

Chosen Hill School

Edexcel A Level Business Course (9BSO)



Course Handbook 2025-26

(Keep in the front of your notes folder and update checklist as you go through the course)



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 Appendices: Assignment Front Cover Sheet (to be attached and completed for <u>all</u> submitted work) Blank Master File Check Form (To be completed ahead of teacher file checks) Advice on how to do Cornell Style Note-Taking (required for this course) Cornell Style Note-Taking Template Sample Theme 1 and Theme 2 examination papers Examiner's advice on how to structure the different types of essay question used for assessment on this course. 	22
First Formal Assessment Tests will be held in the last week of September.	

• A mix of short answer, data response and essay style questions will be set on the whole of Section 1: Introduction to Business

Overview of the Specification

What will I learn?

You will:

- Gain a broad understanding of business;
- Develop skills, knowledge and understanding for use in the business world and higher education;
- > Apply learning in a practical way to what actually goes on in the real world;
- Follow a programme of study that enables progression to both higher education and employment within business;
- > Develop Key Skills that are highly valued by employers and universities;
- Gain confidence through developing independent learning skills.



Who will teach me?

You will have a mix of specialist Business teachers throughout the 2-year course. These will include Mr. Bird and Mr. Witham.

What work will I do?

The Edexcel Business A-Level comprises of 4 compulsory modules, which are externally examined in the summer of Year 13 in 3 synoptic examination papers:

You will be taught in an integrated, rather than thematic, approach. This should allow you to develop your synoptic reasoning skills; successfully link concepts taught across the following 4 themes in your examination answers:

Theme 1: Markets, Consumers and Firms.

In this theme, you will be introduced to the market, explore the marketing and people functions, investigate entrepreneurs and business start-ups. You will need to build upon the knowledge, skills and understanding developed in this theme when studying Theme 4, making connections across these two themes in Paper 1, and across Themes 1, 2, 3 and 4 in Paper 3. Therefore, you will need to apply your knowledge and understanding to both familiar and unfamiliar contexts in the assessments and demonstrate an awareness of current business issues.

This theme enables you to understand how businesses identify opportunities and to explore how businesses focus on developing a competitive advantage through interacting with customers. You will develop an understanding of how businesses need to adapt their marketing to operate in a dynamic business environment. This theme also considers people, exploring how businesses recruit, train, organise and motivate employees, as well as the role of enterprising individuals and leaders.

You must investigate different types and sizes of organisation in various business sectors and environments, and in local, national and global contexts.

To develop your knowledge, skills and understanding in business, you need to have acquired competence in quantitative skills that are relevant to and applied in the context of this theme

Assessment:

Internal assessment throughout Year 12 End of Year examination to ensure that you are on track to progress into Year 13 External Assessment in Paper 1 and Paper 4 in Year 13

Theme 2: Managing Business Objectives

In this theme, you will explore the finance and operations functions, and investigate external influences on business. You will need to build upon the knowledge, skills and understanding developed in this theme when studying Theme 3, making connections across these two themes in Paper 2, and across Themes 1, 2, 3 and 4 in Paper 3. Therefore, you will need to apply your knowledge and understanding to both familiar and unfamiliar contexts in the assessments and demonstrate an awareness of current business issues.

This theme enables you to develop an understanding of raising and managing finance, and measuring business performance. The theme outlines the importance of using resources efficiently within a business to ensure that goods or services can be delivered effectively and efficiently, and to a high quality.

You will also consider the external influences that have an impact on businesses, including economic and legal factors. You must investigate different types and sizes of organisation in various business sectors and environments, and in local, national and global contexts.

To develop their knowledge, skills and understanding in business, students need to have acquired competence in quantitative skills that are relevant to and applied in the context of this theme

Assessment:

Internal assessment throughout Year 12 End of Year examination to ensure on track to progress into Year 13 **External Assessment in Paper 2 and 3 in Year 13**

Theme 3: Managing Business Objectives

In this theme, you will develop your understanding of the concepts introduced in Theme 2 and explore influences on business strategy and decision-making. You will need to build upon the knowledge, skills and understanding developed in Theme 2 in this theme, making connections across these two themes in Paper 2, and across Themes 1, 2, 3 and 4 in Paper 3. Once again, you will need to apply your knowledge and understanding to both familiar and unfamiliar contexts in the assessments and demonstrate an awareness of current business issues.

This theme moves from functions to strategy, enabling you to develop your understanding of the core concepts and to take a strategic view of business opportunities and issues. You will analyse corporate objectives and strategy against financial and non-financial performance measures and how businesses grow, and develop an understanding of the impact of external influences.

The theme covers the causes and effects of change and how businesses mitigate risk and uncertainty. You must investigate different types and sizes of organisation in various business sectors and environments, and in local, national and global contexts.

To develop your knowledge, skills and understanding in business, students need to have acquired competence in quantitative skills that are relevant to and applied in the context of this theme

Assessment:

Internal assessment throughout Year 13 Internal Mock Examination mid-way through Year 13 External Assessment in Paper 2 and 3 in Year 13

Theme 4: Global Business

In this theme, you will develop your understanding of the concepts introduced in Theme 1 and activity in a global context. You will need to build upon the knowledge, skills and understanding developed in Theme 1 in this theme, making connections across these two themes in Paper 1, and across Themes 1, 2, 3 and 4 in Paper 3. Once again, you will need to apply your knowledge and understanding to both familiar and unfamiliar contexts in the assessments and demonstrate an awareness of current business issues.

You will investigate businesses that trade on a global scale and explore their reasons for doing so. You will develop an understanding of the globally competitive environment and consider the ethical and moral dimensions of global business activities.

You must investigate different types and sizes of organisation in various business sectors and environments, and in local, national and global contexts.

To develop your knowledge, skills and understanding in business, you will need to have acquired

competence in quantitative skills that are relevant to and applied in the context of this theme

Assessment:

Internal assessment throughout Year 13 Internal Mock Examination mid-way through Year 13 **External Assessment in Paper 1 and 3 in Year 13**

Important Note:

- You must pass your Year 12 End of Year Continuance Exams to progress into Year 13.
- All external assessments that count towards recognised qualifications and accrue UCAS points will be conducted during May June of Year 13

You are requested to read the books/resources listed in this booklet in order to develop the wider knowledge required to fully access the course and participate in class discussions. *If you have any questions, please ask.*

External Examination Assessment Criteria and Methods

Paper 1: Marketing, people and global businesses

	*Paper	code: 9BS0/01
1	Externally assessed Availability: May/June First assessment: 2017	35% of the total qualification
L.	mat daacaament, 2017	

Overview of content

Paper 1 will assess marketing, people and global businesses. Questions will be drawn from Themes 1 and 4, and from local, national and global contexts.

Overview of assessment

- Written examination.
- The paper comprises two sections.
- Students answer all questions from both sections.
- Sections A and B each comprise one data response question broken down into a number of parts, including one extended open-response question.
- Duration: 2 hours.
- 100 marks available.

