

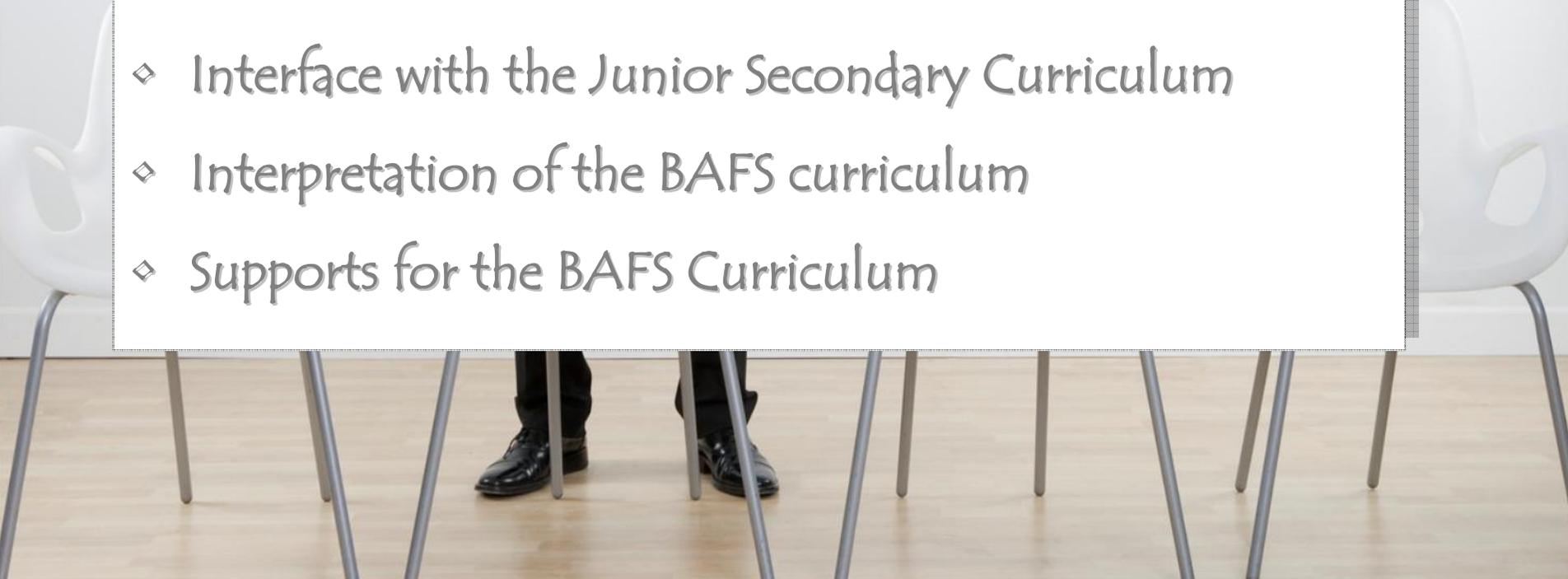
NSS Understanding and Interpreting the
Business, Accounting & Financial Studies
(BAFS) Curriculum (Refreshed)

July 2010

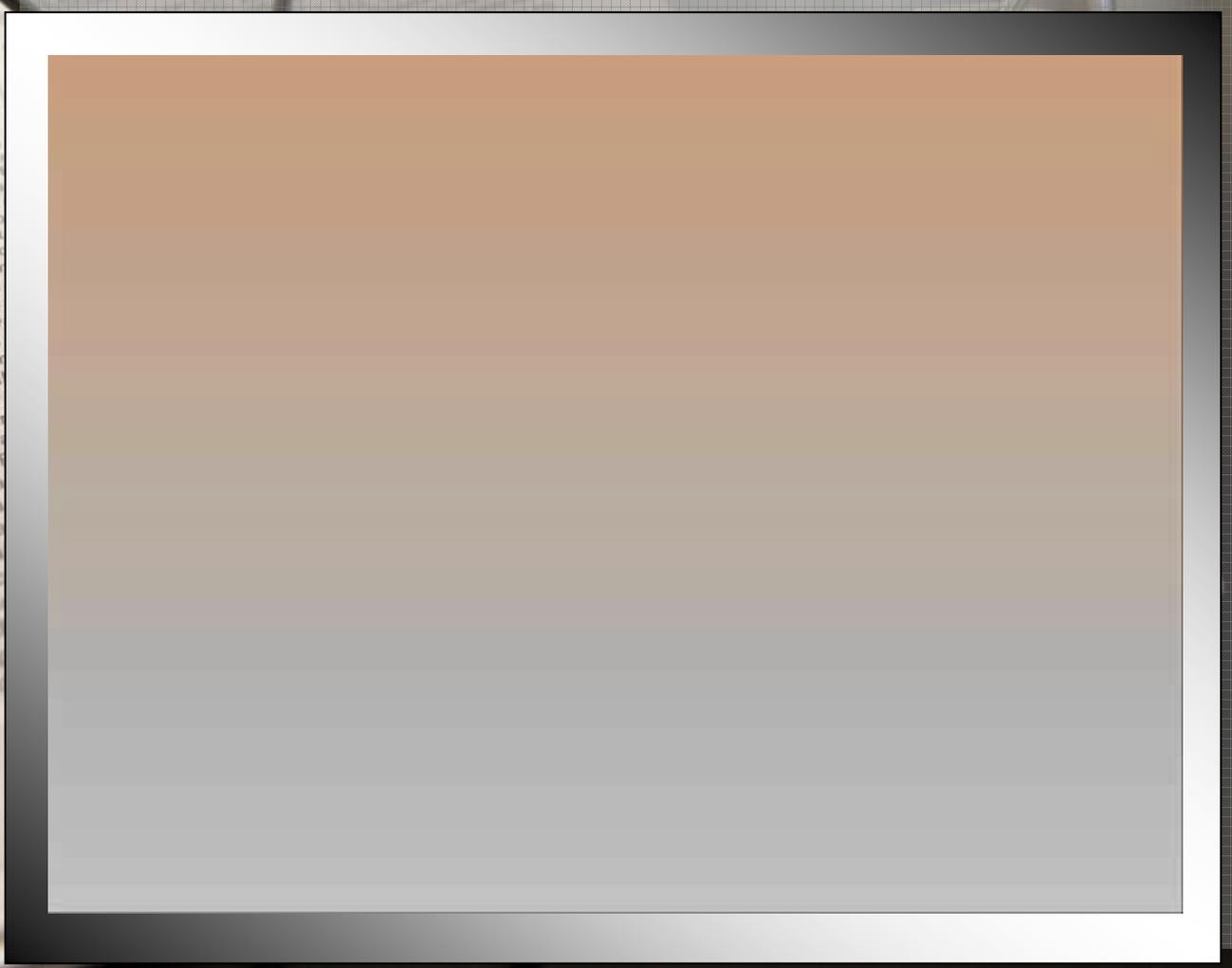
Business, Accounting and Financial Studies
企業、會計與財務概論

