



L-Università  
ta' Malta

MATRICULATION AND SECONDARY EDUCATION CERTIFICATE  
EXAMINATIONS BOARD

**SECONDARY EDUCATION APPLIED CERTIFICATE LEVEL  
2023 SUPPLEMENTARY SESSION**

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SUBJECT: **Retail**  
PAPER NUMBER: Synoptic – Unit 1  
DATE: 1<sup>st</sup> November 2023  
TIME: 2:30 p.m. to 4:35 p.m.

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**THIS PAPER SHOULD BE RETURNED TO THE INVIGILATOR  
AFTER THE EXAMINATION.**

**For examiners' use only:**

Question	1	2	3	4	5	6	Total
Score							
Maximum	6	8	8	8	8	12	50

Answer **ALL** questions in the space provided. You may answer either in English or in Maltese.

**Scenario**

- Emily owns 'The Ironmongery'.
- The Ironmongery sells a variety of products such as screws, nails, paint, varnish, glue, and tools.

**Question 1**

**K-3 (6 marks)**

a. Liquid waste is a type of waste. Mention the **FOUR** other different types of waste.

Waste 1: \_\_\_\_\_ (0.5)

Waste 2: \_\_\_\_\_ (0.5)

Waste 3: \_\_\_\_\_ (0.5)

Waste 4: \_\_\_\_\_ (0.5)

b. Outline the following **TWO** Health and Safety measures to be taken when dealing with different types of waste.

Protection from hazardous substances: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ (1)

Breaking down waste loads and asking colleagues for help: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ (1)



**Question 2****K-4 (8 marks)**

a. Name **TWO** documentation used in the receipt of goods.

Documentation 1: \_\_\_\_\_ (1)

Documentation 2: \_\_\_\_\_ (1)

b. Identify the **TWO** different documentation used in the receipt of goods for the statements in Table 1.

Table 1: Documentation used in the receipt of goods

<b>Statements</b>	<b>Documentation used</b>
i. A document that is provided with a goods delivery. This document records the items, and their quantities. It is generated by the seller.	(1)
ii. A document that shows that a seller has delivered the goods and that the buyer has received the goods. It is generated by the buyer.	(1)



**Question 3**

**K-5 (8 marks)**

a. i. Besides storage bays and shelves, list **TWO** other different locations where goods can be stored.

Location 1: \_\_\_\_\_ (0.5)

Location 2: \_\_\_\_\_ (0.5)

ii. Besides stacking plastic bins and cardboard boxes, list **TWO** other different receptacles where goods can be stored.

Receptacle 1: \_\_\_\_\_ (0.5)

Receptacle 2: \_\_\_\_\_ (0.5)

b. Match the goods to their appropriate storage locations and receptacles by drawing a line between Column A and Column B.

Table 2: The storage locations and receptacles.

<b>Column A: Storage locations and receptacles</b>		<b>Column B: Goods</b>
Shelves		Safety shoes
Cardboard boxes		Switches and plugs
Storage Bays		Cans of paint or varnish
Stacking plastic bins		Wood Planks

(2)



**Question 4**

**K-6 (8 marks)**

a. List **FOUR** different types of tags available in a retail environment.

Tag 1: \_\_\_\_\_ (0.5)

Tag 2: \_\_\_\_\_ (0.5)

Tag 3: \_\_\_\_\_ (0.5)


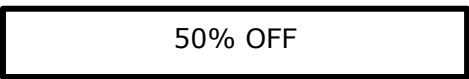

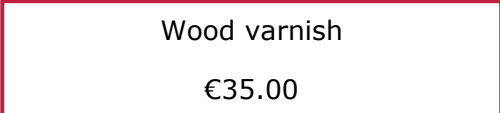
Tag 4: \_\_\_\_\_ (0.5)

b. Table 3 shows different types of information commonly displayed on tags.

Indicate the **FOUR** types of information displayed on the tags from the following, by writing the correct type of information represented in each tag:

Final price including tax Unit price for products sold by weight Origin of an item Discounts or promotional information
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Table 3: The types of information commonly displayed on tags.

<b>Images of tags</b>	<b>The types of information commonly displayed on tags.</b>
i. 	
ii. 	
iii. 	
iv. 	

(2)





**Question 5**

**K-8 (8 marks)**

a. Outline **TWO** reasons why a stock take exercise is important.

