



BUSINESS STUDIES

Curriculum & Assessment Map

EXAMINATION STAGE

YEAR 10	AUTUMN 1	AUTUMN 2	SPRING 1	SPRING 2	SUMMER 1	SUMMER 2
CONTENT	1.1.1. The dynamic nature of business 1.1.2 Risk and reward 1.1.3 The role of business enterprise 1.2.1 Customer needs 1.2.2 Market research 1.2.3 Market segmentation	1.2.4 The competitive environment 1.3.1 Business aims and objectives 1.3.2 Business revenues, costs and profits 1.3.3 Cash and cash-flow	1.3.4 Sources of business finance 1.4.1 The options for start-up and small businesses 1.4.2 Business location 1.4.3 The marketing mix	1.4.4 Business plans 1.5.1 Business stakeholders 1.5.2 Technology and business	1.5.3 Legislation and business 1.5.4 The economy and business 1.5.5 External influences	2.1.1 Business growth 2.1.2 Changes in business aims and objectives
SKILLS	- Develop an understanding of how these contexts impact on business behaviour - Use business terminology to identify and explain business activity - Apply business concepts to familiar and unfamiliar contexts.	- Calculations and interpretations in a business context, including: • percentages and percentage changes • averages • revenue, costs and profit • gross profit margin and net profit margin ratios • average rate of return • cash-flow forecasts, including total costs, total revenue and net cash flow.	- Apply knowledge and understanding to different business contexts. These include businesses ranging from small enterprises to large multinationals and businesses operating in local, national and global contexts	- Apply knowledge and understanding to different business contexts. These include businesses ranging from small enterprises to large multinationals and businesses operating in local, national and global contexts	- Apply knowledge and understanding to different business contexts. These include businesses ranging from small enterprises to large multinationals and businesses operating in local, national and global contexts	- Investigate, analyse and evaluate business opportunities and issues
ASSESSMENT	- Multiple-choice questions - Short-answer questions - Extended-writing questions.	- Multiple-choice questions - Short-answer questions	- Multiple-choice questions - Short-answer questions - Extended-writing questions.	- Multiple-choice questions - Short-answer questions - Extended-writing questions.	- Multiple-choice questions - Short-answer questions - Extended-writing questions.	- Multiple-choice questions - Short-answer questions - Extended-writing questions.

USEFUL RESOURCES / GUIDANCE:

<https://www.tutor2u.net/business/blog/gcse-igcse-busness-studies-revision-notes-master-listing>

<https://www.bbc.co.uk/bitesize/examspecs/z98snbk>

<https://ondemand.tutor2u.net/students/edexcel-gcse-business-catch-up-2021>



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YEAR 11	AUTUMN 1	AUTUMN 2	SPRING 1	SPRING 2	SUMMER 1	SUMMER 2
CONTENT	2.1.2 Changes in business aims and objectives 2.1.3 Business and globalisation 2.1.4 Ethics, the environment and business	2.2.1 Product 2.2.2 Price 2.2.3 Promotion 2.2.4 Place 2.2.5 Using the marketing mix to make business decisions	2.3.1 Business operations 2.3.2 Working with suppliers 2.3.3 Managing quality 2.3.4 The sales process 2.4.1 Business calculations 2.4.2 Understanding business performance	2.5.1 Organisational structures 2.5.2 Effective recruitment 2.5.3 Effective training and development 2.5.4 Motivation	Revision "Walk and Talk" Mock exam Timed Examination practice	
SKILLS	Apply knowledge and understanding to different business contexts. These include businesses ranging from small enterprises to large multinationals and businesses operating in local, national and global contexts	Use business terminology to identify and explain business activity	Business calculations The concept and calculation of: <ul style="list-style-type: none"> gross profit net profit gross profit margin net profit margin average rate of return. The use and interpretation of quantitative business data to support, inform and justify business decisions: <ul style="list-style-type: none"> information from graphs and charts financial data marketing data market data. The use and limitations of financial information in: <ul style="list-style-type: none"> understanding business performance making business decisions. 	Use business terminology to identify and explain business activity	Examination technique to shorter and longer mark questions.	
ASSESSMENT	- Multiple-choice questions - Short-answer questions - Extended-writing questions.	- Multiple-choice questions - Short-answer questions	- Multiple-choice questions - Short-answer questions - Extended-writing questions.	- Multiple-choice questions - Short-answer questions - Extended-writing questions.	- Multiple-choice questions - Short-answer questions - Extended-writing questions.	