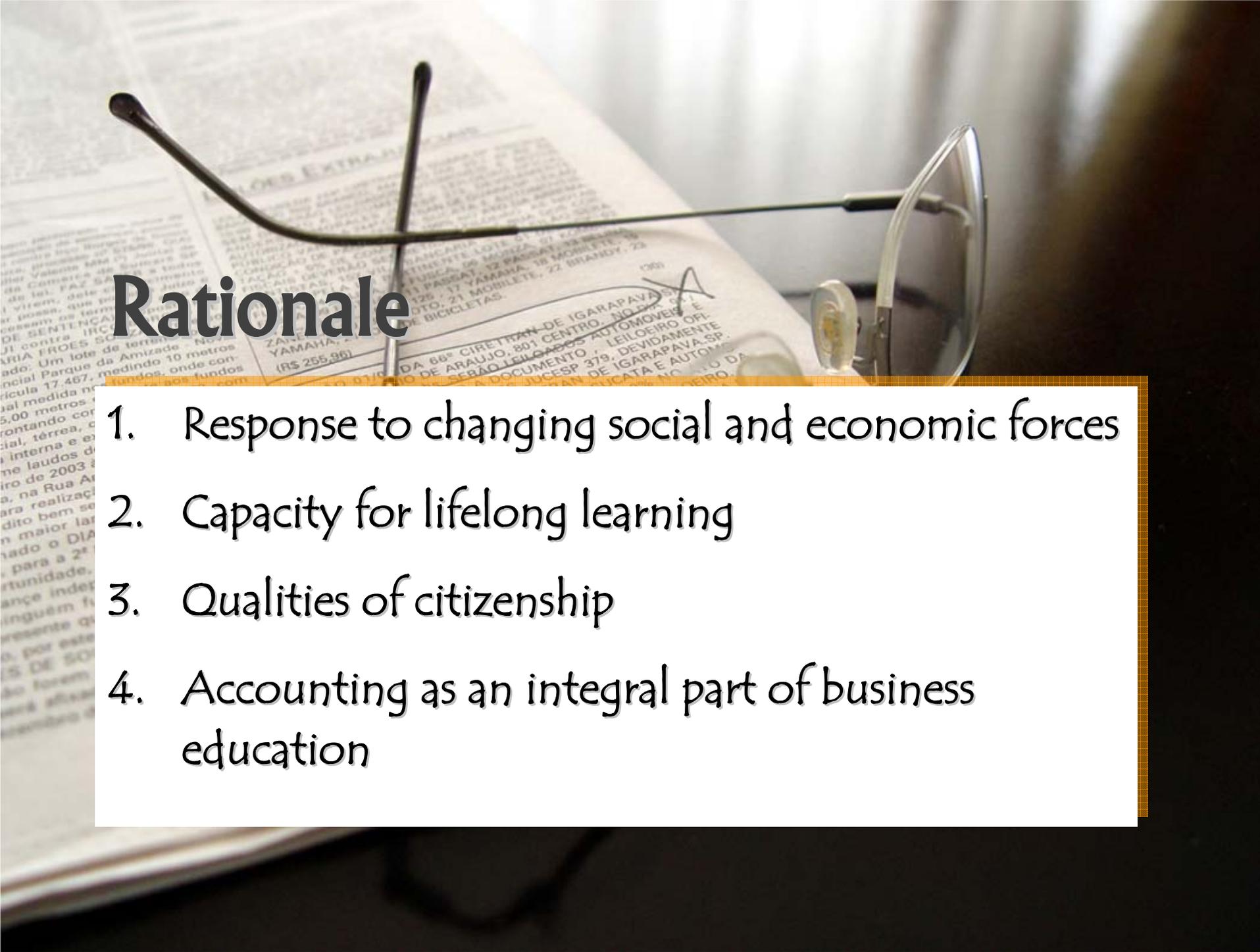
Content



- ◇ An Overview of the BAFS Curriculum Framework
 - ◇ Introduction of the Compulsory Part
 - ◇ Introduction of the Elective Part
 - ◇ Assessment in HKDSE
 - ◇ Interface with the Junior Secondary Curriculum
 - ◇ Interpretation of the BAFS curriculum
 - ◇ Supports for the BAFS Curriculum
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Rationale of BAFS Curriculum





