

**ASCOT HIGH**  
**Department of Business Studies and**  
**Grade 10 Course Outline – Sep**  
**Christmas Term**

<b>Week/Date</b>	<b>Unit</b>	<b>Topic</b>	<b>General Objectives</b>
Week 1 (Sept 1, 4–5)*	–	Orientation for Grade 7–11	Orientation for grade 7–11
Week 2 (Sept 8–12)	–	Diagnostic Test & Results Analysis	Diagnostic test and results analysis Greeting and getting to know the students and establishing class rules
Week 3 (Sept 15–19)	The Nature of Business	Forms of Exchange & Economic Systems	Brief introduction to the business environment. Know key terms and concepts related to business. Understand the development of instruments of exchange. Appreciate among the different economic systems. Know the term business Know reasons why an individual may want to establish a business.
Week 4 (Sept 22–26)	Types of Business Organization	Introduction	Understand the functions of a business. Appreciate the various business units.  Know the terms sole trade and Partnership Understand the characteristics of sole trade and partnership Understand the partnership agreement/deed Assess the types of partners Understand the advantages and disadvantages of sole trader and partnership Appreciate the examples of sole trader and partnership businesses
Week 4 (cont'd)	Types of Business Organization	Sole Proprietorship & Partnership	

Week 5 (Sept 29–Oct 3)	Types of Business Organization	Company	<p>Know the term company Know the terms associated with a company</p> <p>Understand the legal documents required to form a company</p> <p>Assess the types of companies</p> <p>Appreciate the advantages and disadvantages of private and public limited company</p> <p>Know the terms Cooperative and Franchises. Understand the advantages and disadvantages of Cooperative and Franchises.</p> <p>Appreciate examples of Cooperative and Franchises in own country.</p> <p>Know the term stakeholder. Know the internal and external stakeholders. Understand role of stakeholders in business.</p> <p>Appreciate roles of business within a community/ society.</p> <p>Understand functional areas of a business. Understand the functions and responsibilities of management. Develop organizational charts Analyse organizational charts. Appreciate the impact of growth on the organizational structure of a business.</p>
Week 5 (cont'd)	Types of Business Organization	Franchises & Cooperatives	
Week 5 (cont'd)	Business Stakeholders	—	
Week 6 (Oct 6–10)	Internal Organizational Environment	Management of Organizations	
<b>Mid-Term Break (Oct 16–20 – National Heroes Day)</b>	—	—	—

Week 7 (Oct 21–24)	Leadership	Leadership	<p>Know the term leadership and leader. Understand the characteristics of a good leader. Understand the various leadership styles (Autocratic, democratic, laissez-faire, charismatic and transformational leadership style) Appreciate the advantages and disadvantages of each leadership style.</p> <p>Understand good management and staff relations. Assess teamwork in the organization. Evaluate effective communication in the organization. Appreciate personal needs that employment satisfy.</p> <p>Know the term conflict Know the sources of conflict Understand the strategies for resolution of conflict Appreciate strategies used by employer and employees</p> <p>Know the term Management Information System (MIS). Understand Management Information System (MIS). Appreciate the benefits and challenges of a Management Information System in business.</p>
Week 7 (cont'd)	Working Environment	—	
Week 8 (Oct 27–31)	Resolving Conflict at Work	—	
Week 8 (cont'd)	Management Information Systems	MIS	
Week 9–12 (Nov–Dec)	—	SBA Work, Revision & Sessional Test 2	—

# SCHOOL

## and Information Technology

### tember to December 2025

#### (12 Weeks)

<b>Suggested Activities/Assignments</b>	<b>Learning Theory</b>	<b>Explanation of Theory</b>	<b>Classroom Activity (Theory-Based)</b>
—	<b>Behaviorism</b>	Reinforcing positive behavior to set classroom tone	Icebreaker + rules quiz
Short answer questions, class discussion	<b>Constructivism</b>	Students connect prior knowledge to new learning	Group discussion: identify expectations & classroom norms
Short answer question, class activity	<b>Constructivism</b>	Build knowledge from prior understanding of trade	Create a timeline showing development of money/exchange
Research, class activity	<b>Cognitive Learning Theory</b>	Organize knowledge logically for clarity	Concept map of business types and functions
Research, class activity	<b>Social Learning Theory</b>	Learn by observing and interacting with examples	Role-play: manage a sole proprietorship vs partnership

