

# MARINA INTERNATIONAL SCHOOL

## BUSINESS STUDIES SCHEME OF WORK

### FORM 5 - TERM 1

WEEK	TOPIC	TOPIC DETAILS
1.1	Location decisions	<ul style="list-style-type: none"><li>• Factors relevant to the location decision of manufacturing businesses and service businesses</li><li>• Factors that a business could consider when deciding which country to locate operations in</li><li>• The role of legal controls on location decisions</li><li>• Recommend and justify an appropriate location for a business in given circumstances</li></ul>
2.1	Financial information and decisions - The need for business finance	<ul style="list-style-type: none"><li>• The main reasons why businesses need finance, e.g. start-up capital, capital for expansion and additional working capital</li><li>• Understand the difference between short-term and long-term finance needs</li></ul>
3.1	The main sources of finance:	<ul style="list-style-type: none"><li>• Internal sources and external sources with examples</li><li>• Short-term and long-term sources with examples, e.g. overdraft for short-term finance and debt or equity for long-term finance</li><li>• Importance of alternative sources of capital, e.g. micro-finance, crowd-funding</li><li>• The main factors considered in making the financial choice, e.g. size and legal form of business, amount required, length of time, existing loans</li><li>• Recommend and justify appropriate source(s) of finance in given circumstances</li></ul>
4.1	Cash-flow forecasting - The importance of cash and of cash-flow forecasting:	<ul style="list-style-type: none"><li>• Why cash is important to a business</li><li>• What a cash-flow forecast is, how a simple one is constructed and the importance of it</li><li>• Amend or complete a simple cash-flow forecast</li><li>• How to interpret a simple cash-flow forecast</li></ul>
5.1	The importance of cash and of cash-flow forecasting:	<ul style="list-style-type: none"><li>• How a short-term cash-flow problem might be overcome, e.g. increasing loans, delaying payments, asking debtors to pay more quickly</li></ul>

WEEK	TOPIC	TOPIC DETAILS
5.2	Working capital	The concept and importance of working capital
6.1	Income statements - What profit is and why it is important:	<ul style="list-style-type: none"> <li>• How a profit is made</li> <li>• Importance of profit to private sector businesses, e.g. reward for risk-taking/enterprise, source of finance</li> <li>• Difference between profit and cash</li> </ul>
6.2	Income statements	<p>Main features of an income statement, e.g. revenue, cost of sales, gross profit, profit and retained profit</p> <p>Use simple income statements in decision making based on profit calculations (constructing income statements will not be assessed)</p>
7.1	Statement of financial position - The main elements of a statement of financial position	<ul style="list-style-type: none"> <li>• The main classifications of assets and liabilities, using examples</li> </ul>
7.2	Interpret a simple statement of financial position and make deductions from it,	Interpret a simple statement of financial position and make deductions from it, e.g. how a business is financing its activities and what assets it owns, sale of inventories to raise finance (constructing statements of financial position will not be assessed)
8.1	5 Analysis of accounts - Profitability:	<ul style="list-style-type: none"> <li>• The concept and importance of profitability</li> </ul>
8.2	Liquidity	<ul style="list-style-type: none"> <li>• The concept and importance of liquidity</li> </ul>
8.3	How to interpret the financial performance of a business by calculating and analysing profitability ratios and liquidity ratios	<ul style="list-style-type: none"> <li>• Gross profit margin</li> <li>• Profit margin</li> <li>• Return on Capital Employed</li> <li>• Current ratio</li> <li>• Acid test ratio</li> </ul>
9.1	Why and how accounts are used:	Needs of different users of accounts and ratio analysis • How users of accounts and ratio results might use information to help make decisions, e.g. whether to lend to or invest in the business
9.2	External influences on business activity - Economic issues	<ul style="list-style-type: none"> <li>• Main stages of the business cycle, e.g. growth, boom, recession, slump</li> </ul>
9.3	Business cycle:	<ul style="list-style-type: none"> <li>• Main stages of the business cycle, e.g. growth, boom, recession, slump</li> <li>• Impact on businesses of changes in employment levels, inflation and Gross Domestic Product (GDP)</li> </ul>

<b>WEEK</b>	<b>TOPIC</b>	<b>TOPIC DETAILS</b>
10.1	How government control over the economy affects business activity and how businesses may respond:	<ul style="list-style-type: none"> <li>• Identify government economic objectives, e.g. increasing Gross Domestic Product (GDP)</li> <li>• Impact of changes in taxes and government spending</li> <li>• Impact of changes in interest rates</li> <li>• How businesses might respond to these changes</li> </ul>
11.1	Environmental and ethical issues - Environmental concerns and ethical issues as both opportunities and constraints for businesses:	<ul style="list-style-type: none"> <li>• How business activity can impact on the environment, e.g. global warming</li> <li>• The concept of externalities: possible external costs and external benefits of business decisions</li> </ul>
12.1	Environmental concerns and ethical issues as both opportunities and constraints for businesses:	<ul style="list-style-type: none"> <li>• Sustainable development; how business activity can contribute to this</li> <li>• How and why business might respond to environmental pressures and opportunities, e.g. pressure groups</li> <li>• The role of legal controls over business activity affecting the environment, e.g. pollution controls</li> </ul>
13.1	Environmental concerns and ethical issues as both opportunities and constraints for businesses:	<ul style="list-style-type: none"> <li>• Ethical issues a business might face: conflicts between profits and ethics</li> <li>• How business might react and respond to ethical issues, e.g. child labour</li> </ul>
14.1	REVISION	Revision
15.1	EXAMS	Exams

# BUSINESS STUDIES SCHEME OF WORK

## FORM 5 - TERM 2

<b>WEEK</b>	<b>TOPIC</b>	<b>TOPIC DETAILS</b>
1.1	Business and the international economy - The importance of globalisation	<ul style="list-style-type: none"><li>• The concept of globalisation and the reasons for it</li><li>• Opportunities and threats of globalisation for businesses</li><li>• Why governments might introduce import tariffs and import quotas</li></ul>
2.1	Reasons for the importance and growth of multinational companies (MNCs):	<ul style="list-style-type: none"><li>• Benefits to a business of becoming a multinational and the impact on its stakeholders</li><li>• Potential benefits to a country and/or economy where a MNC is located, e.g. jobs, exports, increased choice, investment</li><li>• Potential drawbacks to a country and/or economy where a MNC is located, e.g. reduced sales of local businesses, repatriation of profits</li></ul>
3.1	The impact of exchange rate changes:	<ul style="list-style-type: none"><li>• Depreciation and appreciation of an exchange rate</li><li>• How exchange rate changes can affect businesses as importers and exporters of products, e.g. prices, competitiveness, profitability (exchange rate calculations will not be assessed)</li></ul>
4.1	REVISION AND PAST PAPERS	REVISION USING PAST PAPERS