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2021 Annual Teaching Plan Business Studies Grade 11



2021 National Recovery Annual Teaching Plan: BUSINESS STUDIES: Grade: 11

Term 1 45 days	Week 1 27-29 January (3 days)	Week 2 1-5 February (5 days)	Week 3 8-12 February (5 days)	Week 4 15-19 February (5 days)	Week 5 22-26 February (5 days)	Week 6 1-5 March (5 days)	Week 7 8-12 March (5 days)	Week 8 15-19 March (5 days)	Week 9 23-26 March (4 days)	Week 10 29-31 March (3 days)																
CAPS Topic	Baseline Assessment	Influences on, and control factors relating to the business environments	Challenges of the business environments	Adapting to challenges of business environments	Impact and challenges of contemporary socioeconomic issues on business operations		socioeconomic issues on business		socioeconomic issues on business		socioeconomic issues on business		socioeconomic issues on business		socioeconomic issues on business		socioeconomic issues on business		socioeconomic issues on business		socioeconomic issues on business		Business Sectors	Benefits of a company versus other forms of ownership	Avenues of acquiring business	Revision
		(P1)	(P1)	(P1)	(P1	1)	(P1)	(P2)	(P2)																	
Core Concepts, Skills and Values	Baseline Assessment to determine learning losses in Grade 10	 Examination of control factors Ways to be involved in macro environment – if beneficial to business: Micro environment Market environment Macro environment 	The challenges of the micro (internal), market and macro business environments Challenges of the micro environment Challenges of the market environment Challenges of the market environment number of the market environment The challenges of the macro environment The challenges of the macro environment	Ways in which a business can adapt to challenges of the macro environment, and whether this is to the benefit of the business Information management, strategic responses, mergers, takeovers, acquisitions and alliances, organisation design and flexibility, direct influence of the environment and social responsibility Lobbying, networking and power relations	The impact of contemporary socio-economic issues on business operations, and their challenges; decisions for specific business situations The impact of contemporary socio-economic issues on business operations and productivity Possible business solutions/contributions to deal with the socioeconomic issues Investigation of developments in industrial relations that relate to contemporary business practice		The links between various primary, secondary, and tertiary enterprises. Examination of the links between: The benefits and challenges of establishing a company versus other forms of ownership Recap the characteristics, advantages and disadvantages of the forms of ownership	The benefits and challenges of establishing a company versus other forms of ownership Formation of companies The company's charter-Memorandum of Incorporation Name of the company-incorporation and commencement of the company Prospectus	Avenues of acquiring businesses Their advantages and disadvantages as well as contractual implications (e.g. royalties, legalities)	Revision																
Requisite Pre- Knowledge		environments a	ledge of the three b and their component east ONE strategy for	s, challenges of	Grade 10 knowledge of so	ocio-economic issues	Grade 10 knowledge on the business sectors	Grade 10 knowledge of the different forms of ownership	Knowledge of different types of businesses	Understanding the meaning of action verbs, analysis of scenarios/statements principles of marking																
Resources (other than textbook) to enhance learning		Teachers and	learners must use i		s Studies Notes; 2020 pape rom the media (newspapers				y, secondary and ter	tiary enterprises																

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Informal Assessment	Section A-type Questions, Contextual questions: direct and indirect questions including scenarios and case studies and essay questions	
SBA (Formal Assessment)	TASK 1: Case study Marks: 50 Covering at least 4 sub-topics as per the ATP in Term 1 topics	TASK 2: Control Test 1 Marks: 100 Controlled test must cover at least 5 topics as per the ATP for Term 1 Complete: Assessment Framework & Cognitive Levels Grid