Paper 2: Business activities, decisions and strategy

*Paper code: 9BS0/02

		35% of the total
•	First assessment: 2017	qualification

Overview of content

Paper 2 will assess business finance and operations, business decisions and strategy. Questions will be drawn from Themes 2 and 3, and from local, national and global contexts.

Overview of assessment

- Written examination.
- The paper comprises two sections.
- Students answer all questions from both sections.
- Sections A and B each comprise one data response question broken down into a number of parts, including one extended open-response question.
- Duration: 2 hours.
- 100 marks available.

Paper 3: Investigating business in a competitive environment

		*Paper code: 9BS0/03
•	Externally assessed	30% of the
•	Availability: May/June	total
•	First assessment: 2017	qualification

Overview of content

Paper 3 will assess content across all four themes. Questions will be drawn from local, national and global contexts.

For Paper 3, there will be a pre-released context document issued on our website in November of the previous year. A new context will be given to centres each year and will relate to the examination series for the following summer.

The context will focus on a broad context, such as an industry or market in which businesses operate. The question paper will be in two sections.

The first section will focus on the broad context provided. This will be outlined to centres through the pre-released document. Questions will focus on the broad context.

The second section will focus on at least one strand within the context provided, such as a particular business.

Each section will contain unseen stimulus materials comprising quantitative and qualitative evidence. Students are required to apply their knowledge and understanding from Themes 1, 2, 3 and 4 and their understanding of the broad context to this evidence.

Students cannot take any of their research or investigation data carried out as part of the pre-release into the examination.

Overview of assessment

- Written examination.
- The paper comprises two sections.
- Students answer all questions from both sections.
- Sections A and B each comprise one data response question broken down into a number of parts, including one extended open-response question.
- Duration: 2 hours.
- 100 marks available.

Quantitative Skills You Will Need to Develop

Throughout your course of study, you will need to develop competence in the quantitative skills listed below. There are opportunities for you to develop these skills throughout the content and you will be required to apply these skills to relevant business contexts.

The assessment of quantitative skills will include at least Level 2 mathematical skills as a minimum of 10% of the overall marks for this qualification.

Quantitative skill number	Quantitative skill
QS 1	calculate, use and understand ratios, averages and fractions
QS 2	calculate, use and understand percentages and percentage changes
QS 3	construct and interpret a range of standard graphical forms
QS 4	interpret index numbers
QS 5	calculate cost, revenue, profit and break-even
QS 6	calculate investment appraisal outcomes and interpret results
QS 7	interpret values of price and income elasticity of demand
QS 8	use and interpret quantitative and non-quantitative information in order to make decisions
QS 9	interpret, apply and analyse information in written, graphical and numerical forms

You will need to learn the following accounting ratios for this qualification:

Statement of comprehensive income

	Ratio name	Ratio formula
Revenue		
- Cost of sales	Gross profit margin	Gross Profit x 100% Revenue
= Gross profit	fit	Revenue
- Other operating expenses	Operating profit	Operating Profit × 100%
= Operating profit	margin	Revenue
- Interest		Profit for the year (net profit) x 100%
= Profit for the year (net profit)	Profit for the year (net profit) margin	Revenue

Statement of financial position

	Rati	o name	Ratio formula		
Non-current assets					
+ Current assets		Acid test	Current assets		
- Current liabilities	Current ratio	ratio (liquid capital ratio)	d Current (<u>Current assets</u> – <u>Inventory</u> Current liabilities	
- Non-current liabilities					
= Net assets				iabilities + Total equity =	
			Сар	oital employed	
Share capital					
Retained profit	Gear	ing ratio	<u>Non-current liabilities</u> x 100% Capital employed		
= Total equity					

	Ratio name	Ratio formula
Operating profit: from statement of comprehensive income	Return on Capital	Operating Profit × 100%
Capital employed: from statement of financial position	Employed (ROCE)	Capital employed

Summary Scheme of Work and Progress Checklist (Edexcel A Level Business (Integrated Approach)

*Rag-rate each Section as you progress through the course (Red – below target, Amber on target, Green – exceeding target)

				What Progress am I Mal (Self-Assessment)*		
Week	Торіс	Content	DST Completed	AFL Tasks	Remedial Work	On Track Y/N
1-3	Introduction to business	1.5.3 Business objectives: Introduction – what is a business and why start one? Outline and examples of objectives				
	Topics from:	1.5.1 Role of an entrepreneur: What entrepreneurs do; Problems and barriers they face.				
	1.5 Entrepreneurs and leaders and	1.5.2 Entrepreneurial motives and characteristics: Characteristics and skills; Motivations for becoming an entrepreneur				_
4 - 6	1.1 Meeting customer needs	1.5.4 Forms of business: Legal organisation and features; The factors that lead to these forms.				
		1.5.5 Business choices: Opportunity costs, choices and trade-offs.				
		1.1.1 The market: Mass markets and niche markets; Dynamic markets				
7 -8		1.1.2 Market research Product and market orientation, Methods of market research, Uses and limitations of these methods				
		Market segmentation from market research results				
		1.1.3 Market positioning How businesses use market research information				_
9-11	Introduction to finance	2.1.1 Internal finance				
	Topics from:	2.1.2 External finance: Sources and methods of finance; The distinction between the two				
	2.1 Raising finance	2.1.3 Liability: Legal implications; Finance implications				
12		2.1.4 Planning: Business planning; Cash flow forecasts (as stand-alone and part of the business plan); Use and limitations of cash				
		flow forecasts				
13-15	Business objectives	3.1.1 Corporate objectives: Development and levels; Critical appraisal of these and their presentation				
	Topics from:	3.4.1 Corporate influences: The timescales on which businesses work; Influences on decision-making				
	3.1 Business objectives and strategy and	3.4.4 Business ethics: Trade-offs between profit and ethics and how this relates to objectives				
	3.4 Influences on business decisions					
16	Business influences	3.4.3 Shareholders versus stakeholders: Examples of stakeholders and their objectives; Influences on business objectives; Conflicts				
	Topics from:	between stakeholders and stakeholders and the business				
17	3.4 Influences on business decisions	3.4.2 Corporate culture: How culture is formed in relation to objectives, ethics, etc.; Categorising culture and assessing its strength				
18-21	Business growth	3.2.1 Growth: How and why businesses grow; Problems of growth				
	Topics from:	3.2.2 Mergers and takeovers: Reasons; Different categories/directions.				
	3.2 Business growth	3.2.3 Organic growth: Compare and contrast with mergers and takeovers, and reasons for staying small				
		3.2.4 Reasons for staying small: Links to new, highly competitive markets; Avoidance of diseconomies of scale				
22	Business strategy	3.1.2 Theories of corporate strategy: Ansoff, Porter, Boston Matrix; Strategic and tactical decisions				
23-24	Topics from:	3.1.3 SWOT analysis				
	3.1 Business objectives and strategy	3.1.4 Impact of external influences: PESTLE analysis				
25 -29	People in business	1.4.1 Approaches to staffing: Individual and collective methods and approaches				
	Topics from:	1.4.2 Recruitment, selection and training: Methods; Costs and benefits				
	1.4 and 1.5 Managing people	1.4.3 Organisation design: Key features and terminology; Strengths and weaknesses of different models				
	3.5 Assessing competitiveness	1.5.6 Moving from entrepreneur to leader: Challenges.				
		3.5.3 Human resources: Quantitative measures of HR performance.				
		EXAM READINESS				
30 - 32	Exam Readiness	A Range of activities to help guide your revision and assess your continuance examination readiness.				
33-34	Continuance Examination Period					
35 - 37	Post Examination Activities	Lessons Learned, remedial work as appropriate				
			1			+

