

O B J E C T I V E S

YEAR 10



Term 2 Exam 2019-2020

O B J E C T I V E S

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1) Arabic

2) Sharia

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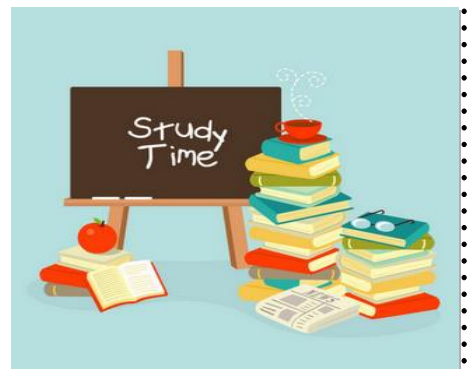
10) Mathematics

11) ICT

12) Business

13) Geography

14) Travel & Tourism



Teacher's name : Amal+ Abeer.

Subject: rabic

Year group: 10

| No. | Term 2 objectives: |
|-----|--|
| 1 | • أن تكتب نصًا سرديًا متكامل العناصر في حدود 350-500 كلمة. |
| 2 | • أن تجيب عن أسئلة المقال إجابات تامة صحيحة بأسلوبها الخاص. |
| 3 | • أن تلخص النص ملتزمة شروط التلخيص، وعدد الكلمات المطلوب |
| 4 | • أن توظف قواعد النحو والإملاء توظيفًا صحيحًا أثناء الكتابة. • أن تستخرج الأفكار الفرعية والرئيسية من النص المقروء. |

Max. number of objectives is 5 objectives.

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|--|----|
| No of assessments during the term (without including the end of term exam) عدد الاختبارات خلال الفصل ما عدا نهاية الفصل | 2 |
| Total mark for each assessment (every assessment is out of what) درجات الاختبارات | 25 |
| Duration of end of term exam/exams الدرجة الخاصة باختبار نهاية الفصل | 50 |

Topics and units covered/ Studying material/Any other information

المواضيع الداخلة باختبار نهاية الفصل

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| <p>الكتابة :</p> <ul style="list-style-type: none"> - كتابة النص السردي . - أن توظف فنون البلاغة أثناء الكتابة. - أن تطبق مهارات النحو والإملاء توظيفًا سليمًا أثناء الكتابة. - اكساب المتعلم التفكير المنطقي في عرض أفكاره وتسلسلها. <p>المقال:</p> <ul style="list-style-type: none"> - تحليل المقال تحليلًا أدبيًا - إجابة أسئلة المقال إجابة كاملة صحيحة وبأسلوب الطالبة الخاص. <p>مهارة التلخيص:</p> <ul style="list-style-type: none"> - أن تلخص المقال مستوفية شروط التلخيص كاملة . - أن تلخص في عدد الكلمات المطلوب . - مع مراعاة التنوع في توظيف أدوات الربط المناسبة. <p>القراءة:</p> <ul style="list-style-type: none"> - سرعة فهم المقروء، وتقسيم الموضوع إلى فقرات ذات فكرة عامة وخاصة. |
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Teacher's name : ولاء إبراهيم

Subject: الشرعية

Year group: العاشر

| No. | Term 2 objectives: |
|-----|---|
| 1 | أن تفسر الطالبة الآيات من (9- 17) من سورة الإسراء تفسيراً صحيحاً؛ متعرفاً سنن الله تعالى في الكون. |
| 2 | أن تؤمن الطالبة بالله تعالى وتتعرف أسماءه وصفاته، مُستدلةً على وجوده تعالى بمظاهر قدرته؛ مدركة حقيقة الإيمان ودرجاته |
| 3 | أن تتعرف الطالبة الأحاديث الإسلامية المبينة لحياة المسلم، بما يتضمن التكافل في أسمى صوره، وتميز الإسلام ورقيه في التعامل مع الخادم والأجير. |
| 4 | أن تتعرف الطالبة حرمان الله تعالى وخطورة انتهاكها مدركة أهمية الاعتزاز بالإسلام. |
| 5 | أن تقدر وتحترم الطالبة الصحابة رضوان الله تعالى عليهم جميعاً؛ مبينة فضل عائشة أم المؤمنين رضي الله عنها. |
| 6 | أن تفهم الطالبة الأمور الفقهية المتعلقة بأحكام الزواج والكفر والمحرمات من النساء في الزواج وتستفيد من ذلك في حياتها العملية. |

| | |
|--|---------------------|
| No of assessments during the term (without including the end of term exam) عدد الاختبارات خلال الفصل ما عدا نهاية الفصل | امتحانان |
| Total mark for each assessment (every assessment is out of what) درجات الاختبارات | لكل اختبار 20 علامة |
| Duration of end of term exam/exams الدرجة الخاصة باختبار نهاية الفصل | 50 درجة |
| Topics and units covered/ Studying material/Any other information المواضيع اختبار نهاية الفصل الثاني | |