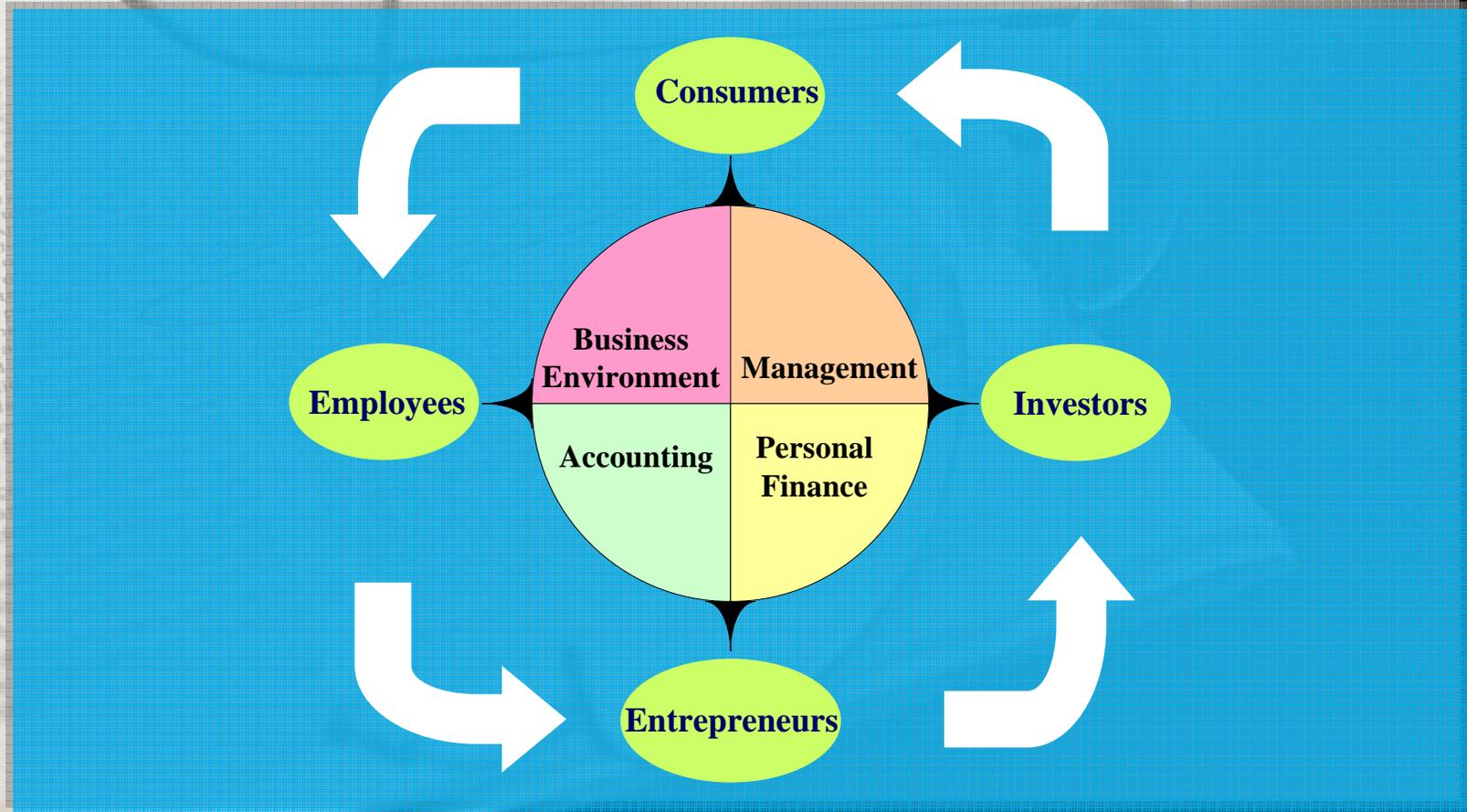
Rationale

1. Response to changing social and economic forces
2. Capacity for lifelong learning
3. Qualities of citizenship
4. Accounting as an integral part of business education