What Will I be Learning: Mr. Bird, Year 12				What Progress am I Ma (Self-Assessment)					
Week	Торіс	Content	DST Completed	AFL Tasks	Remedial Work	On Tracl Y/N			
1-6	Introducing the market	1.2.1 Demand:							
	Topics from:	Introduction to the demand curve; Discuss movement along and of the demand curve, and factors influencing this.							
	1.2 The market	1.2.2 Supply:							
		Introduction to the supply curve; Discuss movement along and of the supply curve, and factors influencing this.							
		1.2.3 Markets:							
		Combine work in demand and supply to illustrate price determination in a market							
7-10		1.2.4 Price elasticity of demand (PED):							
		Calculation of PED; Interpretation of PED and its importance to businesses							
		1.2.5 Income elasticity of demand (YED):							
		Calculation of YED; Comparison contrast to PED; Interpretation of YED and its importance to businesses.							
11-14		1.3.1. Product and Product Design							
		1.3.2 Branding and promotion: Types of promotion.							
15-16		1.3.3 Pricing strategies: Different strategies; Changes in, and factors determining, these strategies							
17-19	-	1.3.4 Distribution:							
		Methods; Changes in channels used.							
		1.3.5 Marketing strategy;							
		The product life cycle and extension strategies; Boston Matrix; Consumer behaviour; How the marketing mix changes in response							
19-26		4.2.2 Assessment of a country as a market							
		4.2.3 Assessment of a country as a production location							
		Contrast the two, and compare and contrast factors							
		2.5.2 Legislation							
		Different areas of businesses affected by legislation							
		Differences between legislation across countries and markets							
		4.3.1 Marketing: On a global scale; Strategic choices for different markets							
27-29	-	4.3.3 Cultural and social issues: Influences on marketing strategy							
		4.3.4 Niche markets: Features and how these interact with cultural and social issues							
27-29	People in business Topics from:	1.4.4 Motivation in theory and practice: Importance of motivation; Motivation theories; Financial and non-financial incentives							
	1.4 Managing people	1.4.5 Leadership: Management and leadership; Types/methods; Links between leadership and motivation							
		EXAM READINESS				1			
30 - 32	Exam Readiness	A Range of activities to help guide your revision and assess your continuance examination readiness.							
33-34	Continuance Examination Period								
35-36	Post Examination Activities	Lessons Learned, remedial work as appropriate							
37 -	Introduction to the pre-released context	Introduction to the broad pre-released context (available from June) for A level							
		Paper 3. Launch of summer research project which is your into Year 13 Bridging Work							

Wha	Vhat Will I be Learning: Teacher Mr. Bird, Year 13			What Progress am I Making? (Self-Assessment)			
Week	Торіс	Content	DST Completed	AFL Tasks	Remedial Work	On Track Y/N	
1 - 2	Globalisation	4.1.1 Growing economies Measurements of different economies and economic performance Business opportunities					
3 - 4	Topics from:	4.1.2 International trade and business growth Specialisation of economies and business growth via trade					
5 - 6	4.1 Globalisation	4.1.3 Factors contributing to increased globalisation External factors (link to PESTLE)					
7		4.1.4 Protectionism Threats posed to economies and businesses and reactions to these					
8		4.1.5 Trading blocs As a reaction to protectionism between countries; Opportunities and threats to businesses					
		End of Term 1 Holidays – Year 13					
9	Business expansion	2.5.1 Economic influences: Macroeconomic variables: inflation, exchange rates and Economic policy: interest rates, taxation and government spending					
	Topics from:	4.2.1 Conditions that prompt trade Push and pull factors for businesses	-				
10 - 11	 2.5 External Influences 4.2 Global markets and business expansion 	4.2.4 Reasons for global mergers or joint ventures 4.2.5 Global competitiveness					
		How this is achieved and can be enhanced through working with other businesses					
12-13	Global business	4.4.1 The impact of MNCs: Local impacts versus national impacts					
14 15 - 16	Topics from:	 4.4.2 Ethics Ethical discussions raised by the activities of MNCs 4.4.3 Controlling MNCs Possibilities and practicalities 					
15-10	4.4 Global industries and companies						
		End of Term 2, Christmas Holidays – Year 13					
17	Mock Paper 1 Exam Preparation	Mock Paper 1 exam preparation					
18	and Assessment	Mock exam week					
17	Changing businesses	3.6.1 Causes and effects of change					
18		D.I.R.T Activities - Responding to mock exam feedback					
19	Topics from:	3.6.2 Key factors in change Link to topics covered within this theme				_	
20	3.6 Managing change	3.6.3 Scenario planning to reduce risk					
		End of Term 3 Holidays – Year 13				<u> </u>	
21- 26	Focused Preparation work	Specific topics related to exam board chosen topic/industry – will be different each year – details to follow					
	for Paper 3 – Synoptic Case						
	Study Paper						
		End of Term 4, Easter Holidays – Year 13 – Revision activities will be set					
27 -	Examination readiness	Continue with Actual A-Level Examination Preparation Revision of Themes 1, 2, 3 and 4.					

