

Ethics

Making the 'right' decision in business, for people, the planet and the business profits.

Product labelling being used for ensuring safety, legal compliance (following the law) and how packaging is an effective way of displaying the business' values.

Business can create a significant amount of waste, which can impact upon climate change. Training staff and using recyclable materials can help minimise the impact.

Fairtrade supports farmers who are underpaid in traditional supply chains. Fairtrade Minimum Pricing ensures a fair wage for the product produced and the Fairtrade Premium provides a sum of money to the farmers and their communities, allowing them to invest in hospitals, schools and access to clean water.

Back to Business

Sectors of Industry		Factors of Production	
Primary	Raw Materials	Land	Natural Resources
Secondary	Manufacture	Labour	Workers
Tertiary	Services	Capital	Man-made Resources
		Enterprise	Business Ideas

S2 Business and IT Knowledge Organiser

Cyber Security

Malware - types of computer threats including: viruses, trojans, adware, ransomware and DDOS.

Social Engineering - how scammers/hackers encourage you to give up your personal information - such as blagging and phishing

Antivirus and Firewalls - the ways we can protect ourselves from malware and cyber attacks.

Marketing

Marketing is the aspect of business responsible for creating a product, from design to advertisement.

4Ps of Marketing

Product	Actual Product
Price	Price customer pays for the product
Place	Where the customer can buy the product
Promotion	How the customer knows the product exists (advertising) and is encouraged to buy it (sales promotion)

Databases

Creating and editing tables in Databases, such as entering, amending and deleting records, and adding in new fields.

Searching (using a query) the database to extract information, on one or two fields.

Creating reports to display information in an easy-to use format.

RStudio

Using commands in RStudio to generate the following statistics:

Pie Charts	Bar Charts
Histograms	Scatterplots
Mean	Standard Deviation

Desktop Publishing

Creating A5 booklets and posters.

Carrying out internet research to create an information leaflet on a cocoa-producing country.

Key Skills:

Accurate keyboarding

Using graphics, fonts and formats to create a successful and fit-for-purpose document

Computer Systems

Basic computer systems introduction.

Hardware	The physical items that make up a computer system	Software	The programs that a computer runs
----------	---	----------	-----------------------------------

How computers store and process information - using the processor, memory and storage.

How data is stored using binary - 1s and 0s

How computers communicate with each other, including how communications can be protected by encryption