Aims of BAFS Curriculum



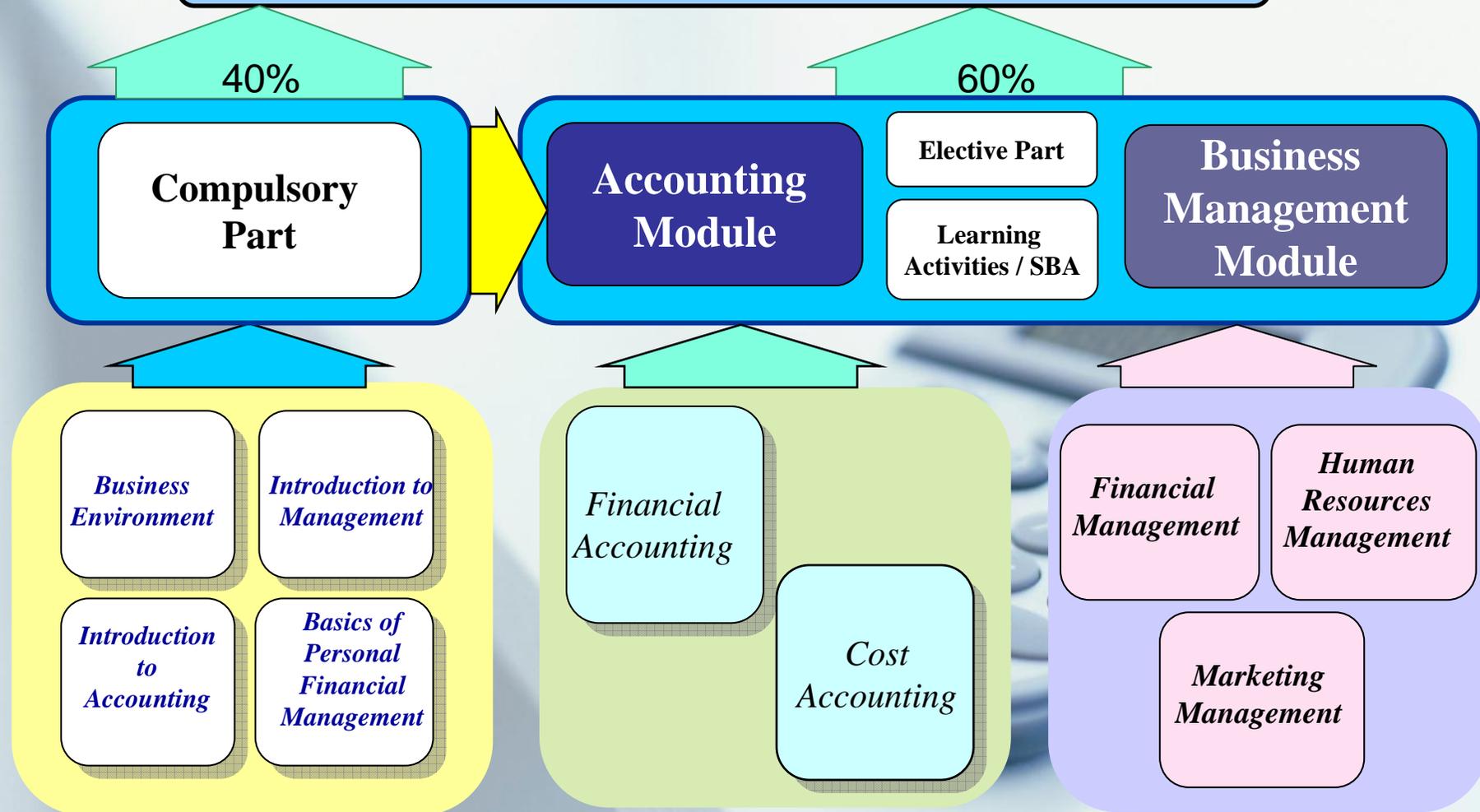
Curriculum Structure



Fundamental business knowledge and skills, values and attitudes for playing the roles as consumers, investors, employees and entrepreneurs

Curriculum Framework

Business, Accounting and Financial Studies



Overview of the Learning Elements of the Curriculum Framework (1)

Compulsory Part

Business Environment

Hong Kong Business Environment

Forms of Business Ownership

Business ethics and Social Responsibilities

Introduction to Management

Management Functions

Effective Management

Key Business Functions

Entrepreneurship and SMEs Management

Business Communication

Introduction to Accounting

Purposes and the Changing Role of Accounting

Uses of Financial Statements

Accounting Principles and Conventions

The Accounting Cycle

Basic Ratio Analysis

Basics of Personal Financial Management

Fundamentals of Financial Management

Personal Financial Management

BAFS L&T Resource Kit



bafs_booklet_A05

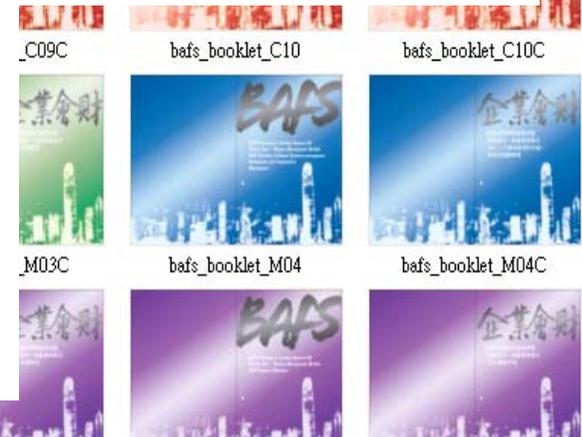
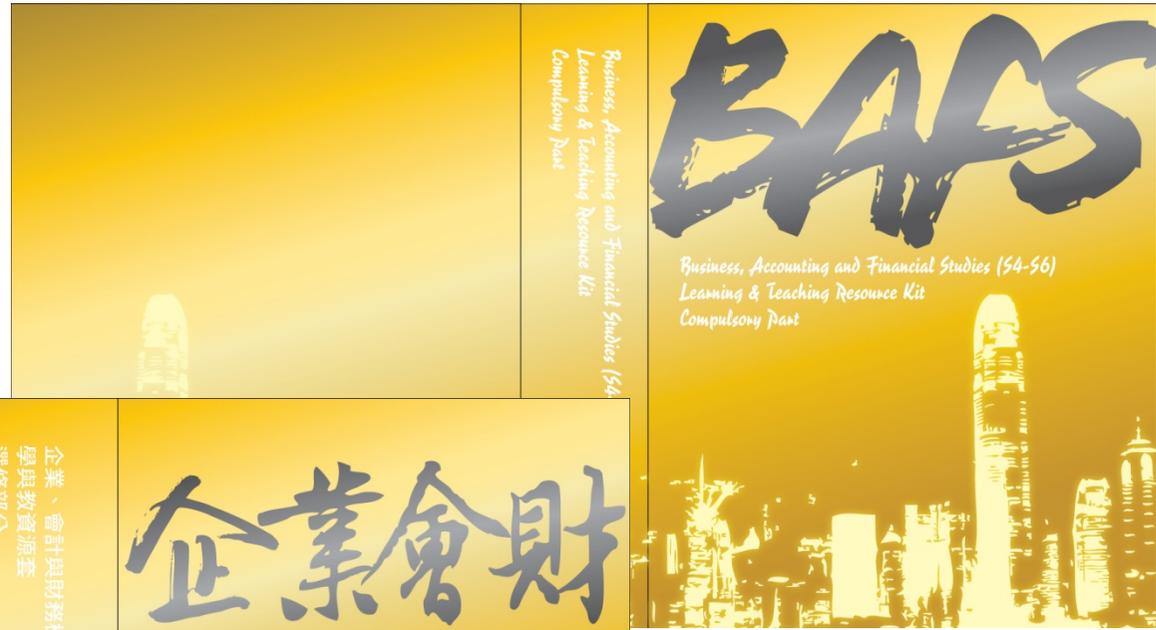
bafs_booklet_A05C

