

Prince William School

















Why Teach Business Studies?

It equips students with the necessary skills for a future in any kind of job. It provides an increased understanding of mutual dependence through business system, as people becoming increasingly dependent on others. Business careers offer more opportunity for career advancement than other careers. With advancement comes salary increases, professional respect, an opportunity to challenge yourself, and many other perks as well. During your business degree, you'll develop a broad knowledge of business operations as well as gaining targeted skills in your specific field, such as customers, markets, finance, operations, strategy, business policy, communications, and IT.



Disciplinary Big Ideas:

These core aspects of disciplinary knowledge are used to strengthen and develop substantive knowledge and underpin our common teaching approaches.

Application of Numeracy



Planning and Time Management



Presentation Skills and Literacy



Decision Making



Problem-Solving



Critical Thinking



Learning for Life

Employability Skills

This course builds skills such as management and leadership, collaboration, communication, problem solving, creativity, critical thinking, and resilience. Additionally, this subject develops numeracy and literacy, presentation skills, and the ability to analyse and evaluate.

Linking the curriculum to careers

Careers in sales and marketing, finance, business ownership, human resources, operations, logistics, procurement and product research and design.

Encounters with employers

Access to local employers and business owners.

Examples of qualification pathways

GCSE business will lead on to KS5 courses in Business or Economics A level, or other level 3 business and enterprise courses. At degree level there are courses in business, accountancy, finance, consultancy, logistics and business management.



Prince William School

Business Studies Curriculum Map – Topics by Term















Enterprise and Entrepreneurship



Marketing and People



Business Decision and Strategy



Business Environments



International Trade and Globalisation



	Voor 10	Year 11		Yea	ar 12	Year 13 ss Analysis and Strategy / Business in a changing world		
	Year 10							
Autumn 1	1. Business activity How and why businesses start and grow. 1.1 The role of business enterprise and entrepreneurship 1.2 Businesse also single.	3. People (Continued) 3.4 Recruitment and selection 3.5 Motivation and retention 3.6 Training and development 3.7 Employment law		Enterprise Business Plans Markets Market Research	Marketing • Functions- Marketing • The marketing mix • Product • Price	Business Analysis and Strategy Analysing financial performance Analysing non-financial performance	Business in a Changing World	
Autumn 2	 1.2 Business planning 1.3 Business ownership 1.4 Business aims and objectives 1.5 Stakeholders in business 1.6 Business growth 	4. Operations What business operations involve, their role within the production of goods and the provision of services, and how they influence business activity 4.1 Production processes 4.2 Quality of goods and services 4.3 The sales process and customer service 4.4 Consumer law 4.5 Business location 4.6 Working with suppliers	study KS5	Enterprise (Continued) • Business Structure • Business Location	Marketing (Continued) Promotion Place Decisions about the marketing mix New technology	Business Analysis and Strategy Aims and objectives Strategy and implementation	Business in a Changing World PEST Factors Ethical, legal and environmental factors	
Spring 1	2. Marketing The purpose and role of marketing within business and how it influences business activity, and the decisions businesses take. 2.1 The role of marketing 2.2 Market research 2.3 Market segmentation	6. Influences on business The importance of external influences on business and how businesses change in response to these influences. 6.1 Ethical and environmental considerations 6.2 The economic climate 6.3 Globalisation	study KS4 to	Enterprise (Continued) Business Finance Business Revenue and Costs	Human Resources • Functions of the HR department • Changes in working practice • Workforce planning • Recruitment	Business Analysis and Strategy • decision-making models	Business in a Changing World International Trade Globalisation	
pring 2	 2. Marketing (Continued) 2.4 The marketing mix 5. Finance Explore the purpose of the finance function, its role in business and how it influences business activity. 	7. The interdependent nature of business Draw together knowledge, skills and understanding from different parts of the course and apply knowledge to business decision making within a business context.	not need to	Finance • Functions- Finance • Budgeting • Business finance • Cash-flow • The income statement	Human Resources (Continued) Training Appraisal Workforce performance Organisational design Motivation	Business Analysis and Strategy Investment appraisal Special orders	Business in a Changing World The European Union	
S	5.1 The role of the finance function 5.2 Sources of finance	Case Study Analysis		Ratio Analysis				
Summer 1	5. Finance (Continued) 5.3 Revenue, costs, profit and loss 5.4 Break-even 5.5 Cash and cash flow	Critical Analysis Skills and Interpretation of Data	Students	Operations • Functions – Ops man • Added value • Production • Productivity • Technology • Lean production	 Human Resources (Continued) Management & leadership Employer/employee relationships 	Examination Skills • Essay Plans • synoptic Analysis	Examination Skills Case Study Analysis, Synthesising Using qualitative and quantitative data Time Management	
Summer 2	3. People The purpose and role of human resources within business and how it influences business activity and the decisions businesses take. 3.1 The role of human resources 3.2 Organisational structures and different ways of working 3.3 Communication in business			Operations (Continued) • Quality • Purchasing • Research and development (R&D) • Economies of scale	Business Analysis and Strategy Data analysis Market analysis Sales forecasting Extended Essay Writing Skills			



