

- Intro to small business – 25th May a.m.
- Building a business – 10th June p.m.

- Living in a digital world – 18th May a.m.

Week:	Business:	ICT: Using Edexcel GCSE ICT Revision Guide 4-5 hours per week
01/02		<ul style="list-style-type: none"> • Uses of digital devices [page 1-2] • Common features [page 3] • Input and output devices [page 4] • Connectivity [page 5]
08/02		<ul style="list-style-type: none"> • Mobile phones [page 6-7] • Personal Computers [page 8-9] • Cameras & Camcorders [page 10-11] • Media players [page 12-12]
15/02 Half Term		<ul style="list-style-type: none"> • Games consoles [page14-15] • Home entertainment system [page 16] • Satellite navigation [page 17-18] • Impact on organisations [page19]
22/02	<u>Spotting a Business Opportunity</u> [page 2-9] <ul style="list-style-type: none"> • Adding Value • Setting up a business 	<ul style="list-style-type: none"> • Home networks [page 20] • Network security [page 21] • Combining technologies [page 22] • Bandwidth & latency [page 23]
29/02	<u>Putting a Business idea into practice</u> [page 18-24] <ul style="list-style-type: none"> • Objectives when starting up • Estimating revenue, costs and profit • Forecasting cash flow • Obtaining finance 	<ul style="list-style-type: none"> • Wi-fi and mobile broadband [page 24] • Peer to peer networks [page25] • Communication protocols [page 26-27] • Security risks/physical [page28-29] • Security risks
07/03	<u>Showing Enterprise</u> [page 10-17] <ul style="list-style-type: none"> • What is enterprise • Thinking creatively • Enterprising skills • Invention and innovation • Calculated risks 	<ul style="list-style-type: none"> • Internet [page30-32] • Security measures [page 33] • Personal spaces [page 34] • Information misuse/preventing misuse
14/03	<u>Making the start up effective</u> [page 25-31] <ul style="list-style-type: none"> • Customer focus • Marketing mix • Limited Liability • Start Up • On time delivery • Customer Satisfaction • Recruitment, training and motivation 	<ul style="list-style-type: none"> • Legislation [page37] • Copyright/online shopping/online auctions [page38-41] • Online education, news & banking [page 42] • Online gaming & entertainment [page 43]
21/03	<u>Understand the Economic Context</u> [page 31-35] <ul style="list-style-type: none"> • Market demand and supply • Interest rates • Exchange rates • Business Cycle • Stakeholders 	<ul style="list-style-type: none"> • Organisations operate online [page 44] • Transactional data [page 45] • Internet advertising/payment systems [page46-50] • Consumer protection/application software [page51-52]
28/03 Easter Holiday	Unit 1 Exam Practice – Pages 36, 37 & past papers	<ul style="list-style-type: none"> • Storage [page 53-54] • Search engines [page 55] • Online communities [page 56] • Online workspaces & VLE's [page 57]
04/04 Easter Holiday	Unit 1 Exam Practice - Pages 36, 37 & past papers	<ul style="list-style-type: none"> • Social Networks [page 58] • User-generated ref [page 59] • Social bookmarking [page 60] • Creation of knowledge [page 61]
11/04	Unit 1 Exam Practice - Pages 36, 37 & past papers	<ul style="list-style-type: none"> • Impact on Working Practices [page 62] • Socialising & responsible use [page 63] • A global scale/security issues [page 64-65] • Privacy issues/Health & Safety [page 66-68]
18/04	<u>Marketing</u> [page 39-46] <ul style="list-style-type: none"> • Branding and Differentiation • Building a Successful Marketing Mix 	<ul style="list-style-type: none"> • Monitoring movements [page 67] • Impact of Networks [page 69] • Legislation relating to ICT [page 70] • Unequal access to ICT
25/04	<u>Meeting Customer needs</u> [page 47-53]	<ul style="list-style-type: none"> • Safe and responsible practice [page72]

	<ul style="list-style-type: none"> • Design and R&D • Managing Stock • Cost Effective Operations • Effective Customer Service 	<ul style="list-style-type: none"> • Sustainability issues [page 73] • Scenario [page 74] • Command words [page75]
02/05	<u>Effective Financial management</u> [page 54-57] <ul style="list-style-type: none"> • How to Improve Cash Flow • How to Improve Profit • Break Even • Financing Growth 	<ul style="list-style-type: none"> • Read the questions [page 76] • Explaining with examples & reasons [page 77-78] • Avoiding common mistakes [page 79]
09/05	<u>Effective People management</u> [page 58-62] <ul style="list-style-type: none"> • Organisational Structure • Motivation Theory • Communication • Remuneration 	<ul style="list-style-type: none"> • Extended questions [page 80] • Personal digital devices [page 81] • Connectivity [page 82] • Practice Exam questions [page 83-85]
16/05	<u>The wider world affecting business</u> [page 63-66] <ul style="list-style-type: none"> • Ethics in Business • Environmental Issues • Economic Issues • Impact of EU • Impact of Government 	
23/05	Unit 1 Exam Preparation	
30/05 Half Term	Unit 3 Exam practice papers, pages 67 to 69	
06/06	Unit 3 Exam Preparation	