bafs_

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_C09C

bafs_booklet_C10

bafs_booklet_C10C

_M03C

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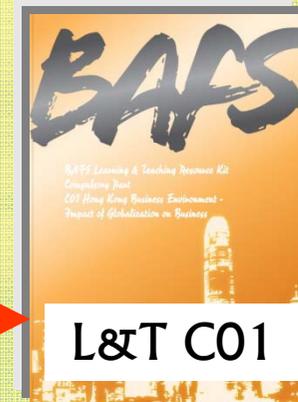
1. Business Environment

1.1 Hong Kong Business Environment

1.2 Forms of Business Ownership

1.3 Business Ethics & Social Responsibilities

- Role & Importance of business in HK economy
- Recent developments and characteristics of the HK economy
- Factors affecting business decisions
- Relationships with the Mainland
- Economic policies and general business practices in the Mainland
- Impact of globalization on business
- Role of major international trade organization



1. Business Environment

1.1 Hong Kong
Business Environment

**1.2 Forms of
Business Ownership**

1.3 Business Ethics &
Social Responsibilities

- Distinguish between the major forms of business ownership
- Pros and cons of the different forms of business ownership
- Compare the characteristics of SMEs and multinational corporations in HK

Suggested Activities

1. Case Study
2. Internet Searching
3. Company visit / interview

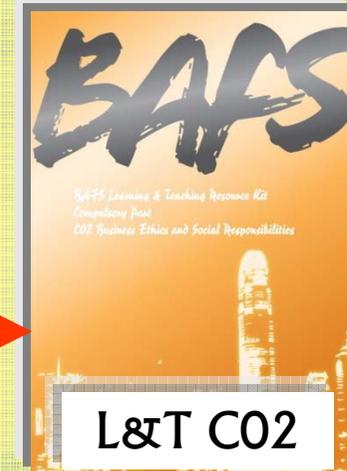
1. Business Environment

1.1 Hong Kong Business Environment

1.2 Forms of Business Ownership

1.3 Business Ethics & Social Responsibilities

- Why and how should a business be ethically responsible to its stakeholders
- Business ethics & social responsibilities Vs business decisions
- Corporate governance



2. Introduction to Management

2.1 Management Functions

2.2 Effective Management

2.3 Key Business Functions

2.4 Entrepreneurship & SMEs Management

2.5 Business Communication

2. Introduction to Management

2.1 Management Functions

2.2 Effective Management

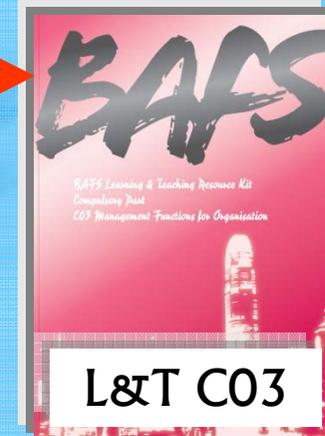
2.3 Key Business Functions

2.4 Entrepreneurship & SMEs Management

2.5 Business Communication

- Explain the importance of management
- Four management functions for organization

- ❑ Planning
- ❑ Organising
- ❑ Leading
- ❑ Controlling



2. Introduction to Management

2.1 Management Functions

2.2 Effective Management

2.3 Key Business Functions

2.4 Entrepreneurship & SMEs Management

2.5 Business Communication

- Major management skills required of managers
- Principles of effective management:
 - ❑ Division of work
 - ❑ Unity of command
 - ❑ Unity of direction
 - ❑ Authority & responsibility
 - ❑ MOB

2. Introduction to Management

2.1 Management Functions

2.2 Effective Management

2.3 Key Business Functions

2.4 Entrepreneurship & SMEs Management

2.5 Business Communication

- Role & importance of key functional areas:
 - ❑ Human resources management
 - ❑ Financial management
 - ❑ Operations management
 - ❑ Marketing management
 - ❑ Risk management
- Interrelationship & integrated nature of different business functions in solving business problems

2. Introduction to Management

2.1 Management Functions

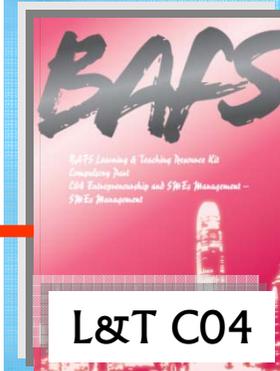
2.2 Effective Management

2.3 Key Business Functions

2.4 Entrepreneurship & SMEs Management

2.5 Business Communication

- **Entrepreneurship:**
 - ❑ Characteristics & aptitudes
 - ❑ Importance in business development and economic growth
- **SMEs management:**
 - ❑ Characteristics
 - ❑ Importance to local economy
 - ❑ Compare small & large business from management perspectives
 - ❑ Government support measures
- ❑ Process of developing a business plan