Research, class activity	<b>Constructivism</b>	Apply prior knowledge to new company structures	Design a simple company organizational chart
Watch video, research, case study	<b>Experiential Learning</b>	Learning through application to real-world examples	Compare a local franchise vs cooperative through case study
Quiz, class activity	<b>Humanism</b>	Emphasizes ethics, responsibility, and social roles	Debate: “Which stakeholder contributes most to a business?”
Short answer questions, class activity, discussion	<b>Cognitive Load Theory</b>	Simplify complex structures for better understanding	Draw an organizational chart for a school club or local business

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Short answer questions, class activity, discussion	<b>Transformational Learning Theory</b>	Encourage reflection and adopting new perspectives	Self-assessment survey on leadership style
Class activity, discussion	<b>Social Constructivism</b>	Learning occurs collaboratively	Team-building problem-solving exercise
Class activity, discussion, case study	<b>Conflict Theory (Applied Learning)</b>	Understand social/economic conflict to improve problem- solving	Role-play workplace conflict and resolution
Class activity, discussion, case study	<b>Connectivism</b>	Emphasizes digital tools and networks in learning	Map how MIS connects departments in a company
SBA draft, peer review, revision exercises, presentations	<b>Constructivism / Spiral Learning</b>	Apply and revisit knowledge for mastery	Jeopardy-style review and SBA presentations

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Week/Date	Unit	Topic	General Objectives
Week 1 (Jan 5–9)	—	Orientation / End of Term Exams	End of term Exams
Week 2 (Jan 12–16)	Establishing a Business	Starting a Business	1. Know the term ‘a business’. 2. Understand the reasons for establishing a business. 3. Appreciate the essential steps taken in establishing a business
Week 2 (cont’d)	Establishing a Business	The Entrepreneur	1. Know the terms entrepreneur and entrepreneurship. 2. Understand the roles of an entrepreneur. 3. Appreciate the characteristics of a typical entrepreneur
Week 3 (Jan 19–23)	Business Functions & Operations	Business Functions and Operations	1. Understand the nature of planning. 2. Understand the key functional areas of different types of businesses. 3. Appreciate the relationship between planning and the operation of a business

Week 3 (cont'd)	Business Functions & Operations	Financing the Business	1. Know the sources of capital for businesses. 2. Understand the two classifications of sources of funding. 3. Appreciate the significance of collateral in accessing capital to establish a business
Week 4 (Jan 26–30)	Conducting Market Research	—	1. Know the term market research. 2. Know the information sources for conducting research into establishing a business. 3. Understand the types of market research. 4. Appreciate the purpose of a feasibility study
Week 4 (cont'd)	Ethical & Legal Issues	—	1. Know the term Ethical and Legal 2. Know regulatory practices instituted by governments 3. Understand consequences of unethical/illegal practices 4. Appreciate ethical/legal issues
Week 5 (Feb 2–6)	Writing a Business Plan	—	1. Know the term business plan 2. Understand the eight sections/features of a business plan 3. Appreciate the importance of writing a business plan



Week 6 (Feb 9–13)	Legal Aspects of Business	Legal Principles and Contracts	<p>1. Understand the term contract 2. Understand the characteristics of a simple contract 3. Discover the nature of contracts 4. Appreciate ways by which contracts can be terminated or discharged</p>
Week 7 (Feb 16–20)	Business Documents	–	<p>1. Understand the nature of business documents 2. Discover the nature of instruments of payment 3. Appreciate the usefulness of documentary credit</p>
Week 7 (cont'd)	Insurance	–	<p>1. Know the term insurance 2. Differentiate between insurance &amp; assurance 3. Discover the principles of insurance 4. Understand types of insurance policies 5. Appreciate insurance during trade</p>
Week 8 (Feb 23–27)	Production	Factors of Production	<p>1. Know the terms product and production 2. Know the factors of production 3. Know the industries developed from natural resources 4. Understand the effects of migration 5. Understand the role of the entrepreneur in decision-making 6. Appreciate the role of capital in production</p>

