



## DRAYTON MANOR HIGH SCHOOL

### Success at Sixth Form – Subject Specific Tips

<b>Subject</b>	Applied General in Business (Vocational)		
<b>Class and homework expectations</b>			
Students should bring the following items to each lesson			
Folder including		Equipment/stationary	
<ul style="list-style-type: none"> <li>• Assessment criteria</li> <li>• Assessment record sheet</li> <li>• Past papers pack</li> <li>• Revision pack</li> <li>• Specification checklist</li> </ul>		<ul style="list-style-type: none"> <li>• USB</li> <li>• Calculator</li> <li>• Pens</li> <li>• Ruler</li> <li>• Pencil</li> <li>• Paper/exercise book</li> </ul>	
<b>Scheme of Work</b>			
<b>Year 12</b>		<b>Year 13</b>	
Unit 1: Financial planning and analysis (EXAM January)		Unit 4: Managing and leading people (EXAM)	
Unit 2: Business dynamics (COURSEWORK)		Unit 5: Developing a business proposal (COURSEWORK)	
Unit 3: Entrepreneurial opportunities (COURSEWORK/Open Book Exam May)		Unit 8: Marketing communications (COURSEWORK)	
<b>Assessment Objectives</b>			
<b>AO1 –</b> Knowledge, skills and understanding	<b>AO2 –</b> Application of knowledge, skills and understanding	<b>AO3 –</b> Research and analysis	<b>AO4 –</b> Evaluation
<b>Assessment</b>			
2 of the 3 units in Year 12 are coursework and 2 of the 3 units in Year 13 are coursework (as shown above under 'scheme of work') Each unit has an equal weighting (i.e. it contributes the same amount towards the final grade)			
<b>How to do well in the subject as AS and A2 Level Applied General</b>			
<b>For coursework:</b>			
<ul style="list-style-type: none"> <li>• Attend all lessons and catch up with any work missed on Moodle and by seeing your teacher</li> <li>• Keep up with deadlines and be organised, ensure that tasks are being completed as they have been set</li> <li>• To achieve a distinction ensure you are researching into the task and organisation</li> <li>• Inform your teacher if you are struggling or falling behind</li> <li>• Use feedback to improve your work thoroughly and ask if you are unsure</li> </ul>			
<b>For exams:</b>			
<ul style="list-style-type: none"> <li>• Keep your assessment record up to date and work on the feedback given by your teacher</li> <li>• Practicing past paper questions and the exam skills of analysis and evaluation is crucial</li> <li>• Learn all key terms</li> <li>• Use case studies and examples at all times – answers should always be in context</li> <li>• Use connectives to develop points in full</li> <li>• Set out clear point paragraphs in an organised structure</li> <li>• Use the it depends rule to develop your conclusions and evaluation</li> </ul>			
<b>Support available</b>			

- Student should arrange a time with their teacher outside of lessons if they need additional help, we are always available and keen to help.
- Revision classes will be scheduled in the run up to the exam

### **How parents can help support**

- Please help your son or daughter to organise their folder and keep it up to date
- Check that they are doing homework/coursework
- Talk to them about their learning and coursework
- Discuss with them any letter you receive about opportunities or issues

### **Helpful websites or resources**

[www.tutor2u.co.uk](http://www.tutor2u.co.uk)

[www.businessstudiesonline.co.uk](http://www.businessstudiesonline.co.uk)

[www.aqa.co.uk](http://www.aqa.co.uk)

[www.times100casestudies.co.uk](http://www.times100casestudies.co.uk)