2. Introduction to Management

2.1 Management Functions

2.2 Effective Management

2.3 Key Business Functions

2.4 Entrepreneurship & SMEs Management

2.5 Business Communication

- Principles of effective communication → 5Cs
- Barriers to effective communication
- Means for enhancing communication
- Contribution of ICT to information management



- ✓ Clarity
- ✓ Courtesy
- ✓ Conciseness
- ✓ Completeness
- ✓ Concreteness

3. Introduction to Accounting

3.1 Purposes & the Changing role of Accounting

3.2 Uses of Financial Statements

3.3 Accounting Principles & Conventions

3.4 The Accounting Cycle

3.5 Basic Ratio Analysis

3. Introduction to Accounting

3.1 Purposes & the Changing role of Accounting



- Functions of accounting
- Importance of accounting to decision-making
- Uses & limitations of financial statements
- Meanings of fundamental accounting principles and conventions

3.2 Uses of Financial Statements



3.3 Accounting Principles & Conventions



3.4 The Accounting Cycle

3.5 Basic Ratio Analysis

3. Introduction to Accounting

3.1 Purposes & the Changing role of Accounting

3.2 Uses of Financial Statements

3.3 Accounting Principles & Conventions

3.4 The Accounting Cycle

3.5 Basic Ratio Analysis

- Double entry system
- Books of original entry and different types of ledgers
- Trial balance
- Financial statements



3. Introduction to Accounting

3.1 Purposes & the Changing role of Accounting

3.2 Uses of Financial Statements

3.3 Accounting Principles & Conventions

3.4 The Accounting Cycle

3.5 Basic Ratio Analysis

Functions of accounting ratios

Calculate and interpret accounting ratios

Evaluate profitability & liquidity of a business



A wooden ladder extends from the bottom left towards the top right, set against a background of a bright blue sky with scattered white clouds. The ladder is made of light-colored wood and is positioned diagonally across the frame.

4. Basics of Personal Financial Management

4.1 Fundamentals of Financial Management

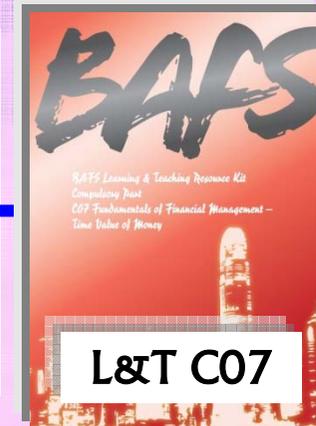
4.2 Personal Financial Management

4. Basics of Personal Financial Management

4.1 Fundamentals of Financial Management

4.2 Personal Financial Management

- Structure & role of financial market
- Time value of money
- The relationship between risks & returns



4. Basics of Personal Financial Management

4.1 Fundamentals of Financial Management

4.2 Personal Financial Management

- Consumer credit
- Personal financial planning and investments
- Investor protection in Hong Kong



L&T C08 - C10

PDPs co-organized by EDB & SFC

Overview of the Learning Elements of the Curriculum Framework (2)

Elective Part

Financial Accounting

Balancing day adjustments relating to the preparation of financial statements
Financial reporting for different forms of business ownership
Control systems
Generally accepted accounting principles
Financial analysis
Incomplete records
ICT applications in accounting
Ethical issues in accounting

Cost Accounting

Cost classification, concepts and terminologies
Job costing
Marginal & absorption costing
Cost accounting for decision-making

Financial Management

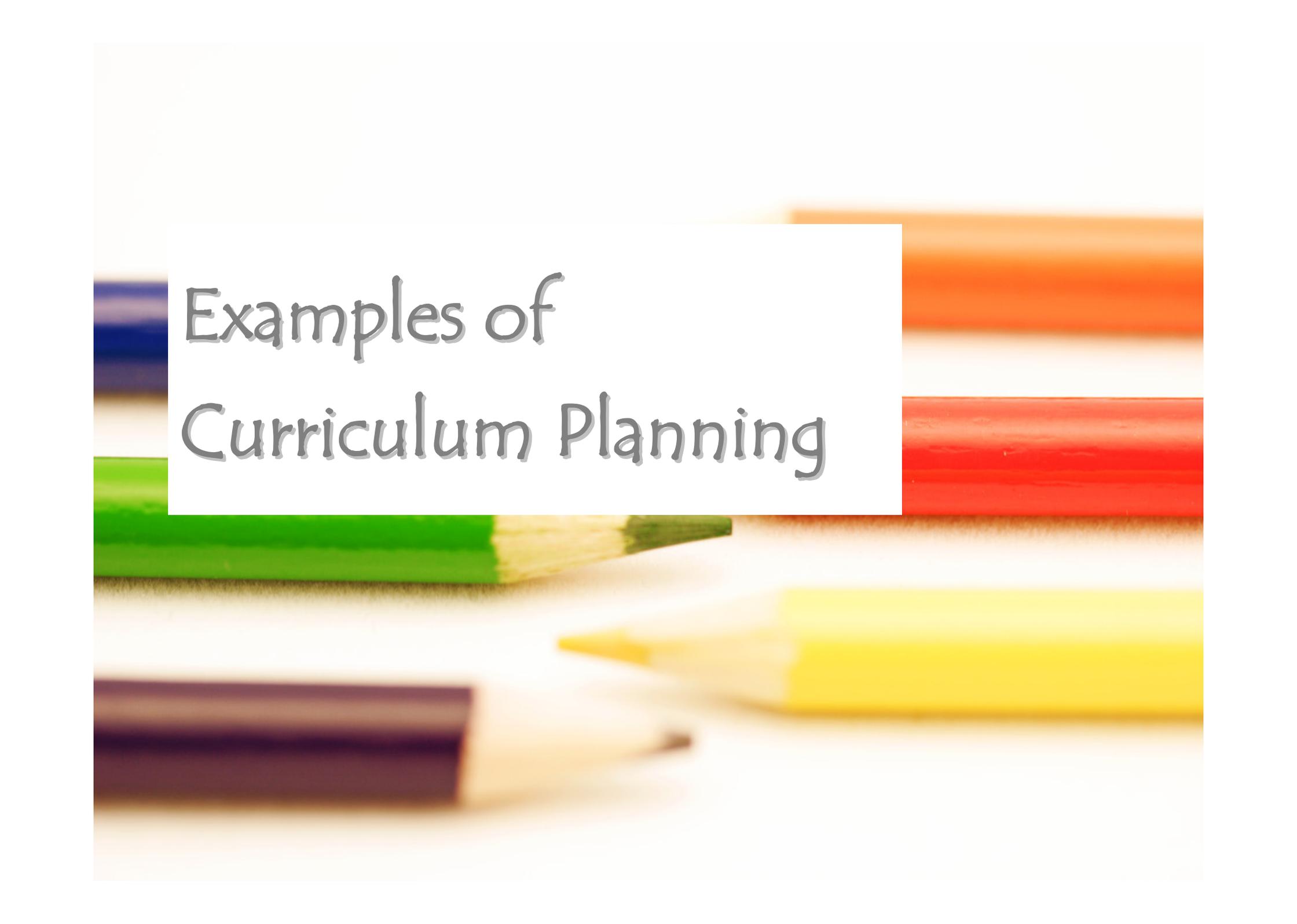
Financial analysis
Budgeting
Sources of financing
Capital investment appraisal
Working capital management
Risk management

