

**SCHEME OF WORK
BUSINESS STUDIES
FORM 3 2022
TERM II
SECONDARY SCHOOL**

WK	LSN	TOPIC	SUB-TOPIC	OBJECTIVES	L/T ACTIVITIES	L/T AIDS	REFERENCE	REMARKS
1	1	PRODUCT MARKETS CHAIN OF DISTRIBUTION	The kinked demand curve. Channels of distribution.	By the end of the lesson, the learner should be able to: Interpret the kinked demand curve. Define the term channel of distribution. Identify common channels of distribution.	Curve sketching; Discussion. Brain storming; Probing questions; Brief discussion.	text book	Pg 47-48	
	2	CHAIN OF DISTRIBUTION	Distribution of local agricultural produce. Distribution of locally manufactured goods.	By the end of the lesson, the learner should be able to: Describe distribution of local agricultural produce. Describe distribution of locally manufactured goods.	Draw a flow chart; Brief discussion. Probing questions;	Chart ?channels of distribution of local agricultural produce Flow chart.	Pg 50-51	
	3	CHAIN OF DISTRIBUTION	Distribution of imported goods.	By the end of the lesson, the learner should be able to: Describe distribution of imported goods.	Draw a flow chart; Brief discussion.	Flow chart.	Pg 52-53	
	4	CHAIN OF DISTRIBUTION	Roles played by intermediaries in the distribution chain. Choice of distribution channel.	By the end of the lesson, the learner should be able to: Outline roles played by intermediaries in the distribution chain. Explain factors influencing choice of distribution channel.	Brain storming; Oral questions; Discussion.	Illustrative flow charts. text book	Pg 54-57	
2	1	NATIONAL INCOME.	Meaning of national income, GDP, NDP, GNP & NNP. Per capita income. Circular flow of income.	By the end of the lesson, the learner should be able to: Define terms related to national income. Describe the circular flow of income. State assumptions made in circular flow of income.	Exposition of new concepts, explanations & discussion.	text book Chart: circular flow of income.	Pg 59-60	

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	2	NATIONAL INCOME.	Factors affecting circular flow of income.	By the end of the lesson, the learner should be able to: Outline factors that affect circular flow of income.	Oral questions; Exposition of concepts.	text book	Pg 61-62	
	3	NATIONAL INCOME.	Expenditure approach of determining national income.	By the end of the lesson, the learner should be able to: Determine national income using expenditure approach. List down problems associated with expenditure approach.	Exposition of new concepts, explanations & discussion; Calculations.	Calculators, text book	Pg 63-64	
	4	NATIONAL INCOME.	Income approach of determining national income.	By the end of the lesson, the learner should be able to: Determine national income using income approach. List down problems associated with income approach.	Exposition of new concepts, explanations & discussion; Calculations.	Calculators.	Pg 64-65	
3	1	NATIONAL INCOME.	Output approach of determining national income. Uses of national income statistics.	By the end of the lesson, the learner should be able to: Determine national income using output approach. List down problems associated with output approach. Outline uses of national income statistics.	Exposition of new concepts; Probing questions; Guided discussion; Calculations. Guided discussion.	Calculators. text book	Pg 65-66	

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	2	NATIONAL INCOME. POPULATION & EMPLOYMENT.	Levels of national income. Population growth.	By the end of the lesson, the learner should be able to: Highlight factors that influence the levels of national income. Outline factors associated with population growth. List factors that are likely to lead to either high or low birthrates. Calculate population growth rate.	Exposition of new concepts; Probing questions; Guided discussion; Review exercise. Brain storming; Calculations.	text book	Pg 68-70	
	3	POPULATION & EMPLOYMENT.	Optimum population. Under-population.	By the end of the lesson, the learner should be able to: Define the term optimum population. Illustrate the concept of optimum population graphically. Explain what optimum population depicts. Cite factors that lead to under population. State demerits of under-population.	Exposition of new concepts; Probing questions; Guided discussion; Illustrative curve sketching. Brain storming; Guided discussion.	Chart- optimum population. Chart- under population.	Pg 73-74	

