

JOY INTERNATIONAL COLLEGE KADUNA

HOME WORK

CLASS: JSS 3

SUBJECT: BUSINESS STUDIES

S/N	REVISION TOPIC	CONTENT	OBJECTIVES
1	Transportation	1 Meaning of transportation 2 Importance of transportation in commerce 3 Types of transportation: - Road - Air - Rail - Water - Pipeline 4 Advantages and disadvantages of each type of transportation	1 Explain the meaning of transportation 2 Enumerate the importance of effective transport system in business 3 Mention five types of transportation 4 State the advantages and disadvantages of each type of transportation
2	Source Documents	1 Meaning of source documents 2 Uses of source documents 3 Types: i. Invoices: - Sales invoice - Purchases invoice ii. Receipts for payment made. iii. Cash register tapes iv. Credit notes v. Debit notes vi. Cheques	1 Explain the meaning of source documents 2 Mention the uses of source documents 3 Explain the contents of source documents 4 Differentiate between cash and credit transactions 5 Extract information from source documents for bookkeeping purposes

REVISION QUESTIONS FOR TOPIC 1

1 The safest transport of goods among system of transport is

- A. water B. pipeline C. air D. land

2. How many International Airport are available in Nigeria

- A. 3 B. 6 C. 5 D. 4

3. The first International Airport in Nigeria is located in

- A. Lagos B. Kano C. Abuja D. Port Harcourt

4. The type of sea transport that is design to convey heavy goods from one country to another is called

A. passenger liner B. cargo liners C. River transport D. Ferry liners

5. The most fastest transport is

A. sea B. pipeline C. air D. Land

6. The type of transport suitable for conveying heavy goods is

A. sea B. air C. pipeline D. land

7. The following are all forms of land transport that can cause traffic congestion EXCEPT

A. trailer B. helicopter C. kekenapep D. motorcycle

8. Which of these is not a means of land transports

A. steamers B. okada C. trailer D. rail

9. All the following are means of water transportation. EXCEPT

A. canoes B. boat C. kekenapep D. ship

10. Rail transport is a branch of

A. land transport B. pipeline transport C. sea transport D. air transport

REVISION QUESTIONS FOR TOPIC 2

11 A cheque dated ahead of time is known as a _____ cheque.

Post-dated. B. Certified. C. Open. D. Stale.

12. An invoice is usually sent out by the

A. Seller. B. Buyer. C. Auditor. D. Accountant.

13. The two types of cheque are

A. Crossed and stale. B. Open and crossed cheque. C. Dated and undated.

D. Dishonored and open cheque.

14. Who is an accountant? A. Someone who keeps money. B. Someone who keeps or checks financial

C. records Someone who works in the bank D. Some who is charge of someone's money.

15. The document sent by the buyer to the seller stating the quantity, unit price and description of goods he wants to buy is

A. Order. B. Invoice. C. Receipt. D. Debit note.

16. The documents which contains the key original data regarding a business transaction is known as _____ documents.

A. Business. B. Cheque. C. Source. D. Credit.

17. Which of the following information is not found in a source document?

A. Land. B. Date of transaction. C. Purpose of transaction. D. Quantity of goods exchange.

18. Which of the following financial transaction is not recorded in bookkeeping.?

A. Business letter. B. Purchases. C. Income. D. Sales.

19. To lodge money into a bank account , you make use of a _____ slip.

- A. Loan. B. Deposit C. Payment. D. Withdrawal.

20. The aim of every business is to _____

- A. Make profit. B. Cheat. C. Spend the profit. D. Make losses.

ESSAY QUESTIONS: ANSWER ALL

1a. Define Transportation

b. List four means of Transportation

2. State five advantages of Transportation

3. Define Source documents

b. List 5 source documents

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