Human Resources Management

Functions of human resources management
Development of a quality workforce

Financial Management

Role of marketing
Marketing research
Customer behaviour
Marketing strategies for goods and services
consumerism



Examples of Curriculum Planning

School A (✓ Accounting Module)

S4	Introduction to Accounting
	Business Environment Introduction to Management
S5	Financial Accounting - Balancing day adjustments relating to the preparation of financial statements - Control systems
	Financial Accounting -Financial reporting for different forms of business ownership -Financial analysis
S6	Financial Accounting -Incomplete records -Generally accepted accounting principles -ICT applications in accounting -Ethical Issues in Accounting Cost Accounting
	Personal Financial Management

School B (1 Acct group & 1 Bus Mgmt group)

	Accounting	Business Management
S4	<p>Introduction to Accounting</p> <p>Financial Accounting (1)</p> <ul style="list-style-type: none"> -Control Systems -Balancing day adjustments <p>Business Environment</p>	<p>Introduction to Accounting</p> <p>Business Environment</p> <p>Introduction to Management</p>
S5	<p>Financial Accounting (2)</p> <ul style="list-style-type: none"> - The rest <p>Introduction to Management</p>	<p>Financial Management</p> <p>Human Resource Management</p>
S6	<p>Personal Financial Management</p> <p>Cost Accounting</p>	<p>Marketing Management</p> <p>Personal Financial Management</p>

School C (1 Acct group & 1 Bus Mgmt group)

	Accounting Group	Business Management Group
S4	Business Environment (1) (Forms of business ownership) Introduction to Accounting Financial Accounting (1)	Business Environment Introduction to Management Marketing Management
S5	Financial Accounting (2) Cost Accounting	Human Resource Management Introduction to Accounting Personal Financial Management
S6	Personal Financial Management Business Environment Introduction to Management	Financial Management

Preparation for Public Assessment

Technology Education
Key Learning Area

**Business, Accounting and
Financial Studies**
Curriculum and Assessment Guide
(Secondary 4 - 6)

Jointly prepared by the Curriculum Development Council and
the Hong Kong Examinations and Assessment Authority

Recommended for use in schools by the Education and Manpower Bureau
HKSARG
2007

BAFS Curriculum and Assessment Guide (S4-6)

- Ch 2 Curriculum Framework
- List the topics with explanatory Notes

EDB

Preparation for Public Assessment

HKDSE Regulations and Assessment Frameworks

- P.26 BAFS
- Assessment objectives
- Mode of assessment
- Public Examination
- School-based assessment (SBA)



Hong Kong Diploma of Secondary Education Examination

Regulations and Assessment Frameworks

COMPLIMENTARY COPY

2012



Preparation for Public Assessment

Public Exam

Paper 1:
Compulsory Part

Weighting (? %)

Duration (?)

24%, 32%,
34% or 44%

1:15, 1:30,
1:45 or 2:00
hrs

Public Exam

Paper 2:

Elective Part

Weighting (? %)

Duration (?)