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Term 2 51 days	Week 1 13 – 16 Apr (4 days)	Week 2 19 - 23 Apr (5 days)	Week 3 28 - 30 Apr (3 days)	Week 4 3 - 7 May (5 days)	Week 5 10 - 14 May (5 days)	Week 6 17 - 21 May (5 days)	Week 7 24 - 28 May (5 days)	Week 8 31 May-4 Jun (5 days)	Week 9 7-11 Jun (5 days)	Week 10 14-18 Jun (4 days) Week 11 21-25 Jun (5 days)
CAPS Topic		(P2) Application of creative thinking to address business problems and to improve business problems; assess these against the reality of the business environment Creative thinking to address business problems and to improve business problems; assess these against the reality of the business environment (P2) The concepts relating to stress, crisis and change management • Explain the importance of stress Crisis and change management in pressurised work environments Crisis and change management • Crisis and change management • Explain the importance of stress Crisis and change management • Dealing with business-related crises (e.g. tight deadlines, loss of property, illness) Dealing with and adapting to change (e.g. unemployment, retrenchment, globalisation, affirmative action)		g Function	Р	roduction fun	ction	Professionalism and Ethics	Revision	SBA Task 4: Controlled test 2
Core Concepts, Skills and Values	creative thinking to address business problems and to improve business practice (recap) Creative thinkin to address business problems and to improve business practice Creative solutions to business problems; assess these against the reality of the business			Communication policy: sales promotion, advertising, publicity and personal selling Pricing policy: importance of pricing, pricing techniques, price determination, factors influencing pricing, price adjustments	The aspects of the production function: •Production planning; safety management; •Quality control; production planning (information about production planning and control)	(P1) Production planning: planning, routing, scheduling and loading	Production control: dispatching, following up, inspection and corrective action Quality control: quality management systems (SABS), quality control bodies and policies	(P2) The theories and principles of professionalism and ethics; explore how they relate to the business environment Application of the principles and skills of professional, responsible, ethical and effective business practice The concept of ethics and different perspectives on ethics, as well as ethical business ventures	The theories and principles of professionalism and ethics; explore how they relate to the business environment Application of the principles and skills of professional, responsible, ethical and effective business practice The concept of ethics and different perspectives on ethics, as well as ethical	
Requisite Pre- Knowledge	Grade 10 content of meaning of stress, a		Grade 10 content or importance of the m		Grade 10 conte importance of t			Meaning of terms: Professionalism Ethics	Understanding the meaning of action verbs, analysis of scenarios/statements principles of marking	Controlled test, marking guidelines and grid Understanding the meaning of action verbs, analysis of scenarios/statements principles of marking
Resources (other than textbook) to enhance learning	Grade 11 Bus Studies Notes; 2020 paper 1 & 2 exemplars, Past question papers; Telematics video etc.					al businesses				
Informal Assessment	Section A-type Questions, Contextual questions: direct and indirect questions including scenarios and case studies and essay questions									
SBA (Formal Assessment)								SBA Task 3: Presentation Term 2 Topics as per the ATP		SBA Task 4: Controlled test 2 covering topics as per Term 2 ATP



2021 National Recovery Annual Teaching Plan - Term 3: Business Studies: Grade: 11

Term 3 52 days	Week 1 13 - 16 Jul (4 days)	Week 2 16 -20 Aug (5 days)	Week 3 19-23 Jul (5 days)	Week 4 26 - 30 Jul (5 days)	Week 5 2 - 6 Aug (5 days)	Week 6 10 -13 Aug (4 days)	Week 7 23 - 27 Aug (5 days)	Week 8 30 Aug-3 Sep (5 days)	Week 9 6 - 10 Sep (5 days)	Week 10 13 -17 Sep (5 days)	Week 11 20-22 Sep (3 days)
CAPS Topic	Assessment of entrepreneurial qualities in business (P2)		Transform a business plan into an action plan (P2)		action plan (P2)	·		iness information	Revision	SBA TASK CONTROL TEST 3	LED
Core Concepts, Skills and Values	The degree to which a business embraces entrepreneurial qualities Identification and assessment of a business against the entrepreneurial qualities (e.g. risk taking, perseverance, good management, etc.) (recap entrepreneurship qualities from Grade 10 and assess a business against the qualities)	Critical reflections on a business venture, and identification of its success factors and areas for improvement • Exploration and identification of what makes a business successful. Key success factors, e.g. sustainability, profitability, customer base, etc. Identify areas for improvement	Transformation of a bus plan (including Gantt ch collaboratively or indeperation of a bus plan (e.g. planning tools Breakdown Structure (Waresponsibilities, project)	endently iness plan into an action :: Gantt charts or Work VBS) with timelines and	Collaboratively or indeper starting a business venture an action plan Initiating and setting up ventures to generate in this on an action plan. Acquiring funding (Equ capital/loans/debt, con sources of funding/cap	business come, basing ity sidering other	Accurate and concise verbal and non-verbal presentation of a variety of business-related information (including graphs); respond professionally to questions and feedback Presentation and validation (support) of business-related information in verbal and non-verbal format	Design and layout of the presentation using different visual Written information Responding in a nonaggressive and professional manner to questions about work and presentations		TERM 3 TO	PICS
Requisite Pre- Knowledge	Recap entrepreneursh Grade 10 and assess the qualities)		Grade 10 business plar business plan	n and knowledge of a	Grade 10 content on fina and sources of funding a capital		Grade 10 Content: business	Presentation of			
Resources (other than textbook) to enhance learning			Grade 11 Bu	s Studies Notes; 2020 p	aper 1 & 2 exemplars, Pa	ast question p	papers; Telematics	video etc.			
Informal Assessment		Section	n A-type Questions, Co	ntextual questions; Dire	ct and indirect questions	including sce	enarios and case st	udies and essay qu	estions		
SBA (Formal Assessment)									Task: Project 50 Marks 2 HRS- under controlled conditions	cover top	



