



ZIMBABWE

**MINISTRY OF HIGHER AND TERTIARY EDUCATION,
INNOVATION, SCIENCE AND TECHNOLOGY DEVELOPMENT**

**HIGHER EDUCATION EXAMINATIONS COUNCIL
(HEXCO)**

NATIONAL DIPLOMA

IN

MANAGEMENT STUDIES

MODULE: Communication

PAPER NO: 543/23/M01

DURATION: 3 Hours

JUNE 2026 EXAMINATION

REQUIREMENTS

INSTRUCTIONS TO CANDIDATE

- 1. Answer all questions.**
- 2. Start each answer on a fresh page.**

This paper consists of 3 printed pages.

COMMUNICATION DISSEMINATION (20 marks)

QUESTION 1

Explain the following elements of the communication process through which inter departmental communication is disseminated:

- i) message (5 marks)
- ii) Medium (5 marks)
- iii) Channel (5 marks)
- iv) Feedback (5 marks)

MEETING- (20 marks)

QUESTION 2

- a) Distinguish formal meetings from informal meetings in an organisation. (10 marks)
- b) Outline the duties of a chairperson in a meeting. (10 marks)

MEMORANDUM- (20 marks)

QUESTION 3

As the Procurement Manager of Uptown Chemicals (PVT) Ltd. Write a memorandum responding to the Production unit which had written to you earlier complaining that you have taken too long to procure their production material which has affected their daily production targets. (20 marks)

BUSINESS LETTERS-(20 marks)

QUESTION 4

One of your duties as a Purchasing and Supply Officer is to receive and dispatch goods for all departments.

The Transport Manager asked you to procure a 3.0 engine capacity for a T35 truck. Write a letter of enquiry to Willowvale Motors (Pvt) Ltd concerning this request.

(20 marks)

REPORT WRITING --(20 marks)

QUESTION 5

You are the Supervisor in a large warehouse of a food processing company. While on the course of duty, one of your subordinates who was loading and offloading a fork lift, car was accidentally knocked down by the car and sustained injuries. The Managing Director instructed you to investigate and submit a report in schematic format. (20 marks)

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NATIONAL DIPLOMA

IN

MANAGEMENT STUDIES

MODULE: Business Information Systems

PAPER NO: 526/23/M02

DURATION: 3 Hours

JUNE 2026 EXAMINATION

REQUIREMENTS

INSTRUCTIONS TO CANDIDATE

- 1. Answer any five (5) questions.**
- 2. Questions carry equal marks.**

This paper consists of 3 printed pages.

QUESTION 1

- a) Identify and explain three (3) levels of management. (12 marks)
- b) Explain the roles of information systems in an organisation. (8 marks)

QUESTION 2

- a) Explain the following General Systems Theory terminology.
 - i) System feedback
 - ii) System entropy
 - iii) System boundary
 - iv) System stress
 - v) Sub-system interface (10 marks)
- b) Explain how the General System Theory relate to business organisations. (10 marks)

QUESTION 3

- a) Justify the use of databases over conventional files. (10 marks)
- b) Briefly explain the following Enterprise applications and give two (2) benefits brought by them.
 - i) Supply Chain Management
 - ii) Customer Relationship Management system (10 marks)

QUESTION 4

- a) Discuss how E-commerce has transformed marketing. (10 marks)
- b) Compare and contrast systems development life cycle methodology and prototype methodology. (10 marks)

QUESTION 5

- a) Identify five (5) threats to data and information system and ways to mitigate the threats. (10 marks)
- b) Give five (5) ethical issues associated with computer based information systems in an organisation. (10 marks)

QUESTION 6

Explain the differences between the following Data Communication terminology.

- a)
 - i) Lan and Wan
 - ii) Server and Client
 - iii) Intranet and Extranet
 - iv) Router and Switch
 - v) Data Communication and Network Topology (10 marks)
- b) State and explain the uses of computers in a business organisation to leverage a competitive edge. (10 marks)

QUESTION 7

- a) State and explain the types of decisions made at each level of management in a business organisation. (10 marks)
- b) Differentiate DSS from Expert Systems. (10 marks)

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NATIONAL CERTIFICATE

IN

**MANAGEMENT STUDIES, BUSINESS STUDIES, FASHION,
CLOTHING, INFORMATION TECHNOLOGY, COSMETOLOGY**

MODULE: Workplace Communication

**PAPER NO: 310/22/M02
310/25/M02**

DURATION: 3 Hours

JUNE 2026 EXAMINATION

REQUIREMENTS

INSTRUCTIONS TO CANDIDATE

- 1. Answer all questions.**
- 2. Start each answer on a fresh page.**

This paper consists of 3 printed pages.

