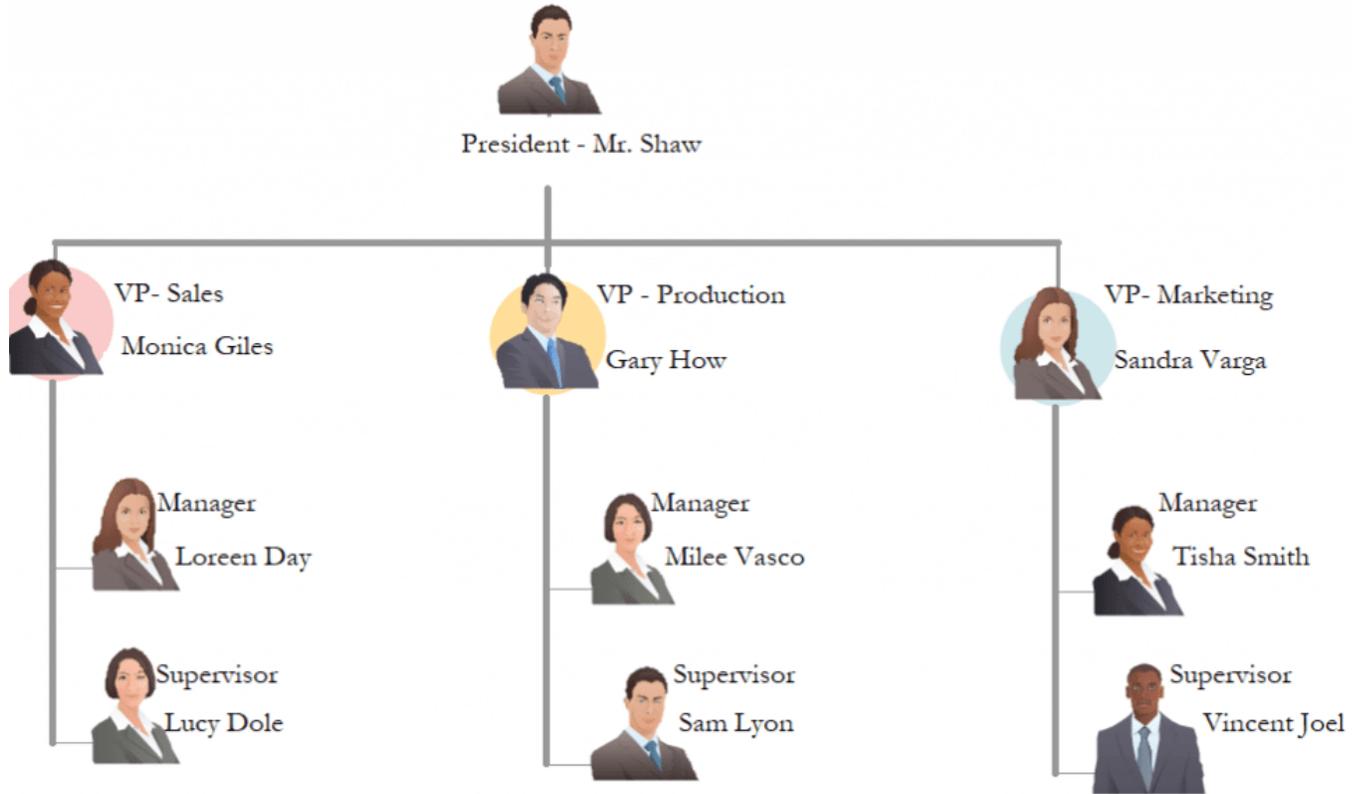


Name: _____

Date: _____

Study Skills Worksheet

Study the company's chart below then answer the questions that follow.



QUESTIONS

1. Who is the president of this company?

2. How many managers does this company have?

3. Name the Vice President of Marketing?

4. Who is in charge of Production?

5. Who is in charge of observing the labourers in the factory?

6. Who would most likely meet with the customers daily?

Name: _____

Date: _____

Study Skills Worksheet

7. Who would a customer see to complaint about a faulty product?

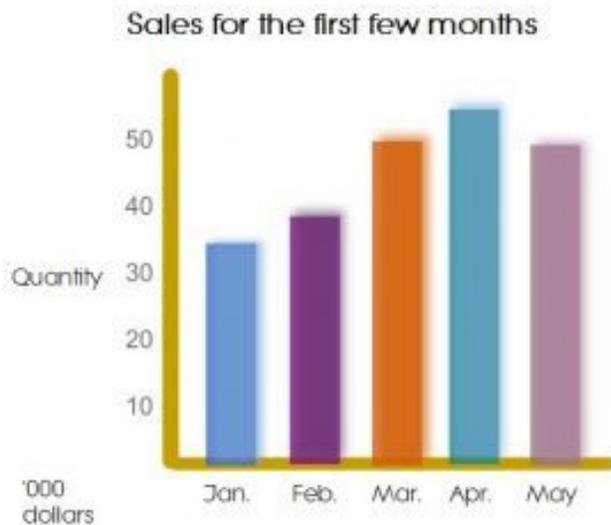
8. Who must meet with customers concerning posters placed in a business' premises?

9. Who will report to the President concerning the affairs of the business?

10. Who most likely owns this company?

11. Which is the best name for this company?
- a. President's Company
 - b. Shaw's Industry
 - c. Varga and How
 - d. ABC Company Ltd.
- _____

12. The president received the following report. Observe the chart and then answer the questions below.



Name: _____

Date: _____

Study Skills Worksheet

13. What is the total sales for the company for the first five months?

14. Which month did the company sell the most of its products?

15. Which month did the company sell the least of its products?

16. What would be the reason(s) for the increasing sales?

- a. The company increase its advertising.
- b. People had less money to spent.
- c. A celebrity ask people to buy from the company.
- d. Employment was increasing.
- e. Only A and D

17. How much more did the company earn in sales in April than in January?

18. Is the business doing well? Yes or No?

19. What happened to sales in May?

- a. There was a steady increase in sales.
- b. There is a fall of sales in May.
- c. There was little record of sales in April.
- d. It is too early to tell.

20. What could possibly account for sales in April?

- a. The President was ill.
- b. There was a machine breakdown in production.
- c. The company spent less money in advertising in April.
- d. Most likely B or A.
- e. None of the above.
