

| TOPIC | LESSONS | OUTCOMES |
|---------------------------------------|---|------------------------|
| Introduction to Business | <ul style="list-style-type: none"> • Intro Diagram • Copy Notes on Factors of Production • Copy Notes on Goods and Services • Copy and Complete Exercise on Goods and Services • Copy and Complete Exercise of Factors of Production | SOC 3-20a |
| Needs and Wants | <ul style="list-style-type: none"> • Powerpoint Intro • Copy definition of Needs and Wants • Poster/Leaflet showing examples of needs and wants | |
| Business Activity Sectors | <ul style="list-style-type: none"> • Note on Private, Public and Third • Exercise - match job with sector • Extension exercise - choose a Charity and display their findings in a poster. Research on a local government department (public sector - read and answer questions) | TCH 4-03b |
| External Factors affecting a Business | <ul style="list-style-type: none"> • PESTEC diagram • Newspaper articles | Intro to SOC 4-20a |
| Business Ethics | <ul style="list-style-type: none"> • Recap of previous work • Discussion and Summary Diagram on examples of ethical business behaviour | SOC 3-20a |
| Personal Finance | <ul style="list-style-type: none"> • Recap Needs and Wants • Importance of planning your finances • Cash Budgets x 4 • Continue with Cash Budgets • The Penneys Video plus questions • Episode 2 plus questions • Episode 3 plus questions • Debt Leaflet | SOC 3-21a MNU 3-09b |
| | <ul style="list-style-type: none"> • Mobile Phone Task | LIT 3-24a MNU 3-09a |
| | <ul style="list-style-type: none"> • Loans - percentages | |
| | <ul style="list-style-type: none"> • Job Costing - Cost of Decorating a Room | MNU 3-09a |
| WORKING IN BUSINESS | <ul style="list-style-type: none"> • Practical tasks - desk and machine. Use How to Guides | TCH 3-03a |

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| Functional Areas | <ul style="list-style-type: none"> Complete diagram: inserting task to functional areas | |
| Human Resources Starting Work | <ul style="list-style-type: none"> Key Terms - Part 1 Job Advert Task | |
| | <ul style="list-style-type: none"> Key Terms - Part 2 Finish Job Advert | |
| | <ul style="list-style-type: none"> Recap on Terms Pay Slip Exercises Coin Analysis | Intro to MNU 4-09b |
| Travelling to Work | <ul style="list-style-type: none"> Timetables | |
| Setting up Home | <ul style="list-style-type: none"> Video: 2 brothers planning and budgeting plus questions | |
| Planning a Holiday | <ul style="list-style-type: none"> London Trip - Cost Train and Bus Spain Trip - more specific info needed Exchange Rates Comparing Holiday Insurance Prices | MNU 3-09a Intro to SOC 3-21a Intro to MNU 4-09c |
| Pensions | <ul style="list-style-type: none"> Why is it good to have a private pension? State pensions - directgov site Problems facing the elderly - spider diagram | |
| Consumer Rights | <ul style="list-style-type: none"> Video/TV Programme Simple Legislation - Sale of Goods Act, Weights and Measures Act, etc | |
| Dragon's Den | <ul style="list-style-type: none"> Intro Powerpoint Copy note on product development Video/working lunch? Groups - brainstorm products (Baby bumper on trolley?) <p>Work out resources needed and arrange to bring in</p> | TCH 3-07a |
| | <ul style="list-style-type: none"> Team working and leadership - ideas from class then copy note Explain the task - advert, information leaflet, powerpoint presentation and model of product | |
| | <ul style="list-style-type: none"> Working on task - 3 periods | |
| | <ul style="list-style-type: none"> Presentation of Product to class Class prizes awarded for best product | TCH 3-07b |