

Year 12	Year 13
<p><b>Exploring Business:</b> This unit allows students to fully immerse themselves in the world of business by exploring the key concepts that understand business practices:</p> <ul style="list-style-type: none"> <li>▲ Features of a business</li> <li>▲ Stakeholders and their influence</li> <li>▲ Effective business communication</li> <li>▲ Structure and organisation</li> <li>▲ Business aims and objectives</li> <li>▲ Internal and external environments</li> <li>▲ Monopolies, oligopolies and duopolies</li> <li>▲ Demand, supply and price</li> <li>▲ Innovation and enterprise</li> </ul>	<p><b>Personal and Business Finance:</b> This unit helps students to develop vital knowledge about personal and business finances. They will study:</p> <ul style="list-style-type: none"> <li>▲ The functions and role of money</li> <li>▲ Different payment systems</li> <li>▲ The function and characteristics of money</li> <li>▲ Different forms of current account</li> <li>▲ Different financial products including types of borrowing, saving and investment</li> <li>▲ The roles and functions of the Bank of England, banks, building societies, credit union, NSI, Insurance companies, pension companies, pawnbrokers and payday loans</li> <li>▲ Consumer protection</li> <li>▲ Purposes of accounting</li> <li>▲ Cash flow forecasts</li> </ul>
<p><b>Developing a Marketing Campaign:</b> In this unit, students learn about the vital role of marketing in the furtherance of business, and design a marketing campaign of their own.</p>	<p><b>Management Accounting:</b> Students will study the management tools of break-even analysis and the 'final accounts' used in accountancy. They will be able to complete, amend and analyse these documents.</p> <p>They will also be able to use and interpret profitability, liquidity and efficiency ratios, drawing logical conclusions.</p> <p><b>The Recruitment and Selection Process:</b> In preparation for their own future applications, students will learn about recruitment methods including document completion, interview skills and the importance of recruiting the right staff.</p> <p>They will learn about the various laws that affect recruitment and selection as well as understand their own rights in relation to equality. They will understand about the 'right to work' in the UK. Ethical considerations relating to recruitment will also be studied.</p> <p>Students will apply for a position of their choice, competing all documents and 'interview' for their chosen role. They will reflect on their current employability skills and create an action plan for addressing weaknesses.</p>