



ATAR course examination, 2023

Question/Answer booklet

CAREER AND ENTERPRISE

Please place your student identification label in this box

WA student number: In figures

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In words

Time allowed for this paper

Reading time before commencing work: ten minutes

Working time: 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 material. 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 examination
Section One Short answer	6	6	100	98	60
Section Two Extended answer	3	2	80	60	40
Total					100

Instructions to candidates

- The rules for the conduct of the Western Australian external examinations are detailed in the *Year 12 Information Handbook 2023: Part II Examinations*. Sitting this examination implies that you agree to abide by these rules.
- Write your answers in this Question/Answer booklet, preferably using a black/blue pen. Do not use erasable or gel pens.
- Answer the questions according to the following instructions.

Section One: Answer all questions.

Section Two: Answer two questions from a choice of three.
- You must be careful to confine your answers to the specific questions asked and to follow any instructions that are specific to a particular question.
- Supplementary pages for planning/continuing your answers to questions are provided at the end of this Question/Answer booklet. If you use these pages to continue an answer, indicate at the original answer where the answer is continued, i.e. give the page number.

Section One: Short answer**60% (98 Marks)**

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

Supplementary pages for planning/continuing your answers to questions are provided at the end of this Question/Answer booklet. If you use these pages to continue an answer, indicate at the original answer where the answer is continued, i.e. give the page number.

Suggested working time: 100 minutes.

Question 1**(18 marks)**

- (a) (i) Describe **four** challenges created by globalisation for an organisation. (8 marks)

One: _____

Two: _____

Three: _____

Four: _____

Question 1 (continued)

- (ii) Describe **two** opportunities created by globalisation for individuals. (4 marks)

One: _____

Two: _____

- (b) (i) Explain the concept of a culture of continuous improvement. (3 marks)

- (ii) Explain how a culture of continuous improvement contributes to the competitiveness of a business in the global marketplace. (3 marks)

Question 2**(25 marks)**

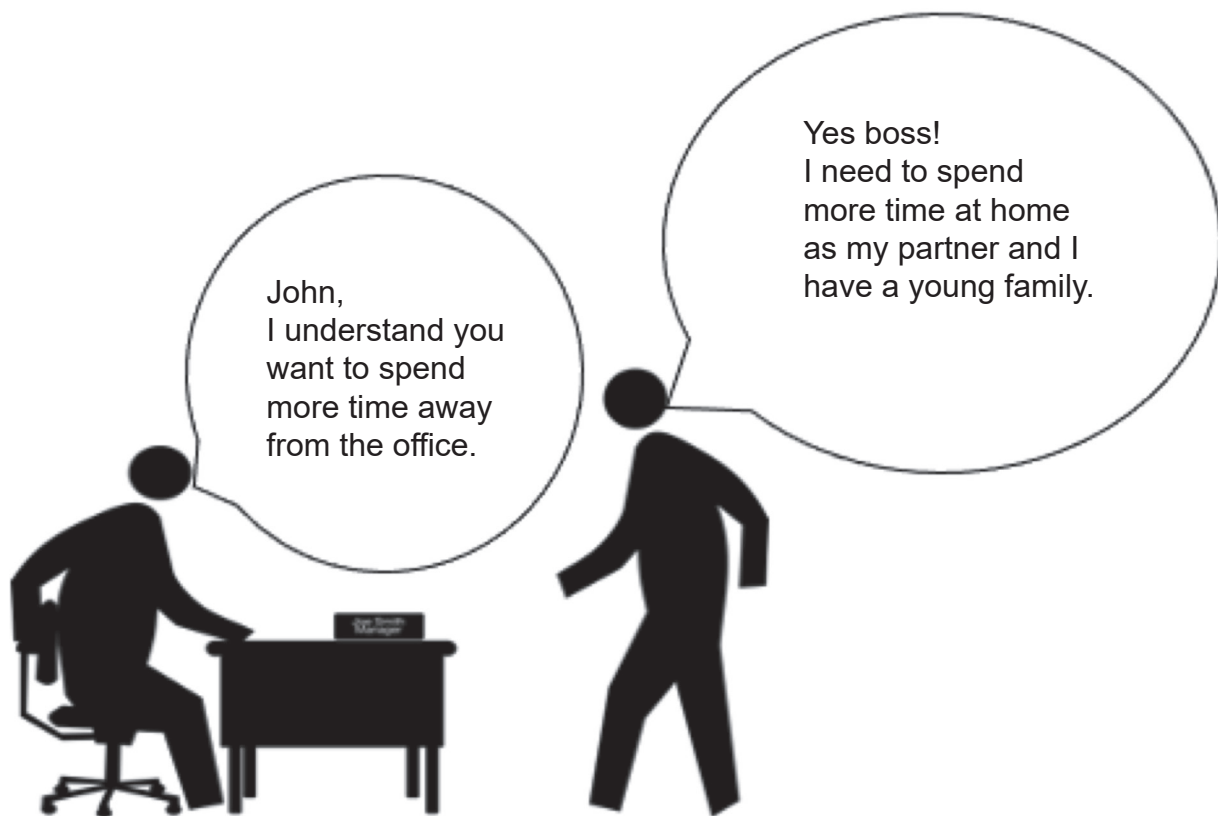
- (a) Explain **one** decision-making tool that can assist you in making personal career decisions. (3 marks)

