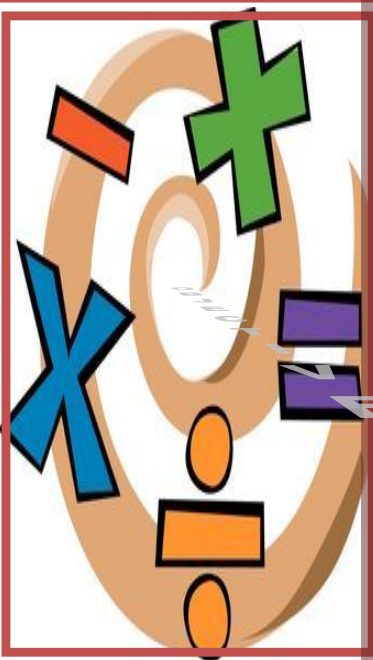
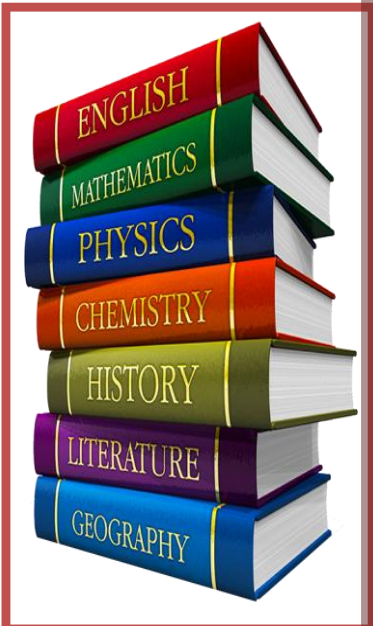
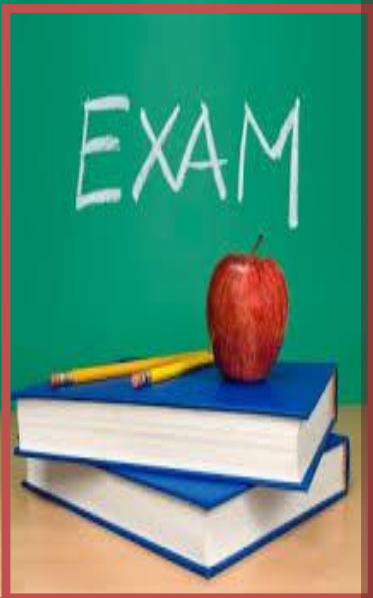


# YEAR 12



## Term 1 Exam 2019-2020

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# O B J E C T I V E S

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**1. Arabic**

**2. Sharia**

**3. Hum Arabic**

**4. English**

**5. Physics**

**6. Chemistry**

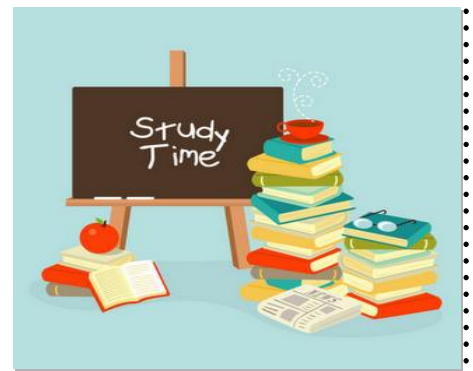
**7. Biology**

**8. Mathematics**

**9. ICT**

**10. Business**

**11. Global Perspective**



Teacher's name : هبة الله

Subject: rabic

Year group: 12

No.	Term 1 objectives:
1	• أن تذكر مرادف عدد من الكلمات
2	• أن تعيد صياغة الجمل بعد إجراء التغيير المطلوب: (من المذكر إلى المؤنث أو العكس، من الإثبات إلى النفي أو العكس، من الماضي إلى الحاضر أو العكس..التبديل بين الأفراد والتثنية والجمع، التبديل بين الأفعال الناسخة والحروف الناسخة أو العكس)
3	• أن تستخرج الأفكار الرئيسية والفرعية من النص المطلوب.
4	• أن تكتب تلخيصاً لأفكار النصين.
5	• أن تكتب نصاً قصيراً عن إنجاز قامت به.