What Will I be Learning: Teacher Mr. Bird, Year 13What Progress am I Making? (Self-Assessment)				ing?		
Week	Торіс	Content	DST Completed	AFL Tasks	Remedial Work	On Track Y/N
1-3	Introduction to sales forecasts	2.2.1 Sales forecasting: Sales forecasting purpose and factors influencing sales forecasts; Difficulties with forecasting.				
	Topics from:	2.2.2 Sales, revenue and costs: Calculation of sales revenue and volume, and link to sales forecasting data				
	2.2 Financial planning	3.3.1 Quantitative sales forecasting: Times series analysis calculations; Uses and limitations of quantitative sales forecasting				
4-5	3.3 Decision-making techniques	2.2.3 Break-even Numerical calculation, Graphical presentation and interpretation, Uses and limitations of break-even analysis				
6-7	Business finance	2.3.1 Profit Distinction between profit and cash				
	Topics from:	2.3.1 Profit Calculation (and link to break-even), Statement of comprehensive income (profit and loss account) – introduction and				
	2.2 Financial planning	key features				
	2.3 Managing finance	3.5.1 Interpretation of financial statements Statement of comprehensive income (profit and loss account) and interested				
	3.5 Assessing competitiveness	stakeholders				
8		2.2.4 Budgets Purpose and types of budgets, Variance analysis, Difficulties of budgeting				
9	-	2.3.2 Liquidity Statement of financial position (balance sheet) – introduction and key features, Working capital (link to cash)				
		3.5.1 Interpretation of financial statements Statement of financial position (balance sheet) and interested stakeholders				
10 - 11	-	3.5.2 Ratio analysis Calculation and interpretation, Uses and limitations				
-		End of Term 1 Holidays – Year 13				
12 - 13	Business operations	2.4.1 Production, productivity and efficiency Methods of production, Productivity and efficiency				
	Topics from:	2.4.2 Capacity utilisation Calculation, implications and ways of improving capacity utilisation				
14 - 16	2.4 Resource management	2.4.3 Stock control Diagrams and key features, Different methods and advantages gained from each				
		2.4.4 Quality management Methods, costs and benefits, Links between stock control and quality management				
		End of Term 2, Christmas Holidays – Year 13				
17	Mock Paper 1 Exam Preparation	Mock Paper 1 exam preparation				
18	and Assessment	Mock exam week				
19		D.I.R.T Activities - Responding to mock exam feedback				
20	Business decision-making	3.3.2 Investment appraisal Methods, calculation and interpretation, Uses and limitations				
20	Topics from:	3.3.3 Decision trees Construction and interpretation, Uses and limitations				
22	3.3 Decision-making techniques	3.3.4 Critical Path Analysis Completion and interpretation, Uses and limitations				
	2.3 Managing finance	2.3.3 Business failure Financial: link to cash, profit and liquidity				
		End of Term 4, Easter Holidays – Year 13 – Revision activities will be set				
21- 26	Focused Preparation	Specific topics related to exam board chosen topic/industry – will be different each year – details to follow	21- 26	Focused	Specific topics	21- 2
	work for Paper 3 –			Preparation	related to exam	
	Synoptic Case Study			work for	board chosen	
	Paper			Paper 3 –	topic/industry	
				Synoptic	– will be	
				Case Study	different each	
				Paper	year – details	
					to follow	
27 -	Examination readiness	Continue with Actual A-Level Examination Preparation Revision of Themes 1, 2, 3 and 4.		1		

Year 12 A-Level Independent Study Schedule

(Term 1 only - to help your initial Organisation)

Note: You are free to allocate these tasks to DST or to home learning, to best suit your individual learning needs/practises, as long as work is done before it is required; either for in the classroom, for submission deadline or for a scheduled exam hour.

	IB/WW	IB
Summer Work Week 1	Advanced Chapter Notes and wider reading on Theme 1.5.3 Business Objectives	Advanced chapter notes and wider reading on Theme 1.1 The Market Completion of bridging task: Holiday Market Case Study
Week 2	Assessment task on Business Objectives & advanced chapter notes and wider reading on 1.5.1 Role of an Entrepreneur.	DST: Responding to feedback given on Bridging Task & Advanced Chapter notes and wider reading on Theme 1.2.1 Demand (Chapter 4) Complete knowledge organiser in Exam Success Booklet
Week 3	DST: Responding to feedback given on Business Objectives & advanced chapter notes and wider reading on 1.5.2. Entrepreneurial motives ad characteristics. Complete knowledge organiser in Exam Success Booklet	Assessment task on Demand & advanced chapter notes and wider reading on 1.2.2 Supply and 1.2.3. Markets. (Chapter 5 and 6)
Week 4	Assessment task on Entrepreneurs role, motives and characteristics & advanced chapter notes and wider reading on 1.5.4. Forms of Business.	DST: Responding to feedback given on Demand & advanced chapter notes and wider reading on 1.2.4. Price Elasticity of Demand. (Chapter7) Complete knowledge organiser in Exam Success Booklet
Week 5	DST: Responding to feedback given on Entrepreneurs role, motives and characteristics & advanced chapter notes and wider reading on 1.5.5. Business Choices. Complete knowledge organiser in Exam Success Booklet	Assessment task on Demand & Supply and markets & advanced chapter notes and wider reading on 1.2.5 Income Elasticity of Demand. (Chapter 8)
Week 6	Assessment task on Business Choices & advanced chapter notes and wider reading on 1.1.1. The Market (Mass, Niche, Dynamic).	DST: Responding to feedback given on Demand & Supply and markets & advanced chapter notes and wider reading on 1.3.2. Branding and Promotion. (Chapter 10) Complete knowledge organiser in Exam Success Booklet
Week 7	DST: Responding to feedback given on Business Choices & advanced chapter notes and wider reading on 2.1.1. Internal Finance. Complete knowledge organiser in Exam Success Booklet	Assessment task on Branding and Promotion & advanced chapter notes and wider reading on 1.3.3 Pricing Strategies (Chapter 11)
Holiday Work	Assessment task on Internal Finance & advanced chapter notes and wider reading on 2.1.2. External Finance.	DST: Responding to feedback given on Branding and Promotion & advanced chapter notes and wider reading on 1.3.4. Distribution. (Chapter 12) Complete knowledge organiser in Exam Success Booklet

Edexcel A-Level Business Course Reading List

(You must purchase the resources highlighted in **bold** text – Many can be purchased from Amazon Second hand and at very low cost – Please acquire before September of Year 12)

Principal Course Texts – Must Have:					
Title	Author	Publisher			
Edexcel AS/A level Business 5 th Edition Student Book and ActiveBook	Hall et Al	Pearson			
Revision Guide and Workbook Year 12	Andrew Redfern	Pearson			
Course Companions All 4 Themes (Centrally Sourced by school – letter-requesting payment issued during first week of September).	Richard Kemp	Zig-Zag Education			
Other Main Texts – available on Loan from the Library					
Marketing and People: Theme 1 for Edexcel Business as and A Level	Alan and Ellis, Brian, 2015	Hewison,			
Managing Business Activities: Theme 2 for Edexcel Business AS and A Level	Alan and Ellis, Brian, 2015	Hewison,			
Business Decisions and Strategy: Theme 3 for Edexcel Business A Level (Year 2)	Alan and Ellis, Brian, 2015	Hewison,			
Global Business: Theme 4 for Edexcel Business A Level Year 2	Alan and Ellis, Brian, 2015	Hewison,			
A-Z Business Studies Handbook + Online 6th Edition	David et al, 2009	A-Z			
Business Review Magazine - Periodical	Waterhouse et al	Hodder Education			
Business Studies 4th Edition Hall, Dave et al, 2008					
Just for Fun: Additional texts – Available at low	cost (Second-hand on Amazon ar	nd on loan from the Library			
The Business Book (Big Ideas)	Edited from various contributors, 2014	[ISBN-13: 978-1409341260]			
Like A Virgin: Secrets They Won't Teach You at Business School	Branson, Sir Richard, 2013	[ISBN-13: 978-0753519929]			
Leading	Ferguson, Alex and Moritz, Michael, 2016	[ISBN-13: 978-1473621640]			
The 7 Habits of Highly Effective People Paperback	Stephen R. Covey, 2004	[ISBN-13: 978-0684858395]			
The Essence of Success: 12 Mini Biographies	Includes Richard Branson, Bill Gates, Nelson Mandela, Steven Spielberg, Stephen Hawking, Chris Evans, Frank Sinatra, Tony Blair, Imran Khan, Malcolm X, James Dyson, Margaret Thatcher, 2014	[ISBN-13: 978-1503052406]			
What You See Is What You Get: My Autobiography	Alan Sugar, 2011	[ISBN-13: 978-0330520478]			
Strong Woman: The Truth About Getting To The Top	Karren Brady, 2013	[ISBN-13: 978-0007416141]			
Steve Jobs: The Exclusive Biography	Walter Isaacson, 2015	[ISBN-13: 978-0349140438]			
Alternative Revision resource	Andrew Hammond	Hodder Education			