- (b) Outline **two** considerations for managing change in career development when dealing with unemployment. (4 marks)

One: _____

Two: _____

Question 2 (continued)



- (c) Describe the message the cartoonist is portraying about the concept of work/life balance. (2 marks)

The following occupations are listed amongst the emerging occupations developing in the 21st century:

- artificial intelligence specialist
- online business entrepreneur
- automation or robotics technician
- employee wellness coordinator
- social media manager
- computer security technician.

- (d) Select **one** of these occupations, or another of your choice, and outline **three** ways in which a person could refine their electronic individual pathway plan (IPP) to succeed in that occupation. (6 marks)

Occupation: _____

One: _____

Two: _____

Three: _____

Question 2 (continued)

- (e) Discuss why an individual might need to refine their own electronic career portfolio. (4 marks)

- (f) Explain **one** need to adapt individual and business practices to work efficiently in a digital workplace. (6 marks)

Individual practices: _____

Business practices: _____

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See next page

Question 3

(17 marks)

- (a) Illustrate the concept of change management in the workplace, using an appropriate example. (3 marks)

- (b) Outline **two** differences in the organisational structure of functional and geographic workplaces. (4 marks)

One: _____

Two: _____

Forced labour is one unethical work practice that has been associated with global businesses.

- (c) (i) Explain **two** other unethical work practices associated with global businesses. (6 marks)

One: _____

Two: _____

- (ii) Outline **two** other issues, besides unethical work practices, associated with global businesses. (4 marks)

One: _____

Two: _____

Question 4

(8 marks)

(a) Question 4(a) has a choice of **two** questions. You must answer **one** question. Do not answer both. Tick the box to indicate your selection and write your answer below.

- The following conversation illustrates the concept of corporate social responsibility (CSR) in the workplace.

Employer: Carlos we need to demonstrate our company is a responsible corporate citizen by introducing corporate social responsibility (CSR) measures.

Employee: I agree. We must act to benefit our community!

Employer: Carlos, what I really meant is studies have shown that companies that fully integrate CSR into their operations are more profitable.

Employee: Oh really?

Outline the concept of CSR that is portrayed in the conversation above. (2 marks)

OR

- Define the concept of corporate social responsibility (CSR) in a workplace. (2 marks)

Write your answer below:

- (b) Describe **one** impact of corporate social responsibility (CSR) on each of the following. (6 marks)

An organisation: _____

The community: _____

An organisation's employees: _____

Question 5

(16 marks)

(a) Explain **three** benefits of workplace mentoring for the mentor.

(9 marks)

One: _____

Two: _____

Three: _____

- (b) (i) Describe **two** future learning options for your personal **or** professional career development. (4 marks)

One: _____

Two: _____

- (ii) Explain how **one** of the future learning options you described in part (b)(i) will enhance your personal **or** professional career development. (3 marks)

Question 6

(14 marks)

- (a) Outline the life and career development stages of Super's Lifespan (Developmental) Theory (1957), listed below. (6 marks)

Growth: _____

Maintenance: _____

Establishment: _____

- (b) Describe the **two** features of planned happenstance, based on Mitchell (2003), listed below. (4 marks)

Remove the blocks: _____

Expect the unexpected: _____

- (c) Compare traditional and contemporary career development theories. (4 marks)

Similarity: _____

Difference: _____

End of Section One

See next page

Section Two: Extended answer

40% (60 Marks)

This section contains **three** questions. You must answer **two** questions.

Indicate the **two** questions you will answer by ticking the box next to the question.

Write your answers on the lined pages that follow Question 9.

