



Western Australian Certificate of Education Examination, 2014

Question/Answer Booklet

CAREER AND ENTERPRISE

Stage 3

Please place your student identification label in this box

Student Number: In figures

--	--	--	--	--	--	--	--

In words

Time allowed for this paper

Reading time before commencing work: ten minutes

Working time for paper: three hours

Materials required/recommended for this paper

To be provided by the supervisor

This Question/Answer Booklet

Number of additional
answer booklets used
(if applicable):

To be provided by the candidate

Standard items: pens (blue/black preferred), pencils (including coloured), sharpener,
correction fluid/tape, eraser, ruler, highlighters

Special items: nil

Important note to candidates

No other items may be taken into the examination room. It is **your** responsibility to ensure that you do not have any unauthorised notes or other items of a non-personal nature in the examination room. If you have any unauthorised material with you, hand it to the supervisor **before** reading any further.

Structure of this paper

Section	Number of questions available	Number of questions to be answered	Suggested working time (minutes)	Marks available	Percentage of exam
Section One: Short answer	6	6	100	85	60
Section Two: Extended answer	3	2	80	60	40
				Total	100

Instructions to candidates

- The rules for the conduct of Western Australian external examinations are detailed in the *Year 12 Information Handbook 2014*. Sitting this examination implies that you agree to abide by these rules.
- Write your answers in this Question/Answer Booklet.
- You must be careful to confine your responses to the specific questions asked and to follow any instructions that are specific to a particular question.
- Spare pages are included at the end of this booklet. They can be used for planning your responses and/or as additional space if required to continue an answer.
 - Planning: If you use the spare pages for planning, indicate this clearly at the top of the page.
 - Continuing an answer: If you need to use the space to continue an answer, indicate in the original answer space where the answer is continued, i.e. give the page number. Fill in the number of the question that you are continuing to answer at the top of the page.

Section One: Short answer

60% (85 Marks)

This section has **six (6)** questions. Answer **all** questions. Write your answers in the spaces provided.

Spare pages are included at the end of this booklet. They can be used for planning your responses and/or as additional space if required to continue an answer.

- Planning: If you use the spare pages for planning, indicate this clearly at the top of the page.
- Continuing an answer: If you need to use the space to continue an answer, indicate in the original answer space where the answer is continued, i.e. give the page number. Fill in the number of the question that you are continuing to answer at the top of the page.

Suggested working time: 100 minutes.

Question 1

(7 marks)

Select what you consider to be your **four** strongest career management strategies and explain how you could use them to promote yourself if you were seeking a position in a workplace of your choice.

Question 2

(18 marks)

- (a) Describe the term 'productivity', then describe **two** impacts of management styles on workplace and personal productivity and **two** impacts of management styles on workplace satisfaction. (6 marks)

- (b) Explain **three** ways in which management might increase productivity in the workplace. (9 marks)

- (c) The cartoon below portrays the effect of management cancelling a coffee break on productivity in the workplace. Discuss what message the cartoonist is seeking to convey. (3 marks)



The plan to increase productivity by cancelling coffee breaks flopped.

Question 3

(16 marks)

- (a) Using the decision-making model of opportunity cost, comment on the process involved in a Year 12 student making decisions about selecting a university or TAFE course or seeking employment. (6 marks)

- (b) If you were made redundant at your workplace, explain **two** self-management strategies you could use to increase your chances of securing employment and further your career development. (4 marks)

- (c) Identify **three** work search techniques and **three** resources you could use to accommodate changing workplace requirements. (6 marks)

Question 4

(19 marks)

- (a) This question is based on the previewed source: *The Cognitive Approach to Career Development and Services Framework* (Peterson, Sampson, Readon and Lenz, 2003).

The information processing domains of this approach relates to a career decision-making and job placement method. This can be imagined as a pyramid of three domains. State the **three** domains and describe the ideas within each of those domains. (6 marks)

- (b) The *Cognitive Approach to Career Development and Services Framework* provides a conceptual framework for teaching individuals about the components and process of career choice through an explanation of the Pyramid and CASVE cycle.

