

LONG TERM PLANS

Year Overview (Business Year 10) Level 1 /2 Cambridge National Certificate in Business and Enterprise

ESS Faculty YEAR 2016-2017

Autumn term

Half term 1

Unit R061: Introduction to Business – examination in January 2017

1.1 Understand business ownership

- Sole trader
- Partnership
- Public limited companies (plc)
- Private limited companies (ltd)

2.1 Understand business objectives

- The purpose of business objectives
- Different types of business objectives, i.e. profit, sales, market share etc
- Why business objectives may change over time
- The importance of business planning
- The impact of change on business objectives

Key Assessment Activity: Examination questions relating to both topic areas including short questions and longer questions

Half term 2

3.1 Understand key functional areas of business

Key concepts in finance

- Raising finance
- Costs, revenue and profit
- Cash flow
- Break-even

Key concepts in marketing

- Market segmentation
- Market research, primary and secondary research
- The activities carried out within marketing to create the marketing mix: product, price, promotion, place

Production and operations i.e.

- Producing goods and services
- Quality control
- Resource control
- Logistics

Human Resources Management:

- Recruitment
- Training
- Retention
- Pay
- Working conditions
- Performance management

4.1 Understand how external factors impact on businesses

- the external factors which impact a business
- how the external factors impact on business objectives.

Key Assessment Activity: Examination questions relating to both topic areas including short questions and essay questions

Spring term

Half term 1

Unit R062: Planning for work – coursework unit

1. *How and why businesses recruit*
 - *Job roles*
 - *Current working practices*
 - *Suitable job roles*
 - *Skills and experience*
2. *To be able to take part in the recruitment process as an applicant*
 - *Assess own characteristics*
 - *Create a CV*
 - *Complete an application form*
 - *Create an application cover letter*
 - *Plan for a job interview*

Key Assessment Activity: Completing coursework tasks by deadline dates.

Half term 2

Unit R062: Preparing for work – coursework unit

3. *Be able to plan for a career*
 - *Evaluate own performance*
 - *Produce a personal career plan*

Key Assessment Activity: Completing coursework tasks by deadline dates.

Summer term

Half term 1

Revision for exam resit if necessary
Completing coursework

Half term 2

Unit R063: Setting up and running an enterprise - coursework

1. *Be able to select viable enterprise activities*
 - *What is a viable enterprise activity*
 - *Generate and research viable business ideas*

Key Assessment Activity: Completing coursework tasks by deadline dates.
The rest of this unit will be completed in Year 11