الأكاديمية الأنان للبنات
Al-Anan Academy For Girls

1. من سنن الله في الكون (سورة الأعراف)
 2. التكافل في أسمى صورته
 3. الإيمان بالله
 4. أحكام الزواج
 5. تعظيم الحرمات
 6. عائشة رضي الله عنها
 7. رقي الإسلام في التعامل
 8. الكفر
 9. المحرمات من النساء في الزواج
 10. على الطالبة تسميع سورة الجمعة من (1-5) غيبا في الاختبار الشفوي النهائي
 11. كما عليها أن تقرأ المقرر من سورة النور من (1-29) مراعية أحكام النون الساكنة والتنوين وأحكام الميم الساكنة وأحكام المدود وأحكام التقخير والترقيق في الاختبار النهائي والتطبيق اليومي أيضا.
- علما بأن الاختبار الشفوي النهائي يرصد له 10 علامات من الاختبار النهائي.

Teacher's name : نبيلة لطفي Subject: اجتماعيات Year group: العاشر

| No. | Term 2 objectives: |
|-----|--|
| 1 | 1- أن تتعرف على الأنشطة الاقتصادية التي شهدت نهضة حديثة في دولة قطر |
| 2 | 2- أن توضح الانجازات التي شهدتها تلك الأنشطة الاقتصادية |
| 3 | 3- أن تتعرف على مسيرة حياة الشيخ أحمد بن علي والشيخ حمد بن خليفة آل ثاني |
| 4 | |

Max. number of objectives is 5 objectives.

| | |
|---|----------|
| No of assessments during the term(without including the end of term exam) عدد الاختبارات خلال الفصل ما عدا نهاية الفصل | اختباران |
| Total mark for each assessment (every assessment is out of what) درجات الاختبارات | 20+10 |
| Duration of end of term exam/exams الدرجة الخاصة باختبار نهاية الفصل | 50 |

Topics and units covered/ Studying material/Any other information

المواضيع الداخلة باختبار نهاية الفصل

Please use your class practical experience and knowledge for the topics covered.

- 1- الأنشطة والتنمية الاقتصادية في دولة قطر من ص 11 إلى ص 28
- 2- تابع الأنشطة والتنمية الاقتصادية في دولة قطر من ص 31 إلى ص 55
- 3- شيوخ دولة قطر (الشيخ أحمد بن علي والشيخ خليفة بن حمد آل ثاني)

Teacher's Name: Miss Sarah Subject: First Language English Year Group: 10

| No. | Term 2 Exam Objectives: |
|---|--|
| 1. | Writing Composition: write an extended piece of writing using a stimulus. |
| 2. | Language Analysis and Writer's Effect: explaining writer's choices of features and vocabulary. |
| 3. | Summary Writing and Note Taking: summarising larger pieces of text for the purposes of the exam, selecting and retrieving skills of relevant information. |
| No. of assessments during the term (without including the end of term exam) | 2 |
| Total mark for each assessment (every assessment is out of what) | Writing Assessment 1 - 40 Writing Assessment 2 - 15 |
| No. of exam papers to be included in end of term 1 exam timetable | 1 |
| Duration of end of term exam/exams | 1 hour and 45 minutes |

Topics and units covered/ Studying material/Practical skills & any other information

Topics covered:

- Reading: language analysis, vocabulary definitions, writer's effect, quote analysis, identification and classification of word classes and writing techniques, analytical writing, summary writing, note writing
- Writing: formats of writing, structures, appropriate features of writing considering context

Studying material:

- Edmodo – lesson resources
- Writing Homework – marked with feedback
- Language Analysis Booklet – independent project for the term
- Assessment marking and feedback, including redraft lessons and teacher feedback notes
- Suggested learning and revision guide from CGP – on Edmodo