Prince William School Business Studies Curriculum Map – Substantive Knowledge Progression















Enterprise and Entrepreneurship



Marketing and People



Business Decision and Strategy



Business Environments



International Trade and Globalisation



Year 10	Year 11	Year 12	Year 13
 The purpose of business activity and enterprise The purpose of business planning The features and suitability of different types of business ownership The aims and objectives of business The roles and objectives of stakeholder groups and the effect business activity has on stakeholders. Organic and external growth 		 Importance and use of demand and supply, Concepts of price and income elasticity of demand, inferior, normal and luxury goods The difference between and aims of the private and public sector. The legal structure and advantages and disadvantages of different private sector business Unlimited liability and limited liability The factors affecting the choice of the legal structure of a business. The main features of not-for-profit organisations 	

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Marketing and People

- The purpose of marketing and market research
- Primary and secondary research methods
- Qualitative and quantitative data in market research
- The use of segmentation to target customers.
- The 'four Ps' of the marketing mix
- The product life cycle
- Interpretation of market data
- Different organisational structures and terminology
- Different Ways of working
- Communication in business

- Recruitment and selection methods
- Financial and non-financial methods of motivation
- The importance of employee motivation
- The importance of employee retention
- Staff training and development methods
- The impact of current legislation on recruitment and employment
- Meaning, value and evaluation of market research and methods
- Sampling meaning, methods, and evaluation
- The purpose and importance of marketing
- Product: methods to differentiate and evaluation of product
- The product life cycle and evaluation of its use
- The Boston Matrix
- Price: strategies used and importance
- Promotion: strategies and evaluation of use
- Place: meaning and importance of distribution channels
- Importance of global marketing and global brands
- How new technology is used in marketing.
- The functions of the human resource department
- Changes in working practices and workforce planning.
- Methods and evaluation of methods of recruitment and selection.
- Methods and importance of training
- Meaning and calculation of workforce performance
- Methods and importance of appraisal
- Organisational design
- Methods of motivation and evaluation of use
- Motivation theories
- Management theories and leadership styles
- Employer/employee relationships, conflict, and role of trade unions



Prince William School Business Studies Curriculum Map – Substantive Knowledge Progression