Useful Websites:

www.Tutor2u.net www.bbc.co.uk/news www.FT.com www.bbc.co.uk/education (BBC Bitesize) www.gov.uk/government/organisations/companies-house www.ons.gov.uk (UK's Office for National Statistics) www.thegrocer.co.uk (FMCG industry magazine) www.economist.com (Economic magazine) www.youtube.com

TV Programmes:

The Apprentice The Young Apprentice Dragons' Den Panorama BBC Business News (Any!)

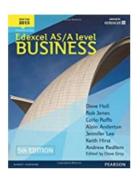
Newspapers:

Financial Times Telegraph – Business Section



Pre-Course Administration and Preparation Tasks:

1. Purchase your course textbook, via this link:



Edexcel AS/A level Business 5th Edition Student Book and Active Book

Find on: <u>https://www.amazon.co.uk/Edexcel-level-Business-Student-</u> ActiveBook/dp/1447983548/ref=sr_1_3?hvadid=3170080223&hvbmt=bp&hvdev=c& hvqmt=p&keywords=edexcel+a+level+business&qid=1571926745&sr=8-3

- Purchase your course companions and A-Level Examination Success Booklet (First Lesson in Sep)- pay the remittance via the School Gateway System. Cost £2 per Module x 4 + Booklet = £10 total.
- 3. Purchase/loan the other books on your reading list (Refer back to Page 10 recommend you purchase second hand from Amazon).
- 4. **Purchase an A4 'Lever Arch' folder**, divide into 2 sections and insert a set of file dividers with the following tab headings as detailed below:

Mr. Witham:

- 1. Introduction to Business
- 2. Introduction to Finance
- 3. Business Objectives/Business Influences
- 4. Business Growth/Business Strategy
- 5. Continuance Examination Readiness

Mr. Bird:

- 1. Introducing the Market
- 2. People in Business
- 3. Introduction to Sales Forecasts
- 4. Continuance Examination Readiness
- 5. Pre-Release/Bridging Work

Year 12 into 13 Summer Bridging Work – P.E.S.T.L.E. Analysis Project and Presentation Year 13:

- 1. Business Finance/Operations/Decision-Making/External Influences
- 2. Globalisation
- 3. Business Expansion/Global Business/Changing Businesses
- 4. Actual A-Level Examination Readiness
- 5. Print off the Summary Scheme of Work and Progress Checklist along with the File Checklist, Self- and Peer- Assessment Form (See appendices), enlarged to A4, put in the front of your notes folder ready to use as a blank master throughout the course.
- 6. **Print off the Skills Map** and annotate it with your current skill-sets

All these activities \underline{MUST} be completed for the start of your first lesson in Year 12

Initial Course Suitability Assessment Task

Using the following web-based resources, answer the questions below:

https://youtu.be/OV2zbaMr__c https://www.slideshare.net/revisionstation/111-edexcel-as-business-the-market https://youtu.be/RDdCOCcd-e8

- 1. What is the definition of a 'Market'?
- 2. What's the difference between a mass market and a niche market?
- 3. Give TWO examples of firms that operate in a mass market.
- 4. Give TWO examples of firms that operate in a niche market.
- 5. List 3 key advantages to a firm of operating in a mass market.
- 6. List 3 key disadvantages to a firm of operating in a mass market.
- 7. List 3 key advantages to a firm of operating in a niche market.
- 8. List 3 key advantages to a firm of operating in a niche market.
- 9. Operating in a mass market often results in a reduced profit margin on each item sold, why? State the key reasons.

10. Markets are often said to be 'dynamic'. Why and what are the consequences for firms that operate in dynamic markets?

- 11. List 3 key reasons why markets are dynamic.
- 12. List 6 typical business objectives firms may have.
- 13. List 4 key reasons why objectives differ between businesses.
- 14. When will the aim of the firm be most likely to be other than profit maximisation? Explain your answer.

Summer Bridging Work

Case Study



The holiday market

Thomson, the holiday company, expected over one million people to visit their shops or website on 10th January 2015. Some 37,000 customers were then expected to book within 24 hours. Thomson is part of the TUI group, the largest leisure, travel and tourism company in the world. Taking all these holidaymakers away over the coming year, Thomson Airways will carry over 78,000 tonnes of luggage, flying over two million miles to 73 holiday destinations.

In the early 1980's, after a period of travelling in Asia, Tim Greening and Glenn Rowley decided to set up a travel company with a difference. Named after their most recent expedition to K2 at the heart of Pakistan's Karakoram Mountains, the company became 'The Karakoram Experience'. Today, as KE Adventure Travel, that same company has grown to become a leading independent adventure travel company specialising in travel to the world's highest peaks, and untamed wilderness areas.

Source: Theme 1 for Edexcel Business AS and A Level (Hewison et al, 2015)

Do your own independent research and answer the following questions (remember to reference your sources of information in a bibliography at the end of your work).

Questions:

1. What sort of markets do Thomson and KE Adventure operate in? Explain your answer – remember to use evidence. (6)

2. Explain the benefits for each company of operating in their chosen markets. (6)

3. Identify and explain 2 key disadvantages to each business that could result from the type of market in which they operate. (6)

