

Page 10	Mark Scheme: Teachers' version IGCSE – May/June 2011	Syllabus 0450	Paper 11
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5 (a) What is meant by the term 'internal communication'? [2]

Process of exchanging information between one group and another inside a business [2].
Flow of messages from source to recipient [1] within a business [1].
Do not accept examples of communication – the question requires a definition.

(b) Identify two features of the organisational structure of ABC as shown in Fig. 2. [2]

1 mark per feature identified:

- narrow span of control
- tall (structure)
- 4/large number of levels/hierarchy

Do not accept only 2 subordinates as this is unknown.

(c) Identify and explain two reasons why managers may be reluctant to delegate tasks to employees in their organisation. [4]

Knowledge [2 x 1]:

- may lack confidence in employees
- want to maintain total control/manager feels threatened
- think they know best/know the task will be done/fear of errors
- employees lack training/skills
- managers not capable of explaining the task.

Analysis [2 x 1]: explanation shows why these reasons result in a lack of delegation.

(d) Identify and explain three advantages to ABC of recruiting senior managers from within the business. [6]

Knowledge [3 x 1]:

- acts as a motivator for employees
- individual knows the business
- business knows the individual
- avoids costs of external recruitment.

Do not accept 'time' or 'money' unless explained. Training must clearly be related to induction to be rewarded. 'Experienced' is not a valid answer.

Analysis [3 x 1]: explanation as to why ABC benefits.

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