

KS5 CURRICULUM: Business (YEAR 12) BTEC L3: Diploma

<p>Overview In BTEC Business Year 12 BTEC Diploma you will learn about: (unit 2: CA: Developing a marketing campaign, Unit 3: Exam: Finance for Business, Unit 27: CW: Work experience in Business and Unit 4: Managing an event)</p> <ul style="list-style-type: none"> • The role of marketing and Influences on business (including SWOT and PESTEL) • Organise and run an event • Market research and Developing a rationale • Financial institutions and ratio's and The Main financial documents • Undertake 40 hours' work placement in a local employer

	Focus / Topic	Knowledge & Skills	Assessment
Autumn 1	<ul style="list-style-type: none"> -Research types of placements available -Construction of a CV -Introduction to Financial institutions -Planning an event -Managing finance -Arranging a suitable work placement 	<p>Understand differences between charities and other forms of placement.</p> <p>To be able to collate a CV in the correct format.</p> <p>To be able to construct letters and email applications.</p> <p>To be able to manage, and understand, personal finance</p> <p>To be able to work as part of a team and lead aspects of a project</p>	<p>Do now activities (link to prior learning)</p> <p>Plenaries (linked to learn input)</p> <p>Marking of CV and feedback</p> <p>Marking and feedback of job application documentation</p> <p>Presentations to class on work experience opportunities and decisions</p>
Autumn 2	<ul style="list-style-type: none"> -Taking part in interviews as an interviewee -Taking part in interviews as an interviewer -Presenting work placement findings -Insurance -Cashflow -Break Even -Project management 	<p>Speaking and being assessed in a group setting.</p> <p>Being questioned in a formal environment based on documentation that they produced.</p> <p>To be able to answer, and ask, difficult questions.</p> <p>To understand the differing types of insurance available</p> <p>To be able to construct a cashflow forecast</p> <p>To be able to work out BE and construct a BE chart from given data</p>	<p>Do now activities (link to prior learning)</p> <p>Plenaries (linked to learn input)</p> <p>Self, peer and teacher assessment of roles of interviewer and interviewee</p> <p>Presentations of final work placement findings and expectations pre-placement</p> <p>Learning Aim A assignment submission</p> <p>Assessment week: Students to commence the first part of a U2 CA mock (to be completed in class) and Mock U3 exam</p>
Spring 1	<ul style="list-style-type: none"> -Undertaking 40 hours' work experience -Growth -Health and Safety parts 1 and 2 -Business performance -Sources of finance -Staging an event 	<p>To work in a non-school setting and all that entails.</p> <p>Attendance and punctuality skills</p> <p>To understand how their input can assist the growth of a business</p> <p>To be able to work safely and ensure they act appropriately in a workplace setting.</p> <p>To understand their rights and the rights of others</p> <p>To understand the risks and rewards of running an event/ business</p>	<p>Do now activities (link to prior learning)</p> <p>Plenaries (linked to learn input)</p> <p>Work placement supervisor feedback (verbal and written)</p>
Spring 2	<ul style="list-style-type: none"> -Undertaking 40 hours' work experience -The induction process -Roles in work settings -Profitability -Consumer protection -Staging an event 	<p>To work in a non-school setting and all that entails</p> <p>Attendance and punctuality skills.</p> <p>To understand what tasks are required during an induction process.</p> <p>To ascertain differing responsibilities within an/ the organisation</p> <p>To actively stage an event and all that entails</p>	<p>Do now activities (link to prior learning)</p> <p>Plenaries (linked to learn input)</p> <p>Placement visit by teacher/ discussion with workplace supervisor</p> <p>Learning aim B assignment submission</p> <p>Presentation to class</p> <p>Assessment week: Students to commence the first part of a U2 CA mock (to be completed in class) and mock U3 exam</p>
Summer 1	<ul style="list-style-type: none"> -Risk and Legislation -Accounting revenue and expenditure -Exam preparation -Reviewing work experience and an event 	<p>To be able to identify risk in a workplace setting and contingencies for such risks</p> <p>To understand legislation and how employees are protected</p> <p>To be able to be self-critical and review performance of self and others</p>	<p>Do now activities (link to prior learning)</p> <p>Plenaries (linked to learn input)</p>
Summer 2	<ul style="list-style-type: none"> -Work experience log -Reviewing work experience -Reviewing the event 	<p>To answer pre-ordained questions to answer course criteria</p> <p>To be able to self-assess/ criticise</p>	<p>Do now activities (link to prior learning)</p> <p>Plenaries (linked to learn input)</p> <p>Coursework (final) submission, Summative presentation to class</p>