QUESTION 1: THEORY OF COMMUNICATION

- a) The science of communication at any workplace is inevitable. Outline five (5) purposes of communication at workplace. (5mar.
- b) Briefly explain with examples the following elements of the communication process:-
- i) Communicator (3marks)
 - ii) Message (3marks)
 - iii) Medium (3marks)
 - iv) Decoding (3marks)
 - v) Feedback (3marks)

QUESTION 2: BARRIERS TO EFFECTIVE COMMUNICATION (20marks)

Barriers are anything that hinders the smooth flow of effective communication. Citing examples, define the following communication barriers:-

- i) Physical barriers (4marks)
- ii) Internal noise (4marks)
- iii) Semantic noise (4marks)
- iv) Cultural barrier (4marks)
- v) Language barrier (4marks)

QUESTION 3 : BUSINESS LETTER. (15marks)

You are the Sales and Purchasing Manager at your company. You have received a letter of complaint from a customer about deliveries, of certain goods from your company.

The customer has complained that

- The goods were delivered a week after date of purchase.
- Some of the goods were damaged.

Write a letter of adjustment to the customer in response to the complaint raised.

QUESTION 4 : MEMORANDUM

(15marks)

Various departments at your company are obtaining quotations and making procurement commitments against the company policy which stipulate that, this has to be done by the Purchasing and Supplies office.

As the Procurement Manager, write a memorandum to all Heads of Departments reminding them of this regulation.

QUESTION 5 :MEETINGS

- a) The Students at your college would like to participate at a sporting event to be held in Masvingo in a month's time.
As the Sports Director, write a Notice and Agenda for the meeting to both staff and students. In your agenda include 4 new items as new business.
(15marks)

- b) Explain the following meeting terms:

- | | |
|---------------|----------|
| i) Quorum | (1marks) |
| ii) In-camera | (1mark) |
| iii) Teller | (1mark) |
| iv) Majority | (1mark) |
| v) Minutes | (1mark) |

QUESTION 6 : LANGUAGE:

(10marks)

Simplify the following figurative to bring out their meanings.

- | | |
|-----------------------------------|----------|
| i) To be spoon fed. | (2marks) |
| ii) Water under the bridge. | (2marks) |
| iii) Looking for a needle in hay. | (2marks) |
| iv) A drop in an ocean. | (2marks) |
| v) To be under an eagles eye. | (2marks) |

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NATIONAL DIPLOMA

IN

BUSINESS AND MANAGEMENT STUDIES

MODULE: Principles of Management

PAPER NO: 500/23/M04

DURATION: 3 Hours

JUNE 2026 EXAMINATION

REQUIREMENTS

INSTRUCTIONS TO CANDIDATE

1. Answer any five (5) questions.
2. All questions carry equal marks.

This paper consists of 2 printed pages.

QUESTION 1

- (a) Explain the three (3) levels of strategic planning. (12 marks)
- (b) Outline any four (4) principles of planning. (8 marks)

QUESTION 2

Discuss any five (5) benefits of applying the servant leadership style in management. (20 marks)

QUESTION 3

Describe any five (5) determinants of span of control. (20 marks)

QUESTION 4

Using any five (5) points, explain the importance of decision making. (20 marks)

QUESTION 5

Analyse any five (5) limitations of Henry Fayol's administrative management theory. (20 marks)

QUESTION 6

Examine any five (5) reasons why subordinates may resist delegation. (20 marks)

QUESTION 7

Assess any five (5) benefits of job redesign. (20 marks)

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NATIONAL DIPLOMA

IN

BUSINESS AND MANAGEMENT STUDIES

MODULE: Research Methods

PAPER NO: 500/15/S15

DURATION: 3 Hours

MARCH/APRIL 2025 EXAMINATION

REQUIREMENTS

1. Non – programmable scientific calculator.
2. List of Formulae.
3. Statistical tables

INSTRUCTIONS TO CANDIDATE

Attempt any five (5) questions.

This paper consists of 3 printed pages.

