

Varsity College
Year 11 Business Studies 2023

Unit 1: Be your own boss

Week	Date	Topics	Assessment
1	23-27 January Australia Day PH - Thurs	<ul style="list-style-type: none"> Business environments Role of business administration Business administration skills 	
2	30 Jan – 3 Feb Swimming Carnival - Mon	<ul style="list-style-type: none"> Retail Industry Resource management 	
3	6-10 February	<ul style="list-style-type: none"> Managing workplace information Managing financial resources 	
4	13-17 February	<ul style="list-style-type: none"> Human resource management Managing employee rosters Managing employee payroll 	
5	20-24 February	<ul style="list-style-type: none"> Purpose of a podcast Structure and features of a podcast Drafting podcast script 	
6	27 Feb – 3 Mar	<ul style="list-style-type: none"> Business communication Business emails and business letters Promotional materials 	Draft Due
7	6-10 March GIPSA - Wednesday	<ul style="list-style-type: none"> Editing podcast script Finalising intro and outro music 	
8	13-17 March	<ul style="list-style-type: none"> Recording podcast Editing podcast recording 	
9	20-24 March	Assessment: FIA1 – Podcast <ul style="list-style-type: none"> Culminating activities 	FIA1: Podcast Lesson 1
10	27-31 March Cross Country - Thurs	Exam Block	
School Holidays: Saturday April 1 – Sunday April 16			

Unit 1: Business Finance

Week	Date	Topics	Assessment
1	17-21 April Athletics Carnival - Wednesday	Module 2: Business Finance – Retail Industry <ul style="list-style-type: none"> • Role of banks in supporting businesses • Reasons businesses seek finance • Sources of financial advice 	
2	24-28 April ANZAC Day PH - Tues	<ul style="list-style-type: none"> • Financial decisions • Types of loans • The nature of interest 	
3	1-5 May Labour Day PH - Monday GIPSA - Wednesday	<ul style="list-style-type: none"> • Financial source documents • Preparation of source documents • Financial policies and procedures 	
4	8-12 May	<ul style="list-style-type: none"> • Security of financial information • Financial risks • Managing and avoiding risks 	
5	15-19 May GIPSA - Wednesday	<ul style="list-style-type: none"> • Purpose of a business report • Structure of a business report • Drafting of assessment 	
6	22-26 May GIPSA - Wednesday	<ul style="list-style-type: none"> • Drafting of assessment 	
7	29 May – 2 June	<ul style="list-style-type: none"> • Employment opportunities in finance • Qualifications, training and experience requirements • Transferable nature of financial skills 	
8	5-9 June Exam Block – Tuesday L1,2 GIPSA - Wednesday	<ul style="list-style-type: none"> • Editing of assessment • Finalising assessment 	
9	12-16 June	Assessment: FIA2 Assignment – Report <ul style="list-style-type: none"> • Culminating activities 	Report, Lesson 1
10	19-23 June	Exam Block	
School Holidays: Saturday June 24 – Sunday July 9			

Unit 2: Marketing and Social Media

Week	Date	Topics	Assessment
1	10-14 July	Module 3: Marketing & Social Media – Tourism Industry <ul style="list-style-type: none"> • Introduction to Marketing and the Tourism Industry • The role of marketing • Target Market 	
2	17-21 July	<ul style="list-style-type: none"> • The Marketing Mix – 4P's • Marketing strategies 	
3	24-28 July	<ul style="list-style-type: none"> • Competitive advantage • Legal considerations 	
4	31 July – 4 August	<ul style="list-style-type: none"> • Creating a marketing proposal • Business communication • Creating a multimodal in PowerPoint 	
5	7-11 August	<ul style="list-style-type: none"> • Marketing proposal script development • Teacher conferencing - script 	
6	14-18 August	<ul style="list-style-type: none"> • Multimodal PowerPoint development • Recording of narration 	
7	21-25 August	Assessment: FIA3 Project Part A (Multimodal) <ul style="list-style-type: none"> • Introduction to Social Media Marketing • Drafting of practical component of assessment 	
8	28 August – 1 Sept.	<ul style="list-style-type: none"> • Teacher conferencing – social media posts • Editing and finalising of practical component 	
9	4-8 September	Assessment: FIA3 Project Part B (Practical) <ul style="list-style-type: none"> • Culminating activities 	
10	11-15 September	Exam Block	
School Holidays: Saturday September 16 – Monday October 2			

Unit 3: Work Life Balance

Week	Date	Topics	Assessment
1	2-6 October Queen's Birthday PH - Mon	Introduction to Human Resource Management <ul style="list-style-type: none"> • Work environment • Work arrangements • Rights and responsibilities 	
2	9-13 October	Introduction to Work-Life Balance <ul style="list-style-type: none"> • Benefits for businesses • Work-life balance in Australia • Work-life balance around the world 	
3	16-20 October	Exploring work-life balance issues in Australia <ul style="list-style-type: none"> • Case studies: sandwich generation, long commutes, right to disconnect and unpaid overtime • Role of businesses and strategies for improving the work-life balance of employees 	
4	23-27 October	Creating a podcast <ul style="list-style-type: none"> • Exploring podcasts • Features of podcasts • Drafting podcast 	
5	30 Oct – 3 Nov	Drafting assessment item <ul style="list-style-type: none"> • Drafting podcast script • Selecting podcast sound effects 	Draft Due
6	6-10 November	Editing and recording assessment item <ul style="list-style-type: none"> • Editing podcast script • Recording podcast • Editing podcast recording 	
7	13-17 November	Assessment: IA1 - Podcast <ul style="list-style-type: none"> • Submission of assessment • Culminating activities 	IA1 Podcast Lesson 1
8	20-24 November	Exam Block	
School Holidays: Saturday November 25 – Sunday January 21, 2024			