USEFUL RESOURCES / GUIDANCE:

<https://www.tutor2u.net/business/blog/gcse-igcse-businness-studies-revision-notes-master-listing>
 <https://www.bbc.co.uk/bitesize/examspecs/z98snbk>
<https://ondemand.tutor2u.net/students/edexcel-gcse-business-catch-up-2021>



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ADVANCED STAGE: BUSINESS STUDIES A-LEVEL

YEAR 12	AUTUMN 1	AUTUMN 2	SPRING 1	SPRING 2	SUMMER 1	SUMMER 2
CONTENT	<p>Understanding the nature and purpose of businesses</p> <ul style="list-style-type: none"> - The measurement and importance of profit - Understanding different business forms - The role of shareholders and why they invest - How the external environment can affect costs and demand - The relationship between mission and objectives - Common business objectives; Why businesses set objectives <p>Understanding different business forms</p> <ul style="list-style-type: none"> - Reasons for choosing different forms of business (sole traders; private limited companies; and public limited companies; private sector and public sector organisations; non-profit organisations such as charities and mutual) and for changing business form (issues include: unlimited and limited liability; ordinary share capital; market capitalisation; dividends). - The effects of ownership on mission, objectives, decisions and performance 	<p>Understanding management, leadership and decision making</p> <ul style="list-style-type: none"> - How the external environment can affect costs and demand - The value of decision making based on data (decision trees) and on intuition - The value of marketing objectives; <p>Understanding markets and customers</p> <ul style="list-style-type: none"> - The value of primary and secondary research - The interpretation of marketing data - The value of technology in gathering and analysing data for marketing decisions - The interpretation of price and income elasticity of demand data <p>Making operational decisions to improve performance</p> <ul style="list-style-type: none"> - The importance of capacity <p>Understanding the role and importance of stakeholders</p> <ul style="list-style-type: none"> - The need to consider stakeholder needs when making decisions (Stakeholder mapping: stakeholder power and interest) 	<p>Making operational decisions to improve performance</p> <ul style="list-style-type: none"> - The importance of efficiency and labour productivity - The benefits and difficulties of lean production - Optimal mix of resources - Improving quality - Managing inventory and supply chains <p>Making marketing decisions: using the marketing mix (continued)</p> <ul style="list-style-type: none"> - Product decisions (including the value of product portfolio analysis and the Boston Matrix; the value of the product life cycle model, including extension strategies; influences on and the value of new product development) - Pricing decisions (including penetration and price skimming) - Decisions about the promotional mix (including branding) - Distribution (place) decisions (including multi-channel distribution) - Decisions relating to other elements of the marketing mix: people, process and physical environment 	<p>Decision making to improve financial performance</p> <ul style="list-style-type: none"> - Setting financial objectives - Analysing financial performance - Internal and External sources of finance - Making financial decisions: improving cash flow and profit <p>Decision making to improve human resource performance (continued)</p> <ul style="list-style-type: none"> - Making human resource decisions: improving organisational design and managing the human resource flow - Influences on job design - Influences on organisational design - Influences on delegation, centralisation and decentralisation - The value of changing job and organisational design - How managing the human resource flow helps meet human resource objectives - Improving motivation and engagement - How to improve employee engagement and motivation - The value of theories of motivation - The use of financial methods of motivation 	<p>Revision</p> <p>Past Exam Papers</p> <p>“Walk and Talk” Mock exams</p> <p>Timed questions</p>	<p>A2 specification delivered</p> <p>Financial Objectives</p> <p>Financial Ratios</p> <p>Managing change</p>