PAPER NO: 500/15/S15 – RESEARCH METHODS

QUESTION 1

- a) Describe any four (4) research designs. (12 marks)
- b) Explain any four (4) methods of determining sample size. (8 marks)

QUESTION 2

- a) Define the term research proposal. (2 marks)
- b) Describe any five (5) components of a research proposal. (10 marks)
- c) Examine any four (4) advantages that personal interviews have over postal questionnaire. (8 marks)

QUESTION 3

- a) Explain any five (5) qualities of a good interviewer. (10 marks)
- b) Focusing on the dimensions, goal or aim of the research, usage data gathering instrument, types of data and approach distinguish between quantitative and qualitative research. (10 marks)

QUESTION 4

- a) Distinguish between the following terms:
- i) Discrete data and continuous data. (2 marks)
- ii) Primary data and secondary data. (2 marks)
- b) During sales analysis, part of the data gathered were recorded as shown in the table:

Range of sales (\$)	Frequency
0-<100	12
100-<200	15
200-<300	9
300-<500	10
500-<900	4

Using the frequency distribution above:

- i) Calculate mean and standard deviation. (8 marks)
- ii) Draw a cumulative frequency curve and estimate median. (8 marks)

PAPER NO: 500/15/S15 – RESEARCH METHODS

QUESTION 5

- a) Discuss any two (2) probability sampling techniques. (8 marks)
- b) Describe the four (4) levels of measurement. (12 marks)

QUESTION 6

- a) Using five (5) reasons justify the use of a sample instead of entire population when carrying out a research. (10 marks)
- b) Distinguish between primary data and secondary data giving two (2) advantages and two disadvantages of each. (10 marks)

QUESTION 7

- a) State any four (4) elements of a statistical test. (4 marks)
- b) The quality control team took a random sample of 49 batteries and found that the mean life for the sample is 44.2 months, with a standard deviation of four (4) month.
 - i) Construct a 95% confidence interval for the population mean lifetime of the batteries. (4 marks)
 - ii) At 5% level of significance test the claim that the mean life is 45 months. (6 marks)
 - iii) Explain three activities involved in data preparation during data analysis. (6 marks)

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BUSINESS AND MANAGEMENT STUDIES

MODULE: Research Methods

PAPER NO: 500/15/S15

DURATION: 3 Hours

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NATIONAL DIPLOMA

IN

BUSINESS AND MANAGEMENT STUDIES

SUBJECT: Quantitative Analysis for Business

PAPER NO: 500/23/M05

DURATION: 3 Hours

NOVEMBER/DECEMBER 2025 EXAMINATION

REQUIREMENTS

1. Non-programmable scientific calculator.
2. List of formulae.
3. Graph paper.

INSTRUCTIONS TO CANDIDATE

1. Show all workings, giving your answer correct to two (2) decimal places.
2. Answer ANY FIVE (5) questions.
3. All questions carry equal marks.

This paper consists of 5 printed pages.

QUESTION 1

A survey was carried out on A_2 farmers and one of the questions was on the number of cattle owned by a farmer. The table below shows the results.

Number of cattle	Number of farmers
0 - < 5	3
5 - < 10	5
10 - < 15	11
15 - < 20	16
20 - < 25	8
25 - < 30	2

Calculate:-

- (a) Mean (3 marks)
- (b) Mode (3 marks)
- (c) Median (3 marks)
- (d) Quartile deviation (8 marks)
- (e) 60th percentile (3 marks)

QUESTION 2

(a) Explain the following terms:-

(i) Correlation analysis (2 marks)

(ii) Regression analysis (2 marks)

(b) Mimi Pvt Ltd has a team of sales persons who visit a number of retail outlets each month. The sales generated and the number of visits made each month is recorded. The results for a random sample of 10 sales persons is given in the table below:-

Number of visits	Sales generated (\$000)
35	72
48	69
68	102
62	80
54	78
57	88
75	120
59	110
60	92
39	60

(i) Show the given information on a scatter plot. (7 marks)

(ii) Calculate the product moment correlation, coefficient, giving your answer correct to 4 decimal places. (7 marks)

(iii) Hence or otherwise, find the coefficient of determination giving your answer correct to 4 decimal places. (2 marks)

QUESTION 3

(a) (i) Given that $A = \begin{pmatrix} 2 & 1 \\ 1 & 2 \end{pmatrix}$ and $B = \begin{pmatrix} 3 & 2 \\ 4 & -1 \end{pmatrix}$

Find $3A - 2B$. (3 marks)

(ii) Find the inverse of $\begin{pmatrix} 4 & 2 \\ 3 & 1 \end{pmatrix}$ (4 marks)