Teachers: Waheeda and Deniece

Subject: ENGLISH SECOND LANG

Year: 10

| No. | Term 2 Exam Objectives: |
|-----|--|
| 1 | READING Demonstrate understanding of explicit and implicit meanings Understand and respond to information presented in a variety of forms Select and organize material relevant to specific purposes. Understand and distinguish between facts and opinions |
| 2 | WRITING Communicate clearly, accurately and appropriately Convey information and express opinions effectively Employ and control a variety of grammatical structures Use register appropriate to audience and purpose Make accurate use of spelling, punctuation and paragraphing Apply conventions related to structure, purpose and audience when writing a film review |
| 3 | LISTENING Identify and select relevant information. Understand ideas, opinions and attitudes |

| | |
|--|--|
| No of assessments during the term (excluding the end of term exam) | Assessment 1: Film Review, vocabulary and grammar Assessment 2: Speaking “(My Dream Job)” |
| Total mark for each assessment | Total: (50) Assessment 1 (25) Assessment 2 (25) |
| No. of assessments to be included in end of Term 2 exam timetable | Paper 2: Reading and Writing: Total: 80 Paper 4: Listening : Total : 40 |
| Duration of end of term exam/exams | Paper 2 : 2 Hrs Paper 4 : 50 minutes |

Topics and units covered/ Study material/Any other information

Topics covered:

- A number of vocabulary exercises to improve range of vocabulary
- Reading comprehension practice (“Coursebook”)
- Listening Practice (Ex. From “Coursebook” and sample IGCSE Paper))
- Punctuation and grammar activities.
- Writing a film review, based on “Wonder”
- Speaking presentation on “My Dream Job”.

Exam Preparation:

- IGCSE past papers as revision material
- Review vocabulary lists/ Synonyms. Revise basic punctuation rules.

Teacher's name : Hoda saied

Subject: P.E

Year group: 10

| No. | Term 2 objectives: |
|-----|---|
| 1 | To participate in full games |
| 2 | To demonstrate attacking and defensive set plays |
| 3 | To demonstrate passing, dribbling and shooting skills in handball |
| 4 | To practice the coordination between hand and leg movement while running. |

Max. number of objectives is 5 objectives.

| | |
|--|--|
| No of assessments during the term (without including the end of term exam) عدد الاختبارات خلال الفصل ما عدا نهاية الفصل | Assessment 1 Handball Assessment 2 Fitness: |
| Total mark for each assessment (every assessment is out of what) درجات الاختبارات | Total (20) Assessment 1 (10) Assessment 2 (10) |
| Duration of end of term exam/exams الدرجة الخاصة باختبار نهاية الفصل | (60) |

Topics and units covered/ Studying material/Any other information

المواضيع الداخلة باختبار نهاية الفصل

Please use your class practical experience and knowledge for the topics covered.

Basketball

- Passing - chest, bounce
- Dribbling - strong hand, alternate
- Conditioned Mini-games, - 5 v 5
- Shooting - B.E.E.F
- Rules and concepts – attacking and defending set plays
- Full Games

Teacher's Name : Ms. Ruchi
10A/B/C

Subject: Physics

Year group: Grade

| No. | Term 2 objectives: |
|-----|---|
| 1 | <u>Forces and Motion</u> —Momentum |
| 2. | <u>Forces and Energy</u> --Work and energy, Energy Transformation ,Calculating PE & KE, Efficiency, Energy for electricity, Energy resources, How the World gets its Energy |
| 3. | <u>Thermal Effects</u> —Moving Particles, Temperature, Expanding solids and Liquids, Heating gases, Methods of Heat Transfer, Specific Heat Capacity, Liquids and Vapors, Specific Latent Heat |

| | |
|---|------------------------------|
| No of assessments during the term(without including the end of term exam) | 2 |
| Total mark for each assessment (every assessment is out of what) | 1: Out of 40 2: Out of 40 |
| No of assessments needs to be included in end of term 1 exam timetable | 1 |
| Duration of end of term exam/exams | 70 marks - 1 and half hours |

Topics and units covered/ Studying material/Any other information

FORCES AND MOTION-

To understand Momentum, conservation of momentum and Impulse.