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	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
نموذج مشابه للاختبارات السابقة 2 paper

الرقم	الأهداف العامة للاختبار
1.	أن تحفظ الطالبة سورة الشورى حفظا سليما وخاليا من الأخطاء.
2.	أن تتلو الآيات الكريمة من سورة الحشر (1-10) بصورة سليمة وخالية من الأخطاء مع تطبيق أحكام النون الساكنة والتنوين وأحكام المد.
3.	أن تفسر الآيات الكريمة المقررة تفسيرا صحيحا من سورة آل عمران (102-110).
4.	أن تحفظ الطالبة حديث اتقاء الشبهات وتشرح المواضيع المتعلقة به.
5.	أن تدرك الطالبة أهمية العقيدة في بناء شخصية المسلم، وأهمية الثبات على العقيدة في الحياة العملية.
6.	أن تتعرف الأحكام الشرعية المتعلقة بالجهاد من خلال مشروعيته وحكمه وأهدافه.. والحكام الشرعية المتعلقة بحفظ الضروريات الخمس.
7.	أن تتعرف على حياة النبي صلى الله عليه وسلم وتقتدي به من خلال سيرته صلى الله عليه وسلم في درس أم سلمة رضي الله عنها.
8.	أن تتحلى بالآداب الإسلامية ومنها خلق العفة.
9.	أن تتعرف معنى الإعجاز القرآني ، وما يتعلق به من أوجه الإعجاز وغيرها. وتتعرف أسباب النزول، والحكمه من نزول القرآن مفرقا.

Topics and units covered/ Studying material/Any other information

الموضوعات التي تدخل في الاختبار النهائي التحريري للفصل الأول

**كتاب الفصل الدراسي الأول-الباب الأول**

1. التفسير: تقوى الله والاعتصام به، الدرس كامل وما يتعلق به من أسئلة التقويم.
2. علوم القرآن: إعجاز القرآن الكريم.
3. الحديث الشريف: اتقاء الشبهات، الدرس كامل وما يتعلق به من أسئلة التقويم..
4. العقيدة الإسلامية: أثر العقيدة في بناء شخصية المسلم، الدرس كامل وما يتعلق به من أسئلة التقويم..
5. الفقه الإسلامي: أحكام الجهاد، الدرس كامل وما يتعلق به من أسئلة التقويم..
6. الفقه الإسلامي: حفظ الضروريات الخمس، الدرس كامل وما يتعلق به من أسئلة التقويم..
7. السيرة والبحوث: أم المؤمنين أم سلمة، الدرس كامل وما يتعلق به من أسئلة التقويم..
8. الآداب والأخلاق: فضل العفة وأثرها، الدرس كامل وما يتعلق به من أسئلة التقويم.
9. علوم القرآن الكريم: نزول القرآن... الدرس كامل وما يتعلق به من أسئلة التقويم

ستخضع الطالبة لاختبار شفوي للتلاوة من عشر علامات محتسبة من علامة الاختبار النهائي للفصل.  
علما أن علامة الاختبار النهائي من خمسين درجة. وقد خضعت الطالبة لاختبارين كل منهما من عشرين درجة خلال الفصل.

**الأول** Teacher's name: نبييلة لطفي – ميمونة السعودي Subject: العلوم الاجتماعية  
Year group: الثاني عشر

No.	Term 1 objectives:
1	أن تذكر أسباب الحرب العالمية الأولى المباشرة وغير المباشرة.
2	أن توضح الظروف التي أدت إلى قيام الحرب العالمية الأولى.
3	أن تبيين أطراف النزاع خلال الحرب العالمية الأولى (دول الحلفاء ودول الوسط).
4	أن توضح تركيب الغلاف الجوي وطبقاته.
5	أن تفهم العمليات الجوية للطقس والمناخ التي تؤدي إلى حركة الغلاف الجوي .
6	أن تتعرف على الأقاليم المناخية في العالم.