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Appendices



Assignment Front Cover Sheet

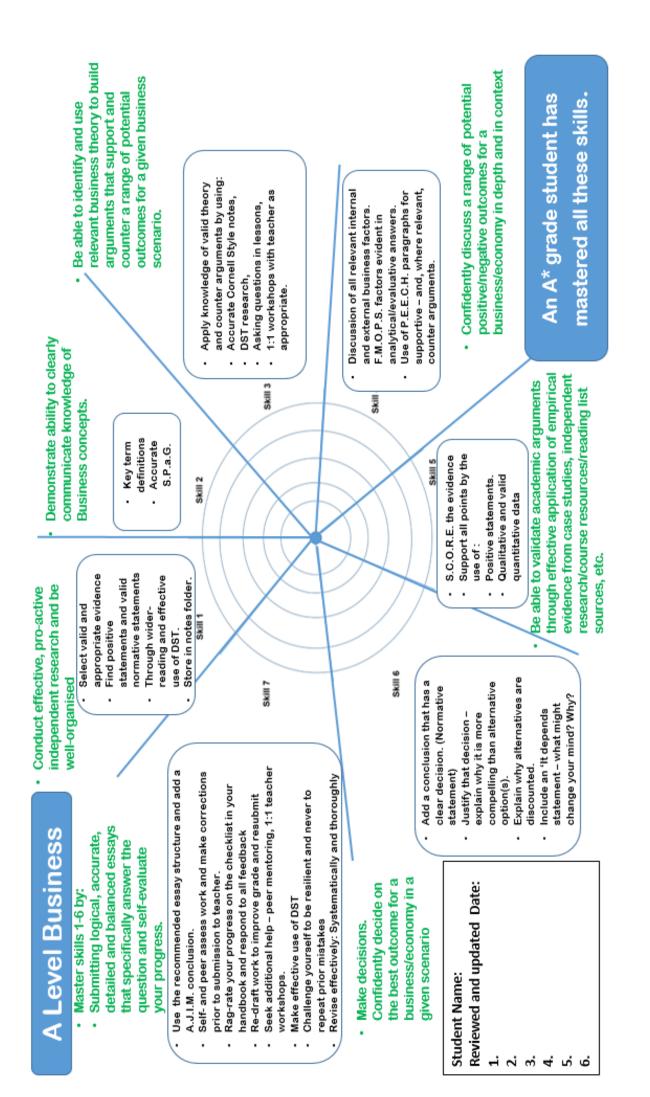
To be attached to the front of all formal assessment tasks and completed ahead of submission:

			\backslash
Question Title:			Ň
Student Self- Assessment:	Target:	Date:	Name:
I have read through my work marks and have highlighted t • •			
Peer/ <mark>Teacher</mark> Assessment:		Date:	Initials:
Your work is good because:			
•			
In order to improve you shou	ıld•		
•			
•			
•			
I have reviewed my peer's/ <mark>te</mark> a following:	acher's comments, a	and improved	my work by doing the
•			
•			
•			
I have checked these improve	ements with my teac	cher. Date:	Initials:
Agreed (teacher):			/
、			
	19		

File Check Form

To be completed ahead of each teacher review of your notes folder (scheduled for one review every term = six times per academic year):

A Level Business Check	Form	1	
Student	_ Staff	IB	_
Date:			
CHECKLIST ITEMS	TICK II	F 'YES'	COMMENT
Organisation:	STUDENT	STAFF	COMINIENT
Is your work in a secure folder (e.g. ring binder)			
Is a Summary Scheme of Work and Progress Checklist included at the front of the file?			
Has the Summary Scheme of Work and Progress Checklist been 'checked off'/rag-rated by student to ensure full coverage of the topic?			
Is the work organised into sections which relate to the specification?			
Is there a glossary of key terms			
Notes:			
Are the notes readable? Is there a space between points?			
Are there headings and subheadings?			
Are there diagrams? Are they clear and informative?			
Are extended answers /exercises included? (With			
associated hand-outs or VLE downloads)			
Is there evidence of working outside of the classroom to improve knowledge and understanding/ review and transform of class notes			Evidence you have been using your recommended reading list
Assessment & acting on feedback	Tick i	f Yes	COMMENT
(Give details)	Student	Staff	
Is there evidence of assessed work:			
Is there clear action taken based on feedback:			Response to all teacher feedback is expected – and will be fundamental to passing this file check.
What are the key areas to prioritise: • • •			
SUBMIT YOUR FOLDER WHEN YOU HAVE TICKED 'YES' TO ALL	OF THE ABOV	E-BUT DON	T MISS THE DEADLINE



Cornell Note Taking

The Best Way to Take Notes Explained

There are many different ways of taking notes in school or at the university. Some prefer to take a structured approach and use an outline method to take notes, some may prefer a visual way and draw mind maps, some may even use no structure at all. However, there is **one note-taking technique that is superior to others** in many cases and science has proven that it is not only more efficient but also makes it a lot easier to review notes, for example when preparing for an exam.

The technique we are referring to is called **"Cornell Note Taking"**. It is a system for taking, organizing and reviewing notes and has been devised by Prof. Walter Pauk of Cornell University in the 1950s.

It requires very little preparation, which makes it ideal for note taking in class. The page will be divided into 4 or sometimes only 3—different sections: Two columns, one area at the bottom of the page, and one smaller area at the top of the page:

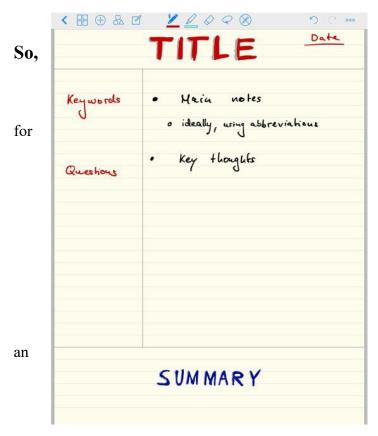
	∠ ∠ Q Q ⊗ (optional title section)	5 0 000
	-1	
	70%	
30%		
	5-7 Lines	

The idea behind this is very easy. All actual notes from the lecture go into the main note-taking column.

The smaller column on the left side is for questions about the notes that can be answered when reviewing and keywords or comments that make the whole reviewing and exam preparation process easier.

When reviewing the notes, a brief summary of every page should be written into the section at the bottom:

Keywords, Comments	Summary
	Ħ
	Keywords, Comments



why should you use it?

Besides being a very efficient way of taking great notes in class, Cornell note-taking is <u>THE</u> perfect tip exam preparation.

Why you might ask?

The system itself encourages you to reflect on your notes by summarizing them briefly in your own words.

Often, this can already be enough to remember study notes and to successfully pass an exam.

When reviewing your notes, it is useful to re-order objects on the page, for example, to add a solution to answer on the side to the notes. Apps like GoodNotes, help you to accomplish these tasks when notes are taken on an iPad/Laptop.

We believe in the power of the system since it allows you to take, review and organize notes in a shorter time. Not only is it very efficient but it can also help you to achieve better grades in your exams. This is why we have included a Cornell note- taking template in the appendices to this booklet and to encourage everyone to try it out

We hope that this tip for better note taking helps you to prepare yourself more efficiently for exams or the next lesson. If Cornell Notes is not the right method for you, we recommend reading an overview of the most common note-taking methods and when to use them:

https://medium.goodnotes.com/the-best-note-taking-methods-for-college-students-451f412e264e

Cornell Note-Taking Template

Cornell Notes

Name	Date
Ταρίς	Subject

Main Ideas	Notes
	· · · · · · · · · · · · · · · · · · ·

Summary			

Sample Examination Paper – Paper 1

Surname	Other na	mes			
Pearson Edexcel Level 3 GCE	Centre Number	Candidate Number			
Business Advanced Subsidiary Paper 1: Marketing and People					
Thursday 19 May 2016 – A	fternoon	Paper Reference			
Time: 1 hour 30 minutes		8BS0/01			

Instructions

- Use black ink or ball-point pen.
- Fill in the boxes at the top of this page with your name, centre number and candidate number.
- Answer all questions.
- Answer the questions in the spaces provided

 there may be more space than you need.

