**BUSINESS STUDIES - GRADE 11 2023**

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| **TOPIC** | **ASSESSMENT STANDARDS** | **PORTFOLIO ASSESSMENT TASKS** |
| **PHASE 1 (14 November 2022 – 10 March 2023)** | | |
| **Business Environments** | Factors relating to the three business environments   * Challenges of the business environments * Adapting to the challenges | **Task 1:** Assignment: Case Study – Business environments & Socio-economic issues:  13 – 17 Feb  **Task 2:** Controlled Test  30 Jan – 3 Feb &  6 – 10 March |
| **Socio-Economic Issues** | Impact of contemporary socio-economic issues   * Solutions to deal with socio-economic issues * Developments in Industrial Relations * Nature & purpose of Labour Relations Act, Trade Unions: roles & functions |
| **Business Sectors** | Links between the three business sectors |
| **Forms of Ownership** | Characteristics, advantages & disadvantages   * Challenges of establishing a company |
| **Avenues of businesses** | Franchising, outsourcing & leasing:   * Advantages, disadvantages and contractual |
| **PHASE 2 (13 March 2023 – 23 June 2023)** | | |
| **Problem-Solving** | Creative thinking to address business practice   * Problem-solving skills & techniques * Creative solutions to business problems | **Task 3:** Presentation: Business Roles – Stress, crisis, change management  24 – 26 April  **Task 4:** June Exams:  5 – 23 June |
| **Stress & crisis management** | Concepts: Stress, crisis and change management   * Adapting to change |
| **Marketing Function** | Activities of the marketing function:   * The four marketing policies * Use of technology & foreign marketing |
| **Production Function** | Aspects of the production function:   * Systems; planning; quality control systems; safety management; production costs |
| **Professionalism and Ethics** | Definition, theories and principles:   * Applying principles of business practice * Concepts of different perspectives on ethics |
| **PHASE 3 (18 July 2023 – 10 November 2023)** | | |
| **Entrepreneurial qualities** | Identifying and assessing entrepreneur qualities   * Critical reflections on a business venture * Success factors and areas for improvement | **Task 5:** Project: Business Plan – Business Operations  21 – 25 Aug  **Task 6:** Controlled Test:  7 – 11 Aug &  4 – 8 Sept  **Task 7:**  November Exams:  23 Oct – 10 Nov |
| **Citizenship and responsibilities** | Roles and responsibilities of business practitioners   * Socio-economic development |
| **Business Plan & Business Venture** | Transformation of a business plan  Starting a business venture based on an action plan   * Acquiring funding |
| **Presentation of business information** | Presentation of business-related information:   * Designing & laying out using visual aids * Business reports, business plans & analysis * Responding to questions and feedback |
| **Team dynamics & Conflict Management** | Team development; Team dynamics:   * Definition & causes of conflict * Management theories * Management skills to resolve differences |
| **Introduction to Human Resources** | Aspects of recruitment:   * Employment contract * Salary and employee benefits * Legislation relating to HR |