**Max. Number of objectives : .....**

No of assessments during the term (excluding the end of term exam)	<b>Assessment 1</b> <b>Assessment 2</b>
Total mark for each assessment (every assessment is out of what)	<b>Total (30)</b> <b>Assessment 1 ( 10 )</b> <b>Assessment 2 ( 20 )</b>
No of assessments needs to be included in end of term 1 exam timetable	<b>50</b>
Duration of end of term exam/exams	<b>..... minutes</b>

#### Topics and units covered/ Studying material/Any other information

1- الحرب العالمية الأولى. ص 11- 34
2- الغلاف الجوي (المفهوم ، أهميته، المكونات، طبقاته ، مشكلاته) ص 36-39
3- المناخ والطقس ص 40- 58
4- الأقاليم المناخية ص 59- 68

**Teacher: Waheeda Dendar**  
**Year group: 12**

**Subject: ENGLISH**

No.	Term 1 objectives:
1	READING <ul style="list-style-type: none"> <li>• Demonstrate understanding of explicit meanings</li> <li>• Demonstrate understanding of implicit meanings and attitudes</li> <li>• Select and retrieve relevant information.</li> </ul>
2	VOCABULARY AND SPELLING <ul style="list-style-type: none"> <li>• Covered in class</li> </ul>

No of assessments during the term (excluding the end of term exam)	2
Total mark for each assessment (every assessment is out of what?)	<b>30 – speaking</b> <b>30 – writing and vocabulary</b>
No of assessments needs to be included in end of term 2 exam timetable	1
Duration of end of term exam/exams	<b>1.5 hours</b>

### Topics and units covered/ Studying material/Any other information

**Topics covered:**

- \* A number of vocabulary exercises to enhance vocabulary
- \* CV writing, writing emails and Personal Statement
- \* Interview skills
- \* Comprehension
- \* Punctuation

**Exam Preparation:**

- \* Practise readings from IELTS, SAT or TOFL.
- \* Read through vocabulary lists and familiarize yourself with as many words as possible.

Teacher's name : Ruchi Shangari Subject: Physics Year group: Grade 12

No.	Term 1 objectives:
1	<b>Mechanics-- Motion</b> Describing motion, Kinematics Equations-Equations of motion Vectors/scalars, Motion Graphs, Newton's laws of motion, Moments, Resolving Vectors- Moving in more than one directions, Measuring g, Projectiles
2	<b>Energy</b> —Gravitational and Kinetic Energies, Work and Power, Efficiency
3	<b>Momentum</b> —Momentum , Conservation of Linear Momentum.
4-	<b>Materials—Fluids</b> Fluid flow, Density, Upthrust, Stokes law, Viscosity, Terminal Velocity
5-	<b>Solid Material Properties</b> —Hooke's Law, Stress, strain young modulus, Stress-Strain Graphs, Materials in the real world

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)	<b>Assessment 1: Out of 45</b> <b>Assesment2: Out of 45</b>
No of assessments needs to be included in end of term 1 exam timetable	1
Duration of end of term exam/exams	<b>Unit-1 2 hours 100 marks</b>

**Topics and units covered/ Studying material/Any other information**

**Mechanics-- Motion** To Describe motion, To understand the use of Equations of motion in solving problems. To study the concept of Vectors/scalars - Moving in more than one directions, Solving problems , Causes of motion, To understand Newton's laws and apply it to solve problems, Solving questions on Moments

**To solve questions of practical type –Study the effect of varying parameters and measuring - Measuring**

To study Projectiles- Projectile Motion , To solve problems using the concept

**Energy**—To define Energy, types of Energy, transformation of energy. To use Energy to calculate Power, Solve problems of Energy, and power. To calculate Efficiency for different energy transformations.

**Momentum**—To solve questions on Momentum and conservation of momentum

**Materials—Fluids** To Explain types of Fluids flow, To apply Stokes law to solve problems. To solve problems on Viscosity and upthrust.

**To solve questions of practical type on the above concept**

**Solid Material Properties** To Study the Hooke's law, To define different properties of materials - Stress, strain young modulus, Solve problems on Stress, Strain and Young's Modulus. To study Stress- Strain Graphs, To study different examples of solid Materials in the real world.

Unit-3 practical type questions from topics.