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	<p>Understanding management, leadership and decision making</p> <ul style="list-style-type: none"> - What managers do - Types of management and leadership styles and influences on these (the Tannenbaum Schmidt continuum, and the Blake Mouton grid). - The effectiveness of different styles of management and leadership - Influences on decision making. 	<ul style="list-style-type: none"> - Stakeholder needs and the possible overlap and conflict of these needs - Influences on the relationship with stakeholders - How to manage the relationship with different stakeholders <p>Making marketing decisions: segmentation, targeting, positioning</p> <ul style="list-style-type: none"> - The process and value of segmentation, targeting and positioning - Influences on choosing a target market and positioning <p>Making marketing decisions: using the marketing mix</p> <ul style="list-style-type: none"> - The elements of the marketing mix (7Ps) - The influences on and effects of changes in the elements of the marketing mix. 	<ul style="list-style-type: none"> - The importance of and influences on an integrated marketing mix - Understanding the value of digital marketing and e-commerce <p>Decision making to improve human resource performance</p> <ul style="list-style-type: none"> - The value of setting human resource objectives - Internal and external influences on human resource objectives and decisions - Calculating and interpreting human resource data (including labour turnover and retention rates; labour productivity; employee costs as percentage of turnover; labour cost per unit) - The use of data for human resource decision making and planning 	<ul style="list-style-type: none"> - The use of non-financial methods of motivating employees - Influences on the choice and assessment of the effectiveness of financial and non-financial reward systems - Improving employer-employee relations - Influences on the extent and methods of employee involvement in decision making (employee representation) - How to manage and improve employer-employee communications and relations - Value of good employer-employee relations 		
SKILLS	<ul style="list-style-type: none"> - Calculation of Costs and revenues - Analysis of why shareholders invest 	<ul style="list-style-type: none"> - Analysing the changes in the external environment and the impact of it on businesses - Decision Trees- Calculation of expected values (EV) and Net gain - Assessing strengths and weaknesses of Decision Trees - Calculation of PED and YED - Calculation of Market size, Growth and Share 	<ul style="list-style-type: none"> - Calculation of labour productivity, unit costs, capacity utilisation - Analysis and evaluation of how businesses can achieve efficiency 	<ul style="list-style-type: none"> - Analysis and evaluation of how businesses can improve cash-flow and profit 		
ASSESSMENT	Marcouse worksheets CGP Revision book questions	Marcouse worksheets CGP Revision book questions	Marcouse worksheets CGP Revision book questions	Marcouse worksheets CGP Revision book questions		



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		Business Review articles and questions November Mock Exam	Business Review articles and questions February Mock Exam	Business Review articles and questions April Mock Exam		
USEFUL RESOURCES / GUIDANCE: Textbook: AQA Business for A Level 1 (AQA A Level Business) Authors: Malcolm Surridge and Andrew Gillespie Publisher: Hodder Education ISBN-13: 978-1-4718-3613-8 CGP A-Level Year 1 and AS, ISBN: 978 1 78294 352 5 Business Review https://www.bbc.co.uk/news/business https://www.tutor2u.net/business						

