

Business Year 11 Revision Calendar

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	<u>Notes</u>
<ul style="list-style-type: none"> • Use a CGP revision guide to help (if you don't have one you can buy one from Amazon) • Complete every single task and you have revised the whole course! <p>You should use this to help guide you with your revision, but remember the more frequently you revise topics the more you will remember, so this is a starting point! Other revision activities could include:</p> <ul style="list-style-type: none"> • Mind maps • Cornell notes • Posters • Flash cards <p>Each task is colour coded so you know which topic the task is from.</p> <p>Paper 1 - Monday 11th May PM 3.1 Business in the Real world 3.2 Influences on Business 3.3 Business Operations 3.4 Human Resources</p> <p>Paper 2 - Wednesday 21st May PM 3.1 Business in the Real world 3.2 Influences on Business 3.5 Marketing 3 6 Finance</p>							<p>In this section there are exam tips and key terms.</p>

EASTER WEEK 1



MONDAY 30TH	TUESDAY 31ST	WEDNESDAY 1ST	THURSDAY 2ND	FRIDAY 3RD	SATURDAY 4TH	SUNDAY 5TH	Notes
Describe the 5 different types of Businesses	Explain the difference between environmental and ethical	Explain the difference between JIT & JIC	Define Job Specification and Job Analysis	Describe how the Boston Matrix works	What are factors of production?	Explain why working out break even for a business is important	<p style="text-align: center;"><u>Case studies</u></p> <p>Paper 1: 3.1 Purpose & Nature of business Business Ownership Aims & Objectives Stakeholders Location Business Planning Expanding a Business 3.2 Technology Ethical & environmental considerations Economic Climate Globalisation Legislation Competitive Environment 3.3 Production Processes Role of procurement Concept of quality Good Customer Service 3.4 Organisational Structures Recruitment & Selection Motivating Employees Training</p>
Explain the difference between business aims and objectives	Describe how production efficiency works	Analyse the impact of poor recruitment for a business	Draw the product life cycle graph and explain how it works.	Explain the difference between a cash flow forecast and cash flow predictions.	What are the difference between business aims and objectives	Explain the difference between a tall and flat organisational structure	
What does TQM mean?	What's the difference between revenue, costs and profits?	What is the difference between centralisation and decentralisation?	What are the advantages and disadvantages of Break Even Analysis?	What are contracts of employment?.	What does procurement mean?	Explain the impact to a business if interest rates go up or down.	
Give four ways of segmenting a market	What is job sharing?	What does ARR stand for and how is it calculated?	What is meant by the term limited liability?	Explain one way that a business can reduce its impact on global warming.	Explain what the natural resources of the UK are.	Give one advantage of flow production over job production.	

EASTER WEEK 2



MONDAY 6TH	TUESDAY 7TH	WEDNESDAY 8TH	THURSDAY 9TH	FRIDAY 10TH	SATURDAY 11TH	SUNDAY 12TH	Notes
What does the term 'lean production' mean	How does a business benefit if it has good ethical practices?	Describe two reasons why someone might want to be an entrepreneur?	How is gross profit calculated on an income statement?	Give three internal decisions that influence business pricing decisions.	Explain how motivating staff affects staff retention in a business.	Explain why a weak pound can benefit companies that export goods.	Paper 2: 3.1 Purpose & Nature of business Business Ownership Aims & Objectives Stakeholders Location Business Planning Expanding a Business 3.2 Technology Ethical & environmental considerations Economic Climate Globalisation Legislation Competitive Environment 3.5 Identifying & understanding Customers Segmentation Market Research The Marketing Mix (Price, Product, Promotion & Place) 3.6 Sources of Finance Cash Flow Financial Terms & Calculations Analysing Financial Performance
How does the span of control differ between a tall and a flat organisational structure	Why is a firm's marketing mix for a product likely to change over time?	Explain how effective procurement and logistics can improve efficiency in a business?	List 6 sales promotion methods a business might use to boost sales	What does E-Commerce and M-Commerce mean and how can it affect a business	What is a social enterprise?	What is meant by fixed assets?	
State the equation that can be used to calculate revenue using sales figures and price.	Describe what is meant by hire purchase	State three criteria that goods should meet in order to follow consumer law	What is meant by the term 'delaying'?	Why might shareholders of a business look at a financial analysis.	Draw out the Boston Matrix. Label each box.	Why is it important that a firm reduces waste and unnecessary cost in a supply chain?	
Give three reasons why it's good for a business to ensure customers get good quality products	Describe the difference between price penetration and price skimming.	Give two ways in which training benefits employers and employees	Explain what happens to consumer spending when interest rates fall.	What is franchising? Explain the difference between a franchisor and franchisee	What is meant by net cash flow and how is it worked out?	Describe the difference between competitive pricing and cost plus pricing.	