Information

- The total mark for this paper is 80.
- The marks for each question are shown in brackets

 use this as a guide as to how much time to spend on each question.

Advice

- Read each question carefully before you start to answer it.
- Try to answer every question.
- Check your answers if you have time at the end.



Turn over 🕨



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P49834A

Answer ALL questions.

SECTION A

Read Extract A before answering Question 1.

Write your answers in the spaces provided.

Extract A

Aston Martin set for shake-up and targets new buyers

Andy Palmer joined UK-based premium priced car manufacturer Aston Martin as Chief Executive to implement a new marketing strategy targeting younger buyers and women.

At the Geneva Motor Show he announced that he wants the car maker to rebuild its range of sports cars as well as add two new cars to the product portfolio in order to target this new market.

"As an industry, we're pretty poor at ticking the boxes that satisfy women customers, we tend to view cars for women as 'pink it and shrink it' – add a place to hold your handbag – which I think is quite cynical."

"You have to start with a type of beauty and then imagine how you make that more affordable to a younger generation and appealing to female customers" he added.

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A more feminine Aston Martin would probably have a higher driver's seat and greater durability, more like a 4 x 4 vehicle. This will put the company in the competitive, fast-growing segment of premium priced cars, alongside Jaguar who focus on dramatic design and performance. Bentley's handcrafted, powerful, luxury cars and Rolls-Royce cars remain the choice for the super-rich.

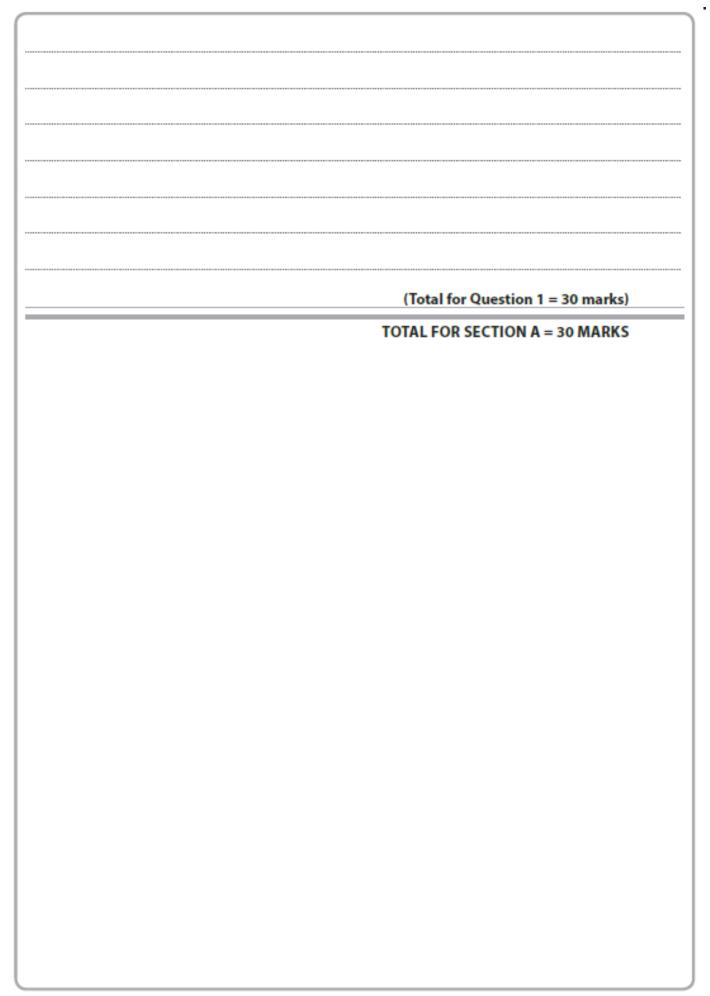
(Source: adapted from www.ft.com/cms/s/0/1acf27c6-bdcf-11e4-9d09-00144feab7de.html#axzz3Zgnp9lQb)

(a) What is meant by a marketing strategy?	(2)
(b) What is meant by product portfolio?	(2)
(c) Explain how Aston Martin uses differentiation in the premium car market.	(4)

(d) Explain how Aston Martin could use the design mix to appeal to the new	
target market.	(4)
4	

(e) Assess two non-price factors that might affect the demand for premium priced cars in the UK.	
	(8)

(f) Assess the likely impact of this change on the motivation of the workforce.	
	(10)



SECTION B	
Read Extract B before answering Question 2.	
Write your answers in the spaces provided.	
Extract B	
Approved Food	
Entrepreneur Dan Cluderay, started his business, Approved Food, on a market stall and it has now expanded to be the largest online retailer of food and drinks that are near their use-by date.	
In 2013 Approved Food's turnover reached £4 million and its 50 employees were shipping out more than 2 000 orders each week from its 60 000 sq ft warehouse in Sheffield. Dan's business objective is to save shoppers 60–70% on each order.	5
The rise of Approved Food coincides with a growing awareness that our obsession with use-by dates is resulting in more than a million tonnes of food waste a year.	
This week, a government advisory body called the Waste & Resources Action Programme (WRAP), reported that supermarkets were being "overly cautious" with their use-by labelling.	10
It estimated that shoppers could save £600 million a year – about £25 per household – if they were given an extra day to eat products such as fruit, vegetables and fresh meat.	
Approved Food does not sell chilled or frozen goods, it only sells packaged products such as rice, chocolate, crisps and toiletries.	15
(Source: adapted from www.express.co.uk/life-style/life/561869/Approved- Food-Dan-Cluderay-fortune-selling-food-past-best-before-date)	

(a) What is meant by entrepreneur?	(2)
(b) What is meant by business objective?	(2)
 The Office for National Statistics stated that incomes fell by 2.2% in 2014. (c) Using the data in Extract B, calculate the income elasticity of demand for Approved Food, following an increase in weekly orders to 3,500 in 2014. You are 	
advised to show your working.	(4)
	(b) What is meant by business objective? The Office for National Statistics stated that incomes fell by 2.2% in 2014. (c) Using the data in Extract B, calculate the income elasticity of demand for

(d) Explain how a bus demand data.	siness, such as Approved Food, might use income elasticity of	
Gemand data.		(4)
10		

(e) Assess two ways social trends might affect the channels of distribution for a business such as Approved Food.	
	(8)

(f) Assess the importance of profit maximisation to a business such as Approved Food.	(10)

(Total for Question 2 = 30 marks)
(
TOTAL FOR SECTION B = 30 MARKS

SECTION C

Read Extract C before answering Question 3.

Write your answer in the space provided.

Extract C

About Us – The story of Bunches

Bunches, a family business founded in 1989, was originally a small flower stall in Mansfield, Nottinghamshire. The owner discovered that you could put flowers into boxes and despatch them nationwide to customers, using the Royal Mail to deliver. Bunches changed to a 'flowers by post' company in 1990. Orders were taken over the Post Office counter and then telephoned through to the Bunches office. In 1992 Bunches expanded to all Post Offices nationwide.