YEAR 13	AUTUMN 1	AUTUMN 2	SPRING 1	SPRING 2	SUMMER 1	SUMMER 2
CONTENT	<p>Analysing the existing internal position of a business to assess strengths and weaknesses: financial ratio analysis</p> <ul style="list-style-type: none"> - Analysis of financial ratios; ROCE, Current ratio, Gearing, Payables days, Receivables days and Inventory turnover. - Value of financial ratios when assessing a business's performance <p>Analysing the existing internal position of a business to assess strengths and weaknesses: Overall performance</p> <ul style="list-style-type: none"> - The importance of core competencies - Methods of assessing overall business performance to include: Kaplan and Norton's Balanced scorecard model - Elkington's Triple Bottom Line <p>Mission, corporate objectives and strategy</p>	<p>Analysing the external environment to assess opportunities and threats: economic change</p> <ul style="list-style-type: none"> - Economic factors: GDP, Taxation, Exchange rates, Inflation, fiscal and monetary policy and open trade V protectionism - Reasons for greater globalisation of business - The importance of globalisation for business - The importance of emerging economies <p>Analysing the external environment to assess opportunities and threats: the competitive environment</p> <ul style="list-style-type: none"> - Porter's Five Forces and how this strategy shapes competitive strategy <p>Analysing strategic options: investment appraisal</p> <ul style="list-style-type: none"> - Investment appraisal: the calculation and interpretation of Payback, ARR, NPV. - Factors influencing investment decisions: 	<p>Strategic methods: how to pursue strategies</p> <ul style="list-style-type: none"> - The difference between organic and external growth - How to manage and overcome the issues of growth and retrenchment: economies of scale, economies of scope, diseconomies of scale, the experience curve, synergies, and overtrading - Managing growth issues: Greiner's model of growth - Assessing methods of growth: Mergers, Takeovers, Ventures and - Assessing types of growth: vertical (backward and forward), horizontal and conglomerate integration <p>Assessing innovation</p> <ul style="list-style-type: none"> - The pressures for innovation - Types of innovation, to include product and process innovation. - The value of innovation - The ways of becoming an innovative organisation 	<p>Assessing Innovation:</p> <ul style="list-style-type: none"> - The pressures for innovation: types of innovation; product and process innovation - Understanding the value of innovation - The ways of becoming an innovative organisation: Kaizen, R&D, Intrapreneurship and benchmarking - How to protect innovation and intellectual property: patents and copyrights - The impact of an innovation strategy on the functional areas of the business <p>Assessing greater use of digital technology</p> <ul style="list-style-type: none"> - The pressures to adopt digital technology: e-commerce, big data, data mining and enterprise resource planning (ERP). - The value of digital technology - The impact of digital technology on the functional areas of the business 	<p>Managing strategic implementation</p> <ul style="list-style-type: none"> - How to implement strategy effectively - The value of leadership in strategic implementation - The value of communications in strategic implementation - The importance of organisational structure in strategic implementation: functional, product-based, regional and matrix structures. - The value of network analysis in strategic implementation: Understanding and interpreting network diagrams, amendment of network diagrams and identifying the critical path and total float time. - Problems with strategy and why strategies fail: Difficulties of strategic decision making and implementing strategy. - Revision: re-visit difficult topics on the course - Timed exam questions 	



