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**KIRIRI WOMENS' UNIVERSITY OF SCIENCE AND TECHNOLOGY**  
**UNIVERSITY EXAMINATION, 2023/2024 ACADEMIC YEAR**  
**THIRD YEAR, FIRST SEMESTER EXAMINATION**  
**FOR THE DEGREE OF BACHELOR OF EDUCATION(ARTS)**  
**KET 2305 SUBJECT METHODS IN BUSINESS STUDIES**

Date: 14<sup>th</sup> August 2024  
Time: 11.30am-1.30pm

**INSTRUCTIONS TO CANDIDATES:**

**ANSWER QUESTION ONE (COMPULSORY) AND ANY OTHER TWO QUESTIONS**

**QUESTION ONE (30 MARKS)**

**CASE STUDY**

Miss Sarah Otieno graduated on 15/10/2023 with a Bachelor of Education (Arts) with speciality of Maths and Business Studies was posted to Mulolongo Boys High School by Teachers Service Commission on 10/01/2024. The school Principal Mr Makenzie has assigned her to teach Business Studies in form One S and Form Two N and Form 3 M. All the teachers are expected to submit a copy of Professional documents to the Deputy Principal for scrutiny and filing. Miss Otieno reported to the school on 15/01/2024 and was informed that by 20/01/2024 she expected to submit to the office of the deputy Principal a copy of her Professional documents. She therefore requested the Head of Department of Technical and Creative Arts to give her the syllabus of Business Studies.

- a) Explain the reasons why she required a syllabus of Business studies from the Head of Department of Technical and Creative Arts (6 marks)
- b) Discuss the objectives of teaching Business Studies in a secondary school (6 marks)
- c) Among the first professional documents she was expected to submit was a scheme of work. Explain the following
  - i) The factors she should consider before preparing a scheme of work (4 marks)
  - ii) Reasons why she should prepare scheme of work (4 marks)
- d) The second professional document Miss Otieno was expected to submit was a lesson plan. Examine the importance of preparing the lesson plan (5 marks)
- e) One of the teaching resources a teacher should have is a chart. Explain the features of a good teaching chart. (5 marks)

## **QUESTION TWO (20 MARKS)**

- a) Examine any **Four** instructional methods of teaching (8 marks)
- b) Discuss the factors that provide foundation for good teaching (6 marks)
- c) According to Blooms Taxonomy of cognitive levels, a good test should focus on **six** areas. Describe the six areas which a good test should focus on. (6 marks)

## **QUESTION THREE (20 MARKS)**

- a) Examine the principles of teaching which a business studies teacher should adhere to. (7 marks)
- b) Setting instructional objectives is one of the preparations a business studies teacher should undertake. Discuss the importance of setting instructional objectives. (6 marks)
- c) Explain the measures you can put in place to improve verbal communication in a business studies lesson in form one. (7 marks)

## **QUESTION FOUR (20 MARKS)**

- a) Suppose you discover there are five slow learners in your form 2 business studies class. What measures would you take to care for these five slow learners?. (7 marks)
- b) Explain the reasons why a teacher of business should use syllabus before preparing scheme of work. (6 marks)
- c) Discuss the strategies you can put in place so as to sustain learner's attention throughout your business studies lesson in a form three class. (7 marks)

## **QUESTION FIVE (20 MARKS)**

- a) "A record of work is a document which every teacher must maintain"
  - i) Outline the details which should be recorded in a record of work (3 marks)
  - ii) Discuss the importance of a record of work (5 marks)
- b) Geralch and Elly (1971) developed a model for systematic instructional design implementation. Identify the ten functional elements which teaching and learning should focus on. (5 marks)
- c) Examine the strategies you can put in place to ensure that your form one students learn effectively in your business studies subjects. (7 marks)