By 2001 Bunches had outgrown its factory and moved into purpose-built premises with modern sales, production and despatch facilities. Recently, they have just completed a £1 million extension, doubling the size of production floor space and adding new offices.

Bunches have now delivered over 5.5 million bouquets throughout the UK and has an extensive online presence.

10

5

(Source: adapted from https://www.bunches.co.uk/aboutus)

As a basis for further expansion, Bunches could increase distribution either through the
Post Office or through online sales.
3 Evaluate these two options and recommend which option would be the most are fitable for Pure base
profitable for Bunches. (20)

Т

(Total for Question 3 = 20 marks)
TOTAL FOR SECTION C = 20 MARKS TOTAL FOR PAPER = 80 MARKS

i.

How to Answer A-Level Business Questions?

What are examiners looking for?

Examiners use instructions to help you to decide the length and depth of your answer.

State, define, list, outline

These key words require short, concise answers, often recall of material that you have memorised.

Explain, Describe, Discuss*

Some reasoning or some reference to theory is needed, depending on the context.

Explaining and discussing require you to give a more detailed answer than when you are asked to 'describe' something.

Assess/In Your Opinion/ to What Extent/Evaluate/Justify*

You are required to provide full and detailed arguments, often 'for' and 'against', to show your depth of understanding.

*In these questions it is vital that you **'apply'** your knowledge to the context. In other words, you must make sure that you relate your answer to the given situation and make use of any evidence provided (this is always good practice in Business Studies exams).

Calculate

A numerical answer is required here.

Dos

Rephrase and directly answer the question.

No credit can be given for good Business Studies knowledge that is not relevant to the question. Do use the mark allocation to guide how much you write.

Writing more than necessary will **<u>not</u>** result in extra marks.

Do use real-life business-based examples in your answers.

These often help illustrate your level of knowledge.

Do write legibly.

An examiner cannot give marks if the answer cannot be read.

Do use correct 'business language'.

Marks will be lost if you fail to use terms appropriately.

Don'ts

Don't fill up blank spaces on the exam paper.

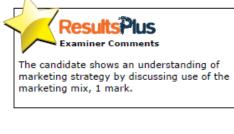
If you write too much on one question, you may run out of time to answer some of the others. Don't contradict yourself.

Present reasoned arguments for and against your decision and don't change your mind.

Don't spend too much time on a part that you find difficult.

Exam time is limited, and you can always return to the difficult part if you have enough time at the end of the exam

Examples:	Question 1 (a)
	Candidates were not identifying strategy as a way of achieving objectives. Some identified marketing mix which received marks, but many referred only to promotion/advertising.
Define:	(a) What is meant by a marketing strategy? A marketing strategy is a strategy used by a market to help them to increase their market share to increase their demand for the product of marketing Mix - promotion, price, place
	N





Question 1 (c)

Explain:

This question was generally very well answered with a good understanding of differentiation. Many made good use of the extract to apply their answer to Aston Martin and the wider car industry, but few achieved analysis.

(4)

(c) Explain how Aston Martin uses differentiation in the premium car market.

Degerentiation is when the businesses will use a unique setting point (USP) to make the product stand out from competitors. Astom Martin differentizete themselves by having excellent quality - durable and beauty. This helps as it means it woll stand out from other competitors so may increase demand so more sales. It also has 4×4 venicles which not all premium ears have so this may target the more adventurous market and again makes the car unique.



The candidate provides a good definition of differentiation, 1 mark.

Then suggests how Aston Martin have achieved differentiation 'durable and beauty' as well as '4x4 vehicles', 2 marks.

Analysis is also demonstrated 'may increase demand so more sales', 1 mark.

Assess:

(f) Assess the importance of profit maximisation to a business such as Approved Food.

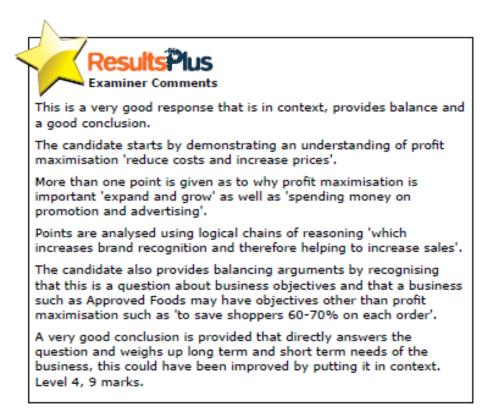
Profib marinisation is a pricing Dategy used when your by and relive costs and invesses price in order to the and male connection profits as your can so your yet the maximum proper available. This is important to a business such as Approved food business in ab will enclose him to invest his misney ball into the Dusiness in order to expand and grow As well as this we have a that he can charge a primium price and frecus on quality and that he can all good good and grow As well as the primi ball into the business in get good and grow As well as the print to a abbe to age good and price and frecus on quality and all they which incluses baind acountly on promotive and all theory which incluses baind acountly the prime well the price as abeen sainly minus on neb throwing feel away.

(10)

On the Other hand us work very important to a small entirprised business such as Approved fail because this abjective is to San Shippers 60 - 70% an east ander, they can be is airing ab the willow of consume and is miss around abrent setting the food than making a profit of provide abrent setting the food than making a profit of provide abrent setting the food than making a profit of a single maximative into very imported. Also business Approved food is a single were very imported to g business he hash good much competition to compete against for the manual so by getting just insurf, profit by using salisfacture pricing he can still get projet while allowing auditmes to san the 60 -70% on order. This micers that he is able to meet his abjective -Also if he was to use prove mainization because it a new prompany and business peuple may neb wart to pay a high price and therefore the neulil benefit mure by whiny salesfathon .

TO conclude in the liny term profib making addin may be inprhane to Appricial fact if the manuel grow and there is miss clemanel for to and theory min competition. But in the short term it work very important bucuse he needs to generite sales and bucome min established and fewe on the customic needs and (Total for Question 2 = 30 marks)

Requirements before doying to make the TOTAL FOR SECTION B = 30 MARKS meso projet because up cause his business to upoe sales rest as he wont be providering the customes

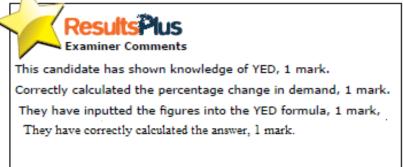


Calculate:

The Office for National Statistics stated that incomes fell by 2.2% in 2014.

(c) Using the data in Extract B, calculate the income elasticity of demand for Approved Food, following an increase in weekly orders to 3,500 in 2014. You are advised to show your working.

(4)STATE FORMUNA: YED = % & Demand % & Rock Income. Calculate: & Demand = Change 100 anignial $\Rightarrow 3500 - 200 \times 100 = 75\%$ % charge = Real Incare = -2.2% YED = 75 = @ 34.09 check



On behalf of the Business Education Teaching Team, welcome to the course!

We are looking forward to supporting your learning of Business and wish you every success.

Ian Bird

Assistant Head of the BUSIT Faculty and International Dimensions Chosen Hill School.