Enterprise and Entrepreneurship



Marketing and People



Business Decision and Strategy



Business Environments



International Trade and Globalisation



Entrepreneurship	Peop	ole <u> </u>	Dusiness Decision	and strategy (1)			Globalisation
	ar 10	Year 11		Ye	ear 12		Year 13
Sources of finance The concept and revenue, costs and business Calculation and ir profitability ratios return The concept and even The importance of The usefulness of	nesses need finance. e calculation of nd profit and loss in nterpretation of s and average rate of calculation of break- of cash to a business of cash flow ompletion of them	erent production processes influence of technology on prod lity methods hods of selling influence of e-commerce on but importance to a business of god impact of consumer law on busiors influencing business location role of procurement impact of logistical and supply or dependencies impact of risk and reward on business of financial information.	siness activity od customer service inesses n. decisions	 The role of the finance department Sources of finance available to entrepreneurs and SMEs Calculation and interpretation of business revenue, costs and profit Break even calculation, interpretation, and construction of chart. Purpose and use of budgets Budget variance calculation and interpretation Internal and external sources of finance Cash flow forecasting use and calculation Causes of cash flow problems and strategies to improve cash flow. The main components of a trading, profit and loss account (the income statement) Calculate and interpret gross and net profit margins. Present, interpret and analyse data 	 Sales forecasting: use and evaluation of methods. The nature of operations management Added value meaning, methods, and calculation. Methods of production Measuring and improving productivity Capacity utilisation measurement and interpretation Methods and impact of new technology Lean production methods Quality importance and methods. Stock control methods and 	 Analyse financial perf Non-financial measur Role of aims objective Application of SWOT and the Ansoff matrix Types of organic and Franchising as a meth Rationalisation Outsourcing producti Types and importance Use critical path analy Use of information te Investment appraisal Special orders The causes and types Approaches to manage Resistance to change Risks that businesses Risk assessment Preventative actions and 	external growth and of growth and of growth and of growth are of decision making. A sysis and cost benefit analysis to aid decisions. Exchnology in decision making purpose and calculation of methods are of change in business ging change. and how it can be removed. are likely to encounter. and contingency planning
Environments	• Envir • The e	cal considerations fronmental considerations economic climate sterdependent nature of busines	ss			 Economic factors and Demographic change Technological factors Business ethics and it The main laws that co 	and impact on business and impact on business is impact on business
Globalisation		concept of globalisation npact of globalisation on busines	sses			Free trade and protectGlobalisation factorsBusiness strategy in g	and effects



Prince William School Business Studies Curriculum Map – Disciplinary Knowledge Progression (1)













	KS4	KS5
Application of Numeracy	 Calculation Calculations in a business context, such as revenue, costs and profit and cash flow forecasts, Interpretation and use of quantic contexts to support, inform and as information from graphs and KS4 	justify business decisions, such Calculate, use and understand percentages and percentage changes
Planning and Time Management	 Exam skills, planning a 9- mark response. Ensuring that all questions are attempted and time budgeting. Brainstorming/ time to be creative. Time budgeting. How to answer the question in the time available Reading, highlighting and annotating key facets of a case-study Knowledge of the distribution of assessment objectives for extended answer question 	 Exam skills, planning a 20-mark essay response. Ensuring all questions are attempted. Use of linkage words to develop response, such as 'however'. Reading, highlighting and annotating key facets of a case-study Knowledge of the distribution of assessment objectives for extended answer questions.
Presentation Skills and Literacy	 Being able to pitch and present a product idea. Being able to devise a marketing plan and a financial budget for a product idea. Knowledge of interview skills for a job application and completion of an application. Knowledge of the four functional areas Knowledge of how to promote a product and forms of advertising. Knowledge of how to prolong a product's life cycle through extension strategies. Financial literacy: Knowledge of cash, budgeting and current accounts. Being able to write a professional letter in a business context. 	 Being able to present a researched example of a trade union dispute. Being able to make notes, read and disseminate key issues from a detailed five-page case-study. Disseminating contextualised points from a case-study to inform analysis and evaluation. Being able to provide bold conclusions with a synoptic overview to access the higher marks. Being able to take detailed background notes on content throughout the course. Strong understanding of business contexts from across the world Being able to identify and disseminate key points that are not in the information provided. Use of 'PEEL' technique: Point, explain, example/evidence and link back to the question
Decision Making	 Being able to suggest an appropriate extension strategy for a product example. Being able to recommend which of the four p's to focus on. Being able to recommend a recruitment process for a job role. Being able to make investment/project management decisions based on financial da Appreciating that in business there are frequently conflicts of interest. Being able to justify or critique any decision being made by a business manager. Being aware of internal and external stakeholder involvement in the role of decision Being aware that the government sets regulation and structure. Being aware that businesses set objectives that can be very wide-ranging and openon some element of logic. Being able to weight risks and rewards, or costs and benefits of a business making a 	 Being able to analyse a businesses portfolio and make recommendations using theory. Strong and comprehensive understanding of stakeholders and the role and influence in decisions making. Being aware that the government sets regulation and structure depending on the economy or/and the behaviour of businesses. Being able to analyse and critique management and leadership decisions using motivational and leadership theories. Knowledge and understanding of the role of managers. Understanding of risks, rewards, uncertainty and opportunity cost An appreciation of ethics (morals and values), external environment, competition and resource constraints on a business and the wider economy/society Managing the relationship between the different stakeholders of a business.
Problem – Solving	At KS4, students are introduced to problem-solving through: • Creativity • More complex problems or problems: a more systematic and logical approach to sol • Emotional Intelligence: considering the impact that a problem and/or its solution ha • Decision Making: to consider various options and alternatives. • Researching Skills	
Critical Thinking	At KS4, there are seven main aspects of critical thinking used in business studies: Open-mindedness Analysis Interpretation Problem-solving Decision-making Effective communication Self-improvement	The skills that students need to be able to think critically at KS5 are varied and include observation, analysis, interpretation, reflection, evaluation, inference, explanation, problem solving, and decision making. Specifically, students need to be able to: Think about a topic or issue in an objective and critical way. Identify the different arguments there are in relation to a particular issue. Evaluate a point of view to determine how strong or valid it is. Recognise any weaknesses or negative points that there are in the evidence or argument. Notice what implications there might be behind a statement or argument. Provide structured reasoning and support for an argument that they wish to make



