

Year 9
T1
3.1 Business in the real world
- Purpose of business
- Basic functions and types of business
- Business Enterprise and entrepreneurship
- Dynamic nature of business
- Sole traders
- Partnerships

T2
3.1.2 Business ownership
- Private limited comp.
- Public limited comp.
- Not for profit organisations
3.1.2 Setting business aims and Obj.
- What are business aims & Obj.
- Purpose of objectives
- Changing objectives
- Use of objectives in judging success
3.1.4 Stakeholders
- Main stakeholders of businesses
- Impact of stakeholders
- Influence of stakeholders
3.1.5 Business locations
- Factors influencing the location decision of a business

T3
3.1.5 Business planning
- The purpose of planning
- Main sections of a business plan
- Basic financial terms
- Basic financial calculations
3.1.6 Expanding a business
- Methods of expansion
- Benefits and drawbacks

T4
3.4 Human resources
3.4.1 Organisational structures
- Organisational structures
- Appropriateness
- Centralisation and decentralisation
3.4.2 Recruitment and selection of employees
- The need for recruitment
- Methods of recruitment
- Contracts of employment

T5 - MOCK exams
3.4.3 Motivating employees
- Importance of motivating
- Methods to motivate staff
3.4.4 Training
- Importance of training
- Types of training undertaken
Preparation for mock will need to be also taken into account. Preparation can start early through homework, exam questions as starters, plenary Q&A.

T6
3.1 Business in the real world
3.1.3 Stakeholders
3.1.5 Business planning
3.1.6 Expanding a business
3.4 Human resources

Year 10
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- Main sections of a business plan
- Basic financial terms
- Basic financial calculations

T3
3.1.6 Expanding a business
- Methods of expansion
- Benefits and drawbacks
- Diseconomies of scale
3.2 Influences on business
3.2.1 Technology
- Impact of the changing use of ICT
- E-commerce
- Digital communication
3.2.2 Ethical and environmental cond.
- Ethical considerations
- Environmental considerations part 2
- Sustainability

T4
3.2.3 The economic climate on businesses
- Interest rates
- Level of employment
- Consumer spending
3.2.4 Globalisation
- How UK businesses compete internationally
- Exchange rates
3.2.5 Legislation
- Employment law
- Health and Safety law and Consumer law
3.2.6 Competitive environment
- Impact on businesses of operating in competitive markets.
- Uncertainty and risks businesses face

T5 - MOCK exams
3.4 Human resources
3.4.1 Organisational structures
- Organisational structures
- Appropriateness
- Centralisation and decentralisation
3.4.2 Recruitment and selection of employees
- The need for recruitment
- Methods of recruitment
- Contracts of employment
3.4.4 Training
- Importance of training
- Types of training undertaken
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T6
3.4.3 Motivating employees
- Importance of motivating
- Methods to motivate staff
3.3 Business operations
3.3.1 Production processes
- Production of methods (job/flow)
- When to use each method
- Efficiency in production – lean production
- Efficiency in production – just in time (JIT)

Year 11
T1
3.3.2 The role of procurement
- Managing stock – just in time (JIT)
- Managing stock – just in case (JIC)
- Factors affecting choice of suppliers
- The effects of procurement and logistics on a business
- The value of effective supply chain management
3.3.3 The concept of quality
- Consequences of quality issues
- Methods of maintaining consistent quality: Total quality management (TQM)
- Costs and benefits of maintaining quality

T2 - MOCK exams
3.3.4 Good customer services
- Methods of good service
- Benefits of good customer service
- Dangers of poor customer service
- The ways in which advances in ICT have allowed customer services to develop
3.5 Marketing
3.5.1 Identifying and understanding customers
- The importance of identifying and satisfying customer needs
- Types of segmentation
- Purpose of market research
- Methods of market research
- Use of market research: information that may help decision making
Preparation for mock will need to be also taken into account. Preparation can start early through homework, exam questions as starters, plenary Q&A.

T3
3.5.4 The elements of marketing mix (4Ps)
- Pricing methods
- The factors that influence pricing decisions
- Product
3.5.4 The elements of marketing mix (4Ps)
- Product differentiation
- The product life cycle
- Product portfolio
- Promotional methods

T4
3.5.4 The elements of marketing mix (4Ps)
- Place (the different channels of distribution used by businesses)
- e-commerce and m-commerce
- Integrated nature of the marketing mix
- Using the marketing mix to inform and implement business decisions
3.6 Finance
- Methods businesses use to raise finance
- Appropriateness of sources of finance
- Importance of cash to businesses
- Interpreting cash flow forecasts
- Difference between cash and profit

T5
3.6.3 Financial terms and calculations
- Basic financial terms and Basic financial calculations
- Average rate of return
- Break-even
3.6.4 Analysing the financial performance
- Purpose of financial statements
- Components of financial statements
- Interpretation of data given on financial statements
Remaining lessons it is strongly advised to go through exam papers and extended writing (9 marks and 12 marks)
Preparation for exams
- Exam papers
- Revisit units
- Youtube videos on how to answer exam questions