



Coimisiún na Scrúduithe Stáit  
State Examinations Commission

Leaving Certificate Vocational Programme 2020

## Link Modules Examination

Common Level

2 hours 30 minutes

160 marks

Examination Number

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Day and Month of Birth

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For example, 3rd February  
is entered as 0302

Centre Stamp

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## INSTRUCTIONS TO CANDIDATES

Write your Examination Number in the box on the front cover.

Write all answers into this booklet. There is space for extra work at the end of the booklet. If you need to use it, make sure to label the work clearly with the question number and part.

This examination booklet will be scanned and your work will be presented to an examiner on screen. Anything that you write outside of the answer areas may not be seen by the examiner.

**You may only use blue or black pen when writing your answers. Do not use pencil.**

There are **three** sections in this examination, as follows.

### **Section A – Audio Visual**

There are eight questions. Answer **all eight** of them. 30 marks

### **Section B – Case Study**

There are three questions. Answer **all three** of them. 30 marks

### **Section C – General Questions**

There are six questions. Answer **any four** of them. 100 marks



**PART 1**

**Q.1** What evidence is there that Denise is environmentally aware? **(1 mark)**


**Q.2** What is the goal of the committee? **(2 marks)**


**Q.3** Describe **three** actions identified by the committee in its plan. **(3 marks)**


**PART 2**

**Q.4** Explain what it means to take 'minutes' at a meeting.

**(3 marks)**


**Q.5** Aside from taking minutes, describe the other responsibilities of the secretary of a committee.

**(4 marks)**








## Climate Entrepreneur

In June 2019, the Government of Ireland launched the Climate Action Plan to address the impacts of the climate emergency on Ireland's environment, society, economic and natural resources. Jim, a resident of Ballyglas, recently attended a meeting of his Local Community Group which has recently joined the Sustainable Energy Community Network and is working on an Energy Master Plan in partnership with Sustainable Energy Authority Ireland (SEAI).

While sitting at this meeting, Jim realised that there were business opportunities involved in increasing the energy efficiency in homes. He learned that a key aim of the *Climate Action Plan* is to reduce Ireland's dependency on fossil fuels. To achieve this, the installation of oil boilers will be banned by 2022 and gas boilers by 2025. In order to move from fossil fuels to renewable energy heating systems, 600,000 heat pumps will be installed by 2030, of which 400,000 will be retrofitted into existing buildings.

Jim has worked as a qualified plumber for the last ten years. He enjoyed the job security that came with being an employee but has always aspired to setting up his own business one day. He believes he has the necessary skills to become an entrepreneur. After the meeting, he researched the new air to water heat pumps. He researched their sources, costs and installation criteria. He discovered he would need to upskill himself in order to meet the SEAI criteria to register as someone who can install heat pumps. He visited a house that had recently installed an air to water heat pump and spoke with the owners regarding their experience of this heating system. He met with a Technical Advisor from SEAI who recommended that Jim would attend a SEAI workshop on renewable energy heating systems.

Jim made an appointment with the Local Enterprise Office to discuss the risks, challenges and benefits of setting up his own company. He was assigned a business mentor who discussed the different options for establishing himself as a sole-trader, a partnership or setting up a public limited company. He learned about professional indemnity; employers insurance; health and safety legislation. They discussed location, staff requirements and promoting his business.

Jim's mentor made him realise that preparation is the single most important thing he could do to ensure his business gets off the ground. His mentor suggested that Jim should sign up to the Local Enterprise Office *Start Your Own Business* programme. This programme guides potential entrepreneurs through the various aspects of business planning. In particular, Jim should attend the module dealing with basic bookkeeping as this is something he is not familiar with.

Jim decided he was willing to take a risk and launched *Jim's Green Heating*. He invested his personal savings in the business along with securing a small business loan from his local bank. Initially, he decided that he would set up as a sole-trader with a view to expansion if the business grows.









This section has six questions. Each question carries 25 marks. Answer any **four** questions.

To help you decide which questions to answer and to help you find them in the booklet, here are all the questions with the page range for each. Answer your four chosen questions in the appropriate pages in this booklet.

**Q.1****Pages 16 to 18**

*Manray Technologies needs to recruit a Technical Solutions Engineer. The following job advertisement appeared on the company's website.*

**Technical Solutions Engineer required for a full-time position**

The successful applicant must possess a Bachelor's Degree in Computer Science. They should have excellent troubleshooting, problem solving, written and verbal communication skills.

We are offering an attractive salary and flexible working hours.

Please apply with CV including two referees to [hr@manraytechnologies.ie](mailto:hr@manraytechnologies.ie).

Manray Technologies is an equal opportunities employer.

[www.manraytechnologies.ie](http://www.manraytechnologies.ie)

- (a) Explain **two** of the underlined terms.
- (b) State **four** pieces of information that should be included in a Contract of Employment.
- (c) Describe **four** reasons why this employer wants an employee with excellent communication skills.
- (d) As part of the interview process you are expected to give a presentation to the employer.
  - (i) Outline **three** areas that should be included in this presentation.
  - (ii) How can you make your presentation stand out from those by other interviewees?