FORCES AND ENERGY

To define Work and energy, Solve problems on work and Energy, Understand the relation between work and Energy. Define the types of energy, Understand examples, Law of Conservation of Energy, Study Energy conversions.

Calculating PE & KE, Solve problems on kinetic energy and potential energy.

To understand the concept of Efficiency, Energy for electricity, Types of Energy resources, using energy resources to produce electricity.

THERMAL EFFECTS

To understand different states of matter, Thermometers, Types of thermometers, Thermal Expansion, use of Bimetallic strip, Methods of heat transfer, Define Conduction, Convection, Radiation, Vacuum Flask, Examples of heat transfer, Define Specific heat capacity, Heat Capacity solve problems on them.

To define Latent heat and types of latent heat, solve problems on them. To understand Evaporation, cooling effect of evaporation.

Resources- Textbook and reference notes given in the class. Worksheets given in class.

Teacher's Names: Ms. Uzma K Jalil

Subject: Chemistry

Year group: 10A/B/C

| No. | Term 2 objectives: |
|-----|------------------------------------|
| 1 | Mole & Chemical Equations |
| 2 | Stoichiometry |
| 3 | Redox Reactions & Electrochemistry |

| | |
|--|----------------------------------|
| No of assessments during the term (without including the end of term exam) | 2 |
| Total mark for each assessment (every assessment is out of what) | 40, 40 |
| No of assessments needs to be included in end of term 2 exam timetable | 1 |
| Duration of end of term exam/exams | Paper 1 (70 marks) 1 hour 30 min |

Topics and units covered/ Studying material/ Any other information

Some topics covered in Term 1 will be included in term 2 Exam. These include:

Atoms: Describe the structure of atoms and use of radioactive isotopes.

Bonding: Explain the formation of ionic bonding, covalent bonds, macro molecules and metallic bonding and link the properties of these compounds to their structure and bonding.

Periodic Table: Predict the periodic trends in the physical and chemical properties of the elements, group properties (1, 7 and 0), transition elements and explain the trends across the periodic table, period 2 and 3.

The mole: Explain and deduce the Relative atomic mass, RMM of elements / compounds, calculate the % composition, define the term the mole and solve problems on mole conversions, deduce empirical and molecular formula using % composition, concept of limiting reagent, calculate the concentration of solutions in g/dm³ and mol/dm³, volume of gasses, and mass of solids using moles.

Chemical Equations: Balancing the given equations for chemical reactions, solve problems on calculations from equations, explain molar volume and solve problems on reactions involving gases, perform a titrations and deduce the % yield and purity of a chemical reaction.

Redox reactions: Definition of oxidation and reduction, explain redox in terms of electron transfer and calculate the changes in oxidation state during a chemical reaction. Oxidising and reducing agents and their colour change.

Electrochemistry: predict the products of electrolysis of an electrolyte in molten & in aq. State; electroplating; application of electrolysis, hydrogen fuel



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The topics covered this term from 0620 syllabus of cie are:

- 4 (STOICHIOMETRY)
- 5 (ELECTRICITY AND CHEMISTRY)
- 7.4 (REDOX)

<https://www.cambridgeinternational.org/Images/414445-2020-2021-syllabus.pdf>

To help you prepare for the exam:

- Solve past papers from link:

<http://papers.xtremepapers.com/CIE/Cambridge%20IGCSE/Chemistry%20%280620%29/>

<https://www.savemyexams.co.uk/igcse-chemistry-cie.html>

For thorough preparation of the course material please read & understand each lesson from your text book, solve end of chapter exercises, solve unit review exercises and use lab activities, work sheets & class notes as extra resources

Teacher's name : Ms. Hasna/Ms. Fauzia Subject: Biology Year group: 10
A/B/C

| No. | Term 2 objectives: |
|-----|-----------------------|
| 1 | Animal nutrition |
| 2 | Transport in Plants |
| 3 | Transport in Humans |
| 4 | Diseases and Immunity |

| | |
|---|----------------------------------|
| No of assessments during the term(without including the end of term exam) | 2 |
| Total mark for each assessment (every assessment is out of what) | 40/40 |
| No of assessments needs to be included in end of term 2 exam timetable | 1 |
| Duration of end of term exam/exams | 1 hour and 30 minutes (70 marks) |

Topics and units covered/ Studying material/Any other information

Following is a rough outline of the topics covered. Please make sure that you follow the curriculum outline .