(iii) Given that matrix $\begin{pmatrix} 8 & 3 \\ 2x & 3 \end{pmatrix}$ is a singular matrix. Find x . (4 marks)

(b) Using Cramer's rule solve the following simultaneous equation

$$x + y + z = 2$$

$$2x + y - z = 5$$

$$x - y + z = -2$$

(9 marks)

QUESTION 4

- (a) State 3 methods of collecting data. (3 marks)
- (b) Define:-
- (i) Discrete data (1 mark)
- (ii) Continuous data (1 mark)
- (c) If $15 + 7$ is to be evaluated, where both 15 and 7 have been rounded to the nearest whole number. Find the range of values resulting from the sum of 15 and 7. (6 marks)
- (d) The following data show the results of 32 Accounting students in a Quantitative Analysis for Business test at Emmanuel Polytechnic.
:-

Mark	Frequency
$20 \leq x < 30$	4
$30 \leq x < 40$	5
$40 \leq x < 50$	9
$50 \leq x < 60$	3
$60 \leq x < 70$	2
$70 \leq x < 80$	4
$80 \leq x < 90$	3
$90 \leq x < 100$	2

Draw a histogram and use it to estimate the mode. (9 marks)

QUESTION 5

- (a) What rate of interest per annum compounded half yearly is required for \$6000 to amount to \$10 000 in 4 years. (6 marks)
- (b) A debt of \$60 000 is to be repaid through amortisation over 2 years. The rate of interest is 12% per annum compounded quarterly.
- (i) Calculate the quarterly payment applicable. (4 marks)
- (ii) Draw up the amortisation schedule. (10 marks)

QUESTION 6

- (a) State four factors to consider when constructing index numbers. (4 marks)
- (b) The following are the prices per unit of sugar, salt and soap. The number of units consumed by Anotida family in four weeks in 2022 and 2023 is given in the table below:-

Item	2022		2023	
	Price	Quantity	Price	Quantity
1 kg sugar	100	10	200	12
500g salt	50	2	100	3
500g soap	200	5	300	4

- (i) Find the Simple Price Index for soap for 2023 using 2022 as base year. (3 marks)
- (ii) Find the Laspeyres Price Index and comment (5 marks)
- (iii) Calculate the Paasche Price Index and comment. (5 marks)
- (iv) Hence or otherwise, find the Fisher's Price Index and comment. (3 marks)

QUESTION 7

- (a) Classify the following as either quantitative or qualitative. Where the phenomenon is quantitative indicate whether it's discrete or continuous
- Number of students in a class
 - Brands of cars
 - Ages of employees of a company
 - Number of patients visiting a clinic
 - Names of streets in the CBD
 - Amount of fuel used by a taxi driver in a day (10 marks)
- (b) The price of fuel increased by 24%, 20%, 25%, 18% and 22% over a five year period. Find the average annual increase in the price of fuel. (4 marks)
- (c) The data show the index series from 2016 to 2021

Year	2016	2017	2018	2019	2020	2021
Index	88	100	109	114	96	122

Change the base year to year 2020.

(6 marks)

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NATIONAL DIPLOMA

IN

BUSINESS AND MANAGEMENT STUDIES

MODULE: Principles of Management

PAPER NO: 500/23/M04

DURATION: 3 Hours

NOVEMBER/ DECEMBER 2025 EXAMINATION

REQUIREMENTS

INSTRUCTIONS TO CANDIDATE

1. Answer any five (5) questions.
2. All questions carry equal marks.

This paper consists of 3 printed pages.

QUESTION 1

Explain the ten (10) managerial roles by Mintzberg. (20 marks)

QUESTION 2

Highlight any ten (10) principles that were developed by Henri Fayol. (20 marks)

QUESTION 3

Discuss any five (5) barriers to effective planning. (20 marks)

QUESTION 4

- a) Define job design. (2 marks)
- b) Explain any six (6) techniques of job design. (18 marks)

QUESTION 5

- a) Define span of control. (2 marks)
- b) Describe any six (6) factors that influence span of control. (18 marks)

QUESTION 6

- a) Explain the term "Control". (4 marks)
- b) Outline the steps in the control process. (16 marks)

QUESTION 7

- a) Explain the term decision making. (4 marks)
- b) Describe the four (4) conditions that managers face as they make decisions. (16 marks)

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NATIONAL DIPLOMA

IN

BUSINESS STUDIES

MODULE: Corporate Finance 1

PAPER NO: 524/23/M04

DURATION: 3 Hours

JUNE 2026 EXAMINATION

REQUIREMENTS

Non – programmable calculator

INSTRUCTIONS TO CANDIDATE

- 1. Answer all questions.**
- 2. This paper consists of five (5) questions.**
- 3. Show all necessary workings.**

This paper consists of 2 printed pages.

