**Curriculum Overview for Business**

**Year 10**

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| **Half Term 5 & 6: People**  **Substantive Knowledge:**  The role of human resources, discuss organisational structures, different ways of working, communications, recruitment and selection process, motivation and retention, training and development, employment law.  **Disciplinary Knowledge:**  Identify, evaluate, analyse, explain, show understanding, apply knowledge on key aspects of people in business.  Skills for Paper 1. | Books | Model reading  Reading out loud  Skim and Scan of source information  Decoding terms  Etymology of key terms |
| Speech | Human resources, human resource plan, functions, regulations, zero-hours contract, organisational structures, tall, flat structures, flexible working, temporary working, layers, delayering, accountability, chain of command, subordinates, span of control, delegation, job description, communication, person specification, induction training, recruitment agency, internal methods, external methods of recruitment, CV, application forms, interviews, group activities, references, motivation, retention of workers, turnover of labour, productivity, profit sharing, bonus, fringe benefits, praise, award scheme, working environment, on-the-job, off-the-job training, professional development, apprenticeship, employment law, discrimination, working time directive, employment tribunal, trade union, contract of employment, |
| Checklist RTL | **Formative assessment**  Knowledge checks  Quiz, Practice questions  **Summative assessment**  End of unit assessment |
| Home | Seneca  Practice questions,revision tasks  Research tasks – Organisation structures |