Animal nutrition : Balanced diet, effects of age, gender and activity on dietary needs, malnutrition, importance of carbohydrates, fats, proteins, vitamins, minerals fibre and water, deficiency disease of nutrients

Human nutrition : Alimentary canal and digestion: ingestion, mechanical and chemical digestion, absorption, assimilation, egestion, teeth, dental decay, dental care, cholera and diarrhea, functions and production of enzymes, role of liver and bile, role of pancreas, small intestine and its adaptations; villi/microvilli, structure of the villus, water absorption in small and large intestine

Transport in plants: Uptake of water and minerals, role of xylem and phloem, root hair cells, transpiration, factors that affect transpiration, cohesion, adhesion, translocation: sources and sinks

Animal Transport: Double and single circulatory system, the heart, blood vessels, cardiac cycle, coronary heart disease, treatment, Tissue fluid and Lymph, Blood: components of the blood and their functions, process of clotting, role of capillaries and tissue fluids in transfer of materials

Diseases and Immunity: Pathogens, transmissible disease, bodies defense; role of antibodies, antigens, phagocytes, active and passive immunity, process of vaccination and its role in preventing spread of diseases, importance of hygiene.



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Note:

Revise from Chapters 7, 8, 9 and 10 (pages 73-139) of the Biology textbook. Review chapters, notes and homework. Use the book CD to test yourself on each chapter by doing the multiple-choice quizzes. Practice past paper questions.

Practice biological drawings; graphs and tables; planning investigations, math skills and calculating magnification in Paper 6.

Subject: Mathematics

Year group: 10 Teacher: Ms. Najma/ Ms. Hagar

| No. | Term 2 objectives: |
|-----|--|
| 1 | Number: Simple Interest and compound Interest |
| 2 | Algebra: Expanding 2 brackets, Changing subject of a formula, Linear equations and simultaneous equations, Factorization, Quadratic equations and quadratic formula, Completing the square. |
| 3 | Geometry: Trigonometry, Further trigonometry, Angle properties and circle properties, Similarity and congruency. |
| 4 | Mensuration: Perimeter, area, surface area and volume of 2D and 3D shapes. |

Max. Number of objectives is 4 objectives.

| | |
|---|-------|
| No of assessments during the term (without including the end of term exam) | 2 |
| Total mark for each assessment (every assessment is out of what) | 40 |
| No of exam papers to be included in end of term 2 exam timetable | 1 |
| Duration of end of term exam/exams | 2 hrs |

Topics and units covered/ Studying material/Practical skills & any other information

Number:

Simple Interest and Compound Interest

Algebra:

Expanding a pair of brackets

Changing subject of a formula

Simple linear equations

Constructing and solving equations

Simultaneous equations

Simultaneous equations –Linear and Non – linear

Factorization

Solving quadratic equations by factorization

Solving quadratic equations using the quadratic formula

Completing the square

Solving quadratic equations by completing the square

Geometry:

Trigonometry:

Trigonometric ratios

Pythagoras theorem

Angles of elevation and depression

Further Trigonometry:

Sine and cosine curves

The sine rule

The cosine rule

The area of a triangle

Angle Properties:

Angles at a point and on a line

Angles formed within parallel lines

Angles in a triangle

Angles in a quadrilateral

Angles in a Polygon

Circle properties:

The angle in a semi-circle

The angle between a tangent and a radius of a circle

Angle at the center of a circle

Angles in the same segment

Alternate segment Theorem

Opposite angles in a cyclic quadrilateral

Similar shapes

Scale factor of similar shapes

Area and volume of similar shapes

Mensuration

Perimeter, area, surface area and volume

Perimeter and area of rectangle

Area of a triangle

The area of parallelograms and trapeziums

The circumference and area of a circle

Volume and surface area of a cuboid and cube

Volume of a prism

Volume and surface area of cylinder

Arc length of sector

Area of sector

Teacher's name: **Sumeera Wajid** Subject: **ICT** Year group: **Year 10**

| No. | Term 2 objectives: |
|-----|--|
| 1. | Identify and discuss computer hardware, software and its types |
| 2. | Identify and explain the main components of computer systems, operating systems and types of computer |
| 3. | Identify and explain the impact of emerging technologies |
| 4. | Identify and explain the input devices, direct data entry, output devices and their uses |
| 5. | Identify and explain storage devices, their associated media and their uses, |
| 6. | Identify and explain how to work with master slides in Presentation authoring |
| 7. | Identify and explain networks and the effects of using them |
| 8. | Identify and explain security issues regarding data transfer |
| 9. | Identify and explain the network communication |
| 10. | Identify and explain the effects on employment |
| 11. | Identify and explain the effects of IT on working patterns within organizations |
| 12. | Identify and explain the microprocessor-controlled devices in the home |
| 13. | Identify and explain the potential health problems related to the prolonged use of IT equipment |
| 14. | Identify and explain the communication applications |
| 15. | Identify data handling applications |
| 16. | Identify and explain measurement applications |
| 17. | Identify and explain microprocessors in control applications |
| 18. | Identify and explain modelling applications, applications in manufacturing industries. |
| 19. | Identify and explain the school management systems, booking systems, banking applications, computers in medicine, computers in libraries and computers in the retail industry. |
| 20. | Identify and explain expert systems. |
| 21. | Identify and explain recognition systems monitoring and tracking systems, satellite systems |



| | |
|--|--|
| 22. | Identify and explain physical safety and e- safety |
| No of assessments during the term (excluding the end of term exam) | Assessment 1 Assessment 2 |
| Total mark for each assessment (every assessment is out of what) | Total (75%) Assessment 1 (30%) Assessment 2 (45%) |
| No of assessments needs to be included in end of term 1 exam timetable | 1 |
| Duration of end of term exam/exams | 90 minutes |

Topics and units covered/ Studying material/Any other information

Term1

Types and components of computer system.

- Hardware and software
- Types of computers
- operating systems
- impact of emerging technologies

Input and output devices

- Manual Input devices
- Automatic Input devices
- Output Devices
- Storage devices

Networks and the effects of using them

- Network Hardware
- Intranet, internet and Extranet
- Wi-Fi and Bluetooth

Term2

Networks and the effects of using them

- network issues and communication

The effects of using IT

- Effects on employment
- Working patterns
- MP controlled devices at home
- MP controlled devices at home
- Health problems

ICT applications

- communication applications
- data handling applications
- measurement applications
- microprocessors in control applications
- modelling applications
- applications in manufacturing industries
- school management systems
- booking systems



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- banking applications
- computers in medicine
- computers in libraries
- expert systems
- computers in the retail industry
- recognition systems
- monitoring and tracking systems
- satellite systems

Safety and security

- physical safety
- e-safety

All the class slides are uploaded on Edmodo. Please use these and your IGCSE ICT book to study for the End of Term exam.

Teacher's name: Miss Anisah Subject: Business Studies Year group: 10

| No. | Term 2 objectives: |
|-----|---|
| 1 | Demonstrate understanding of Business aims and objectives (Term 1) |
| 2 | Identify the different types of organizations (Ownerships) (Term 1) |
| 3 | Demonstrate understanding of Classification of businesses(Term 1) |
| 4 | Decisions on Business Location(Term 1) |
| 5 | Business and the international economy (Term 1) |
| 6 | Internal and external communication |
| 7 | Recruitment and selection process |
| 8 | Training |
| 9 | Motivation and rewards |
| 10 | Organisation structure and employees |

Max. Number of objectives :

| | |
|---|--|
| No of assessments during the term (excluding the end of term exam) | Assessment 1 Assessment 2 |
| Total mark for each assessment (every assessment is out of what) | Total (30%) Assessment 1 – 32 marks (15%) Assessment 2 – 35 marks (15%) |
| No of assessments needs to be included in end of term 1 exam timetable | 1 |
| Duration of end of term exam/exams | 1 hour 15 minutes |

