

# YEAR 11 D/E - BUSINESS

WEEK 25 (14<sup>th</sup> to 18<sup>th</sup> February, 2021)

All assignments and intimations sent to the students through Google Classroom.

Theme – 2

Topic: 2.5 Making Human Resource Decisions

Sub topic: Effective Recruitment

**Learning Objective –**

- To understand the different roles and responsibilities in an organisation
- To learn how businesses recruit people
- To learn about the different recruitment documents
- Learn about the different methods of recruitment

**Lesson Outcome –**

They will be able to:

- State and explain the various roles in an organisation.
- Discuss how businesses recruit people using different documents
- Be able to prepare their own CV
- Evaluate the methods of recruitment

<p>Sunday – 3<sup>rd</sup> period (Girls)</p> <p>9:20 – 9:55 am</p>	<p><b>One Zoom session</b></p> <p><i>Introduction:</i> Share the Learning Objectives and Lesson Outcomes with the students.</p> <p><i>Teacher input/Activity:</i> Raise a discussion on recruitment and study the different roles and responsibilities in an organisation.</p> <p><i>Homework:</i> Read through pages 265 to 267 of the text</p> <p><i>Resources:</i> Device, text book, calculator and notebook.</p>
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<p>Monday – 1<sup>st</sup> and 2<sup>nd</sup> period (Girls)</p> <p>7:25 – 8:05 and 8:10 – 8:50 am</p>	<p><b>Two Zoom</b> sessions</p> <p><i>Introduction:</i> Share the Learning Objectives and Lesson Outcomes with the students.</p> <p><i>Teacher input/Activity:</i> Complete discussing the roles and explain how businesses recruit staff. Acquaint them with the different documents for recruitment</p> <p><i>Homework:</i> Exam style questions and activities from the text book- Pages 269</p> <p><i>Resources:</i> Device, Text, Notebook and stationary</p>
<p>Wednesday – 1<sup>st</sup> period(Girls)</p> <p>7:25 – 8:05 am</p>	<p><b>One Zoom</b> session</p> <p><i>Introduction:</i> Share the Learning Objectives and Lesson Outcomes with the students.</p> <p><i>Teacher input/Activity:</i> Discuss and make them prepare their own CV</p> <p><i>Resources:</i> Device, Case Study on GC</p>
<p>Thursday – 3<sup>rd</sup> period (Girls)</p> <p>8:40 – 9:20 am</p>	<p><b>One synchronous GC</b> session</p> <p><i>Teacher input/Activity:</i> Assign a case study to answer and turn in on GC</p> <p><i>Resources:</i> Device, refill pad</p>