



KWAZULU-NATAL PROVINCE

EDUCATION
REPUBLIC OF SOUTH AFRICA

CURRICULUM GRADE 10 -12 DIRECTORATE

NCS (CAPS)

BUSINESS STUDIES

GRADE 11

ANNUAL TEACHING PLAN

2026



MANAGEMENT PLAN FOR BUSINESS STUDIES GRADE 11

According to Circular 11 of 2017 the new structure of Grades 10 – 12 is as follows:

PAPER	CONTENT	DURATION	TOTAL MARKS
PAPER 1	BUSINESS ENVIRONMENTS BUSINESS OPERATIONS	2 HOURS	150
PAPER 2	BUSINESS VENTURES BUSINESS ROLES	2 HOURS	150

TOPICS PER PAPER: JUNE PAPER

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PAPER 1	BUSINESS ENVIRONMENTS	BUSINESS OPERATIONS
SUB-TOPICS	<ul style="list-style-type: none"> - Influences of business environment - Challenges of the business environment - Adapting to challenges of the business environment - Impact and challenges of contemporary socioeconomics issues on business operations - Business sectors 	<ul style="list-style-type: none"> - Marketing function - Production function

PAPER 2	BUSINESS VENTURES	BUSINESS ROLES
SUB-TOPICS	<ul style="list-style-type: none"> - Benefits of a company versus other forms of ownership - Avenues of acquiring a business 	<ul style="list-style-type: none"> - Creative thinking and problem solving - Stress, crisis and change management - Professionalism and ethics

TOPICS PER PAPER: NOV/OCT END OF THE YEAR PAPER

PAPER 1	BUSINESS ENVIRONMENTS	BUSINESS OPERATIONS
SUB-TOPICS	<ul style="list-style-type: none"> - Influences of business environments - Challenges of the business environment - Adapting to challenges of the business environment - Impact and challenges of contemporary socioeconomics issues on business operations - Business sectors 	<ul style="list-style-type: none"> - Marketing function - Production function - Introduction to Human Resources

SUB-TOPICS	BUSINESS VENTURE	BUSINESS ROLE
	<ul style="list-style-type: none"> - Benefits of a company versus other forms of ownership - Avenues of acquiring a business - Presentation of business information - Entrepreneurial qualities and success factors - Transforming a business plan into an action plan - Start a business venture based on an action plan 	<ul style="list-style-type: none"> - Creative thinking and problem solving - Stress crisis and change management - Professionalism and ethics - Team dynamics and conflict management

WEEK	TOPIC	CONTENT	%	CUM %	ASSESSMENT	RESOURCES	DATE

TERM 1

Week 1 14 -16Jan (3 days)	Influences on, and control factors relating to the business environments	<p>Ways to be involved in business environments if beneficial to business: (Recap components of business environments)</p> <p>Micro environment The business vision, mission statement, goals and objectives, organisational resources, management and leadership, eight functions and activities of the business</p> <p>Market environment The consumers/customers, suppliers, intermediaries, competitors, other organisations/civil society (e.g., community based organisations – CBOs, non-governmental organisations – NGOs, regulators, strategic allies, and unions)</p> <p>Macro environment</p> <ul style="list-style-type: none"> - The physical/natural environment/economic environment/social, cultural, and demographic environment/technological environment/legal and political environment/international/global environment/institutional environment - Examination of control factors, e.g. more control over micro environment, less control over market environment and no control over macro environment 	10%	3%	Informal Class work & Homework activities	<ul style="list-style-type: none"> • Textbooks/ Notes • 2024/4 Exam Guidelines • Newspaper articles • Internet • Magazine • Other audio-visual media 	
Week 2 19-23 Jan (5 days)							

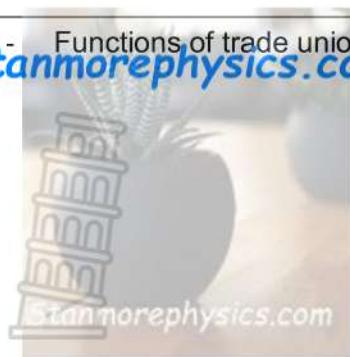
WEEK	TOPIC	CONTENT	%	CUM %	ASSESSMENT	RESOURCE S	DATE COMPLETED
Week 3 26-30 Jan (5 days)	Challenges of the business environment	<p>The challenges of the micro (internal), market and macro business environments</p> <ul style="list-style-type: none"> • Challenges of the micro environment • Challenges of the market environment • Challenges of the macro environment 	23%	6%	Informal <ul style="list-style-type: none"> • Classwork activities • Homework activities 	<ul style="list-style-type: none"> • Textbooks • 2024/4 Exam Guidelines • Newspaper articles • Internet • Magazine • Other audio-visual media 	

