

ST. ROSE OF LIMA'S COLLEGE
SOCIAL SCIENCE DEPARTMENT
BUSINESS, ACCOUNTING AND FINANCIAL STUDIES

1. INTRODUCTION

Business education aims to nurture students' interest and talent in business by developing in them the necessary knowledge and skills, positive values and attitudes to create value through identifying needs, generating ideas and transforming them into business opportunities.

The overall aims of the Business, Accounting and Financial Studies (BAFS) curriculum are:

- to provide students at senior secondary level with fundamental business knowledge and skills, and develop their positive values and attitudes, so that they can fulfill their roles competently and confidently as consumers, investors, employees and/or entrepreneurs;
- to develop students' generic skills in research, analysis, leadership, team-building, communication, critical thinking, creativity, and problem-solving and transfer them to different domains; and
- to explore different aspects of business to prepare students for life, for learning and for employment.

The curriculum comprises a compulsory and an elective part to strike a balance between breadth and depth in different business areas.

- The compulsory part of the BAFS curriculum covers four main areas, namely: Business Environment, Introduction to Management, Introduction to Accounting and Basics of Personal Financial Management. They provide a threshold, in terms of knowledge and skills, for students' future studies or careers.
- The elective part (Accounting Module), which builds upon the knowledge and skills in the compulsory part, provides students with an opportunity to pursue a more in-depth study in a focused area.

2. **PROPOSED SCHEDULE OF WORK**

| YEAR | TOPICS |
|------------|--|
| SS4 | <ol style="list-style-type: none"> 1. Business Environment <ul style="list-style-type: none"> ▪ Hong Kong Business Environment ▪ Forms of Business Ownership ▪ Business Ethics and Social Responsibilities 2. Introduction to Management <ul style="list-style-type: none"> ▪ Management Functions ▪ Effective Management ▪ Key Business Functions ▪ Entrepreneurship and Small and Medium Enterprises (SMEs) Management ▪ Business Communication 3. Introduction to Accounting <ul style="list-style-type: none"> ▪ Purposes and the Changing Role of Accounting ▪ Uses of Financial Statements ▪ Accounting Principles and Conventions ▪ The Accounting Cycle ▪ Basic Ratio Analysis 4. Financial Accounting <ul style="list-style-type: none"> ▪ Balancing Day Adjustments Relating to the Preparation of Financial Statements ▪ Financial Reporting for Different Forms of Business Ownership |
| SS5 | <ol style="list-style-type: none"> 4. Financial Accounting <ul style="list-style-type: none"> ▪ Control Systems ▪ Generally Accepted Accounting Principles ▪ Financial Analysis ▪ Incomplete Records ▪ Information and Communication Technology (ICT) Applications in Accounting ▪ Ethical Issues in Accounting 5. Basics of Personal Financial Management <ul style="list-style-type: none"> ▪ Fundamentals of Financial Management ▪ Personal Financial Management |
| SS6 | <ol style="list-style-type: none"> 6. Cost Accounting <ul style="list-style-type: none"> ▪ Cost Classification, Concepts and Terminology ▪ Job Costing ▪ Marginal and Absorption Costing ▪ Cost Accounting for Decision-making |

3. SBA SCHEDULE / IMPLEMENTATION PLAN

Students are required to analyze and present issues related to an authentic or simulated business scenario, collecting and evaluating primary and/or secondary information and making reasoned recommendations on those issues. It is envisaged that students will have to work over an extended period of time on the task, in which the following stages will normally be involved:

- Deciding on a theme or title
- Devising a list of questions for research and analysis
- Designing appropriate information-collection method(s)
- Analyzing major findings
- Writing up a report
- Presenting the report and receiving feedback from teacher and/or peers
- Reflecting on the strengths and weaknesses of the study

Implementation schedule:

| YEAR OF EXAMINATION | IMPLEMENTATION OF SBA |
|---|--|
| 2012 | Schools are not required to submit SBA marks. Public examination results constitute 100% of the final subject results. |
| 2013 | Schools are not required to submit SBA marks. Public examination results constitute 100% of the final subject results. |
| 2014 | All schools have to submit SBA marks for feedback from the HKEAA on the outcomes of moderation. Public examination results constitute 100% of the final subject results. |
| 2015 | All schools have to submit SBA marks for feedback from the HKEAA on the outcomes of moderation. Public examination results constitute 100% of the final subject results. |
| Starting from 2016, all schools have to submit SBA marks contributing 15% to the final subject results. | |

4. PUBLIC ASSESSMENT

Assessment design:

| COMPONENT | | WEIGHTING | DURATION |
|-------------------------|--|-----------|----------|
| Public Examination | Paper 1 Compulsory part | 34% | 1½ hours |
| | Paper 2 Elective part (choose one only) 2A Accounting module 2B Business management module | 51% | 2½ hours |
| School-based Assessment | | 15% | |

Paper 1 will contain questions on the Compulsory Part. For Paper 2, candidates will attempt either Paper 2A or 2B, but they will be required to integrate into their answers the knowledge and skills learned in the Compulsory Part to demonstrate in-depth knowledge of the module.

Public examinations:

The overall aim of the public examination is to assess candidates' ability to demonstrate their knowledge and understanding in different areas of business and to apply this to novel situations in the context of business decisions.

Different types of items will be used to assess students' performance in a broad range of skills and abilities. The item types will include multiple-choice questions, short questions, accounting problems, business cases and essays. Item types will be similar to those adopted in the HKCE and HKAL examinations.

5. REFERENCES / USEFUL LINKS

- http://334.edb.hkedcity.net/doc/eng/bafs_final_e.pdf
- http://334.edb.hkedcity.net/doc/chi/bafs_final_e.pdf