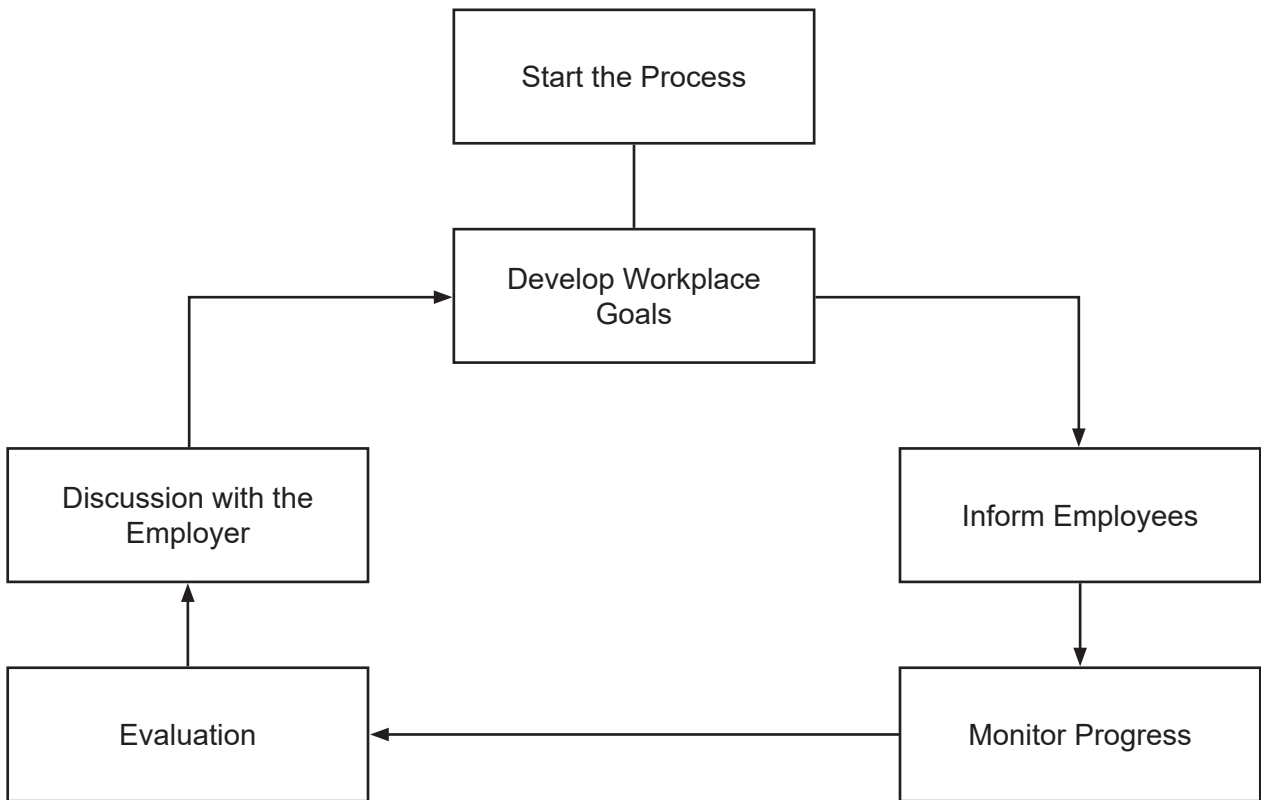
Supplementary pages for planning/continuing your answers to questions are provided at the end of this Question/Answer booklet. If you use these pages to continue an answer, indicate at the original answer where the answer is continued, i.e. give the page number.

Suggested working time: 80 minutes.

Question 7

(30 marks)

Workplace performance management



- (a) Discuss the process suggested by the diagram for workplace performance management and explain **two** other processes used in workplace performance management. (10 marks)
- (b) Evaluate quality control and self-assessment as methods of monitoring and improving workplace performance. (8 marks)
- (c) Describe **two** needs for accepting diversity in the workplace and discuss **two** strategies employers can use to help employees accept working in a diverse workplace. (12 marks)

See next page

Question 8**(30 marks)**

Employees at the Western Australia Business Licence and Information Service (WABLIS) are required to adhere to certain official tasks and expectations as well as rules and guidelines set out by their managers.

This service provider's organisational structure is well-defined, with identifiable lines of authority and standardised procedures for processing applications.

While processing applications, WABLIS staff are expected to adhere to precise norms and guidelines, and judgements are made based on data rather than subjective standards.

- (a) With reference to this organisation, outline the principal management style described. Analyse **one** positive and **one** negative impact that this management style might have on the sustainability of the organisation. (12 marks)
- (b) Assess an impact of the autocratic and democratic/participative management styles on workplace satisfaction. (10 marks)
- (c) Discuss an impact of the laissez-faire management style on workplace efficiency and productivity. (8 marks)

Question 9**(30 marks)**

The following is an extract from an article about self-management:

Self-management is about being your own boss, but not in the sense of being self-employed. It's about taking charge of how you handle things at work and in life to get results where you know you did your best. You'll display initiative in being able to work without always being told what to do. You'll be organised and able to plan ahead to reduce potential chaos. Finally, you'll consider yourself responsible for results – both good and bad. You won't sit back, take it easy and file a failed project as someone else's problem. Every employer wants someone with strong self-management skills on their team.

- (a) With reference to the extract above, evaluate **three** self-management strategies you have studied this year for managing your individual career development. (12 marks)
- (b) Discuss **two** ways in which you could use negotiation skills to manage change in your career development. (8 marks)
- (c) Identify and discuss the possible impact of **two** predicted global trends on individual career planning. (10 marks)

End of questions

ACKNOWLEDGEMENTS

- Question 2(c)** Adapted from: *Pedestrian Management* [Clipart]. (n.d.). Retrieved March, 2023, from <https://freesvg.org/pedestrian-management>
- Question 9** Youth Employment UK. (2019). *Build Your Self Management Skills*. Retrieved March, 2023, from <https://www.youthemployment.org.uk/get-job-ready/build-your-skills-videos/build-your-self-management-skills-2/>

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