

INTERNATIONAL TRADE

COMMERCE 02

1. (a) Import trade is about buying of goods and services from abroad and the transactions become complete when payment is made. Elaborate nine procedures for importation of goods from abroad.
(b) Many countries are engaged in international trade. Explain four problems facing importers in Tanzania.
2. TAN TRADE was established by Act no 4 of 2009 with the overall objective of developing and promoting trade both domestic and foreign market. Briefly explain six roles or services offers by tan trade to Tanzania.
3. Tanzania has been experiencing unfavorable balance of payments for consecutive years. Point out five causes for the situation and suggest four (4) possible corrective measures that a country may take to rectify the situation.
4. The aim of establishing chamber of commerce was to protect the interest of their members and foster the growth and development of commerce and industry. Explain six (6) functions of Tanzania chamber of commerce, Industries and Agriculture (T.C.C.I.A).
5. Import trade is about buying of goods and services from abroad and the transactions become complete when payment is made. Elaborate six methods of payment used in import trade to accomplish the transactions.
6. A trader from India needs to buy cashew-nuts from a cashew-nuts dealer in Tanzania. Explain chronologically the procedures that the cashew-nuts dealer in Tanzania has to follow in order to sell cashew-nuts to India.
7. (a) outlines three effects of persistent deficit balance of payment to a country
(b) Elaborate four methods used to overcome the problems of balance of payment disequilibrium.

8. Analyze six necessary procedures observed by importers in settlement of imports through a letter.
9. (a) You have been invited to make presentation to international traders in intermediaries that they may use to export goods. Describe four (4) intermediaries that you will include in your presentation.
(b) Before exporting goods and services to different countries, exporters may need to get information from different sources. Explain any six type of information needed by exporter.
10. Tanzania has been experiencing deteriorating terms of trade for many years. Provide six causes for such case.
11. The letter of credit is very important in international trade since it informs the foreign dealer/ manufacturer on the credit worthiness of the importer before the goods are sent to him. Explain six (6) types of letter of credit.

BUSINESS CAPITAL

12. Loan is one of the sources of business capital which assist traders in establishing and expanding their business. Explain three benefits and three limitations of loan capital as a source of business capital to the business.
13. Choosing the right source of capital, companies/organization need to consider which source of capital will be most suitable for their needs. Briefly explain the factors to consider when selecting source of capital.
14. For the business organization to succeed in its operations, it needs a good and sound management system in order to monitor its progress. Also enough fund is very important to finance business from different sources. Explain six (6) types of capital as used in business.
15. Provides five reasons as to why rate of stock turnover differ? (Why variation of stock turnover?)
16. Give out seven (7) ways of improving turnover and profits.
17. A stable company re-invests a certain percentage of profits into business. Evaluate five advantages that the company AND Shareholders may obtain when decides to do so. (Re-investing a percentages of profits into business is called PLOUGHING BACK OF PROFITS).
18. No business can be stated without an adequate amount of fixed capital. As a business experts or professionals what are the factors determining the requirements of a fixed capital

MANAGEMENT AND ORGANIZATION.

19. Briefly explain the Processes involved in planning
20. What are the Principles of a good plan? Explain any five of them

21. Discuss the Nature and scope of staffing
22. What is recruitment? And shortly explain Source of manpower.
23. What are the aims of coordinating
24. Briefly explain the Principles of co-ordination
25. Mention the Activities involved in directing function of a management.

26. Controlling is among important functions of management. Elaborate six (6) purposes of controlling.
27. What are the merits and demerits of centralized management and decentralized management?

28. “sound organization is the foundation of efficient management”.in the light of this statement ,describe the importance of organization
29. provide FIVE differences between formal and informal organization
30. What is the difference between management and leadership?

31. Imagine that you have attended an interview for a Manager post in one of the organization. One of the interviewers asks you to explain three management skills and to give five principles that govern management in any organization.

TAXATION

32. KAMUGISHA is a Doctor at MUHIMBILI HOSPITAL, he has told you that he heard paying tax is compulsory. His wish was to let people and companies conduct their activities without paying tax if he was a president. Provide to him five (5) reasons for taxation.
33. Principles / canons of good tax.
34. Lists the characteristics of a good tax system.
35. Discuss various types of taxes (direct & indirect tax with its types plus the advantages and disadvantages of each types)
36. Outline the taxes imposed by local government.
37. Outline the taxes imposed by TRA.
38. Provide at least six (6) functions of the Tanzania Revenue Authority (TRA).
39. Discuss the economic effects of tax, both positive and negative
40. What does it mean by the word taxable capacity and incidence of tax?
41. What are the factors affecting taxable capacity.

42. What do you think are the reasons for low taxable capacity in less developed countries? What are the ways/measures that can be adopted to widen the tax base and taxable capacity?
43. Provide the reasons for introducing VAT system in Tanzania.
44. Describe six problems that face the tax authorities in Tanzania.

BUSINESS OFFICE

45. (a) what are the essentials of filing system
(b) Describe the various types of filing systems.
46. Outlines the benefits accruing to an office for adopting the use of modern office equipment such as computers and accounting machines in the conduct of office work in modern commerce.
47. what are the objectives of office layout
48. What are the factors to be considered in selecting an office buildings
49. Explain the advantages and disadvantages of horizontal filing and vertical filing systems
50. The efficiency of workers will be determined by the environment in which they work. Discuss
51. Evaluate the benefits and limitation of an open office
52. Explain six benefits and six limitations of centralized filing system
53. Explain the functions of personnel manager.
54. Elaborate five equipment found in mail room.
55. Mnazi enterprises does not classify its documents when keeping records for references purposes in the files as a result, the customers have been complaining on the delays in getting responses to their inquiries. In six points, suggest alternative filing classification systems that Mnazi enterprises can adopt to solve the problem. necta 2022
56. Analyze four benefits of centralized filing system and two benefits of departmental filing system in any business office.
57. Why does most of companies, business organization, firm, partnership business, sole traders and business enterprises kept or maintaining their business records .justify the statement provides six (6) reasons.
58. Explain five advantages and four disadvantages of using office machines.
59. Express the benefits and limitations of closed office.
60. What do you think are the importance of communication in office management?
61. Explain the principles of record management.
62. (a)elaborate the four types of office furniture and the factors that you need to consider before acquiring office furniture

ROLES OF GOVERNMENT IN TRADE

63. Identify six needs of consumerism
64. In six points, describes the legislative measures available to safeguard consumers in Tanzania.

*Wish you all the best and have a nice holiday:
Together we can.*