



آغا خان یونیورسٹی ایگزامینیشن بورڈ
AGA KHAN UNIVERSITY EXAMINATION BOARD

Teaching and Learning Resources for Grade IX Business Studies

Recommended Key Textbook:

Borrington, K. and Stimpson, P. (2018-19). Business Studies (Fifth Edition)

London: Hodder Education. (South Asia Edition)

Recommended Resource Material				
Topic No.	Topic Title	Reference Book	Topic in the Reference Book	Reference Website
1.	Introduction to Business Activity	Borrington, K. and Stimpson, P. (2018-19). Business Studies (Fifth Edition) London: Hodder Education. (South Asia Edition)	<p>Section 1: Understanding business activity (Pages 2 to 60)</p> <ol style="list-style-type: none"> 1. Business activity. 2. Classification of businesses. 3. Enterprise, business growth and size. 4. Types of business organisation. 5. Business objectives and stakeholder objectives. 	<p>Business activities: https://www.youtube.com/watch?v=jadJUYXk4tI</p> <p>Classification of businesses: https://www.youtube.com/watch?v=MvSw4hDIslc</p> <p>Types of business: https://www.youtube.com/watch?v=BmjSFxn4IE4</p> <p>Business objectives and stakeholder objectives: https://www.youtube.com/watch?v=XG38IsxMiiA</p>

Topic No.	Topic Title	Reference Book	Topic in the Reference Book	Reference Website
2.	Business Organisation	Borrington, K. and Stimpson, P. (2018-19). Business Studies (Fifth Edition) London: Hodder Education. (South Asia Edition)	Section 2: People in business 7. Organisation and management. (Pages 76 to 91) 9. Internal and external communication. (Pages 114 to 128)	Organisation and management: https://www.youtube.com/watch?v=U4NUr5igBSQ
3.	Production	Borrington, K. and Stimpson, P. (2018-19). Business Studies (Fifth Edition) London: Hodder Education. (South Asia Edition)	Section 4: Operations management 18. Production of goods and services. (Pages 214 to 227)	Production of goods and services: https://www.youtube.com/watch?v=S2JFhVLoCHs
4.	Accounting and Finance	Borrington, K. and Stimpson, P. (2018-19). Business Studies (Fifth Edition) London: Hodder Education. (South Asia Edition)	Section 5: Financial information and financial decisions 22. Business finance need and sources. (Pages 265 to 280) 23. Cash flow forecasting and working capital. (Pages 289 to 291) 24. Income statements. (Pages 293 to 302) 25. Statement of financial position. (Pages 303 to 310)	Business finance need and sources: https://www.youtube.com/watch?v=8pmhEywsepg Working capital: https://www.youtube.com/watch?v=XvHALui-Bno Income statement: https://www.youtube.com/watch?v=DI5tQ8VxbU4 Statement of financial position: https://www.youtube.com/watch?v=K6OsBN3I_po

Topic No.	Topic Title	Reference Book	Topic in the Reference Book	Reference Website
5.	Marketing	Borrington, K. and Stimpson, P. (2018-19). Business Studies (Fifth Edition) London: Hodder Education. (South Asia Edition)	Section 3 Marketing (Pages 132 to 196) 10. Marketing, competition, and the customer 12. The marketing mix: product 13. The marketing mix: price 14. The marketing mix: place 15. The marketing mix: promotion	Marketing mix: https://www.youtube.com/watch?v=d0NMSqeKpVs https://www.youtube.com/watch?v=bMjD3gHxSOw https://www.youtube.com/watch?v=-TaI3bRgYGk

Note: This resource list has been prepared primarily for teachers. While it can be shared with students, students should not be required to buy multiple books. Schools are encouraged to stock these books in the library. Moreover, these are only suggestions which have been compiled for the ease of teachers and students; schools are encouraged to use other resources for teaching and learning as well, as long as they are in line with the student learning outcomes (SLOs) mentioned in AKU-EB syllabi. Unless specified, AKU-EB does not endorse any of these books or websites. You are advised to use an ad-blocker while accessing the websites. In case any website is not functional for any reason, you may inform us at examination.board@aku.edu for an alternative or search material via any search engine. If you have any query, please contact us via email.