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	4	POPULATION & EMPLOYMENT.	Over-population. Young population.	By the end of the lesson, the learner should be able to: Cite factors that lead to over population. State advantages and disadvantages of over-population. Cite factors that may lead to young population. State advantages and disadvantages of a young population. Outline challenges of a young population.	Brain storming; Oral questions; Guided discussion. Exposition;	Chart- over population.	Pg 75-77	
4	1	POPULATION & EMPLOYMENT.	Ageing population. Declining population.	By the end of the lesson, the learner should be able to: Identify problems associated with ageing population. State factors that may lead to ageing population. State factors that may lead to a declining population. Outline effects of a declining population.	Q/A to review young population; Discussion on ageing and declining populations.		Pg 78-79	
	2	POPULATION & EMPLOYMENT.	Population structure.	By the end of the lesson, the learner should be able to: Differentiate between a young population and an ageing population. Define the term population structure. Explain implications of population size and structure on development.	Probing questions; Drawing an illustrative population pyramid; Discussion.	Chart- population structure pyramid., Diagram of vicious cycle of rapid population growth.	Pg 80-81	

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	3	POPULATION & EMPLOYMENT.	Employment and unemployment.	By the end of the lesson, the learner should be able to: Define the term employment. Identify types of unemployment.	Exposition and discussion on new concepts associated with unemployment.		Pg 83-86	
	4	POPULATION & EMPLOYMENT.	Causes of unemployment.	By the end of the lesson, the learner should be able to: Outline the main causes of unemployment.	Q/A and brief discussion		Pg 87-88	
5	MID TERM EXAMS AND HALF TERM BREAK							
6	1	POPULATION & EMPLOYMENT.	Solving unemployment problems.	By the end of the lesson, the learner should be able to: Suggest some possible solutions to unemployment problems in Kenya.	Group discussions & presentations; Guided discussion.		Pg 88-90	
	2	NET WORTH OF A BUSINESS.	Basic terms used in business.	By the end of the lesson, the learner should be able to: Define basic terms used in business. State characteristics of assets / liabilities.	Brief discussion on the terms debtor, creditor, asset, liability and capital.		Pg 92-95	
	3	NET WORTH OF A BUSINESS.	Book-keeping Equation.	By the end of the lesson, the learner should be able to: Identify sources of assets. Derive and explain the bookkeeping equation.	Use a concrete example to arrive at the book-keeping equation. Apply the book-keeping equation. Supervised practice.		Pg 95-97	

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	4	NET WORTH OF A BUSINESS.	Balance sheet.	By the end of the lesson, the learner should be able to: Define the term balance sheet. Prepare a balance sheet.	Guided preparation of a balance sheet. Supervised practice. Assignment.		Pg 97-98	
7	1	NET WORTH OF A BUSINESS.	Importance of a balance sheet. Book-keeping equation and balance sheet.	By the end of the lesson, the learner should be able to: Explain importance of a balance sheet. Relate book-keeping equation with balance sheet	Probing questions; Discussion. Guided discovery;		Pg 99	
	2	NET WORTH OF A BUSINESS.	Net worth of a business.	By the end of the lesson, the learner should be able to: Determine a business net worth using book-keeping equation and a balance sheet.	Discussion.		Pg 99-100	
	3	NET WORTH OF A BUSINESS. BUSINESS TRANSACTIONS	Topic review. Types of business transactions.	By the end of the lesson, the learner should be able to: Answer questions correctly. Give examples of business transactions. Define the term deferred payment. Give examples of credit transactions.	Answer numerical questions. Exercise review. Probing questions; Oral questions; Brief guided discussion.		Pg 100-102	
	4	BUSINESS TRANSACTIONS	Effects of transactions on the balance sheet.	By the end of the lesson, the learner should be able to: Determine the effects of transactions on the balance sheet.	Worked examples; Supervised exercise; Guided discovery.		Pg 103-108	

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8	1	BUSINESS TRANSACTIONS	Changes in capital: Drawing. Additional investments.	By the end of the lesson, the learner should be able to: Explain how drawings affect capital. Explain how additional investments affect capital.	Worked examples Supervised practice. Exercise. Work through an example.		Pg 108-9	
	2	BUSINESS TRANSACTIONS	Profit & losses.	By the end of the lesson, the learner should be able to: Determine the solvency of a business.	Q/A : review meaning of terms profit and loss. Work through examples.		Pg 109-110	
	3	BUSINESS TRANSACTIONS THE LEDGER.	Initial and final capital of a business. Meaning and purpose of a ledger.	By the end of the lesson, the learner should be able to: Compute the capital at the end of a given period. Identify features of a ledger. Explain the purpose of a ledger.	Work through examples; Group activities; Guided discussion. Exposition of new concepts and detailed discussion.	A ledger book.	Pg 111	
	4	THE LEDGER.	Rules of recording transactions in ledger accounts.	By the end of the lesson, the learner should be able to: Record transactions in a ledger A/Cs.	Exposition and summary in tabular form	A ledger.	118-120	
9	END TERM EXAMS							
10	MARKING, REVISION AND CLOSING							