Identify and describe briefly the *Five Stages of the CASVE Cycle of Information Processing Skills* used in career decision-making. (10 marks)

Question 4 (continued)

- (c) Describe how the *Cognitive Approach to Career Development and Services Framework* can be used in planning your career. (3 marks)

Question 5

(16 marks)

- (a) Many Australian companies have decided to locate overseas as a result of globalisation and the high value of the Australian dollar.

Choose an industry or occupation of interest to you **or** one you have researched this year in which jobs have been shifted overseas. Explain **one** step you could take to remain competitive and boost your employment opportunities in this current economic environment.

Provide justification for a course you could study to ensure that your career is best placed to benefit from such changes. (7 marks)

Question 6

(9 marks)

Discuss the concept of corporate and social responsibility (CSR). Explain **two** implications of CSR for organisations and/or their employees.

End of Section One

See next page

Section Two: Extended answer

40% (60 Marks)

This section contains **three (3)** questions. You must answer **two (2)** questions: the compulsory question Question 7 and **one (1)** of the other questions (Question 8 **or** Question 9). Write your answers in the spaces provided.

If you use a page for planning, indicate this clearly at the top of the page.

Suggested working time: 80 minutes.

Compulsory Question

Question 7

(30 marks)

- (a) Explain **one** political, **one** social and **two** economic factors that have brought about change in the workplace. (12 marks)

(b) Discuss **three** ways in which these factors might drive change in the workplace. (9 marks)

Question 7 (continued)

- (c) Discuss how **three** of the factors you chose in part (a) could create opportunities for your individual career development. (9 marks)

Answer Question 8 or Question 9**Question 8****(30 marks)**

On 5 December 2013, Qantas announced that it planned to cut at least 1000 jobs over the next year after reporting an unexpected pre-tax loss of up to \$300m in the second half of 2013.

- (a) Explain how this organisational restructuring could have an impact on the human and physical resources of the company. (10 marks)
- (b) Explore how Qantas could further develop an innovative workplace to respond to global pressures. (10 marks)
- (c) Discuss how this proposed change would create opportunities and pose challenges for the individual career development of redundant Qantas employees. (10 marks)

or

Question 9**(30 marks)**

- (a) Your manager proclaims proudly that his organisation has a structure that is autocratic. He attributes the longevity of the business to this style of management and states that there is 'no reason to change this focus in the foreseeable future'.

List **four** characteristics of an autocratic management style. Explain briefly **one** way in which an autocratic management style could impact on the efficiency, productivity and sustainability of an organisation. (10 marks)

- (b) In a discussion with a friend after work one day a fellow employee commented on the management style within their organisation stating it was of a participative nature.

Choose **two** skills or talents a manager with a participative management style values most in their employees and explain how they could be demonstrated in a workplace. Explain briefly **two** strategies you could use to improve your ability in these areas if you were working in this type of organisation. (10 marks)

- (c) Your line manager has informed you that your position is being relocated to another city in Australia and that this change is to be completed within six weeks.

Describe briefly **two** career management strategies that would assist you in dealing with the change. Explain how these strategies would help you in making the transition to another city. (10 marks)

End of questions

ACKNOWLEDGEMENTS

Section One

Question 2(c)

Baldwin, M. (n.d.). *The plan to increase productivity by cancelling coffee breaks flopped* [Cartoon]. (CartoonStock catalog ref: mban219). © Mike Baldwin/Cornered. Retrieved March 25, 2014, from www.cartoonstock.com/cartoonview.asp?catref=mban219

This document – apart from any third party copyright material contained in it – may be freely copied, or communicated on an intranet, for non-commercial purposes in educational institutions, provided that it is not changed and that the School Curriculum and Standards Authority is acknowledged as the copyright owner, and that the Authority's moral rights are not infringed.

Copying or communication for any other purpose can be done only within the terms of the *Copyright Act 1968* or with prior written permission of the School Curriculum and Standards Authority. Copying or communication of any third party copyright material can be done only within the terms of the *Copyright Act 1968* or with permission of the copyright owners.

Any content in this document that has been derived from the Australian Curriculum may be used under the terms of the Creative Commons Attribution-NonCommercial 3.0 Australia licence.