Prince William School Business Studies Disciplinary Vocabulary













	KS4	KS5
Application of Numeracy	Percentages, percentage change, averages, revenue, cost and profit, average rate of return, cash flow forecast, total cost, total revenue, net cash flow, graphs and charts (i.e. line graphs, bar charts and pie charts), gross profit margin, net profit margin, market share, market size.	← Reinforce Previous Histogram, index numbers, price elasticity of demand, income elasticity of demand, three-point moving average, scatter graph and line of best fit, time series analysis, correlation, Delphi method, intuition, brainstorming, budget variance, working capital, capital employed, depreciation, balance sheet, return on capital employed, current ratio, acid test ratio, gearing ratio, decision trees, critical path analysis, average rate of return, discounted cash flow, net present value.
Planning and Time Management	At KS4, in terms of planning and time management, Business studies makes key usage of all aspects of Bloom's taxonomy of learning. Knowledge: Recall of information, discovery, observation, listing, locating, naming, identifying Comprehension: Understanding, summarising, discussing Application: Using and applying knowledge, using problem solving methods, manipulating, designing, experimenting Analysis: Identifying and analysing patterns, organisation of ideas and recognising trends Synthesis: Using old concepts to link to new ideas, design and invention, composing, imagining, inferring, modifying, predicting and combining. Evaluation: Assessing theories, comparison of ideas, evaluating outcomes, solving, judging, recommending, rating.	Same skills as KS4, just further developed: Knowledge, comprehension, application, analysis, synthesis, evaluation.
Presentation skills and literacy	CV, cover letter, application form, references, job description, person specification, job advert, pitching, business plan, budgeting	Signposting: Using expressions in writing such as: Alternative view, on the other hand, another school of thought, in the short-run, in the long-run, on balance, evidence suggests, my main argument is. 'PEEL' paragraphs.
Decision making	Marketing mix, Financial statements and ratio analysis, break-even, cash flow, profit margin, budget variance, production methods of job, batch, and flow. Quality control and quality assurance. Recruitment,- internal and external, job advertisement, shortlisting, interviewing and selecting. Training,- on-the-job and off-the-job, apprenticeships and professional development. Motivation methods: Pay, salary, bonuses, commission, profit sharing, praise, employee of the month, verbal feedback.	Action learning, active listening, actual judgment, aiding methods, analytical decision process, benchmarking, coalitions, comparative statics, conceptualisation, cost-benefit analysis, rational decision making, diagnostic judgment, empirical decisions
Problem-solving	Teamwork, research, cost-benefit analysis, case-study analysis, financial and non-financial analysis	Investment appraisal, ratio analysis, decision trees, critical path analysis, special orders, stock control, economies of scale,
Critical thinking	Analysis, conclusion, judgment, recommendations, interpretation, communication, self-improvement, argumentation, data analysis, reasoning, evaluation, comprehension.	logical reasoning, logical thinking, assumptions, bias, authority, accuracy, reliability, synthesis