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

**Practice exam questions.**

Teacher's name : Uzma Jalil

Subject: Chemistry

Year group: 12A/B/C

No.	Term 1 objectives:
1	Formulae, equations and amount of substances
2	Atomic structure and the periodic table
3	Bonding and structure
4	Organic Chemistry

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)	45; 45
No of assessments needs to be included in end of term 1 exam timetable	1
Duration of end of term exam/exams	2 hrs; 100 MARKS(UNIT 1 +3)

#### Topics and units covered/ Studying material/Any other information

##### Topic 1: Calculations

- Formula , equations & amount of substances
- Stoichiometry

##### Topic 2: Atomic structure

- Mass spectrometry, Isotopes
- S,p,d,f orbitals
- Ionization energy, electron affinity

##### Topic 3: Bonding

- Ionic bonding, ionic radii, evidence of existence ions (CuCrO<sub>4</sub>),lattice structure
- Electronegativity
- Polarization
- % ionic character
- Dipole moment ( effect of electrostatic on jets of liquid),polar bonds and polar molecules
- Covalent bonding, dative covalent bonding, electron density map,
- giant covalent structure- graphite, diamond ,graphene
- Shapes of molecules VSEPR, bond length and bond angle
- Metallic bonding ( melting point trends, electrical conductivity)

##### Topic 4: Organic Chemistry

- Hazards and risks
- IUPAC nomenclature: structural, displayed & skeletal formula
- Types of reactions
- Fuels, Alternative fuels and green chemistry
- Alkanes: isomers, reactions of alkanes





- Alkenes: isomerism, reactions of alkenes
- Polymers and polymer waste

### **UNIT 3 : Measurements and errors, graphs, calculations and practicals relevant to unit 1**

Solve past papers from link:

<https://qualifications.pearson.com/en/qualifications/edexcel-international-advanced-levels/chemistry.coursematerials.html#filterQuery=category:Pearson-UK:Category%2FExam-materials>

EDEXCEL specification (UNIT 1):

<https://qualifications.pearson.com/content/dam/pdf/International%20Advanced%20Level/Chemistry/2018/Specification-and-Sample-Assessment/International-A-Level-Chemistry-Spec.pdf>

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

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

Teacher's name : Fauzia Usman

Subject: Biology Year group: 12

No.	Term 1 objectives:
1	Biological molecules –Water, carbohydrates, proteins and lipids
2	Transport around the body, water, blood; circulatory system; blood clotting, transport of oxygen and carbon dioxide
3	Cardiovascular diseases, risk factors, control, treatment. Evaluating studies and interpreting data.
3	Cell membranes and transport across membranes
4	Gas exchange surfaces and adaptations of mammalian lungs
5	Core practicals 1, 2 and 3

Max. number of objectives is 5 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)	45; 45
No of assessments needs to be included in end of term 1 exam timetable	1 paper
Duration of end of term exam/exams	Unit 1 + Unit 3 Total 2 hours Total 100 marks(80+20)

#### Topics and units covered/ Studying material/Any other information

**Topic 1:** structure of water, dipole nature of water, relationship of its structure to the function of water; role of water in transport, circulatory system; components of blood; blood vessels; heart and double circulation; mechanism of blood clotting, role of blood in transporting oxygen and carbon dioxide (Oxygen dissociation curve, Bohr shift).  
Cardiovascular diseases; atheroma and atherosclerosis; risk factors, reducing risk factors, perceived and actual risk, Obesity indicators, treatments and their benefits and risks, correlation between CVD and risk factors, evidence of causation, conflicting evidence and evaluating studies on disease;  
Structure and function of carbohydrates and lipids; condensation and hydrolysis reactions.

**Topic 2:** Proteins; structure of amino acids and formation and breakdown of polypeptides, structure of proteins, haemoglobin and collagen; structure of the cell membrane and transport across membranes, diffusion, facilitated diffusion, osmosis, active transport, endocytosis and exocytosis; properties of gas exchange surfaces, structure of mammalian lungs, function of membranes in respiratory system and Fick's law

**Unit 3 Practicals** – Core practical 1. Using a semi-quantitative method with Benedicts reagent to estimate concentration of reducing sugars and using iodine solution to estimate concentration of starch, using colour standards.

Core practical 2. Investigating the vitamin C content of fruit juices and food.



Core practical 3. Investigating the effect of temperature and alcohol on membrane permeability.