Command word	What to do	Marks
State	These words ask for a statement — you don't need to back it up with evidence.	1 mark per thing asked for
Give		
Identify		
Define	Write down what a term means — you can either give two connected points describing the term, or one point and an example.	2 marks
What is meant by...?		
Describe	Give two linked points about the main features of the thing you're being asked about (e.g. a process or a characteristic). If you're asked to describe data, make sure you include relevant data points in your answer.	2 marks
Calculate	Some questions ask for a bit of maths. Remember to show your working — if you do, you might still get some of the marks even if your final answer's wrong.	2-5 marks
Complete	You need to fill in the missing parts of some information you've been given (e.g. complete a table).	usually 1 mark per thing to complete

Some Questions Need **Longer Answers**

'Explain' Questions

- 'Explain' questions are worth **2-4 marks**.
- 'Explain' means you need to **give reasons** for things. You'll often need to show that you understand the **connection** between things that happen in the world and the **effects** they have on **businesses**.

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MONDAY 13TH	TUESDAY 14TH	WEDNESDAY 15TH	THURSDAY 16TH	FRIDAY 17TH	SATURDAY 18TH	SUNDAY 19TH
<p>Topic - 3.3 Managing Supply Chains Page 36-37 Suppliers Procurement Reducing Waste</p>	<p>Topic - 3.2 Employment & The Law Page 23- 24 Staffing, Discrimination, Health & Safety</p>	<p>Topic - 3.1 Enterprise Page 7 Entrepreneurs Qualities</p>	<p>Topic - 3.6 Sources Of Finance Page 75-76 Reasons For Finance Types Of Finance - Hire Purchase,Overdrafts, Trade Credit, Loans & Government Grants</p>	<p>Topic - 3.5 The Marketing Mix Page 57 Price, Product, Promotion & Place</p>	<p>Topic 3.4 Organisational structures Page 46-48 Hierarchical Structure Tall/ Flat Centralised & Decentralised</p>	<p>Topic - 3.2 Consumer Law Page 24 Consumer Rights Act Affect On Businesses</p>
<p>Topic 3.4 Contracts Of Employment Page 49 Full Time/ Part Time Job Share Zero Hour Contracts</p>	<p>Topic - 3.5 Market Research Page 58-60 Segmentation, Primary, Secondary, Qualitative & Quantitative Research</p>	<p>Topic - 3.3 Methods Of Production Page 38 Job Production Flow Production</p>	<p>Topic - 3.5 Product Lifecycles Page 61 Demand for a product Extension Strategies</p>	<p>Topic - 3.2 Ethical Considerations Page 26 Benefits & Drawbacks</p>	<p>Topic - 3.1 Factors Of Production Page 8 Land, Labour, Capital & Enterprise Opportunity Costs</p>	<p>Topic - 3.6 Sources Of Finance Page 75-76 Internal & External Sources Of Finance Retained Profit Fixed Assets New Share Issues Choice Of Finance</p>

MONDAY 20TH	TUESDAY 21ST	WEDNESDAY 22ND	THURSDAY 23RD	FRIDAY 24TH	SATURDAY 25TH	SUNDAY 26TH
<p>Topic - 3.1 Business Structures Page 9-11 Sole Traders, Partnerships, LTD's & PLC's Limited & Unlimited/ Liability Legal Structures Not For Profit</p>	<p>Topic - 3.6 Investments Page 77 Average Rate Of Return ARR % =Average Annual Profit ÷ Initial Investment x 100</p>	<p>Topic - 3.2 Environmental Influences Page 27 Impact On The Environment Sustainability Pros & Cons Of Being Environmentally Friendly</p>	<p>Topic 3.4 Recruitment Page 50-52 Internal/ External Interviews Aptitude Tests</p>	<p>Topic - 3.6 Break Even Analysis Page 78-79 Basic Financial Terms Covering Costs Break Even Charts Margin Of Safety</p>	<p>Topic - 3.5 Extension Strategies Page 62 Extend The Life Decline</p>	<p>Topic - 3.3 Production Efficiency Page 39 Lean Production Just-In-time Just-In-Case Stock Management</p>
<p>Topic - 3.3 Quality Management Page 40-41 Benefits Costs Failure to maintain quality TQM</p>	<p>Topic - 3.5 Product Portfolios Page 63 Boston Matrix Question Marks Dogs Cash Cows Stars Market Share Market Growth</p>	<p>Topic 3.4 Staff Training Page 52 Induction Training On-The-Job Training Off-The-Job Training Benefits to Employees & Employers</p>	<p>Topic - 3.2 Unemployment & Consumer Spending Page 28 Changes In Income</p>	<p>Topic - 3.1 Business Aims & Objectives Page 12-13 Change Over Time Monitoring Success</p>	<p>Topic - 3.6 Cash Flow Page 80-82 Anticipating Problems Cash Flow Forecast Inflows & Outflows Credit</p>	<p>Topic - 3.5 Product Development Page 64-65 Product Portfolios Benefits & Risks Market Driven Not Market Driven Brand Image</p>