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<ul style="list-style-type: none"> - Influences on the mission of a business - Internal and external influences on corporate objectives, to include the pressures for short termism, business ownership, the external and internal environment. - The distinction between strategy and tactics - The links between mission, corporate objectives and strategy - The impact of strategic decision making on functional decision making - The value of SWOT analysis <p>Analysing the external environment to assess opportunities and threats: political and legal change</p> <ul style="list-style-type: none"> - The impact of changes in the political and legal environment on strategic and functional decision making - The political and legal environment should include a broad understanding of the scope and effects of UK and EU law related to competition, the labour market and environmental legislation. - The impact of UK and EU Government policy related to enterprise, the role of regulators, infrastructure, the environment and international trade. 	<ul style="list-style-type: none"> investment criteria, non-financial factors, risk and uncertainty - The value of sensitivity analysis <p>Strategic positioning: choosing how to compete</p> <ul style="list-style-type: none"> - How to compete in terms of benefits and price: Porter's generic strategies and Bowman's strategic clock - The influences and value of strategic positioning - The benefits of having a competitive advantage and the difficulties of maintaining them <p>Analysing the external environment to assess opportunities and threats: social and technological</p> <ul style="list-style-type: none"> - The impact of the social and technological environment on strategic and functional decision making - Social changes to include demographic changes and population movements such as: <ul style="list-style-type: none"> - Urbanisation and migration - Changes in consumer lifestyle and buying behaviour - The growth of online businesses. - The social environment to include Corporate Social Responsibility (CSR) and: <ul style="list-style-type: none"> --the reasons for and against (CSR) 	<p>Ways of becoming innovative include:</p> <ul style="list-style-type: none"> --Kaizen --research and development --intrapreneurship --benchmarking. - How to protect innovation and intellectual property - Ways of protecting intellectual property include patents and copyrights. - The impact of an innovation strategy on the functional areas of the business <p>Assessing internationalisation</p> <ul style="list-style-type: none"> - Reasons for targeting, operating in and trading with international markets - Methods of entering international markets include: <ul style="list-style-type: none"> --export --licensing --alliances --direct investment. - Factors influencing the attractiveness of international markets - Reasons for producing more and sourcing more resources abroad (Decisions regarding producing overseas include off-shoring and re-shoring). - Ways of entering international markets and value of different methods 	<p>Managing change</p> <ul style="list-style-type: none"> - Causes of and pressures for change – Types include: <ul style="list-style-type: none"> --internal change --external change --incremental change --disruptive change. -Managing change to include: <ul style="list-style-type: none"> --Lewin's force field analysis. --The value of change --The value of a flexible organisation Flexible organisations include: <ul style="list-style-type: none"> -- restructuring -- delayering -- flexible employment contracts -- organic structures v mechanistic -- knowledge and information management. - The value of managing information and knowledge - Barriers to change - Kotter and Schlesinger's four reasons for resistance to change. - How to overcome barriers to change - Kotter and Schlesinger's six ways of overcoming resistance to change. <p>Managing organisational culture</p> <ul style="list-style-type: none"> - The importance of organisational culture - Cultural models include: <ul style="list-style-type: none"> - Handy's task culture, role culture, power culture and person culture 	<ul style="list-style-type: none"> - 'Walk and Talk' mock exam <p>Problems with strategy and why strategies fail</p> <ul style="list-style-type: none"> - Difficulties of strategic decision making and implementing strategy - Planned v emergent strategy - Reasons for strategic drift - The possible effect of the divorce between ownership and control, to include corporate governance. - Evaluating strategic performance - The value of strategic planning - The value of contingency planning 	
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		<ul style="list-style-type: none"> --the difference between the stakeholder v shareholder concept --Carroll's Corporate Social Responsibility pyramid. - Technological change includes the impact of technological change on functional areas and strategy. -The pressures for socially responsible behaviour 	<ul style="list-style-type: none"> - Targeting overseas markets to include being a multinational. - Influences on buying, selling and producing abroad - Managing international business, including pressures for local responsiveness and pressures for cost reduction (Bartlett and Ghoshal's international, multidomestic, transnational and global strategies). - The impact on internationalisation for the functional areas of the business 	<ul style="list-style-type: none"> - Hofstede's national cultures. - The influences on organisational culture - The reasons for and problems of changing organisational culture 		
SKILLS	<ul style="list-style-type: none"> - Carrying out calculations and analysis for a range of financial ratios - Analysis and evaluation of the value of core competencies within a business - Assessing a business's performance via Kaplan and Norton, the Balanced Scorecard and Elkington's Triple bottom line by the means of incorporating the following skills; knowledge, application, analysis and evaluation in longer mark essays. 	<ul style="list-style-type: none"> - Research current economic and political factors - Application of economic and political factors to a range of businesses - Analysis using Porter's Five Forces and Bowman's Strategic Clock to assess a business's competitiveness - Calculation of investment appraisal techniques: Payback, ARR and NPV - Analysis and evaluation of investment appraisal methods. 	<ul style="list-style-type: none"> - Analysing internal V external growth - Analysing and evaluating the methods and types of growth, to explore the advantages and disadvantages to a business 	<ul style="list-style-type: none"> - Analysing the advantages and disadvantages of innovation to businesses - Analysis and evaluation of the impact of e-commerce on businesses 	<ul style="list-style-type: none"> - Calculation of EST, LFT, total float time and critical path on a network analysis diagram - Analysis and evaluation of the value of CPA to businesses - Planning and answering questions under timed conditions 	
ASSESSMENT	September Mock exam Topic-based Exam Questions	November Mock exam Topic-based Exam Questions	February Mock Exam Topic-based Exam Questions	April Mock Exam Topic-based Exam Questions		

USEFUL RESOURCES / GUIDANCE:

Textbook: AQA Business for A Level 2 (AQA A Level Business) Authors: Malcolm Surridge and Andrew Gillespie Publisher: [Hodder Education](http://www.hoddereducation.com) ISBN: 9781471835780

CGP A-Level Business: AQA Year 2 Complete Revision & Practice, ISBN-13: 978-1782943532

