

**Year Level: 12**

**Subject: Business Management**

**Semester: Two**

<b>Week</b>	<b>Unit 4</b>	<b>Learning Focus</b>
<b>Term 2</b>		
8 and 9	AOS 1: Reviewing Performance – The Need for Change	<ul style="list-style-type: none"><li>Describe and evaluate key performance indicators as sources of data to analyse the performance of a business, including percentage of market share, net profit figures, rate of productivity growth, number of sales, rates of staff absenteeism, level of staff turnover, level of wastage, number of customer complaints and number of workplace accidents</li></ul>
10	AOS 1	<ul style="list-style-type: none"><li>Describe the concept of business change</li><li>Understand and explain the key principles of Force Field Analysis theory (Lewin)</li><li>Analyse the driving forces for change in business, including managers, employees, competitors, legislation, pursuit of profit, reduction of costs, globalisation, technology, innovation and social attitudes</li></ul>
<b>Term 3</b>		
1	AOS 1	<ul style="list-style-type: none"><li>Analyse the driving forces for change (Continued)</li><li>Analyse the restraining forces in business, including managers, employees, time, organisational inertia, legislation and financial considerations</li></ul>
2	AOS 1	<ul style="list-style-type: none"><li>Analyse and apply the two key approaches, lower cost and differentiation, to strategic management by Porter's Generic Strategies (1985)</li></ul>
3	AOS 2: Implementing Change	<ul style="list-style-type: none"><li>Understand and explain the importance of leadership in change management</li><li>Describe how management strategies can respond to key performance indicators, including staff training, staff motivation, change in management styles or management skills, increased investment in technology, improving quality in production, cost cutting, initiating lean production techniques and redeployment of resources (natural, labour and capital)</li></ul>
4	AOS 2	<ul style="list-style-type: none"><li>Describe how management strategies can respond to key performance indicators (Continued)</li><li>Analyse management strategies to seek new business opportunities both domestically and globally</li><li>Evaluate low-risk strategies to overcome employee resistance, including communication, empowerment, support and incentives</li><li>Evaluate high-risk strategies to overcome employee resistance, including manipulation and threat</li></ul>
5	AOS 2	<ul style="list-style-type: none"><li>Describe the principles of the Learning Organisation (Senge)</li></ul>

		<ul style="list-style-type: none"> <li>Describe key principles of the Three Step Change Model (Lewin)</li> </ul>
6	AOS 2	<ul style="list-style-type: none"> <li>Analyse the effect of change on stakeholders, including managers, employees, customers, suppliers and the general community</li> <li>Analyse corporate social responsibility considerations when implementing change</li> </ul>
7	AOS 2	<ul style="list-style-type: none"> <li>Understand the importance of reviewing key performance indicators in order to evaluate the effectiveness of business transformation</li> </ul>
8	AOS 2	<ul style="list-style-type: none"> <li>Revision and SAC</li> </ul>
9	Exam Prep	<ul style="list-style-type: none"> <li>Exam prep and practise exams</li> </ul>
10	Exam Prep	<ul style="list-style-type: none"> <li>Exam prep and practise exams</li> </ul>
<b>Term 4</b>		
1	Exam Prep	<ul style="list-style-type: none"> <li>Exam prep and practise exams</li> </ul>
2	Exam Prep	<ul style="list-style-type: none"> <li>Exam prep and practise exams</li> </ul>
3	Final Week	