QUESTION 1

Several instruments are traded on the money market. Describe any four instruments traded in the money market. (20 marks)

QUESTION 2

- a) Distinguish between preferred stock and debentures as sources of long term finance for corporations. (12 marks)
- b) Outline any four (4) advantages and four (4) disadvantages of raising capital using equity. (8 marks)

QUESTION 3

Discuss any four (4) types of dividend policies that can be followed by corporates in Zimbabwe. (20 marks)

QUESTION 4

- a) You are considering two (2) options for receiving payments

Option 1:

1000 Zig at the end of each year for the next 5 years.

Option 2:

6000 Zig at the end of 5 years.

If the annual interest rate is 6% per annum, which option would be more beneficial from a financial perspective considering the time value of money? (10 marks)

- b) Explain any five (5) shortcomings of the concept of time value of money. (10 marks)

QUESTION 5

- a) Explain the main objectives of working capital management. (15 marks)
- b) Explain the risk- return trade off in working capital management. (5 marks)

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NATIONAL DIPLOMA

IN

BUSINESS AND MANAGEMENT STUDIES

**MODULE: Cost and Management
Accounting 1**

PAPER NO: 500/23/M06

DURATION: 3 Hours

JUNE 2026 EXAMINATION

REQUIREMENTS

INSTRUCTIONS TO CANDIDATE

1. Answer all questions.
2. Show all relevant workings.
3. Begin each answer to a new question on a fresh page.
4. Marks will be lost for poor presentation of work.

This paper consists of 6 printed pages.

QUESTION 1

- a) Define the following terms indicating whether they are relevant or irrelevant for decision-making
- i) Period costs (2 marks)
 - ii) Product costs (2 marks)
 - iii) Historic costs (2 marks)
 - iv) Opportunity costs (2 marks)

- b) Mawere (Pvt) Limited has presented the following details relating to material XYZ used in the production process.

Budgeted consumption

Minimum usage 250 units per month

Maximum usage 1500 units per month

Normal usage 750 units per month

Economic order quantity 1500 units

The lead time is estimated to be 3- 5 months

Required

Calculate the following stock control levels:

- i) Re-order level (3 marks)
- ii) Minimum stock level (3 marks)
- iii) Maximum stock level (3 marks)
- iv) Average stock level (3 marks)

QUESTION 2

- a) The following details are given relating to two (2) employees working at Platinum (Pvt) limited.

	Johnson	Samuel
Clocked hours worked	40	50
Number of units produced	3 000	2 400
Rate paid per unit	40c	50c
Time allowed per unit in minutes	1	2
Rate per hour	\$25	\$30

Required

Calculate wages paid to the two (2) employees on the basis of the following methods of remuneration and individual bonus schemes.

- i) Piece work method (3 marks)
 - ii) Flat time method (3 marks)
 - iii) Halsey premium bonus system (3 marks)
 - iv) Barth variable sharing plan (3 marks)
 - v) Rowan bonus system (3 marks)
- b) "Budgeting and budgetary control is an important aspect in any organisation"

In relation to the above statement, you are required to explain any five (5) benefits of preparing budgets in an organisation. (10 marks)

QUESTION 3

- a) The following information relates to cost centre B for period 2

Production overheads	\$30 000
Labour hours	800
Direct labour cost	\$8 000
Direct material cost	\$15 000
Machine hours	6 000
Production in units	250

Required:

Compute the following overhead absorption rates (OAR)

- i) Labour hour overhead absorption rate. (2 marks)
 - ii) Machine hour overhead absorption rate (2 marks)
 - iii) Material cost percentage rate (2 marks)
 - iv) Labour cost percentage rate (2 marks)
 - v) Unit cost rate (2 marks)
- b) A cost unit M has been produced in cost centre B and the following details were recorded

Direct materials used	\$115.00
Direct labour cost	\$135.00
Direct labour hours	15
Machine hours	85

Required:

Assuming that it has been agreed that the machine hour rate is the most appropriate method to be used, calculate the cost of unit M. (5 marks)

- c) The data for process 1 are as given below

Input materials 2000 units at \$ 2 each

	\$
Materials introduced	1 500
Labour cost	3 500
Overheads	1 000

The closing WIP is 400 units with the following degrees of completion.

