



BUSINESS STUDIES DEPARTMENT

Curriculum Overview



The curriculum of the school reflects the demands of the National Curriculum. It is designed in order to provide all pupils with a broad, balanced education relevant to their needs both now and in the future.

Departmental Overview

The Business Department comprises two specialist teachers based in two computer suites within the ICT Department. Students regularly take part in extra-curricular activities and company visits, including visits to the International Festival of Business and Google Garage.

Departmental Staff

Mr G Roberts Head of ICT, Computing and Business Faculty

Mr M Keegan Head of Business Studies

Mr R Warwick SLT Line Manager

Year 9/10/11 Business & Communication using ICT (KS4)

Examination/Specification Board

Cambridge Nationals/ECDL

Curriculum Overview

This course is designed to help any pupil wanting to undertake a career in the Business world using their ICT skills, from the corporate conglomerates to selfmade entrepreneurs. The course will provide:

- An understanding of the commercial world and how finance is raised and used by the government to pay for the nation's goods and services
- An insight to the skills required to develop professional Word Processing documents, spreadsheets, presentations and databases
- Encourages students to consider the practical application of business and economic concepts
- Explores the recruitment process allowing pupils to create their own portfolio of application documents
- Explores the theories and concepts in the context of events in the business and economic world
- Provide interdisciplinary skills for imaginative, innovative thinking, creativity and independence
- Provides progression for students wishing to continue their studies to A level

Collaborative working is a life skill that students will explore in the context of technology. Areas covered range from developing an understanding of project management and the advantages and disadvantages of home working, to technologies that aid collaboration such as video conferencing.

Examinations/Key Assessments

As this course is due for completion in 2019, the examination boards are currently developing the specifications. If you wish to see the current specifications then you can view them here (they appear in the 'Key Documents' section):

Business: <http://www.ocr.org.uk/qualifications/cambridge-nationals-businesslevel-1-2-award-business-and-enterprise-level-1-2-certificate-j804-j814/>

ICT: <http://www.ocr.org.uk/qualifications/cambridge-nationals-ict-level-1-2-j800-j810-j820/>

ECDL (equivalent to one GCSE): <http://www.bcs.org/category/17636>

Homework

Homework is set on a weekly basis and recorded via Moodle. The homework set will relate to the topic being taught and may include; • Written responses to questions, data or worksheets.

- Investigative research.
- Interactive quizzes.
- Projects including coursework.
- Revision of subject content in preparation for unit tests.

How Parents can Help

The department considers parents as a valuable resource in helping to monitor their children's progress by ensuring they have a good attendance record so that they do not fall behind in controlled assessments.

Year 12/13 Business Studies (KS5)

Examination/Specification Board

Level 3 (OCR Cambridge Technical Extended Certificate in Business)

Curriculum Overview

Business Studies looks at how organisations work, grow and succeed. It examines the consequences of 'Business behaviour' from the perspective of a number of stakeholders including customers, managers, shareholders and employees. With our economy on the move again, our country will need successful business people. This course aims to set you up to become one of these highflying Business people. Throughout this course you will look at topics such as; planning and financing a business, managing a business, strategies for success and the business environment. Topics covered include:

- Unit 1-The Business Environment
- Unit 2-Working in Business
- Unit 4-Customers and Communication
- Unit 5-Introduction to Marketing and Market Research
- Unit 19-International Business

Examinations/Key Assessments

There are five units of work (2 compulsory externally examined units 1 and 2, then three optional controlled assessment units) each one is mark internally then externally assessed to be verified. Three controlled assessment units are covered in Year 12 and two examined units in Year 13. Grades awarded are Distinction* equivalent to A*, Distinction equivalent to A, Merit equivalent to C, Pass equivalent to E.

Homework

The majority of homework is set online via Moodle. Other homework tasks will involve extended investigations and research.

How Parents can Help

Encourage your son/daughter to complete assignments via Moodle.