Prince William School Business Studies Key Vocabulary 1 of 2













Year 10				Year 11			Year 12		Year 13		
Business Activity				People							
Entrepreneur	Partnership	Survival	Internal recruitment	Training & development		Good/services	Oligopoly	Random sampling	Data analysis	Current assets	Functional objective
Spotting an opportunity	Private Limited Company	Growth	External recruitment	On the job training		Business plan	Perfect competition	Public sector	Market analysis	Current liabilities	Vision statement
Enterprising characteristics	Public Limited Company	Service	Recruitment agencies	Off the job training		Innovation	Monopolistic	Private sector	Price elasticity of demand	Working capital	Functional objective
Business Plan	Partnership Deed	Stakeholders	References	Induction training		Entrepreneurial motives	Cartel	Sole trader	Income elasticity of demand	Working capital cycle	Mission statemen
Finance	Capital	Internal/External Stakeholders	Motivation	Professional development		stakeholder	Substitute goods	Partnership	Normal goods	Capital employed	Aim
Success	Sleeping Partner	Stakeholder Group	Retention workers	Apprenticeship		Competition	Complementary good	Private limited company	Recession	Depreciation	Corporate strateg
Markets	Limited Liability Partnership	Organic Growth	Productivity	Skills shortage		Mass Market	Branding	Public company	Sales forecast	Liquidity	Tactics
Resources	Shareholders	Merger	Profit sharing	Customer services		Niche Market	Recession	Unlimited	Sales forecasting	Return on capital employed	SWOT analysis
Operate	Dividend	External Growth	Bonus	Employment law		Market size	Primary Research	Limited liability	Budget	Operating profit	Porter's five force
Aims and Objectives	Satisficing	Takeover	Fringe benefits	Discrimination		Market share	Secondary Research	Overdraft	Moving average	Capital employed	Barrier to entry
Limited Liability	Market Share	Horizontal Growth	Award scheme	Employment tribunal		Market trend	Quantitative data	Variable costs	Line of best fit	Non-current liabilities	Ansoff's matrix
Unlimited Liability	Business Objectives	Backwards/Forwards vertical Growth	Working environment	Trade union		Competitive environment	Qualitative data	Gross profit margin	Time-series analysis	Gearing	Organic growth
Sole Trader	Profit	Diversifications	Praise	Contract of employment		Monopoly	Quota sampling	Net profit margin	Variances	Business objective	External growth
	Marketing			Operations							
Marketing	Qualitative data	Skimming pricing	Job production	Quality	Fit for the purpose	Marketing	Design mix	Above-the-line promotion	Merger	Float time	
Market Research	Quantitative data	Promotional pricing	Batch production	Returns	As described	Market orientation	Product life cycle	Below-the-line- promotion	Takeover	Cost benefit analysis	
Target Market	Census data	Innovation & Invention	Flow/Mass production	Recalls	Consumer Law	Asset-led marketing	Boston matrix	Viral marketing	Horizontal integration	Payback	
Primary Research	Market segmentation	Product life cycle	Automation	E-commerce	Reputation	Marketing mix	Price skimming	Emotional marketing	Vertical integration	Average rate of return	
Secondary research	Marketing mix	Physical distribution	Robotics	Face to face selling	Transport infrastructure	Product portfolio	Penetration pricing	Producer	Rationalisation	Discounted cash flow	
Questionnaire	Competitor pricing	Digital Distribution	Production processes	Telesales	Proximity	Brand	Competitive pricing	Wholesaler	Outsourcing	Net present value	
Interview & Trials	Cost plus prices	Point of sale promotion	Quality control	After- sales service	Labour	Unique selling point	Psychological pricing	Retailer	Decision tree	Special order	
Focus Group	Penetration prices	Advertising media	Quality assurance	Product Knowledge	Raw materials	Added value	Contribution pricing	Marketing strategy	Critical path analysis	Contribution	