PAPER NO: 500/23/M06 – COST AND MANAGEMENT ACCOUNTING 1

Input materials 100%

Materials introduced 50%

Labour cost 60%

Overheads 70%

Required

Draw up process cost account.

(10 marks)

QUESTION 4

The following information is given relating to product A produced by a Mutare based manufacturing company

Sales in units	18 000
Production in units	25 000
	\$
Selling price per unit	16.00
Cost per unit	
Direct materials	5.00
Direct labour cost	3.00
Variable production overheads	2.00
Fixed production overheads	3.00

The actual fixed costs incurred for the period amounted to \$75 000

Administration overheads which were fixed amounted to \$10 000

Required

Prepare operating statements based on the following costing methods

a) Contribution approach (7 marks)

b) Absorption costing approach. (8 marks)

QUESTION 5

Chinembiri (PVT) Limited company is a Harare based manufacturing company that operates a standard costing system. The information given below relates to the standard cost data of one unit.

PAPER NO: 500/23/M06 – COST AND MANAGEMENT ACCOUNTING 1

Direct materials 8kg at \$90 per kg direct labour 6 hours at \$60 per hour and variable production overheads 6 hours at \$40 per hour.

During the month of January 2024, the company produced 1000 units. The actual cost data costs were also as follows:

Direct materials 7 200kg at \$100 per kg direct labour 6 200 hours sat \$50 per hour, variable production overheads \$ 186 000

Required

- a) Prepare a standard cost card for one unit. (3 marks)
- b) Compute the following variance
 - i) Material price variance (2 marks)
 - ii) Material usage variance (2 marks)
 - iii) Labour rate variance (2 marks)
 - iv) Labour efficiency variance. (2 marks)
 - v) Variable overheads expenditure variance (2 marks)
 - vi) Variable overheads efficiency variance. (2 marks)

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**MINISTRY OF HIGHER AND TERTIARY EDUCATION,
INNOVATION, SCIENCE AND TECHNOLOGY
DEVELOPMENT**

**HIGHER EDUCATION EXAMINATIONS COUNCIL
(HEXCO)**

NATIONAL DIPLOMA

IN

BUSINESS AND MANAGEMENT STUDIES

MODULE: Quantitative Analysis for Business PAPER NO: 500/23/M05

DURATION: 3 Hours

JUNE 2026 EXAMINATION

REQUIREMENTS

1. Scientific calculator
2. Graph paper
3. List of formulae

INSTRUCTIONS TO CANDIDATE

1. Answer any five (5) questions.
2. Show all workings.
3. All questions carry equal marks.
4. Each question to start on a new page.

This paper consists of 5 printed pages.

QUESTION 1

a) Define the following terms:

- i) Mean (1 mark)
- ii) Medium (1 mark)
- iii) Mode (1 mark)

b) The table below shows the distribution of ages of customers visiting a shop on a particular day:

Age (Years)	Number of customers
2-9	2
10-17	6
18-25	12
26-33	5
34-41	3
42-49	2

Calculate

- i) Mean (4 marks)
- ii) Median (4 marks)
- iii) Variance (4 marks)
- iv) Standard deviation (2 marks)
- v) Lower quartile (3 marks)

QUESTION 2

a) The following data gives the annual consumption and the prices of three commodities during the period 2020 and 2021:

Commodity	Consumption		Price	
	2020	2021	2020	2021
A	4	5	12	13
B	3	3	100	120
C	10	12	80	95

Calculate

- i) Unweighted aggregate quantity index and interpret. (4 marks)
 - ii) Paasche quantity index (4 marks)
 - iii) Laspeyres quantity index (4 marks)
- b) Solve the following simultaneous equations using the Cramer's rule

$$x + 2y + 4z = 14$$

$$2x + 6y + 6z = 28$$

$$3x + 6y + 10z = 34$$

(8 marks)

QUESTION 3

- a) i) Name four types of errors. (4 marks)
- ii) Rutendo's Company has the following expenses in making engines:

Material costs \$70 000 $\pm$ 10%

Labour costs \$400 000 $\pm$ \$50 000

The company plans to sell the engines made as follows:

Number of engines 1 000 $\pm$ 70

Price per engine \$8 000 $\pm$ 6,25%

Calculate the total profit made showing limits of error. (10 marks)