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Teaching and Learning Resources for Grade X Business Studies

Additional Recommended Resource Material				
Topic No.	Topic Title	Reference Book	Topic in the Reference Book	Reference Website
6.	Business Organisation	Borrington, K. and Stimpson, P. (2018-19). Business Studies (Fifth Edition) London: Hodder Education. (South Asia Edition)	Section 2: People in business (Pages 63 to 113) 6. Motivating employees. 7. Organisation and management. 8. Recruitment, selection and training of employees.	Motivating employees: https://www.youtube.com/watch?v=RZCRlzmO4NA Organisation and management: https://www.youtube.com/watch?v=U4NUr5igBSQ Recruitment, selection and training of employees: https://www.youtube.com/watch?v=-RKkE50oLNc

Topic No.	Topic Title	Reference Book	Topic in the Reference Book	Reference Website
7.	Production	Borrington, K. and Stimpson, P. (2018-19). Business Studies (Fifth Edition) London: Hodder Education. (South Asia Edition)	Section 4: Operations management (Pages 228 to 261) 19. Costs, scale of production and brake-even analysis. 20. Achieving quality production. 21. Location decisions.	Costs, scale of production and brake-even analysis: https://www.youtube.com/watch?v=1-I-OjgSIfM Achieving quality production: https://www.youtube.com/watch?v=3nqTSfNwH0g Location decisions: https://www.youtube.com/watch?v=urqb9TJA2NI
8.	Accounting and Finance	Borrington, K. and Stimpson, P. (2018-19). Business Studies (Fifth Edition) London: Hodder Education. (South Asia Edition)	Section 5 Financial information and financial decision 23. Cash flow forecasting and working capital. (Pages 281 to 292) 26. Analysis of accounts. (Pages 311 to 322)	Cash flow forecasting and working capital: https://www.youtube.com/watch?v=dLHZy4DWKRM https://www.youtube.com/watch?v=-BjU4y8aHAE Analysis of accounts: https://www.youtube.com/watch?v=kRpqzD4sNQ

Topic No.	Topic Title	Reference Book	Topic in the Reference Book	Reference Website
9.	Market Research & Strategy	Borrington, K. and Stimpson, P. (2018-19). Business Studies (Fifth Edition) London: Hodder Education. (South Asia Edition)	Section 3: Marketing 11. Marketing research. (Pages 143 to 157) 16. Technology and the marketing mix. (Pages 197 to 202) 17. Marketing strategy. (Pages 203 to 211)	Market research: https://www.youtube.com/watch?v=7nBnUMtao0I Technology and the marketing mix: https://www.youtube.com/watch?v=dlxmx7CJW5U Marketing strategy https://www.youtube.com/watch?v=mVY1GzNsQl0
10.	Factors Affecting Business	Borrington, K. and Stimpson, P. (2018-19). Business Studies (Fifth Edition) London: Hodder Education. (South Asia Edition)	Section 6: External influences on business issues (Pages 326 to 361) 27. Economic issues. 28. Environmental and ethical issues. 29. Business and international economy.	Economic issues: https://www.youtube.com/watch?v=wGtDZ7bB5E0 Environmental and ethical issues: https://www.youtube.com/watch?v=qs8Tsok7j6g Business and international economy: https://www.youtube.com/watch?v=HRcV_nATjvU

Other Websites

<https://www.igcsebusiness.co.uk/1-business-activity.html>

<https://sites.google.com/site/nusaalamigcsebusinessstudies/1-1-business-activity>

<https://myeducite.com/uploads/Cambridge%20IGCSE%20Business%20Studies%204th%20edition.pdf> (the pdf version of the fourth edition of Karen Borrington Business Studies)

If the mentioned web site is not available kindly search the topic by reference word through www.Google.com , www.yahoo.com etc

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