Business Review

<https://www.bbc.co.uk/news/business> <https://www.tutor2u.net/business>



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ADVANCED STAGE: BTEC NATIONAL DIPLOMA IN BUSINESS

YEAR 12	AUTUMN 1	AUTUMN 2	SPRING 1	SPRING 2	SUMMER 1	SUMMER 2
CONTENT	<p>Unit 1-Exploring Business</p> <ol style="list-style-type: none"> 1. Explore the features of different businesses and analyse what makes them successful 2. Investigate how businesses are organised 3. Examine the environment in which businesses operate 4. Examine business markets 5. Investigate the role and contribution of innovation and enterprise to business success. 	<p>Unit 4-Managing an event</p> <ol style="list-style-type: none"> 1. Explore the role of an event organiser 2. Investigate the feasibility of a proposed event 3. Develop a detailed plan for a business or social enterprise event 4. Stage and manage a business or social enterprise event 5. Reflect on the running of the event and evaluate own skills development. 	<p>Unit 3-Personal and Business Finance</p> <ol style="list-style-type: none"> 1. Demonstrate knowledge and understanding of business and personal finance principles, concepts, key terms, functions and theories. 2. Apply knowledge and understanding of financial issues and accounting processes to real-life business and personal scenarios 3. Analyse business and personal financial information and data, demonstrating the ability to interpret the potential impact and outcome in context 4. Evaluate how financial information and data can be used, and interrelate, in order to justify conclusions related to business and personal finance. 	<p>Unit 3-Personal and Business Finance</p> <ol style="list-style-type: none"> 1. Demonstrate knowledge and understanding of business and personal finance principles, concepts, key terms, functions and theories. 2. Apply knowledge and understanding of financial issues and accounting processes to real-life business and personal scenarios 3. Analyse business and personal financial information and data, demonstrating the ability to interpret the potential impact and outcome in context 4. Evaluate how financial information and data can be used, and interrelate, in order to justify conclusions related to business and personal finance. 	<p>Unit 2-Developing a Marketing Campaign</p> <ol style="list-style-type: none"> 1. Demonstrate knowledge and understanding of marketing principles, concepts, processes, key terms, data sources and definitions 2. Analyse marketing information and data, demonstrating the ability to interpret the potential impact and influence on marketing campaigns 3. Evaluate evidence to make informed judgements about how a marketing campaign should be planned, developed and adapted in light of changing circumstances 4. Be able to develop a marketing campaign with appropriate justification, synthesising ideas and evidence from several sources to support arguments 	<p>Unit 6-Principles of Management</p> <ol style="list-style-type: none"> 1. Demonstrate knowledge and understanding of management and leadership principles, concepts, key terms, functions and theories 2. Apply knowledge and understanding of management and leadership issues to real-life business scenarios 3. Analyse and evaluate management information and data, demonstrating the ability to interpret the potential impact and influence on business effectiveness in context 4. Be able to recommend management and leadership proposals in context with appropriate justification, using a range of evidence to support arguments
SKILLS	<p>Produce relevant evidence of how differing features and the complex relationship and communications with its internal and external stakeholders make businesses successful to support the evaluation given.</p> <p>Carry out in-depth research on the extent to</p>	<p>Justify how personal skills match those required by an event organiser. Show clear justification, based on their research, of their choice of event and why it will be successful.</p> <p>Produce a detailed justification on how well the event was managed and to what extent the initial plan contributed to</p>	<p>Be able to apply principles of personal and business finance in order to critically evaluate real-life situations and determine appropriate courses of action.</p> <p>Present the outcome of methodical and detailed examination either by breaking down: a theme, topic or situation in order</p>	<p>Be able to apply principles of personal and business finance in order to critically evaluate real-life situations and determine appropriate courses of action.</p> <p>Present the outcome of methodical and detailed examination either by breaking down: a theme, topic or situation in order</p>	<p>Be able to critically evaluate information and data relating to the development of a successful marketing campaign in context.</p> <p>To apply a range of relevant marketing concepts and decision-making tools in order to give justified</p>	<p>Be able to critically evaluate information in context relating to improving the effectiveness of management and leadership practices.</p> <p>Apply relevant concepts, models and theories in order to present reasoned evaluations in realistic business scenarios.</p>



