

ACADEMIC PROGRAMS

Semester I

Year 10

Markets and

Opportunities

FAIRHOLME COLLEGE

BUSINESS DEPARTMENT

Course: Year 10 Markets and Opportunities

Outline: SEMESTER 1, 2017

Term One

FINANCIAL DOCUMENTS

Through study of expectations in the workplace and preparation of documents, students should:

- develop knowledge and confidence in completing simple financial documents:
 - Purchase Orders
 - Tax Invoices
 - Consignment Notes
 - Adjustment Notes
 - Cheques
 - Receipts
- Understand and complete the Bank Reconciliation process
- Understand and complete a Petty Cash process

Term Two

MARKETS

Through the study of the necessity of markets and why governments need to be involved, students should acquire knowledge and understanding of:

- Needs and wants
- Business sectors and types
- Profit, and Not-for-Profit Organisations
- Why the Australian government intervenes in the economy
- How consumers are affected by the actions of business

In this context, emphasis will be placed on students developing the necessary skills of analysis and evaluation.

Assessment Summary:

Term One – Financial Documents

Assessment Task	
Test	Summative

Term Two – Balance Sheet

Assessment Task	
Class Tests	Summative
Report	Summative