Reason 1: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ (1)

Reason 2: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ (1)

- b. Figure 1 shows the steps to undertake a stock take exercise. Figure 1 is incomplete. List the missing **FOUR** steps in order to undertake a stock take exercise. The steps must be in the correct order. (2)

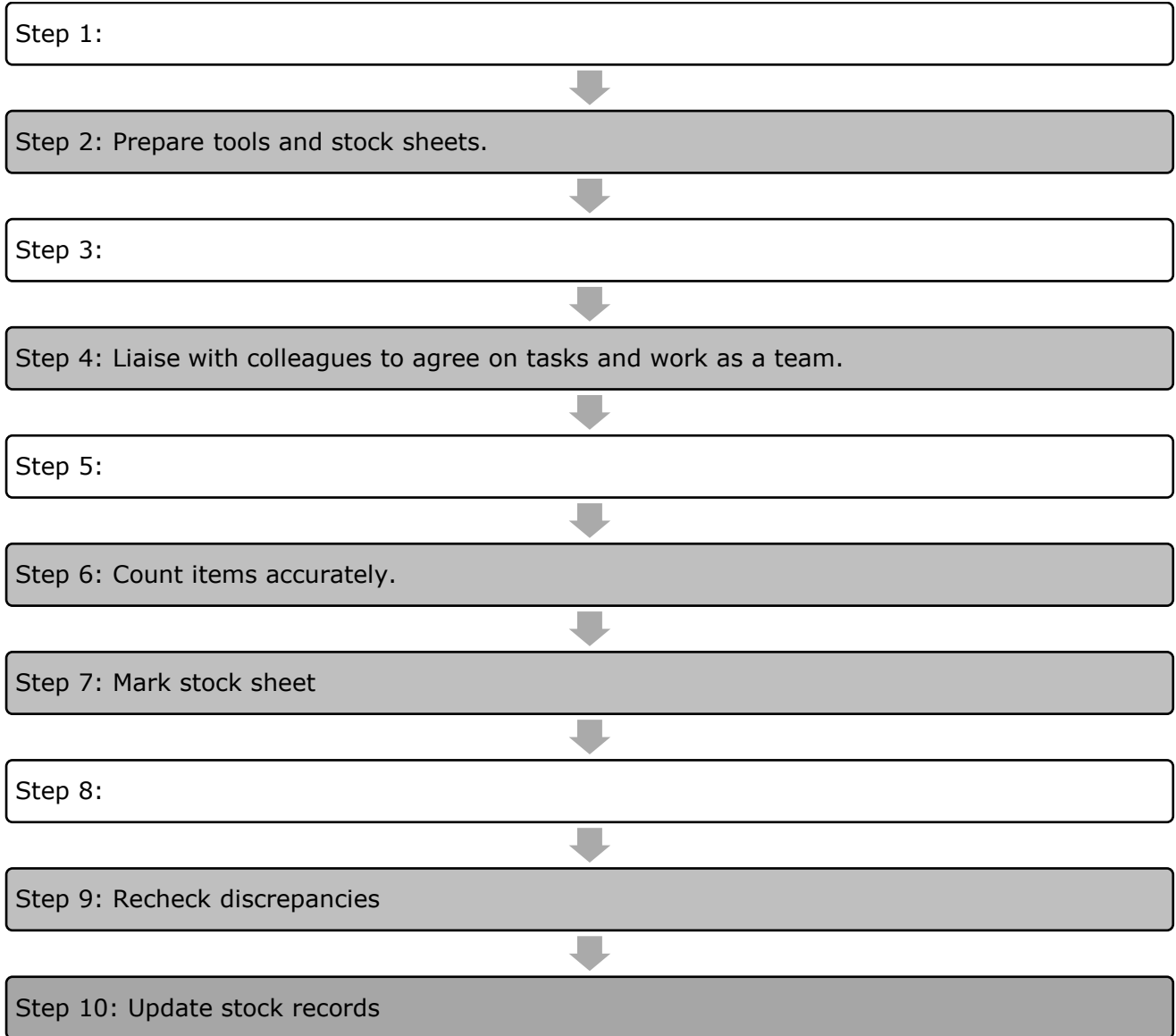


Figure 1: Steps to undertake a stock take exercise

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ii. Explain the following **TWO** reasons why the quality of stock needs to be checked regularly.

Perishability: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ (1)

Obsolete goods: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ (1)

b. In a retail setting, replenishing stock promptly can help in remaining competitive. Describe **TWO** other reasons why it is important to replenish stock in storage and on shelves.

Reason 1: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ (2)

Reason 2: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ (2)

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