Week 4 02-06 Feb (5 days)	Adapting to challenges of the business environments	<ul style="list-style-type: none"> - How a business constantly needs to adapt to the challenges of the micro (internal), market and macro business environments - Ways in which a business can adapt to challenges of the business environment, and whether this is to the benefit of the business - Information management, strategic responses, mergers, takeovers, acquisitions and alliances, organisation design and flexibility, direct influence of the environment and social - responsibility Lobbying, networking and power relations 	35%	10%	Informal Classwork & Homework activities	<ul style="list-style-type: none"> • Textbooks/Notes • 2023/4 • Exam Guidelines • Newspaper articles • Internet • Magazine & Other audio-visual media 	
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WEEK	TOPIC	CONTENT	%	CUM %	ASSESSMENT	RESOURCES	DATE COMPLETED
Week 5 09-13 Feb (5 days)		<ul style="list-style-type: none"> - Lobbying, e.g. hedging against inflation, bargaining sessions between management and unions, influencing supervisory body /regulators, etc. - Networking, e.g. finding new customers etc. - Power relationships e.g. strategic alliance agreements, persuasion of large investors, company representatives' influence, etc. 					

Week 6 16-20 Feb (5 days)	Impact and challenges of contemporary socioeconomic issues on business operations	<p>The impact of contemporary socioeconomic issues on business operations, and their challenges, decisions for specific business situations</p> <ul style="list-style-type: none"> The impact of contemporary socioeconomic issues on business operations and productivity, e.g. income, inflation, social, cultural and demographic issues, economic crime, population growth, illiteracy, lack of skills, unavailability of natural resources, inefficiency in the use of resources, dumping, exhaustion of natural resources, piracy, strikes Possible business solutions/ contributions to deal with the piracy: <ul style="list-style-type: none"> The nature and definition of each intellectual property right - Copyright - Patent - Trademark 	61%	12%	Informal <ul style="list-style-type: none"> Classwork activities Homework activities 	<ul style="list-style-type: none"> Textbooks/Notes 2023/4 Exam Guidelines Newspaper articles Internet Magazine Other Audio Visual media 	
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WEEK	TOPIC	CONTENT	%	CUM %	ASSESSMENT	RESOURCES	DATE COMPLETED
		<ul style="list-style-type: none"> - Investigation of developments in industrial relations that relate to contemporary business practice - Labour strikes, go-slows, and lockouts - Labour Relations Act (nature and purpose) - What is a trade union? - History of trade unions - Roles of trade unions 					



Assessment	CASE STUDY	Case study must consist of FOUR topics: 2hrs			Case study		

Week 7 23-27Feb (5 days)	Business sectors	<ul style="list-style-type: none"> The links between various primary, secondary, and tertiary enterprises Examination of the links between Primary enterprises, Secondary enterprises, Tertiary enterprises 	74%	16%	Informal <ul style="list-style-type: none"> Classwork activities Homework activities 	<ul style="list-style-type: none"> Textbooks /Notes 2024 Exam Guidelines Newspaper articles 	
Week 8 02-06 Mar (5 days)	Benefit of a company over other forms of ownership	<ul style="list-style-type: none"> The benefits and challenges of establishing a company versus other forms of ownership (including taxation issues) Recap the characteristics, advantages, and disadvantages of the forms of ownership The benefits and challenges of establishing a company versus other forms of ownership i.e. sole trader, partnership, co-operatives, (including taxation issues) Formation of companies □ The company's charter – Memorandum of Incorporation 	87%	19%	Informal <ul style="list-style-type: none"> Class activities Home activities 	<ul style="list-style-type: none"> Textbooks/Notes 2023/4 Exam Guideline Newspaper articles Internet Magazine Other audio-visual media 	

WEEK	TOPIC	CONTENT	%	CUM %	ASSESSMENT	RESOURCES	DATE COMPLETED
Week 9 9-13 Mar (5 days)	Avenues of acquiring a business	<ul style="list-style-type: none"> • Name of the company incorporation and commencement of the company • Prospectus 	100%	23%	Informal <ul style="list-style-type: none"> • Classwork activities • Homework activities 	<ul style="list-style-type: none"> • Textbooks/ Notes • 2023/4 Exam Guideline • Newspaper articles • Internet • Magazine • Other audio-visual 	
		<ul style="list-style-type: none"> • Avenues of acquiring businesses (e.g. franchising, outsourcing, leasing) • Their advantages and disadvantages as well as contractual implications (e.g. royalties, legalities) 					
Week 10 16-20 Mar (5 days)	Revision	Revision of all topics covered during the first term.			Informal <ul style="list-style-type: none"> • Classwork activities • Homework activities • Controlled test 1 	<ul style="list-style-type: none"> • Notes/Textbooks • 2024 Exam Guidelines □ • Exemplar/past papers 	
Week 11 23-27 Mar (5 days)	Controlled test: 1hr: 30 Minutes	Controlled test 1					