Week 9 (Mar 1–5)	Production	Production and Productivity	<p>1. Know the term productivity 2. Understand the difference between production and productivity 3. Understand the importance of productivity 4. Appreciate each production level 5. Appreciate the different types of production</p>
Week 10 (Mar 8–12)	Small Businesses	–	<p>1. Know the term cottage industry 2. Understand characteristics of a cottage industry 3. Understand the functions of a small business 4. Appreciate the effects of growth on a business</p>
Week 10 (cont'd)	Small Businesses	Business Location, Technology and Industry Links	<p>1. Know the term linkage industry 2. Understand nature of linkage industries 3. Understand factors determining business location 4. Appreciate economic &amp; social implications of technology</p>
Week 11–12 (Apr 13–Apr 30)	SBA Completion & Revision	–	Complete SBA & review all topics
Week 13 (May 1–Jul 3)	Sessional Test 2 & Consolidation	–	Consolidate knowledge & present Sessional Test 2

COT HIGH SCHOOL  
 Business Studies and Information Technology  
 Course Outline – January to July 2026  
 (13 Weeks)

<b>Suggested Activities/Assignments</b>	<b>Learning Theory</b>	<b>Explanation of Theory</b>	<b>Classroom Activity (Theory-Based)</b>
–	<b>Behaviorism</b>	Reinforcing readiness and expectations for learning	Icebreaker + diagnostic quiz
Short answer question, class activity, group/pair work	<b>Constructivism</b>	Students build understanding by applying prior knowledge	Create a step-by-step flowchart for starting a business
Research, class activity, short answer questions, group/pair work (Research three Jamaican entrepreneurs: year started, product/service offered)	<b>Social Learning Theory</b>	Students learn through observation and discussion	Present findings of Jamaican entrepreneurs to class
Class activity, short answer question, group work	<b>Cognitive Learning Theory</b>	Organizing knowledge helps with understanding business functions	Create a chart showing business functions of a selected company

Class activity, short answer question, group/pair work

**Experiential Learning**

Learning through application to real-world funding scenarios

Case study comparing two sources of funding for a start-up

Class activity, short answer question, group/pair work

**Constructivism**

Students apply knowledge to real-world data

Conduct a mini survey and analyze findings

Class activity, short answer, group/pair work

**Humanism**

Emphasizes ethical reasoning and responsibility

Debate: "Should businesses prioritize ethics over profit?"

Short answer question, class activity, class discussion

**Constructivism**

Students apply prior knowledge to create a business plan

Draft a mini business plan for a class-based project

Short answer question,  
class activity, class  
discussion

**Cognitive  
Learning Theory**

Organizing contract  
rules improves  
understanding

Role-play: Draft a  
simple business contract

Class activity, class  
discussion

**Experiential  
Learning**

Hands-on work  
reinforces  
understanding of  
business documents

Prepare sample invoice,  
receipt, and payment  
document

Class activity, class  
discussion, case study

**Humanism**

Understand social  
responsibility and  
risk protection

Compare two types of  
insurance and discuss  
their benefits

Class activity, class  
discussion, case study

**Constructivism**

Apply prior  
knowledge to  
production examples

Chart the factors of  
production for a  
selected business

Class activity, short answer question, group/pair work

**Cognitive Learning Theory**

Organizing concepts improves understanding

Compare productivity of two industries and present findings

Class activity, short answer question, group/pair work

**Social Learning Theory**

Peer discussion helps understanding small business examples

Case study on local cottage industry with class presentation

Class activity, short answer question, group/pair work

**Constructivism**

Apply prior knowledge to business-location decisions

Map local industries and explain linkage effects

SBA draft submission, peer review, revision exercises

**Spiral Learning Theory**

Revisiting topics improves mastery

Peer review & Kahoot-style revision game

Written test, oral presentations

**Experiential Learning**

Performance-based assessment demonstrates applied skills

SBA business plan presentation & class discussion