

Curriculum Content Summary

SUBJECT: Business

	Year 9	Year 10	Year 11	Year 12	Year 13
Term One	<p>Introduction to Business</p> <p>Students will learn some introductory Business concepts.</p> <p>Including: Business aims and objectives, ownership; factors of production</p>	<p>Unit 8: Recruitment, Selection and Employment</p> <p>Students learn how businesses ensure that they recruit and retain the right people for the job.</p> <p>Includes: The recruitment process key documentation; Interview skills; Training.</p>	<p>Unit 2: Business Finance</p> <p>Students will learn the financial planning tools used by Businesses to ensure they are successful.</p> <p>Includes: Costs; Break-even; Cashflow forecasting; Trading Account; Statement of Financial position.</p>	<p>Unit 3: Introduction to Marketing</p> <p>Students learn how different types of organizations use Marketing to meet the needs of their customers and achieve their objectives.</p> <p>Includes: legal and voluntary constraints; market; market segmentation and targeting of customer groups; marketing mix.</p>	<p>Unit 5: Business Accounting</p> <p>Students learn how Businesses manage their finances to become successful.</p> <p>Includes: Recording transactions; cash flow forecasting; budget control; financial planning; key financial documents; financial ratios.</p>
Term Two	<p>Introduction to Business</p> <p>Students will learn further introductory Business Finance, functional areas, recruitment</p>	<p>Unit 8: Recruitment, Selection and Employment</p> <p>Students learn how businesses ensure that they recruit and retain the right people for the job.</p> <p>Includes: The recruitment process key documentation; Interview skills; Training.</p>	<p>Unit 2: Business Finance</p> <p>Students will learn the financial planning tools used by Businesses to ensure they are successful.</p> <p>Includes: Costs; Break-even; Cashflow forecasting; Trading Account; Statement of Financial position.</p>	<p>Unit 4: Business Communication</p> <p>Students learn how Businesses use Information to communicate between different individuals, different departments and different organisations.</p> <p>Includes: types and purposes of information, legal and ethical issues, operational issues.</p>	<p>Unit 5: Business Accounting</p> <p>Students learn how Businesses manage their finances to become successful.</p> <p>Includes: Recording transactions; cash flow forecasting; budget control; financial planning; key financial documents; financial ratios.</p>
Term Three	<p>Marketing, promotion and selling project</p>	<p>Unit 8: Recruitment, Selection and Employment</p> <p>Students learn how businesses ensure that they recruit and retain the right people for the job.</p> <p>Includes: The recruitment process key documentation; Interview skills; Training.</p>	<p>Unit 1: Enterprise in the Business World</p> <p>Students learn how to start a Business enterprise. They will present their idea as part of a Business Plan</p> <p>Includes: The Business Environment, Market research; financial funding; report writing.</p>	<p>Unit 2: Business Resources</p> <p>Students learn how Businesses manage their human, physical, technological and financial resources efficiently in order to achieve their objectives.</p> <p>Includes: recruitment; managing physical and technological resources; financial monitoring and control of costs and budgets.</p>	<p>Unit 1: The Business Environment</p> <p>Students learn how Businesses are owned and organised to achieve their purposes. The impact of the economic environment and external factors affect different businesses and how businesses need to respond to these challenges.</p> <p>Includes: Ownership and liability,</p>

					organisational structures and chains of command; economic, political, legal, social factors.
Term Four	<p>Unit 8: Recruitment, Selection and Employment</p> <p>Students learn how businesses ensure that they recruit and retain the right people for the job.</p> <p>Includes: The recruitment process key documentation; Interview skills; Training.</p>	<p>Unit 5: Sales and Personal Selling</p> <p>Students learn the different methods used by businesses to sell to their customers and the skills required to become a successful sales person</p> <p>Includes: Sales skills; incentives and targets; Online, phone and face to face selling.</p>	<p>Unit 1: Enterprise in the Business World</p> <p>Students learn how to start a Business enterprise. They will present their idea as part of a Business Plan</p> <p>Includes: The Business Environment, Market research; financial funding; report writing.</p>	<p>Unit 2: Business Resources</p> <p>Students learn how Businesses manage their human, physical, technological and financial resources efficiently in order to achieve their objectives.</p> <p>Includes: recruitment; managing physical and technological resources; financial monitoring and control of costs and budgets.</p>	<p>Unit 1: The Business Environment</p> <p>Students learn how Businesses are owned and organised to achieve their purposes. The impact of the economic environment and external factors affect different businesses and how businesses need to respond to these challenges.</p> <p>Includes: Ownership and liability, organisational structures and chains of command; economic, political, legal, social factors.</p> <p>-</p>
Term Five	<p>Unit 8: Recruitment, Selection and Employment</p> <p>Students learn how businesses ensure that they recruit and retain the right people for the job.</p> <p>Includes: The recruitment process key documentation; Interview skills; Training.</p>	<p>Unit 5: Sales and Personal Selling</p> <p>Students learn the different methods used by businesses to sell to their customers and the skills required to become a successful sales person</p> <p>Includes: Sales skills; incentives and targets; Online, phone and face to face selling.</p>		<p>Unit 24: Business law</p> <p>Students learn how the law protects customers and consumers and how Businesses need to act in order to ensure that they comply with the UK legislation system.</p> <p>Includes: Property offences and corporate manslaughter; Business liability, investigations and convictions; the role of relevant authorities</p>	-

<p>Term Six</p>	<p>Unit 8: Recruitment, Selection and Employment</p> <p>Students learn how businesses ensure that they recruit and retain the right people for the job.</p> <p>Includes: The recruitment process key documentation; Interview skills; Training.</p>	<p>Unit 5: Sales and Personal Selling</p> <p>Students learn the different methods used by businesses to sell to their customers and the skills required to become a successful sales person</p> <p>Includes: Sales skills; incentives and targets; Online, phone and face to face selling.</p>		<p>Unit 24: Business law</p> <p>Students learn how the law protects customers and consumers and how Businesses need to act in order to ensure that they comply with the UK legislation system.</p> <p>Includes: Property offences and corporate manslaughter; Business liability, investigations and convictions; the role of relevant authorities</p>	
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