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	<p>which the business environment affects a given business, and how it could affect the business in the future.</p> <p>Prepare and present an individual assessment and analysis of the use of innovation and enterprise in an existing business.</p>	<p>the success (or not) of the event.</p>	<p>to interpret and study the relationships between the parts and/or information or data to interpret and study key trends and interrelationships.</p> <p>Present a careful consideration of varied factors or events that apply to a specific situation or to identify those which are the most important or relevant and arrive at a conclusion.</p> <p>Present a careful consideration of varied factors or events that apply to a specific situation or to identify those which are the most important or relevant and arrive at a conclusion.</p> <p>Work out an answer, usually by adding, multiplying, subtracting or dividing. Can involve the use of formula.</p>	<p>to interpret and study the relationships between the parts and/or information or data to interpret and study key trends and interrelationships.</p> <p>Present a careful consideration of varied factors or events that apply to a specific situation or to identify those which are the most important or relevant and arrive at a conclusion.</p> <p>Present a careful consideration of varied factors or events that apply to a specific situation or to identify those which are the most important or relevant and arrive at a conclusion.</p> <p>Work out an answer, usually by adding, multiplying, subtracting or dividing. Can involve the use of formula.</p>	<p>recommendations for a campaign within budget.</p> <p>To demonstrate a thorough grasp of the importance of effective market research in informing decision making and contributing to business success in context.</p> <p>To have a thorough understanding of the implications and necessary future actions of the campaign proposed in the context of the external environment, evidenced through sustained links to wider research.</p>	<p>Make appropriate judgements and present fully justified recommendations for business improvement.</p> <p>Understand the importance of change to ensure business success and how a quality standards culture needs to be embedded, developed and maintained to remain successful.</p>
ASSESSMENT	Coursework	Coursework	2 hr External Exam 80 mark paper	2 hr External Exam 80 mark paper	3 hr supervised assessment (Externally assessed) 70 mark paper	3 hr supervised assessment (Externally assessed) 88 mark paper
<p>USEFUL RESOURCES / GUIDANCE: https://www.tutor2u.net/business</p>						



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YEAR 13	AUTUMN 1	AUTUMN 2	SPRING 1	SPRING 2	SUMMER 1	SUMMER 2
CONTENT	<p>Unit 18-Managing a Business Event.</p> <ol style="list-style-type: none"> 1 Understand the role of an event organiser 2 Be able to plan a business event 3 Be able to run a business event 4 Be able to follow up after a business event. <p>Unit 19-Developing Teams in a Business.</p> <ol style="list-style-type: none"> 1. Know the importance of teams. 2. Understand team development. 3. Understand leadership attributes and skills. 4. Be able to work effectively in a team. 	<p>Unit 18-Managing a Business Event.</p> <ol style="list-style-type: none"> 1 Understand the role of an event organiser 2 Be able to plan a business event 3 Be able to run a business event 4 Be able to follow up after a business event. <p>Unit 13-Recruitment and selection in Business.</p> <ol style="list-style-type: none"> 1 Know the processes involved in recruitment planning 2 Understand the implications of the regulatory framework for the process of recruitment and selection 3 Be able to prepare documentation involved in the selection and recruitment process 4 Be able to participate in a selection interview 	<p>Unit 37-Understanding Business Ethics</p> <ol style="list-style-type: none"> 1 Understand the meaning and importance of ethics in the business world 2 Understand the implications of businesses operating ethically 3 Know the social implications of business ethics 4 Understand ethical concerns facing different communities. <p>Unit 5-Business Accounting</p> <ol style="list-style-type: none"> 1 Understand the purpose of accounting and the categorisation of business income and expenditure 2 Be able to prepare a cash flow forecast 3 Be able to prepare profit and loss accounts and balance sheets 4 Be able to review business performance using simple ratio analysis. 	<p>Unit 37-Understanding Business Ethics</p> <ol style="list-style-type: none"> 1 Understand the meaning and importance of ethics in the business world 2 Understand the implications of businesses operating ethically 3 Know the social implications of business ethics 4 Understand ethical concerns facing different communities. <p>Unit 5-Business Accounting</p> <ol style="list-style-type: none"> 1 Understand the purpose of accounting and the categorisation of business income and expenditure 2 Be able to prepare a cash flow forecast 3 Be able to prepare profit and loss accounts and balance sheets 4 Be able to review business performance using simple ratio analysis. 	<p>Unit 29-Understanding Retailing</p> <ol style="list-style-type: none"> 1 Know the structure of the retail industry 2 Understand the role of retailing in the distribution of goods and services 3 Understand the sales and service functions in retailing 4 Know how the retail sector responds to internal and external change 	
SKILLS	<p>Independent enquirers- exploring the role of the event organiser producing guidelines for dealing with problems using reasoned arguments.</p> <p>Creative thinkers- generating ideas for the business event adapting their plans for the event as circumstances change</p> <p>Reflective learners-</p>	<p>Independent enquirers- exploring the role of the event organiser producing guidelines for dealing with problems using reasoned arguments.</p> <p>Creative thinkers- generating ideas for the business event adapting their plans for the event as circumstances change</p> <p>Reflective learners-</p>	<p>Independent enquirers- exploring ethical issues or problems arising from research, from different perspectives</p> <p>Creative thinkers- asking questions and extending their thinking on ethical issues with visiting speakers and in group work questioning their own and others' assumptions in group</p>	<p>Independent enquirers- investigating business finances, by planning and carrying out research into the different types of business finances.</p> <p>Creative thinkers- generating ideas about cash flow, accounts and ratios.</p> <p>Looking at how different business costs/expenses</p>	<p>Independent enquirers- planning and carrying out research into the different types of retail businesses, distribution, sales techniques and competitive forces</p> <p>Creative thinkers- looking at how different retail businesses are classified examining reasons for business change in response to</p>	



