Areas of the syllabus	Understood?	Maybe	Need to revise
Setting up a business			
Can you name three reasons why businesses exist?			
What is the primary sector?			
What is the secondary sector?			
What is the tertiary sector?			
Difference between niche and mass market			
What's a business plan?			
Name three things within a business plan			
What is a franchise?			
Advantages to a franchisEE of setting up a franchise			
Advantages to a franchisOR of setting up a franchise			
List three features of a franchise			
Understand difference between an aim and			
objective			
Know what SMART means			
Types of business			
What is a sole trader – features of ?			
What is meant by a entrepreneur Understand unlimited liability concept			
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What bankruptcy is			
Difference between unlimited and limited liability			
What is an LTD?			
Features of an LTD (shareholders, capital,			
incorporation)			
Know of 5 factors that could affect a business			
location decision			
Marketing			
What is market research + two reasons why			
Understand 3-4 different methods of carrying it out			
(focus group/ questionnaire/ surveys/ search			
engines/ visiting rivals)			
Difference between primary and secondary			
What is the marketing mix			
Understand – price (Difference between high/low)			
Understand – promotion (understand different			
types)			
Understand – place (E-commerce/ target markets/			
how and where sold/ availability etc)			
Understand – product (changing product/ usp/			
trends/ rebranding/expand product			
range/packaging)			
What is a target market?			
<u>Finance</u>			
Understand how to calculate profit			
What turnover/ sales/income/ revenue is			
What difference between variable and fixed costs			
are			
Know of various forms of sources of finance;			

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Overdraft		
Loans		
Grants		
Credit cards		
Retained profits		
Selling shares		
Venture capital		
Savings/ Owners funds		
What is a start up cost + examples		
What is a running cost + examples		
What different businesses may target financially;		
What difference between inflows/ outflows to a		
business		
Understand methods of how to solve cash flow		
problems		
Recruiting staff		
Difference between part and full time staff		
Where PT and FT staff would benefit a business		
Methods of financial/ non financial reward;		
Bonus		
Wages		
Salaries		
Fringe benefits		
Recognition (employee of the month etc)		
Pension(s)		
Overtime		
Piecework		
Discounts		
Understand what is meant by various employment		
laws (i.e. Age discrimination, disability, maternity,		
PT/FT staff)		
Operations		
What is job production?		
Three features of job production		
What is batch production?		
Three features of batch production		
Difference between labour and capital intensive		
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Understand what a service is and examples of		
Be aware how important customer service is		
Understand three ways to improve customer		
service;		
- After sales service		
- Customer service		
- Quality of service provided		
Be aware of different consumer legislation;		
- Sale of goods act		
- Trade descriptions act		