Topics and units covered/ Studying material/Any other information

- ✓ Businesses can have several objectives: • financial aims and • non-financial aims and objectives. Why business aims and objectives change as businesses evolve.
- ✓ Types of organizations: The main types of business ownership: • sole trader • partnerships • limited companies (private and public) • public corporations. Characteristics relating to size: • concepts of risk, ownership and limited liability • public corporations – reasons for and against public ownership • appropriateness of different forms of ownership. Different forms of business organisation: • franchises • social enterprises • multinationals.
- ✓ Classification of businesses: Primary, secondary and tertiary activities.
- ✓ Decisions on location: The main factors influencing location decisions and relocation of a business: proximity to market, labour, materials and competitors • nature of the business activity.
- ✓ Business and the international economy: Globalisation: • concept of globalization • opportunities and threats of globalization for businesses. The importance and growth of multinationals: • benefits of a business becoming a multinational • benefits to a country and/or economy where a multinational company is located
- ✓ Exchange rate calculation: The impact of exchange rate changes: • on international competitiveness • on importers and exporters.
- ✓ Internal and external communication - Importance of good communication and the problems of ineffective communication: • the different communication methods used, including information technology (IT) and the benefits and limitations of each method. Barriers to communication: • how communication barriers arise • problems of ineffective communication and how they can be removed.
- ✓ Types of employment: • full-time • part-time • job share • casual/seasonal/temporary. Recruitment documents: • job description • person specification • application form • curriculum vitae (CV)/résumé. Internal and external recruitment: • job advertisement • shortlisting • interviewing. Legal controls over employment and their effects: • equal opportunities – gender, race, disability, religion, sexual preference, age • minimum wage laws.
- ✓ Training - Importance of training to a business and workers: • different types of training and the main purpose o induction o on-the-job o off-the-job • compliance with health and safety laws • benefits and limitations of training.
- ✓ Motivation and rewards - The importance of motivation in the workplace: • attracting employees, retaining employees, productivity • motivational theories of Herzberg, Maslow and Taylor. How businesses motivate employees: • financial methods: o remuneration o bonus o commission o promotion o fringe benefits • non-financial methods: o job rotation o job enrichment o autonomy.
- ✓ Organisation structure and employees - Organisational charts for different types of business: • hierarchical and flat • centralised and decentralised. Roles and responsibilities of employees in terms of compliance and accountability: • span of control • chain of command • delegation. The



different functional areas within a business: • human resources – workforce planning, recruitment and selection, training, health and safety, staff welfare, employment issues, industrial relations, disciplinary and grievance procedure, dismissal, unfair dismissal and redundancy • finance – wages/salaries, cash-flow forecasting, budgets and accounting • marketing – market research, product planning, pricing, sales promotion, advertising, customer service, public relations, packaging and distribution • production – manufacturing the product, designing new products, quality control and stock control.

Teacher's name: Mrs Mareem Subject: Geography Year group: 10

| No. | Term 2 objectives: |
|-----|--|
| 1 | Physical processes and human intervention give rise to characteristic coastal landforms |
| 2 | Distinctive ecosystems develop along particular stretches of coastline |
| 3 | Coastal environments are of great importance to people and need to be sustainably managed |
| 4 | The relative importance of different economic sectors and the location of economic activity varies spatially, and changes over time. |
| 5 | The growth and decline of different economic sectors has resulted in a range of impacts and possible resource issues. |
| 6 | Countries increasingly experience an energy gap and therefore seek energy security by developing a balanced energy mix and sustainable energy use. |

Max. Number of objectives:

| | |
|---|--|
| No of assessments during the term (excluding the end of term exam) | Assessment 1 Assessment 2 |
| Total mark for each assessment (every assessment is out of what) | Total (30%) Assessment 1 - 27 marks (15%) Assessment 2 - 35 (15%) |
| No of assessments needs to be included in end of term 1 exam timetable | 1 (50%) |
| Duration of end of term exam/exams | 1 hour 30 minutes |



Topics and units covered/ Studying material/Any other information

Term 1

- 2.1 Physical processes and human intervention give rise to characteristic coastal landforms:
- a) Physical processes at work on the coast: marine processes (wave action, erosion, deposition and transportation, including longshore drift), weathering (mechanical, chemical and biological) and mass movement (sliding and slumping).
 - b) Influence of geology, vegetation, people and sea-level changes on coastal environments.
 - c) Role of erosional and depositional processes in the development of landforms: headlands and bays, cliffs, wavecut platforms, caves, arches, stacks and stumps, beaches, spits and bars.
- 2.2 Distinctive ecosystems develop along particular stretches of coastline:
- a) Distributions and features of the world's coastal ecosystems (coral reefs, mangroves, sand dunes and salt marshes).
 - b) Abiotic and biotic characteristics of one named coastal ecosystem.
 - c) How small- and large-scale coastal ecosystems are threatened by people and their activities (industrialisation, agricultural practices, tourism and deforestation).
- 2.3 Coastal environments are of great importance to people and need to be sustainably managed
- a) Conflicts between different users of the coast, with different views on coastal management (conservation or development).
 - b) Causes of coastal flooding (storm surges, tsunamis, climate change) and the prediction and prevention of flooding (forecasting, building design, planning and education).
 - c) There are different coastal management strategies, including soft engineering (beach replenishment, cliff regrading, ecosystem rehabilitation and revegetation, managed retreat), hard engineering (groynes, revetments, sea walls, gabions, riprap) and shoreline management plans.