TERM 2

Week 1 08-10 Apr (3 days)	Creative thinking and problem solving	<p>Creative thinking to address business problems and to improve business practice</p> <ul style="list-style-type: none"> Application of creative thinking to address business problems and to improve business practice Routine vs. creative thinking, mental blocks to creativity and idea generation Problem-solving skills in a business context More complex problem-solving techniques (e.g. Delphi technique and force-field analysis revision) Working with others to solve problems and generate ideas Creative solutions to business problems, assess these against the reality of the business environment 	11%	26%	<p>Informal</p> <ul style="list-style-type: none"> Classwork activities Homework activities 	<ul style="list-style-type: none"> Textbooks/Notes 2024 Revised notes 2024 Exam Guidelines Newspaper articles Internet Magazine Other audio-visual 	
Week 2 13-17 Apr (5days)	Stress, Crisis And Change Management	<p>The concepts relating to stress, crisis and change management</p> <ul style="list-style-type: none"> How to manage stress Explain the importance of stress management in 				<ul style="list-style-type: none"> Textbooks/Notes 2023/4 Exam Guidelines Newspaper articles 	

		<p>pressurised work environments</p> <ul style="list-style-type: none"> • Crisis and change management • Dealing with business-related crises (e.g. tight deadlines, loss of property, illness) • Dealing with and adapting to change (e.g. unemployment, retrenchment, globalisation, affirmative action) 				<ul style="list-style-type: none"> • Internet • Magazine & Other audio-visual 	
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Week 3 20-24 Apr (5 days)	Marketing Function	<p>The aspects of the marketing function: Marketing activities, product policy, pricing policy, distribution, marketing communication</p> <ul style="list-style-type: none"> • Marketing: Activities (Locating the consumer standardisation and grading, storage, transport, financing, risk-bearing, and buying & selling) • Marketing mix <ul style="list-style-type: none"> - Product policy: Product development, design, packaging and trademarks - Pricing policy: Importance of pricing, pricing techniques, price determination, factors influencing pricing, price adjustments 	33%	33%	Informal <ul style="list-style-type: none"> • Classwork activities • Homework activities 	<ul style="list-style-type: none"> • Textbooks • 2024 Revised notes • 2024 Exam Guidelines • Newspaper articles • Internet • Magazine & Other audio-visual 	
Week 4 28-30 April (3 days)	Marketing Function	<ul style="list-style-type: none"> - Distribution policy: channels of distribution, intermediaries, direct and indirect distribution - Communication policy: sales promotion, advertising, publicity and personal selling 					

Week 5 04-08 May (5 days)	Production function	<p>The aspects of the production function</p> <ul style="list-style-type: none"> • Production planning (information about production planning and control) • Production planning: planning, routing, scheduling and loading <p>Production control: dispatching, following up, inspection and corrective action</p>					
Assessment	Presentation	Presentation must consist of FOUR topics		Presentation			
Week 6 11-15 May (5 days)	Production function	Safety management: Knowledge about factory safety, machinery and Occupational Health and Safety Act	56%	40%	Informal <ul style="list-style-type: none"> • Classwork activities • Homework activities 	<ul style="list-style-type: none"> • Textbooks • 2024 Revised notes • 2024 Exam Guidelines • Newspaper articles • Internet • Magazine & Other audio-visual 	
Week 7 18-22 May (5 days)	Production function	Quality control: Quality management systems (SABS), quality control bodies and policies	67%	43%	Informal <ul style="list-style-type: none"> • Classwork activities • Homework activities 	<ul style="list-style-type: none"> • Textbooks • 2024 Revised notes • 2024 Exam Guidelines • Newspaper articles • Internet • Magazine & Other audio-visual 	