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

Teacher's name: Ms Mallika      Sub: Mathematics -P1      Year: 12

No.	Term 1 objectives:
1	Algebraic expressions, Quadratics, equations and inequalities
2	Graphs and transformations
3	Straight line graphs
4	Trigonometric ratios Radians
5	Calculus – Differentiation, Integration

Max. Number of objectives: 5

No of assessments during the term (excluding the end of term exam)	2
Total mark for each assessment (every assessment is out of what)	40
Duration of end of term exam/exams	1 hour 30 min

Topics and units covered/ Studying material/Any other information

### Algebraic expressions

- Index laws
- Expanding brackets
- Factorising
- Negative and fractional indices
- Surds
- Rationalising denominators

### Quadratics

- Solving quadratic equations
- Completing the square
- Functions
- Quadratic graphs
- The discriminant

### Equations and inequalities



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- Linear simultaneous equations
- Quadratic simultaneous equations
- Simultaneous equations on graphs
- Linear inequalities
- Quadratic inequalities
- Inequalities on graphs
- Regions

### Graphs and transformations

- Cubic graphs
- Reciprocal graphs
- Points of intersection
- Translating graphs
- Stretching graphs
- Transforming functions

### Straight line graphs

- $Y = mx+c$
- Equations of straight lines
- Parallel and perpendicular lines
- Length and area

### Trigonometric ratios

- The cosine rule
- The Sine rule
- Areas of triangles
- Solving triangle problems
- Graphs of sine, cosine and tangent
- Transforming trigonometric graphs

### Radians

- Radian measure
- Arc length
- Areas of sectors and segments

### Differentiation



- Gradients of curves
- Finding the derivative
- Differentiating
- Differentiating quadratics
- Differentiating functions  
With two or more terms
- Gradients, Tangents and normals
- Second order derivatives

### **Integration**

- Integrating
- Indefinite integrals
- Finding functions

**Studying material: Text book, Review exercises in the textbook and teacher , C1, C2 and C12 past papers**

**Teacher's name: Ms Mallika**  
**12**

**Subject: Statistics -S1**

**Year:**

No.	Term 1 objectives:
1	<p><b>Representation and summary of data</b></p> <p>Statistical Measures, Find mean, mode, median, range, quartiles and standard deviation of data from a list and from a frequency table.</p> <p>Consider outliers and include using both a calculator and spreadsheet.</p> <p>Use of a cumulative frequency graph to find the median, quartiles and percentiles.</p> <p>Compare and contrast data sets using statistical charts and measures.</p> <p>Measures of dispersion – variance, standard deviation, range and inter-percentile ranges.</p> <p>Skewness. Concepts of outliers</p>

**Max. Number of objectives: 3**

No of assessments during the term (excluding the end of term exam)	<b>1</b>
Total mark for each assessment (every assessment is out of what)	<b>40</b>
Duration of end of term exam/exams	<b>1 hour 30 min</b>

Topics and units covered/ Studying material/Any other information
<p><b>Representation and summary of data – location</b></p> <p>1. Recognise different types of data</p> <p>2. Find the mean, mode and median for. discrete data presented as list Discrete data presented in a table.</p> <p>3. use coding to make calculations of measures of location simple</p>
<p><b>3.Representation and summary of data – measures of dispersion</b></p> <p>1. Find the quartiles, range, inter-quartile range, variance and standard deviation for discrete data presented in a grouped frequency table</p> <p>2. use coding to make calculation of measures of dispersion simpler</p>
<p><b>4.Representation of data</b></p> <p>1. Draw stem and leaf diagrams</p> <p>2. Calculate outliers</p> <p>3. Draw box plots</p> <p>4. Draw histograms</p> <p>5. Work out whether data are skewed</p> <p>6. Compare sets of data</p>

Teacher's name: Ms Ameera  
12

Subject: IT

Year group:

No.	Term 1 Topics
1	<p><b>Spreadsheets</b></p> <ul style="list-style-type: none"> <li>• Create a spreadsheet</li> <li>• Graphs and charts</li> <li>• Modelling</li> <li>• Simulations</li> </ul>
2	<p><b>Database and file concepts</b></p> <ul style="list-style-type: none"> <li>• assign a data type and an appropriate field size to a field (including: text, alphanumeric, numeric (integer, decimal), date/time, Boolean)</li> <li>• describe the three relationships: one-to-one, one-to-many and many-to-many</li> <li>• create and use relationships (including: one-to-one and one-to-many)</li> <li>• create and interpret an entity relationship diagram</li> <li>• evaluate the difference between a flat file and a relational database and why one might be preferred in certain situations</li> <li>• create a relational database</li> <li>• analyse the function of key fields (including: primary key, compound key, foreign key)</li> <li>• set keys (including: primary key, compound key, foreign key)</li> <li>• define and use referential integrity and explain its importance</li> </ul> <p>perform searches</p> <ul style="list-style-type: none"> <li>— simple query on single criterion</li> <li>— complex queries using multiple criteria</li> <li>— queries using static parameters</li> <li>— queries using dynamic parameters</li> <li>— nested queries</li> <li>— summarise data (including: cross-tab query/pivot table)</li> <li>— using text, numeric, date, time, wildcard, Boolean operators (AND, OR, NOT)</li> </ul> <ul style="list-style-type: none"> <li>• use arithmetic operations, numeric and logical functions to perform calculations within a database (including calculated controls and calculated fields)</li> <li>• sort data <ul style="list-style-type: none"> <li>— ascending, descending, grouped</li> </ul> </li> <li>• design, create and evaluate an appropriate data entry form (including: appropriate font styles and sizes, spacing between fields, character spacing of individual fields, use of white space, radio buttons, drop down menus, highlighting key fields, use form controls, create linked subforms)</li> <li>• design, create and evaluate database reports including grouped reports</li> <li>• design, create and evaluate a switchboard/menu within a database</li> <li>• import data (including: .csv, .txt, .rtf)</li> <li>• export data (including: table, query, report, export as .csv, .txt, .rtf)</li> </ul>

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?)	Assessment 1: 80 15% Assessment 2:
No of assessments needs to be included in end of term 1 exam timetable	2





Duration of end of term exam/exams

2 hrs  
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**Topics and units covered/ Studying material/Any other note the teacher would like to remind students of(eg. Needed tools on the test...etc)**

Students need to revise above mentioned topics from given notes, books and AS past papers. Students can also take help from all the resources uploaded at [www.edmodo.com](http://www.edmodo.com).

**Teacher's name: Mrs Mareem Subject: AS Business Year group: 12**

No.	Term 1 objectives:
1	Students to develop an understanding of meeting customer needs
2	Students will be able to understand the importance of the market
3	Students will understand the marketing mix and strategy

No of assessments during the term (without including the end of term exam)	<b>Assessment 1</b> <b>Assessment 2</b>
Total mark for each assessment (every assessment is out of what?)	<b>Total (30%)</b> <b>Assessment 1 - 20 marks (15%)</b> <b>Assessment 2 - 20 marks (15%)</b>
No of assessments needs to be included in end of term 2 exam timetable	<b>2</b>
Duration of end of term exam/exams	<b>2 hours</b>

### Topics and units covered/ Studying material/Any other information

#### 1.1 Meeting customer needs

##### 1.1.1 The market

a) Mass markets and niche markets: o characteristics o market size and market share o brands b) Dynamic markets: o online retailing o how markets change o innovation and market growth o adapting to change c) How competition affects the market d) The difference between risk and uncertainty

##### 1.1.2 Market research

a) Product and market orientation b) Primary and secondary market research data (quantitative and qualitative) used to: o identify and anticipate customer needs and wants o quantify likely demand o gain insight into consumer behaviour c) Limitations of market research, sample size and bias d) Use of ICT to support market research: o websites o social networking o databases e) Market segmentation

##### 1.1.3 Market positioning

a) Market mapping b) Competitive advantage of a product or service c) The purpose of product differentiation d) Adding value to products/services

#### 1.2 The market

##### 1.2.1 Demand

a) Factors leading to a change in demand: o changes in the prices of substitutes and complementary goods o changes in consumer incomes o fashions, tastes and preferences o advertising and branding o demographics o external shocks o seasonality

##### 1.2.2 Supply

a) Factors leading to a change in supply: o changes in the costs of production o introduction of new technology o indirect taxes o government subsidies o external shocks



### **1.2.3 Markets**

a) The interaction of supply and demand b) The drawing and interpretation of supply and demand diagrams to show the causes and consequences of price changes