Term 2

- 4.1 The relative importance of different economic sectors and the location of economic activity varies spatially, and changes over time:
- a) Classification of employment by economic sector (primary, secondary, tertiary and quaternary) and the reasons for the differences in the employment structures in countries at different levels of development (Clark Fisher Model).
 - b) Factors affecting the location of economic activity in each economic sector and how these factors can change over time.
 - c) Reasons for the changes in the numbers of people employed in each economic sector, including the availability of raw materials, globalisation, mechanisation, demographic changes and government policies.
- 4.2 The growth and decline of different economic sectors has resulted in a range of impacts and possible resource issues:
- a) Positive and negative impacts of economic sector shifts in a named developed and a named developing or emerging country.



- b) Informal employment: causes (economic development, rural urban migration) and characteristics (advantages and disadvantages) in a named megacity.
- c) Different theories (Malthus and Boserup) are used to explain the relationship between population and resources.

4.3 Countries increasingly experience an energy gap and therefore seek energy security by developing a balanced energy mix and sustainable energy use:

- a) Energy demand and production varies globally and is affected by a range of factors: population growth, increased wealth and technological advances.
- b) Non-renewable, e.g. coal, oil, natural gas, uranium and shale gas/oil, and renewable sources of energy, e.g. solar, wind, hydroelectric power (HEP), geothermal, biomass, have advantages and disadvantages for people and the environment.
- c) Energy can be managed in a sustainable way through education, efficiency and conservation (within industry, transport and the home).

Teacher's name: Miss Anisah Subject: IGCSE Travel and Tourism

Year

group: 10

| No. | Term 2 objectives: |
|-----|--|
| 1 | Students will be able to define key terms in unit 2 which have been identified in class (term 2) |
| 2 | Students will be able to explain why different tourist segments go to chosen locations. (i.e. what may attract them to those locations) (term 2) |
| 3 | Students will be able to distinguish between the tourist segment types such as DINKYs, Backpackers etc. (term 2) |
| 4 | Students are to cover all of unit 1 including key terms from term 1 |

Max. Number of objectives is objectives.

| | |
|---|------------------|
| No of assessments during the term (without including the end of term exam) | 2 |
| Total mark for each assessment (every assessment is out of what?) | A1: 32 A2: 35 |
| No of assessments needs to be included in end of term 1 exam timetable | 1 |
| Duration of end of term exam/exams | 1 hour 30 mins |

Topics and units covered/ Studying material/Any other information

All of unit 2 - Features of worldwide destinations

Understand why certain locations are chosen over others and what particular tourist segment may choose these destinations. Be able to locate the major continental land masses, oceans and seas as well as being able to define key terms throughout the unit. Students should also be able to understand the relationship between global position and physical environment such as equatorial, polar etc and the nature of destinations. Students must cover full unit including time zones and different tourist segments.

Use textbooks as well as class notes to assist with revision.

As well as below from term 1:

All of Unit 1 - Understand the key terms in travel and tourism and know of the various types of transport available to customers. To know and to identify the important key terms and able to distinguish between them:

- tourist boards
- travel agents
- accommodation providers
- transport providers
- tourist attractions



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- catering outlets

Investigate the social, cultural, economic and environmental impact of travel and tourism.

All of Unit 3 - Understand what is meant by customer service, why it is necessary for the industry to apply good customer service, what could be the impacts of bad customer service. Operational and competence standards. How the employees work together to provide customer service, how it needs to be different depending on the customer. Also, should be able to explain the link between training and team work when providing customer service. Explain whether complaints are good or bad for a company and the reasons why.