Week 8 25-29 May (5 days)	Professionalism and ethics	<ul style="list-style-type: none"> The theories and principles of professional and ethics, explore how they relate to the business environment Application of the principles and skills of professional, responsible, ethical and effective business practice The concept of ethics and different perspectives on ethics, as well as ethical business ventures 	78%	47%	Formal Written presentation	<ul style="list-style-type: none"> Textbooks 2023/4 Exam Guidelines Newspaper articles Internet 	
Week 9 01-05 June (5 days)	Professionalism and ethics	<ul style="list-style-type: none"> Revision of all topics covered during the term 	100%	50%	Informal <ul style="list-style-type: none"> Classwork activities Homework activities 	<ul style="list-style-type: none"> Textbooks 2023/4 Exam Guidelines Newspaper articles Internet 	
Week 10 08-12 June (5 days)	Revision exercises	<ul style="list-style-type: none"> Revision of all topics covered during the term 				<ul style="list-style-type: none"> Textbooks 2023/4 Exam Guidelines Exemplars 	
Week 11-12 17-26 June (8 days)	Revision exercises SBA TASK 4: CONTROLLED TEST 2	<ul style="list-style-type: none"> Revision of all topics covered during the term <p>Term 2 topics June examination 150 x 2 papers = 300, 2 hours Each Paper</p>					

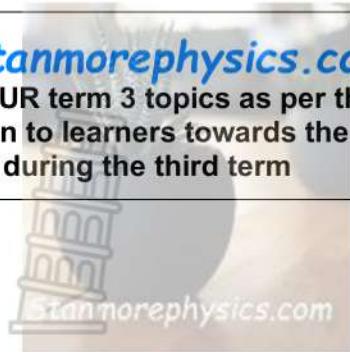
TERM 3							
Week 1 21-24 July (4 days)	Entrepreneurial qualities and success factors	<p>The degree to which a business embraces entrepreneurial qualities</p> <ul style="list-style-type: none"> Identification and assessment of a business against the Entrepreneurial qualities (e.g. risk taking, perseverance, good management, etc.) Critical reflections on a business venture, and identification of its success factors and areas for improvement Exploration and identification of what makes a business successful Key success factors, e.g. sustainability, profitability, customer base, etc. <p>Identify areas for improvement</p>	13%	64%	Informal Classwork activities Homework activities	<ul style="list-style-type: none"> Textbooks 2023/4 Exam Guidelines Newspaper articles Internet 	
Week 2 27-31 July- (5 days)	Transformation of a business plan into an action plan	<p>Transformation of a business plan into an action plan (including Gantt charts and timelines) collaboratively or independently</p> <ul style="list-style-type: none"> Transformation of a business plan into an action plan (e.g. planning tools: Gantt charts or Work Breakdown Structure (WBS) with timelines and responsibilities, project planning) 	25%	68%	Informal Classwork activities Homework activities	<ul style="list-style-type: none"> Textbooks 2023/4 Exam Guidelines Newspaper articles Internet Examples of planning tools. 	

Week 3 03-07 Aug (5 days)	Setting up a business	<p>Collaboratively or independently setting up a business ventures to generate income, basing this on an action plan</p> <ul style="list-style-type: none"> Initiating and setting up business ventures to generate income, basing this on an action plan <p>Acquiring funding (equity capital/loans/debt, considering other sources of funding/capital), if needed</p>	38%	72%	Informal <ul style="list-style-type: none"> Classwork activities Homework activities 	<ul style="list-style-type: none"> Textbooks /Notes 2023/4 Exam Guidelines Newspaper articles Internet 	
Week 4 11-14 Aug (4 days)	Presentation of business information	<p>Accurate and concise verbal and non-verbal presentation of a variety of business-related information (including graphs), respond professionally to questions and feedback</p> <ul style="list-style-type: none"> Presentation and validation (support) of business-related information in verbal and nonverbal format (including tables, graphs, diagrams and illustrations, posters and handouts (recap)) Design and layout of the presentation using different visual aids (e.g. show how to prepare/set out slides, posters and hand-outs) (recap) 	62%	80%	Informal <ul style="list-style-type: none"> Classwork activities Homework activities 	<ul style="list-style-type: none"> Textbooks /Notes 2024 Exam Guidelines Newspaper articles Internet Examples of visual aids. 	

Week 5 17-21 Aug (5 days)	Presentation of business information	<ul style="list-style-type: none"> Written information – reports, business plans, business information and analysis, e.g. Steps in report-writing, composing a flyer, etc. Responding nonaggressive and professional manner to questions about work and presentations, e.g. answer all questions, make notes, do not argue, apologise for errors, etc. 	75%	84%	Informal <ul style="list-style-type: none"> Classwork activities Homework activities 	<ul style="list-style-type: none"> Textbooks/Notes 2024 Exam Guidelines Newspaper articles Internet Examples of visual aids.
Week 6 24-28 Aug (5 days)	Team stages, dynamics theories and conflict management	Stages of team development/building a team: <ul style="list-style-type: none"> Forming stage/getting to know each other Storming stage true character starts to Show/first round conflict Norming stage/settling and reconciliation Performing stage/working as a team towards the goal 	87%	88%	Informal <ul style="list-style-type: none"> Class activities Home activities 	<ul style="list-style-type: none"> Textbooks Notes 2024 exam guideline Newspaper articles Internet Magazines Other audio-visual media Relevant Acts

