

Scheme of Work 2020-2021
Subject: BTEC Level 3 Business

Year Group: Year 13

Specification: BTEC Business level 3 – Unit 1

Week Beginning	Topic & Objectives	Big Question – What will students learn?	Key Activities & Specialist Terminology (Do Now Task / Starter/Tasks/Plenary)	Planned Assessment	Homework or flipped learning resources DODDLE resources	Lit Num SMSC Codes
2/9/20	Ownership and liability	Explore the features of different businesses and analyse what makes them successful	<ul style="list-style-type: none"> Private, e.g. sole trader, partnership, private limited company, public limited company, cooperative, limited and unlimited liability public, e.g. government department not-for-profit, e.g. charitable trust, voluntary. 	Assignment 1		Lit Social So8 Sp2 Sp5
9/9/20	Ownership and liability	Explore the features of different businesses and analyse what makes them successful	<ul style="list-style-type: none"> Private, e.g. sole trader, partnership, private limited company, public limited company, cooperative, limited and unlimited liability Public, e.g. government department Not-for-profit, e.g. charitable trust, voluntary. 	Assignment 1		Lit Social So8 Sp2 Sp5
16/9/20	Ownership and liability	Explore the features of different businesses and analyse what makes them successful	<ul style="list-style-type: none"> Private, e.g. sole trader, partnership, private limited company, public limited company, cooperative, limited and unlimited liability Public, e.g. government department Not-for-profit, e.g. charitable trust, voluntary 	Assignment 1		Lit Social So8 Sp2 Sp5
23/9/20	Ownership and liability	Explore the different sectors of different businesses and	Sectors: <ul style="list-style-type: none"> Primary Secondary 	Assignment 1		Lit Social

		analyse what makes them successful	<ul style="list-style-type: none"> • Tertiary • Quaternary 			So8 Sp2 Sp5
30/9/20	Ownership and liability	Explore the different sectors of different businesses and analyse what makes them successful	Sectors: <ul style="list-style-type: none"> • Primary • Secondary • Tertiary • Quaternary 	Assignment 1		Lit Social So8 Sp2 Sp5
7/10/20	Ownership and liability	Scope of business activities: local, national, international.	Scope of business activities: <ul style="list-style-type: none"> • Local • National • International 	Assignment 1		Lit Social So8 Sp2 Sp5
14/10/20	Ownership and liability	Scope of business activities: local, national, international.	<ul style="list-style-type: none"> • Size: micro – up to nine staff, Small and Medium Enterprises (SMEs): small – between 10 and 49 staff, medium – between 50 and 249 staff; large: more than 250 staff. • Reasons for success: how these differ depending on the type of business (profit or non-profit), and its aims and objectives, e.g. clarity of vision, innovative products or processes. 	Assignment 1		Lit Social So8 Sp2 Sp5
21/10/20	Stakeholders and their influence	Who are the different stakeholders in a business?	Internal e.g. managers, employees, owners	Assignment 1		Lit Social Cultural So8

						Sp2 Sp5
Half term						
2/11/20	Stakeholders and their influence	Who are the different stakeholders in a business?	External, e.g. suppliers, lenders, competitors, debtors, creditors, customers, government agencies and departments (local, national, international), communities (Local, national, international), pressure groups, interest groups.	Assignment 1		Lit Social Cultural So8 Sp2 Sp5
9/11/20	Effective business communications	Appropriate presentation and delivery of information to a given audience	<ul style="list-style-type: none"> • written presentations, e.g. financial, non-financial, formal and informal reports • oral presentations, e.g. computer projection/PowerPoint with speaker notes • Importance of communication to aid business success, e.g. social media, virtual communities. 	Assignment 1		Lit Social Cultural So8 Sp2 Sp5
16/11/20	Investigate how businesses are organised	Structure and organisation	<ul style="list-style-type: none"> • Organisational structure, e.g. hierarchical, flat, matrix, Holarctic. • Functional/operational areas, e.g. human resources, research and development, sales, marketing, purchasing, production and quality, finance, customer service, IT, administration. 	Assignment 1		Lit Social Cultural So8 Sp2 Sp5

23/11/20	Investigate how businesses are organised	Aims and objectives	<p>Aims of businesses in different sectors – mission, vision and values:</p> <p>private, e.g. making profits, profit maximisation, break-even, survival, growth, market leadership</p> <p>public, e.g. service provision, cost control, value for money, service quality, meeting government standards</p> <p>Not-for-profit, e.g. education, housing, alleviating poverty, healthcare.</p> <ul style="list-style-type: none"> • SMART (Specific, Measurable, Achievable, Relevant, Time constrained) objectives. 	Assignment 1		<p>Lit</p> <p>Social</p> <p>Cultural</p> <p>So8</p> <p>Sp2</p> <p>Sp5</p>
30/11/20	Examine the environment in which businesses operate	External environment	<ul style="list-style-type: none"> • Political, e.g. government support, membership of trading communities such as the European Union. • Economic, fiscal, monetary and other government policies, e.g. supply side policy, economic growth, exchange rates. • Social attitudes to saving, spending and debt; social responsibility requirements; change, e.g. to demographic trends, consumers' tastes/preferences. • Technological change, e.g. automation, improved communications. • Environmental factors and ethical trends, e.g. carbon emissions, waste, recycling, pollution. • Legal environment, e.g. Partnership Act 1890, Companies Act 2006, Charities Act 2011, Competition Act 1998, UK Corporate Governance Code, financial services regulation, industry regulators, government departments. 	Assignment 2		<p>Lit</p> <p>Social</p> <p>Cultural</p> <p>So8</p> <p>Sp2</p> <p>Sp5</p>

