Dawood Public School
Course Outline 2016-17
Business Studies
Class X


SYLLABUS CONTENT:

August

22. Cash Flow Forecasting and Working Capital (Borrington, K.) (Pg. No.272)

- Why cash is important to a business?
- What is meant by cash flows?
- Cash flow cycle
- Cash flow forecast
- How can cash flow problems be overcome?
- The importance of working capital

Learning Outcomes

Students will be able to:

- Understand what is meant by cash flow, cash inflow and cash outflow.
- Explain the difference between the profit made by a business and its cash flow position.
- Understand the importance of cash to a business.
- Interpret a cash flow forecast.

**Assessment Method:** Home assignment, test and activity.

23. Income Statements (Borrington, K.) (Pg. No.284)

- What are accounts and why are they necessary?
- Recording accounting transactions
- How a profit is made
- Why is profit important?
- Difference between profit and cash
- Understanding income statements
- Using income statements in decision making
Learning Outcomes

Students will be able to:

✓ Understand what is meant by accounting information and why it is particularly important to business managers.
✓ Explain the main business accounting records and final accounts.
✓ List all the users of a business’s accounts and understand their need for accounting information.
✓ Analyse income statements in order to comment on the profitability and expense of a business.

**Assessment Method:** Home assignment and test.

September

24. Balance Sheets (Borrington, K.) (Pg. No. 294)

- What are balance sheets?
- Explanation of balance sheet terms
- Interpreting balance sheet data

Learning Outcomes

Students will be able to:

✓ Explain the main business accounting records and final accounts.
✓ List all the users of a business’s accounts and understand their need for accounting information.

25. Analysis of Accounts (Borrington, K.) (Pg. No. 302)

- Analysis of published accounts
- The concept of liquidity
- Uses and users of accounts
- Limitations of using accounts and ratio analysis

Learning Outcome

Students will be able to:

✓ Analyse simple business accounts using ratios in order to comment on the profitability, performance and liquidity of a business.

**Assessment Method:** Assignment, test and activity.
October

17. Production of Goods and Services (Borrington, K.) (Pg. No. 208)

- Managing resources effectively to produce goods and services
- Operations department
- Productivity
- Why businesses hold inventories (stock)
- Lean production
- Kaizen
- Just-in-time inventory control
- Methods of production
- Factors affecting which method of production to use
- How technology has changed production methods

Learning Outcomes

Students will be able to:

- Identify factors that increase productivity.
- Identify and explain the method of production used in given situation (job, batch or flow production).
- Identify and explain ways of implementing lean production.
- Understand the implications of new technology.
- Identify and explain different ways of ensuring the quality of the product.

**Assessment Method:** Assignment and activity.

November

20. Location Decision (Borrington, K.) (Pg. No. 241)

- Location of industry
- Market
- Factors affecting the location of a service sector business
- Factors affecting the location of a retailing business
- Location in different countries
- The role of legal controls on location decisions

Learning Outcomes

Students will be able to:

- Identify the relevant factors that affect the location of a manufacturing business.
- Identify the relevant factors that affect the location of a retailing business.
- Identify the relevant factors that cause a business to relocate at an alternative site in the home country or abroad.
- Identify the relevant factors that affect the location of a service sector business.
Revision for Mid Term Examinations

December

Mid Term Examinations

**Scheme of Assessment**

Candidates must be entered for the following papers:
(i) Paper 1  
(ii) Paper 2

Description of papers

Paper 1
A paper containing short-answer questions and structured/data response questions.
There will be no choice of questions.

Paper 2
Candidates will be presented with a business situation or problem, and required to answer questions arising from it.

January

18. Costs, Scale of Production and Break-even Analysis (Borrington,K.) (Pg. No.222)

- Business costs
- Economies of scale and diseconomies of scale
- Break-even charts: comparing costs with revenue

Learning Outcomes

Students will be able to:

- Distinguish between fixed and variable costs.
- Understand what the break-even level of output means.
- Use break-even charts to find the break-even level of output and draw simple break-even charts.
- Understand the main causes of economies and diseconomies of scale.

19. Achieving Quality Production (Borrington,K.) (Pg. No.235)

- What quality means and why it is important for all businesses
- Quality control
- Control assurance
Learning Outcomes

Students will be able to:

- Understand the implications of new technology to business.
- Identify and explain different ways of ensuring the quality of the product.

**Assessment Method:** Assignment, test and activity.

February

Revision for Final examination

March

Mock Examinations

Scheme of Assessment

Candidates must be entered for the following papers:

(i) Paper 1
(ii) Paper 2

Paper Weighting
Paper 1 - 50%
Paper 2 - 50%

Description of papers

**Paper 1 (1½ hours)**
A paper containing short-answer questions and structured/data response questions.
There will be no choice of questions.

**Paper 2 (1½ hours)**
Candidates will be presented with a business situation or problem, and required to answer questions arising from it.
There will be no choice of questions.

**Subject to change on the discretion of the teacher.**