**Q.2****Pages 19 to 21**

*Entrepreneurs are the driving force for jobs in Ireland.*

- (a)
  - (i) Explain the term 'entrepreneur'.
  - (ii) Name **two** necessary qualities of an entrepreneur.
- (b) Why should entrepreneurs keep up-to-date with new technologies? Give **two** reasons.
- (c) Describe the advantages and the disadvantages of being self-employed.
- (d) Discuss in detail **three** factors which may cause a business to fail.

**Q.3****Pages 22 to 24**

*Work Experience/Work Shadowing is a vital part of the LCVP.*

- (a) What further preparation would you carry out having secured your work experience/work shadowing placement?
- (b) Explain **three** personal goals you had in relation to your work experience/work shadowing.
- (c) Explain **three** responsibilities of employees with regard to Health and Safety in the workplace.
- (d) (i) Describe **three** challenges that a student may experience during their work experience/work shadowing.  
(ii) Outline how these challenges might be overcome.

**Q.4****Pages 25 to 27**

*You have been asked to complete an investigation on a career of your choice.*

- (a) (i) Name the career you chose and outline **one** benefit to you from undertaking this investigation.  
(ii) Name **two** methods of research you used to investigate your career.
- (b) Describe **three** reasons why you would choose one entry pathway into a career over another.
- (c) Describe **three** ways in which you as an employee can demonstrate a strong work ethic.
- (d) Employers require a dynamic workforce to compete in today's business world. Describe **three** benefits to the employer when they employ highly skilled and educated employees.

**Q.5****Pages 28 to 30**

*A visit in from a guest speaker.*

- (a) (i) Outline the benefits of inviting a guest speaker to address the LCVP class.  
(ii) Name **one** Leaving Certificate subject you are studying other than Link Modules and outline how it was useful in the organisation/planning of your visit in.
- (b) Describe **three** reasons why teamwork is so important to the success of this activity.
- (c) Draft an email to brief the guest speaker in advance of the visit to your LCVP class.
- (d) Describe **four** methods that could be used to evaluate the visit in and give reasons for each method chosen.

**Q.6****Pages 31 to 33**

*Planning for a business start-up*

- (a) List **four** sources of finance for a business start-up.
- (b) Outline **three** reasons for preparing a business plan.
- (c) Describe how the success of a business enterprise can be measured.
- (d) (i) State and explain **three** key items that should be included in the body of a business plan.  
(ii) Outline why each of these three items is important.

**Q.1**

**(25 marks)**

*Manray Technologies needs to recruit a Technical Solutions Engineer. The following job advertisement appeared on the company's website.*

**Technical Solutions Engineer required for a full-time position**

The successful applicant must possess a Bachelor's Degree in Computer Science. They should have excellent troubleshooting, problem solving, written and verbal communication skills.

We are offering an attractive salary and flexible working hours.

Please apply with CV including two referees to hr@manraytechnologies.ie.

Manray Technologies is an equal opportunities employer.

www.manraytechnologies.ie

**(a)** Explain **two** of the underlined terms.

**(4 marks)**


**(b)** State **four** pieces of information that should be included in a Contract of Employment.

**(4 marks)**






**Q.2**

**(25 marks)**

*Entrepreneuers are the driving force for jobs in Ireland.*

**(a) (i)** Explain the term 'entrepreneur'.

**(ii)** Name **two** necessary qualities of an entrepreneur.

**(4 marks)**


**(b)** Why should entrepreneurs keep up-to-date with new technologies? Give **two** reasons.

**(4 marks)**






**Q.3**

**(25 marks)**

*Work Experience/Work Shadowing is a vital part of the LCVP.*

- (a)** What further preparation would you carry out having secured your work experience/work shadowing placement? **(4 marks)**


- (b)** Explain **three** personal goals you had in relation to your work experience/work shadowing. **(6 marks)**






**Q.4**

**(25 marks)**

*You have been asked to complete an investigation on a career of your choice.*

**(a) (i)** Name the career you chose and outline **one** benefit to you from undertaking this investigation.

**(ii)** Name **two** methods of research you used to investigate your career. **(4 marks)**


**(b)** Describe **three** reasons why you would chose one entry pathway into a career over another.

**(6 marks)**






**Q.5**

**(25 marks)**

*A visit in from a guest speaker.*

- (a) (i)** Outline the benefits of inviting a guest speaker to address the LCVP class.
- (ii)** Name **one** Leaving Certificate subject you are studying other than Link Modules and outline how it was useful in the organisation/planning of your visit in.

**(3 marks)**


- (b)** Describe **three** reasons why teamwork is so important to the success of this activity.

**(6 marks)**






**Q.6**

**(25 marks)**

*Planning for a business start-up.*

**(a)** List **four** sources of finance for a business start-up.

**(4 marks)**


**(b)** Outline **three** reasons for preparing a business plan.

**(6 marks)**










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Leaving Certificate Vocational Programme – Common Level

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2 hours 30 minutes