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MONDAY 27TH	TUESDAY 28TH	WEDNESDAY 29TH	THURSDAY 30TH	FRIDAY 1ST	SATURDAY 2ND	SUNDAY 3RD
<p>Topic 3.4 Motivation Page 53-54 Financial - Wages, Salary, Piece Rate Non Financial - Training, Fringe Benefits Demotivation</p>	<p>Topic - 3.5 Pricing Strategies Page 67 Price Penetration, Loss Leader, Price Skimming, Competitive Pricing, Cost Plus Pricing</p>	<p>Topic - Customer Service Page 42-43 Complete Case Study Page 44</p>	<p>Topic - 3.5 Methods Of Promotion Page 68-69 Advertising, Public Relations, Social Media, Promotional Mix</p>	<p>Topic - 3.2 Interest Rates/ Exchange Rates Page 29/32 Loans Low Interest Rates vs High Interest Rates Spending Currencies Weak Pound Strong Pound</p>	<p>Topic - 3.1 Revenue/ Costs/ Profit Page 15 Revenue = Sales x Price Fixed & Variable Costs Total Costs = Variable Costs + Fixed Costs Average Unit Cost AUC = Total Cost / Output Profit Profit = Revenue - Costs</p>	<p>Topic - 3.6 Income Statements Page 83 -84 Trading Account Profit & Loss Account Appropriation Account Analysis</p>
<p>Topic - 3.1 Business Plans Page 16 Seven Sections of a BP</p>	<p>Topic - 3.6 Profit Margins Page 85 Indirect Costs Gross Profit Margin $GPM = \frac{GP}{Sales} \times 100$ Net Profit Margin $NPM = \frac{NP}{Sales} \times 100$</p>	<p>Topic - 3.2 Globalisation/ Risks In Business Page 31/33 Benefits & Drawbacks Reducing Risks</p>	<p>Topic - 3.5 Place Page 70 Channels of Distribution Wholesalers, Retailers & Consumers</p>	<p>Topic - 3.6 Statements Of Financial Position Page 86 Fixed Assets Current Assets Current Liabilities Long Term Liabilities Capital Employed Retained Profit</p>	<p>3.4 Complete Exam Practice 6 Mark Question</p>	<p>3.3 Complete Exam Practice 9 Mark Question</p>

MONDAY 4TH	TUESDAY 5TH	WEDNESDAY 6TH	THURSDAY 7TH	FRIDAY 8TH	SATURDAY 9TH	SUNDAY 10TH
3.3 Complete Exam Practice 9 Mark Question	3.2 Complete Exam Practice 12 Mark Question	Topic - 3.1 Business Location Page 17 Location of Raw Materials, Labour Supply, Competition, Cost & Location to Market	Topic - 3.6 Analysis Page 88-89 Competitors Trends Over Time	3.6 Complete Exam Practice 4 Mark Questions	3.4 Complete Exam Practice Mark Questions	Topic - 3.1 Internal/ External Expansion Page 18-19 Mergers & TakeOvers Economies of Scale Diseconomies of Scale
MONDAY 11TH	TUESDAY 12TH	WEDNESDAY 13TH	THURSDAY 14TH	FRIDAY 15TH	SATURDAY 16TH	SUNDAY 17TH
PAPER 1 EXAM PM	3.1 Complete Exam Practice 4 Mark Questions	3.2 Complete Exam Practice 6 Mark Question	3.5 Complete Exam Practice 9 Mark Question	3.6 Complete Exam Practice 12 Mark Questions	3.1 Complete Exam Practice Multiple Choice Questions	3.5 Complete Exam Practice 2 Mark Question
MONDAY 18TH	TUESDAY 19TH	WEDNESDAY 20TH	THURSDAY 21ST			
3.6 Complete Exam Practice 6 Mark Questions	3.2 Complete Exam Practice 9 Mark Question	ATTEND LAST MINUTE REVISION	PAPER 2 EXAM PM			