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	<p>evaluating the success of the business event.</p> <p>Team workers- adapting their behaviour depending on whether they are planning or supporting a business event</p> <p>Self-managers- showing flexibility when plans for the business event need to be changed responding positively to changes when trying to plan the business event</p> <p>Effective participators- planning their business event, such as proposing practical ways forward and breaking these down into steps.</p>	<p>evaluating the success of the business event.</p> <p>Team workers- adapting their behaviour depending on whether they are planning or supporting a business event</p> <p>Self-managers- showing flexibility when plans for the business event need to be changed responding positively to changes when trying to plan the business event</p> <p>Effective participators- planning their business event, such as proposing practical ways forward and breaking these down into steps.</p>	<p>work and through their research on business ethics</p> <p>Reflective learners- inviting feedback and dealing positively with praise, setbacks and criticisms when working in groups</p> <p>Team workers- providing constructive support and feedback to others in group work exercises on business ethics</p> <p>Self-managers- managing their emotions and building and maintaining relationships when working in groups on ethical issues</p> <p>Effective participators- acting as an advocate for views and beliefs that may differ from their own when working in groups on ethical issues.</p>	<p>are classified examining reasons/solutions to business change adapting their skills as circumstances change.</p> <p>Reflective learners- setting goals, with success criteria, for researching business finances inviting feedback on their own work and dealing positively with praise, setbacks and criticism evaluating their experiences and learning to inform future progress.</p> <p>Team workers- working in a group to discuss ideas about finance taking responsibility for their own role managing activities to reach agreements and achieve results.</p> <p>Self-managers- seeking out challenges or new responsibilities and showing flexibility when priorities change dealing with competing pressures, including personal and work-related demands responding positively to change, seeking advice and support when needed.</p> <p>Effective participators- planning and carrying out research into accounts.</p>	<p>government policies adapting their skills as circumstances change</p> <p>Team workers- working in a group to discuss ideas about retail business classifications taking responsibility for their own role when working in groups managing activities to reach agreements and achieve results when working in groups</p> <p>Effective participators- acting as an advocate for own views and opinions when working in groups.</p>	
ASSESSMENT	Coursework	Coursework	Coursework	Coursework	Coursework	
USEFUL RESOURCES / GUIDANCE:						
BTEC Business Book 1 Lin Pilling (Author), Naomi Birchall (Author), Richard Cotterill (Author), Karen Hough ISBN 978144411873						