Prince William School Business Studies Key Vocabulary 2 of 2















	Year 10			Year 11			Year 12			Year 13		
		Marketing / Fin	ance	li li	nfluences on E	Business						
	Market share	Share issue	Gross profit margin	Ethics	Recycling	Level of employment	Global marketing	Cash flow	Multi-skilling	Organisational culture	Direct tax	Exchange rate
	Financial information	Crowdfunding	Net profit margin	Child Labour	Global warming	Level of unemployment	Budget	Cash-flow forecast	Recruitment and selection	Lewin's change model	Indirect tax	Unemployment
Ţ	Interest	Revenue	Average rate of return	Ethical marketing	Ethical business	Gross domestic product	Expenditure	Financial objective	Internal recruitment	Risk assessment	Subsidies	Social factors
Spring	Overdraft	Fixed Cost	Profitability ratios	Fairtrade	Waste disposal	Economic Growth	Share capital	Income statement	External recruitment	Contingency plan	Fiscal policy	Technological factors
3,	Trade credit	Variable cost	Expenses	Environmentally friendly	Pollution	Recession	Internal finance	Cost of sales	On-the-job training	Scenario planning	Monetary policy	Business ethics
	Retained profit	Total cost	Breakeven forecast	Sustainable production	Climate change	Distribution of income	Dividend	Gross profit	Off-the-job- training	Crisis management	Gross domestic product	Corporate social responsibility
	Sale of assets	Gross profit	Breakeven quantity	Renewable resources	Economic climate	International economic climate	Share capital	Net profit	Appraisal	PEST analysis	Interest rates	Profitability
	Owners capital	Net profit	Margin of safety	Non renewable	Income		Venture capital	Gross profit margin	Labour productivity	Taxation	Inflation	Window dressing
	Finance		:	The interdepend	ent nature of	business		<u>.</u> :			:	
	Cash flow forecast	Income & expenditure	Total inflow	Globalisation	Interdepend ence		Labour turnover	Empowerment	Production	Legislation	Import quotas	Purchasing power parity
	Net cash flow	Liquidity	Total outflow	International branding	Business areas	Tariff	Absenteeism	Piece rate	Job production	Cartel	Trade bloc	Trade liberalisation
	Opening balance	Short term debt	Negative cash flow	Capital		Quota	Hierarchy of a business	Autocratic leadership	Batch production	Pressure group	Customs union	Transnational corporation
	Closing balance	Cash	Positive cash flow	Free Trade		Multinational companies	Wide span of control	Paternalistic leadership	Flow production	Business growth	Tariff wall	Migration
Spring 2							Narrow span of control	Democratic leadership	Capacity utilisation	Imports	First-mover advantage	Global branding
Spr							Tall organisational structure	Bureaucratic leadership	Lean production	Exports	Globalisation	Foreign direct investment
							Flat organisational structure	Employer-employee relations	Kaizen	Currency appreciation/ depreciation	Emerging economy	Inward FDI
							Matrix organisational structure	Trade union	Just-in-time	Free trade	BRIC economies	Outward FDI
							Delayering	Collective bargaining	Cell production	Protectionism	Growth rate	Global marketing
	People											
	Human resources	Subordinated	Working while mobile	Revision and GCSI	E exams		Quality control	Research and development	Stock control	Marketing mix	Transfer pricing	Eurozone
1	Regulations	Span of control	Self-employment				Quality assurance	Economies of scale	Stock-control diagram	Skills transfer	Single European Market	Treasury bonds
Summer	Zero-hour contracts	Delegation	Digital Communication				Total quality management	Internal economies of scale	Lead time	Balance of payments	European single currency	
Sun	Organisation Chart	Job description	Vertical communication				Quality circles	External economies of scale	Innovation			
	Layers	Flexible working	Horizontal communication									
	Authority	Full time working	Skills Gap									
	Accountability	Part time working	Induction training									
	Chain of command	Temporary working	On the job training									
ıer												
Summer 2	Revision and Year 10	exam technique					Revision and Year	12 exam technique		Revision and A Level	exams	
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