

Business, Accountings and Financial Studies
Form 6
(2018-2019)

Aims and Objectives:

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

Week	Topic / Content Area
COST ACCOUNTING	
1	Cost Classification, Concepts and Terminology
2-5	Marginal and absorption costing
5-8	Cost accounting for decision-making
BASICS OF PERSONAL FINANCIAL MANAGEMENT	
9	Time value of Money
10	Consumer Credit
11	Personal Financial Planning and Investments
12	Stock Trading as an Investment
REVISION	
13	Revision – Introduction to Accounting
14	Revision – Business Environment
15	Revision – Introduction to Management – HKICPA examination
16-17	Revision – Financial accounting – Cost Accounting Revision
MOCK Examination	

Continue Assessment:

1. Tests: 14%
2. Attitude: 6%

Homework Policy:

1. Homework assignments are designed to suit the needs and abilities of students.
2. 5-10 questions will be assigned for each topic taught.
3. Students are expected to spend not less than 8 hours/week in doing their homework.

Study Skills:

1. Pre-read chapters to be covered in the coming lessons and ready questions to raise.
2. Attentive to explanation of the teacher in class.
3. Review what have learned afterwards immediately in the same day.
4. Check level of understanding by working through the questions assigned by the teacher and if any queries, inquire the teacher further.
5. Use concise notes to facilitate review and revision.
6. Master examination techniques by doing past years' examination questions and timing it as if taking a real live external open examination.
7. Schedule study timetable in consideration of teaching programme made by the teacher and the preparation time available before the external open examination.