2021 National Recovery Annual Teaching Plan - Term 3: Business Studies: Grade: 11

Term 4 45 days	Week 1 5-8 Oct (4 days)	Week 2 11-15 Oct (5 days)	Week 3 18-22 Oct (5 days)	Week 4 25-29 Oct (5 days)	Week 5 1-5 Nov (5 days)	Week 6 8-12 Nov (5 days)	Week 7 15-19 Nov (5 days)	Week 8 22-26 Nov (5 days) Week 9 29 Nov - 3 Dec (5 days)	Week 10 6-10 Dec (5 days)	
CAPS Topic	Introduction to Human Resources function		Team stages and dynamics theories and conflict management (P2)		Revision	Revision		EXAMINATIONS		
Core Concepts, Skills and Values	Human resources activities Procedures related to recruitment Procedure related to selection and interviewing Procedures of induction and placements	Human Resources: - Labour Relations Act [LRA] - Basic Conditions of Employment Act [BCEA] - Employment Equity Act (EEA) - Compensation for Occupational Injuries and Diseases act (COIDA) - Legalities of employment contracts • Employee benefits: pension, medical, other	Stages of team development/building a team: Forming stage/getting to know each other Storming stage true character starts to Show/first round conflict Norming stage/settling and reconciliation Performing stage/working as a team towards the goal	Conflict management Definition of conflict Causes of conflict in the business Definition of conflict management Conflict management skills to resolve differences in business situation				PAPER 1 Time 2 hrs. 150 marks Section A [Compulsory] Question 1: MCQs; Matching Column: Choose correct answer: Bus Environments & Business Operations:30 Section B [Answer 2 questions] Question 2: Bus Environments: 40 Question 3: Bus Operations:40 Question 4: Bus Environments & Bus Operations: 40 Section C: [Answer One question] Question 5: Bus Environments: 40 Question 6: Bus Operations: 40 Cognitive levels: Lower order – 30%; Middle order-50%; Higher order-20% Complete: Assessment Framework & Cognitive Levels Grid	PAPER 2 Time 2 hrs. 150 marks Section A [Compulsory] Question 1: MCQs; Matching Column: Choose correct answer Bus Ventures & Bus Roles :30 Section B [Answer 2 questions] Question 2: Bus Ventures 40 Question 3: Bus Roles 40 Question 4: Bus Ventures & Roles: 40 Section C: [Answer One question] Question 5: Bus Ventures 40 Question 6: Bus Roles -40 Cognitive levels: Lower order – 30%; Middle order-50%; Higher order-20% Complete: Assessment Framework & Cognitive Levels Grid	
Requisite Pre- Knowledge	Grade 10 content on the meaning, purpose and importance of the human resource function	Grade 10 meaning of contracts, types of contracts, and legal implications of contracts	Grade 10 knowledge on the dynamics	e relationship of team		of the meaning of ac narios/statements an				

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Term 4 45 days	Week 1 5-8 Oct (4 days)	Week 2 11-15 Oct (5 days)	Week 3 18-22 Oct (5 days)	Week 4 25-29 Oct (5 days)	Week 5 1-5 Nov (5 days)	Week 6 8-12 Nov (5 days)	Week 7 15-19 Nov (5 days)	Week 8 22-26 Nov (5 days)	Week 9 29 Nov - 3 Dec (5 days)	Week 10 6-10 Dec (5 days)
Resources (other than textbook) to enhance learning		Grade 11 Bus Studies Notes; 2020 paper 1 & 2 exemplars, Past question papers; Telematics video etc.								
Informal Assessment		Section A-type Questions, Contextual questions; Direct and indirect questions including scenarios and case studies and essay questions								
SBA (Formal Assessment)		Preparation of the final Grade 11 Examinations								