### **1.2.4 Price elasticity of demand**

a) Calculation of price elasticity of demand b) Interpretation of numerical values of price elasticity of demand c) The factors influencing price elasticity of demand d) The significance of price elasticity of demand to businesses in terms of implications for pricing e) Calculation and interpretation of the relationship between price elasticity of demand and total revenue

### **1.2.5 Income elasticity of demand**

a) Calculation of income elasticity of demand b) Interpretation of numerical values of income elasticity of demand c) The factors influencing income elasticity of demand d) The significance of income elasticity of demand to businesses

## **1.3 Marketing mix and strategy**

### **1.3.1 Product/service design**

a) Design mix: o function o aesthetics o cost b) Changes in the elements of the design mix to reflect social trends: o concern over resource depletion: designing for waste minimisation, re-use and recycling o ethical sourcing

### **1.3.2 Branding and promotion**

a) Types of promotion b) Types of branding c) The benefits of strong branding: o added value o ability to charge premium prices o reduced price elasticity of demand d) Ways to build a brand o unique selling points (USPs)/differentiation o advertising o sponsorship o the use of social media e) Changes in branding and promotion to reflect social trends: o viral marketing o social media o emotional branding

### **1.3.3 Pricing strategies**

a) Types of pricing strategy: o cost plus (calculating mark-up on unit cost) o price skimming o penetration o predatory o competitive o psychological b) Factors that determine the most appropriate pricing strategy for a particular situation: o number of USPs/amount of differentiation o price elasticity of demand o level of competition in the business environment o strength of brand o stage in the product life cycle o costs and the need to make a profit c) Changes in pricing to reflect social trends: o online sales o price comparison sites

### **1.3.4 Distribution**

a) Distribution channels b) Changes in distribution to reflect social trends: o online distribution o changing from product to service

### **1.3.5 Marketing strategy**

a) The product life cycle b) Extension strategies: o product o promotion c) Boston Matrix and the product portfolio d) Marketing strategies appropriate for different types of market: o mass markets o niche markets o business to business (B2B) and business to consumer (B2C) marketing e) Consumer behaviour – how businesses develop customer loyalty

## **1.4 Managing people**

### **1.4.1 Approaches to staffing**

a) Staff as an asset; staff as a cost b) Flexible workforce: o multi-skilling o part-time and temporary o flexible hours and home working o outsourcing c) Distinction between dismissal and redundancy d) Employer/employee relationships o individual approach o



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collective bargaining

#### **1.4.2 Recruitment, selection and training**

a) Recruitment and selection process: o internal versus external recruitment b) Costs of recruitment, selection and training c) Types of training: o induction o on-the-job o off-the-job

#### **1.4.3 Organisational design**

a) Structure: o hierarchy o chain of command o span of control o centralised and decentralised b) Types of structure: o tall o flat o matrix c) Impact of different organisational structures on business efficiency and motivation

**Subject: Global Perspectives & Research Year group: 12**

No.	Term objectives:
1	Analyse arguments to understand how they are structured and on what they are based.
2	Analyse perspectives and understand the different claims, reasons, arguments, views and evidence they contain.
3	Critically evaluate the strengths, weaknesses and implications of reasoning in arguments and overall perspectives.
4	Deconstruct texts and documents to evaluate and analyze information.

No of assessments during the term (without including the end of term exam)	3
Total mark for each assessment	1= 30 marks 2 = 35 marks
No of assessments in end of term 1 exam timetable	1
Duration of end of term exam/exams	1.5 hours

**Topics and units covered/ Studying material/Any other information:**

- Writing skills, critical analysis, and deconstruction of information.
- Topics that you may be questioned on include global issues
  - Global Warming
  - Gender Inequality
  - Climate Change
  - Impact of the Internet
  - International Law - Ethics
  - Digital Futures
  - Raise of Global Superpowers
  - Technology and Lifestyles
  - Sustainable Futures
  - Freedom and Control
  - Resources and Sustainability
- Notes, articles and written work completed for the above topics to be revised, as well as critical thinking, analysis and deconstruction skills to be practiced.

Please use your class notes, worksheets, past assessments and textbook for revision.