Week 7 31 Aug-04 Sept (5 days)	Team stages, theories and conflict management	Conflict management Definition of conflict <ul style="list-style-type: none"> Causes of conflict in the business Definition of conflict management Conflict management skills to resolve differences in business situation 	100%	92	Informal <ul style="list-style-type: none"> Class activities Home activities 	<ul style="list-style-type: none"> Textbooks/ Notes 2024 Exam guideline Newspaper Articles Internet Magazines Other audio-visual media Relevant Acts
Week 8 07-11 Sept (5 days)	Revision exercises	Revision of all topics covered in term 3			Informal Classwork activities Homework activities	<ul style="list-style-type: none"> Textbooks/Notes 2023/4 Exam Guidelines Newspaper Articles Internet Magazines Other audio-visual media
Week 9-10 14-23 Sept (8 days)	Trial	Examinations			Informal Classwork activities Homework activities	<ul style="list-style-type: none"> Textbooks/Notes 2023/4 Exam Guidelines Newspaper Articles Internet Magazines Other audio-visual media

<p>Task: Project Marks 50 Covering at least FOUR term 3 topics as per the ATP Project must be given to learners towards the end of the second term for submission during the third term</p>	<p>Downloaded from Stanmorephysics.com</p>	<p>TASK: Controlled Test- 100 Marks Control test should cover topics as per the ATP for Term 3</p>
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TERM 4							
Week 1 06-09 Oct (4 days)	Introduction to Human Resources	<ul style="list-style-type: none"> Human resources activities (e.g. recruitment and selection, contracts, induction, salaries, and other benefits) Procedures related to recruitment, selection and interviewing Legalities of employment contracts Procedures of induction and placements 	50%	96%	Informal Classwork activities Homework activities	<ul style="list-style-type: none"> Textbooks/Notes 2023/4 Exam Guidelines Newspaper articles 	

Week 2 12-16 Oct (5 days)	Introduction to Resources	<p>Discussion of the interviewing, selection and induction</p> <ul style="list-style-type: none"> • Salary determination (piecemeal and time-related), including personal tax, link to basic conditions of employment • Employee benefits: Pension, medical, other 	100%	100%	Informal Classwork activities Homework activities	<ul style="list-style-type: none"> • Textbooks/Notes • 2023/4 Exam Guidelines • Newspaper articles • Internet • Past Papers 	
Week 3 19-23 Oct (5 days)	Revision exercises	<i>Revise topics covered.</i>			Informal • Class activities • Home activities	<ul style="list-style-type: none"> • Textbooks/Notes • 2023/4 Exam Guidelines • Newspaper articles • Internet • Past Papers 	

Week 4
26-30 Oct

PAPER 1
Time 2 hrs
Downloaded from Stanmorephysics.com

- 150 marks
- Section A [compulsory]
 - Question 1: MCQs, matching column: choose correct answer;
 - Business environments & business operations: 30 marks
- Section B [answer 2 questions]
 - Question 2: Business environments: 40
 - Question 3: Business operations: 40
 - Question 4: Business environments & Business operations: 40
- Section C: [answer 1 question]
 - Question 5: Business environments: 40
 - Question 6: Business operations: 40
- Cognitive levels:
 - Lower order – 30%
 - Middle order – 50%
 - Higher order – 20%
- Complete: Assessment framework & cognitive levels grid

PAPER 2

- Time 2 hrs
- 150 marks
- Section A [compulsory]
 - Question 1: MCQs, matching column: choose correct answer
 - Business ventures & business roles :30
- Section B [answer 2 questions]
 - Question 2: Business ventures 40
 - Question 3: Business roles 40
 - Question 4: Business ventures & roles: 40
- Section C: [answer 1 question]
 - Question 5: Business ventures 40
 - Question 6: Business roles 40
- Cognitive levels:
 - Lower order – 30%
 - Middle order – 50%
 - Higher order – 20%
- Complete: Assessment framework & cognitive levels grid

End-of-year examination

It is compulsory to cover the content within specified terms.

► Daily assessment is important to monitor teaching and learning. ► Give learners at least one class/cycle test per month.

► The content dealt with in term 1 to 4 should be revised for the end of the year examination.