded even when the supporting Analysi tion content is not strong in an answer.	•	

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Question	Answer	Marks
5(b)	<ul> <li>A candidate may make a judgement/conclusion as to the significance and relevance of McGregor's theoretical leadership styles to hospital managers.</li> <li>contrasts may be made with other organisations and other managers</li> <li>what issues/problems do hospital managers face — how does Theory X and Y relate to them?</li> <li>is Theory Y more relevant to the management of public service organisations?</li> <li>are managers in a public sector hospital any different to those in a private sector hospital – more accountable, more controlled, facing different and more complex demands?</li> <li>do public service employees in a hospital or employees providing a service rather than producing, require a different style of managership/leadership?</li> <li>many different kinds of people work in a hospital and they have different needs and possibly different leadership styles</li> </ul>	Marks
	Accept any other valid response	

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Question		Answer		Marks
6	'Market busines	ing is the most important factor for the success of small sees.'		20
	Discuss	s the extent to which you agree with this view.		
	Level	Description	Marks	
	5	Effective evaluation of the extent to which you agree with the view that marketing is the most important factor for the success of small businesses	17–20	
	4	Limited evaluation of the extent to which you agree with the view that marketing is the most important factor for the success of small businesses	15–16	
	3	Good analysis of the extent to which you agree with the view that marketing is the most important factor for the success of small businesses	11–14	
	2	Limited analysis, with application, of the view that marketing is important to the success of small businesses	5–10	
	1	Knowledge and understanding of marketing/small businesses	1–4	
	0	No creditable content	0	
	Answers	s may include:		
		dge and Understanding 4 marks or understanding of marketing		
		ar understanding of small businesses		
		tion 4 marks rence to marketing and the success of small businesses		
	<ul><li>initial ider</li><li>som ana</li><li>initial</li><li>clair</li></ul>	s 6 marks al definitions of marketing, such as 'the management process ntifies, anticipates and satisfies consumers' requirements prof ne answers may use the 4Ps as a framework for discussion and lysis and refer to the importance of marketing activities al discussion of the features and challenges of small business ms made for the importance of marketing for successful business recreates awareness of products recreates awareness of products recreates awareness of products references and educates customers about products recreates a value proposition to customers references if effective, can match/defeat the competition sustains customer relationships helps sales drives growth	itably' nd ses nesses:	
	• othe	r important are these marketing objectives for small businesser factors may be analysed such as the role of good manager ned and skilled employees, record keeping, and financial skills	S,	

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Question	Answer	Marks
6	Evaluation 6 marks	

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Question		Answer		Marks
7(a)	_	e how cost information can be used to monitor and impronance of a business.	ve the	8
	Level	Description	Marks	
	4	Good analysis of how cost information can be used to monitor and improve the performance of a business	7–8	
	3	Limited analysis of how cost information can be used to monitor and improve the performance of a business	5–6	
	2	Application of how cost information can be used to monitor and improve the performance of a business	3–4	
	1	Knowledge and understanding of cost information/business performance	1–2	
	0	No creditable content	0	
	<ul><li>clea</li><li>clea</li><li>Applica</li><li>refe</li></ul>	edge and Understanding 2 marks our understanding of cost information our understanding of business performance oution 2 marks our erence to the concept of cost information to the performance of the concept of the cost information to the performance of the concept of the cost information to the cost inf	of a	
	<ul> <li>info diffe</li> <li>modiffe</li> <li>modiffe</li> <li>modiffe</li> <li>cos</li> <li>con</li> <li>stration</li> <li>cos</li> <li>cos</li> <li>action</li> <li>cos</li> <li>attention</li> <li>cos</li> <li>help</li> </ul>	is 4 marks  Immation about business costs is critical to management decise erent types of cost  Initoring of performance and strategies to improve business formance are vital management decisions  It information relating to pricing, budgets, targets, profitability an entitors is essential for managers  Imparisons can be made – internally and externally entegies can be changed if considered appropriate and necessate reduction strategies  It information may suggest the need for different production thods/pricing strategies  It information can be used to control present activities, evaluate vities and plan for the future  It variances can be analysed to identify significant factors that ention  Its may be benchmark indicators of internal and external performs with break-even analysis  Interpretation of the future of the production	and ary, e.g. te past need	

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Question		Answer		Marks
7(b)	Discuss	s the importance of cash flow forecasting to a new car hi	re	12
	Level	Description	Marks	
	4	Effective evaluation of the importance of cash flow forecasting to a new car hire business	9–12	
	3	Limited evaluation of the importance cash flow forecasting to a new car hire business	7–8	
	2	Analysis and application of the importance of cash flow forecasting to a new business	3–6	
	1	Knowledge and understanding of cash flow forecasting/new business	1–2	
	0	No creditable content.	0	
	Knowle	dge and Understanding 2 marks ar understanding of cash flow forecasting		
		tion 2 marks erence to cash flow forecasting and a new car hire company		
	<ul><li>initial</li><li>initial</li><li>a res</li></ul>	s 2 marks al definition of CFF al identification of challenges facing any new/start-up busines eview of the potential benefits of CFF — if a business runs out of cash, it may face insolvency, so benefits of CFF are that it identifies potential shortfalls in balances in advance — an early warning system — ensures that a business can pay employees and supplier — assists cash flow management — planning — identifies specific periods of cash deficiency — provides external stakeholders, e.g. a bank, with vital info elation to a new car hire business, will indicate the need to leater than purchase new cars — how to deal with maintenance as ewal costs — how to deal with seasonal cash flow issues	the cash s ormation ase	

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Question	Answer	Marks
7(b)	Evaluation 6 marks	
	<ul> <li>Note: Judgements/conclusions may be made at any point in the essay as well as in a concluding section.</li> <li>Evaluation marks can be awarded even when the supporting Analysis and Application content is not strong in an answer.</li> <li>A candidate may make a judgement/conclusion as to the importance of cash flow forecasting to a new car hire business.</li> <li>evaluative answers may well discuss the statement in terms of the difference between survival in the short term, and success in the longer term</li> <li>suggestions may be made that, as the business survives in the short-term, factors such as value proposition, customer relationships, cost structures, revenue streams and profitability may rank in importance alongside CFF</li> <li>suggestions may be made that other factors, such as the quality of management/leadership, systems, the quality of the product offer, pricing strategy and marketing, may be equally/more important than CFF.</li> </ul>	
	Accept any other valid response.	

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