			(Statutes and regulations current at the time of teaching should be used. Outline understanding only is expected.)			
7/12/20	Examine the environment in which businesses operate	External environment	<ul style="list-style-type: none"> • Political, e.g. government support, membership of trading communities such as the European Union. • Economic, fiscal, monetary and other government policies, e.g. supply side policy, economic growth, exchange rates. • Social attitudes to saving, spending and debt; social responsibility requirements; change, e.g. to demographic trends, consumers' tastes/preferences. • Technological change, e.g. automation, improved communications. • Environmental factors and ethical trends, e.g. carbon emissions, waste, recycling, pollution. • Legal environment, e.g. Partnership Act 1890, Companies Act 2006, Charities Act 2011, Competition Act 1998, UK Corporate Governance Code, financial services regulation, industry regulators, government departments. <p>(Statutes and regulations current at the time of teaching should be used. Outline understanding only is expected.)</p>	Assignment 2		Lit Social Cultural So8 Sp2 Sp5
14/12/20	Assignment work		To complete assignment one	Assignment 1		Lit So8 Sp2 Sp5

Christmas Holidays

4/1/21	Examine the environment in which businesses operate	Internal environment	<ul style="list-style-type: none"> • Corporate culture. • Corporate social responsibility (CSR), ethics. 	Assignment 2		Lit Social Cultural So8 Sp2 Sp5
11/1/21	Examine the environment in which businesses operate	Competitive environment	<ul style="list-style-type: none"> • Competition (local, national and international). • Factors influencing competitive advantage, e.g. differentiation, pricing policies, market leadership, reputation, market share, cost control, technology relationships with customers, suppliers, employees. • Benefits and importance of establishing and maintaining a competitive advantage. 	Assignment 2		Lit Social Cultural So8 Sp2 Sp5
18/1/21	Examine the environment in which businesses operate	Situational Analysis	<ul style="list-style-type: none"> • Assessment of the business environment using various techniques, e.g. PESTEL (Political, Economic, Social, Technological, Legal, Environmental) analysis, SWOT (Strengths, Weaknesses, Opportunities, Threats) analysis, 5Cs (Company, Competitors, Customers, Collaborators, Climate) analysis, Porter's Five Forces. 	Assignment 2		Lit Social Cultural So8 Sp2 Sp5
25/1/21	Examine business markets	Different market structures	<ul style="list-style-type: none"> • Market structures: perfect competition, imperfect competition. • Features of different market structures: number of firms, freedom of entry, and nature of product. 	Assignment 2		Lit Social Cultural So8 Sp2

						Sp5
1/2/21	Examine business markets	Relationship between demand, supply and price	<ul style="list-style-type: none"> • Influences on demand, e.g. affordability, competition, availability of substitutes, level of Gross Domestic Product (GDP), needs and aspirations of consumers. • Influences on supply, e.g. availability of raw materials and labour, logistics, ability to produce profitably, competition for raw materials, government support. • Elasticity: price elasticity of demand. 	Assignment 2		Lit Social Cultural So8 Sp2 Sp5
8/2/21	Examine business markets	Pricing and output decisions	<ul style="list-style-type: none"> • Impact on pricing and output decisions in different market structures. • Responses by business to pricing and output decisions of competitors in different market structures. 	Assignment 2		Lit Num So8 Sp2 Sp5
Half Term						
22/2/21	Investigate the role and contribution of innovation and enterprise to business success	Role of innovation and enterprise	<ul style="list-style-type: none"> • Innovation, e.g. creative process, product or service development, new ways of increasing business efficiency or improving profitability, successfully exploiting a new idea, adding value to products, services or markets to differentiate the business from the competitors. • Enterprise: identifying opportunities to develop business activities through, e.g. 	Assignment 3		Lit Social So8 Sp2 Sp5

			creative, lateral (approaching subjects from alternative perspectives) and 'blue sky' thinking (approaching subjects with no restrictions on perspectives); chance and serendipity, intuition.			
1/3/21	Investigate the role and contribution of innovation and enterprise to business success	Benefits and risks associated with innovation and enterprise	<ul style="list-style-type: none"> • Benefits: improvements to products, processes, services and customer experience, business growth, development of new and niche markets, offering unique selling points, improved recognition and reputation, smarter working. • Risks: failing to meet operational and commercial requirements, failing to achieve a return on investment, cultural problems (resistance to change, unsupportive systems and processes, insufficient support from leadership and management). 	Assignment 3		Lit Social Cultural So8 Sp2 Sp5
8/3/21			Completion of any outstanding work and assignment tasks			