

IMMACULATE CONCEPTION HIGH SCHOOL

Principles of Business (GRADE 10)

Term Plan 1 September-December 2023

WEEKS	TOPICS	LEARNING OUTCOMES	ASSESSMENT
1. Sept 11-15	Introduction	<ul style="list-style-type: none"> ● Introduction to the software tools to be used for distance learning and expectations for the term. ● Guidelines for the term 	Students will be informed of class rules, tools and study tips. Tools: Text Book, Notebook, Email Address & Syllabus.
	The Nature of Business	<ul style="list-style-type: none"> ● Explain the development of barter ● Describe the role of money 	
2. Sept 18-22	The Nature of Business cont'd	<ul style="list-style-type: none"> ● Identify the instruments of exchange and payment ● Interpret information on various instruments of payment ● Differentiate between private and public sectors 	<p>Crossword puzzle to test understanding of business terms.</p> <p>Assign group work on forms of business organization to be presented in week 4 (Graded)</p>
3. Sept 25-29	The Nature of Business cont'd	<ul style="list-style-type: none"> ● Differentiate among the types of economic systems 	Case Study on economic systems
4. Oct 2-6	The Nature of Business cont'd	<ul style="list-style-type: none"> ● Describe the functional areas of a business 	Classwork -Activities designed to determine if students have grasped the concepts taught.
5. Oct 9-13	The Nature of Business cont'd	<ul style="list-style-type: none"> ● Identify the stakeholders involved in business activities ● Discuss the role and functions of the 	Graded Assignment: Case Study

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		stakeholders involved in business activities	
MID-TERM BREAK Oct 12-16			
6. Oct 17 - 20 (Mid-term)	The Nature of Business cont'd	<ul style="list-style-type: none"> ● Explain the ethical and legal issues in the establishment and operations of a business ● Explain the principles that must be adopted in the establishment and operation of a business ● Explain the consequences of unethical and illegal practices in business 	Quiz -Topics are: Business terms and concepts; forms of business organizations.
7. Oct 23-27	Revision	<ul style="list-style-type: none"> ● Sixth Week Test 	1st Sixth Week Test

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7. Oct 30 - Nov 3	The Nature of Business cont'd	<ul style="list-style-type: none"> ● Describe the careers in the field of business 	Student research and presentation
8. Nov 6 – 10	Internal Organizational Environment	<ul style="list-style-type: none"> ● Describe the functions of management ● Outline the responsibilities of management 	
9. Nov 13 – 17	Internal Organizational Environment cont'd	<ul style="list-style-type: none"> ● Construct simple organizational charts ● Construct the organizational chart for the school 	Class work on Organization chart (Graded)

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10. Nov 20 - 24	Internal Organizational Environment cont'd	<ul style="list-style-type: none"> ● Interpret simple organizational charts 	Class Work Activities -Case study
11. Nov 27 - Dec 1	Internal Organizational Environment cont'd	<ul style="list-style-type: none"> ● Outline the essential characteristics of a good leader ● Discuss the different leadership styles 	Quiz: Organizational structure and chart
	Internal Organizational Environment cont'd	<ul style="list-style-type: none"> ● Identify potential sources of conflicts within an organization. ● Outline strategies used by employers and employees to gain an upper hand during periods of conflicts. ● Describe strategies for the resolution of conflict within an organization. 	Quiz: Stakeholders involved in business; ethical and legal issues; Part of Internal Organizational Structure.
12. Dec 4 - 8	Revision	Sixth Week Test	2nd Sixth Week Test
13. Dec 11 - 15	Internal Organizational Environment cont'd	<ul style="list-style-type: none"> ● Establishing guidelines for the conduct of good management and staff relations in the workplace ● Identify strategies for motivating employees in a business 	
END OF TERM - CHRISTMAS TERM 1			

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