- b) Give three (3) advantages and three (3) disadvantages of using primary data. (6 marks)

QUESTION 4

- a) Define the following terms:

i) Interest (1 mark)

ii) Annuity (1 mark)

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- b) A sinking fund of \$15 000 is to be created by making equal deposits at the end of every six (6) months for three (3) years. Interest is 12% per annum compounded half yearly.
- i) Calculate the periodic deposits in the fund. (4 marks)
 - ii) Find the total amount deposited into the fund. (2 marks)
 - iii) How much of the fund will be interest. (2 marks)
 - iv) Construct a sinking fund schedule. (10 marks)

QUESTION 5

The following data was collected from a survey on Musa Company vehicles.

Speed km/hour	80	100	130	110	90	60	70	80	140	95
Fuel used in litres	8	10	15	12	9	8	8	9	14	10

- a) State the independent and the dependent variables. (2 marks)
- b) Calculate the least squares regression equation giving your answer correct to 4 d.p (8 marks)
- c) Draw a scatter plot (3 marks)
- d) Estimate the fuel likely to be used at a speed of 105km/ hr. (2 marks)
- e) Calculate the product moment correlation coefficient and comment. (5 marks)

QUESTION 6

- a) Classify the following under qualitative or quantitative random variable. If quantitative indicate whether the phenomenon is discrete or continuous
 - i) Distance travelled by students from home to school. (2 marks)
 - ii) Grade obtained at HEXCO ND Level. (1 mark)
 - iii) Time to catch a flight at an airport. (2 marks)
 - iv) Amount of fuel used to go to work. (2 marks)
 - v) Number of students in a class. (2 marks)

b) The land distribution in a certain area is as follows;

Land Size (Hectare)	Number of Families	Land Allocated
Less than 1	96	24
1-5	40	40
5-10	30	80
10-20	20	120
20-30	10	160
Above 30	4	376

i) Analyse the given information using a Lorenz Curve. (10 marks)

ii) Comment on your graph. (1 mark)

QUESTION 7

a) Define the following terms:

i) Data (2 marks)

ii) Primary data (2 marks)

iii) Secondary data (2 marks)

iv) Discrete data (2 marks)

v) Continuous data (2 marks)

b) Given the following matrices

$$A = \begin{pmatrix} 3 & 5 \\ -2 & 8 \end{pmatrix}, B = \begin{pmatrix} 10 & 5 \\ 4 & 2 \end{pmatrix}, \text{ and } C = \begin{pmatrix} 4 & -1 & 3 \\ 2 & 5 & 7 \end{pmatrix}$$

Find:

i) AB (2 marks)

ii) BC (2 marks)

iii) 2A- B (3 marks)

iv) B^{-1} and hence give the name given to matrix B (3 marks)

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NATIONAL DIPLOMA

IN

BUSINESS AND MANAGEMENT STUDIES

MODULE: Tax Law and Practice II

PAPER NO: 500/23/M11

DURATION: 3 Hours

JUNE 2026 EXAMINATION

REQUIREMENTS

INSTRUCTIONS TO CANDIDATE

1. **Answer all questions**
2. **Candidates may bring into the examination room unmarked copies of ITA (Chapter 23:06) F.A (Chapter 23:04) as amended, value Added Tax (Chapter 23:12) and Estate Duty Act (Chapter 23:03)**
3. **For applicable rates of assessments, see annexure attached .**
4. **Candidates may use silent non programmable calculators**

This paper consists of 6 printed pages.

QUESTION 1

John and Jimmy are in partnership sharing profits and losses in the ratio 3:2 respectively. The income statement for the year ended 31 December 2023 . shows a profit of \$960 000 after accounting for the following:-

INCOME	\$
Profit on sale of equipment	30 000
Interest from CBZ bank	10 000
Restraint of trade	25 000
Interest on drawings : John	8 000
Jimmy	12 000
Expenses deducted	
Depreciation on non-current assets	320 000
Loss on sale of machinery	280 000
Insurance for employees	20 000
Life assurance policy for : John	18 000
: Jimmy	22 000
Partnership joint life policy	60 000
Interest on capital : John	54 000
: Jimmy	62 000
Medical expenses and contributions:	
John	66 000
Jimmy	35 000
Pension contributions for each partner	200 000
House keeper wages: John	8 000
: Jimmy	14 000

ADDITIONAL INFORMATION:

- Jimmy borrowed a loan to finance his shares in the partnership. He paid an interest of \$12 000.
- The partnership gave John \$28 000 as funds to entertain important visitors but could not account for 40% of the amount.
- The partnership made the following donations not included in calculating the profit figure above:

National bursary fund	\$300 000
Municipality of Gweru	\$600 000
Political party	\$ 200 000
Church for the partner	\$300 000

Required:-

Calculate partnership joint taxable income and taxable income for each partner for the year ended 31 December 2023. (20 marks)

QUESTION 2

The unredeemed balance of capital expenditure (UBCE) for Platinum Mine Composed the following:-

	\$
Machinery and plant	150 000
Shaft sinking	500 000
Mine building	250 000
Interest (allowable)	12 000
Staff housing	150 000
Passenger motor vehicle (2 units)	250 000
Goodwill	100 000
Repairs	2 800
	1 414 800

Sales of platinum for the year amounted to \$1 000 000 and sale of machinery realised \$8 000 00 . The following expenses were also incurred:

	\$
Extraction cost of minerals	160 000
Wages and salaries	220 000
Mine building improvements	800 000
Repairs	540 000
Interest allowable	200 000
	1 920 000

Required:

Calculate the taxable income using the

- (a) new mine basis (10 marks)
- (b) mixed mine basis (10 marks)

QUESTION 3

- (a) Give five situations in which value added tax input tax may not be claimed. (5 marks)
- (b) Deemed supplies are transactions which do not appear as actual but regarded by law to be supplies. Give two circumstances that give rise to deemed supplies. (2 marks)
- (c) Give three (3) examples of VAT exempt supplies of goods or services. (3 marks)
- (d) T.K limited provided the following information for the year ended 31 December 2023:

Sales (VAT exclusive)	\$2 600 000
Purchases (Vat inclusive)	\$900 000
The following expenses inclusive of VAT where applicable were incurred	
Stationery	\$300 000
Repairs – machinery	\$160 000
Petrol and diesel	\$210 000
Entertainment expenses	\$280 000
Salaries and wages	\$150 000
Penalty for late tax return	\$60 000
Fines for breach of environment	\$80 000

Required:

Calculate VAT liability or refund for TK Ltd for the year. Round off amount to the nearest \$1. (10 marks)

QUESTION 4

- (a) Examine any five situations in which employer is subject to penalties or imprisonment. (5 marks)
- (b) Explain any four (4) types of assessments that may be made by Zimra. (8 marks)
- (c) Describe three circumstances under which an advance assessment can be made. (6 marks)
- (d) Identify any one essential requirement for an objection to be valid. (1 mark)

QUESTION 5

- (a) After the death of a person an executor is appointed. Give any three (3) duties of the executor after appointment. (3 marks)
- (b) Define the following tax terms in relationship to the deceased estate :-
- (i) Will
 - (ii) Ascertained beneficiary
 - (iii) Usufruct beneficiary
 - (iv) Person died intestate
 - (v) Residue income (5 marks)
- (c) Mr Gudo passed away on 20 August 2023 after a short illness. He left the following assets /income:

Family residential in Harare	\$40 000
Building - investment - Bulawayo	\$200 000
Accrued rental income	\$9 000
Building (Mozambique)	\$350 000
Rental income (Mozambique)	\$12 000
Salary (August)	\$3 000
The following expenses were incurred	
Funeral expenses	\$5 000
Memorial funeral expenses	\$8 000
Executor fees	\$6 000
Bank charges of funeral payments	\$1 200

Required:

Calculate deceased estate duty for Mr Gudo if duty is at 5%. (12 marks)

APPENDICE TO TAXATION QUESTION PAPER

1. Estate duty tax 5%
2. Allowable deductions thresholds:

Contribution to Pension Fund	\$240 000
Contribution to RAF	\$240 000
Passenger motor vehicle	\$200 000
3. Bonus except portion \$100 000
4. Donation to municipality max \$500 000
5. Value added tax 15%

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IN

BUSINESS STUDIES

MODULE: Financial Accounting and Reporting 2 PAPER NO: 500/23/M08

DURATION: 3 Hours

JUNE 2026 EXAMINATION

REQUIREMENTS

INSTRUCTIONS TO CANDIDATES

1. Answer all questions.
2. Silent non-programmable calculator may be used
3. Begin each answer to a new question on a fresh page.
4. Show all workings where necessary.

This paper consists of 7 printed pages.