51%, 55%,
56% or
63%

1:45, 2:00,
2:15 or 2:30
hrs

SBA (? %)

10%, 15%,
20% or
30%



Mode of Assessment

Component	Weighting	Duration
Paper 1 Compulsory Part	40%	1 ½ hrs
Paper 2 Elective Part (Choose one only)	60%	2 ½ hrs

Public Examination (HKDSE)

Paper 1	Weighting	Duration
Section 1 (MC Questions)		1 ½ hrs
Section 2 (Short Questions)		

- Questions will be set on the compulsory part of the curriculum
- All questions are compulsory

Public Examination (HKDSE)

	Paper 2A Accounting	Paper 2B Business Management	Duration
Section A (30 marks)	Short questions	Short questions	2 ½ hrs
Section B (50 marks)	Application problems	Case studies	
Section C (20 marks)	Case/theory questions	Essay questions	

Public Examination (HKDSE)

	Paper Accounting	Paper Physics	Duration
Section A (30 marks)			1 hour
Section B (50 marks)			1 hour
Section C (20 marks)	Comprehension Questions	Play Questions	1 hour

- Questions will be set on the respective module of the elective part of the curriculum
- Integrate knowledge and skills learnt in the compulsory part
- All questions are compulsory in section A and B
- Students will be required to answer one out of two questions in section C

Preparation for Public Assessment

Standards-referenced Reporting Information Package

- Level Descriptors
- Sample Papers
- Exemplars and Comments (CD)



香港中學文憑考試
Hong Kong Diploma of Secondary Education Examination

企業、會計與財務概論 Business, Accounting and Financial Studies

水平參照成績匯報資料套
Standards-referenced Reporting Information Package

COMPLIMENTARY COPY



內附範例
學生表現資料的光碟
With CD containing
samples of student performance

Preparation for Public Assessment

香港中學文憑考試
Hong Kong Diploma of Secondary Education Examination

企業、會計與財務概論
Business, Accounting and Financial Studies



校本評核教師手冊(試行版)
School-based Assessment Teachers' Handbook (Trial Version)

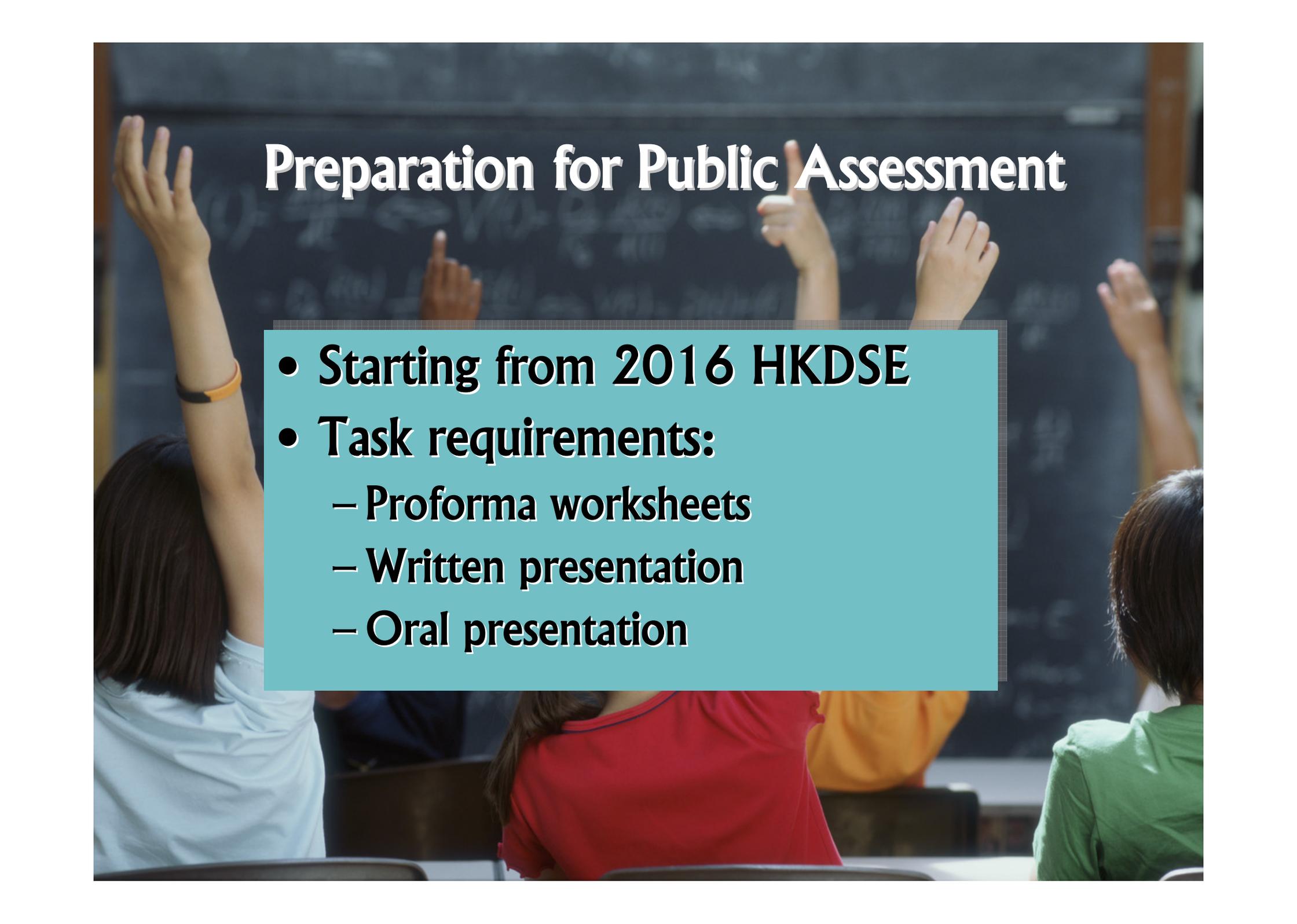
 香港考試及評核局
Hong Kong
Examinations and
Assessment Authority

School-based Assessment Teachers' Handbook (Trial Version)

- Assessment requirements
- Guidance
- Arrangements
- Etc

 香港考試及評核局
Hong Kong
Examinations and
Assessment Authority

Preparation for Public Assessment

The background of the slide shows a classroom setting. Several students are visible from behind, sitting at desks and raising their hands. The students are wearing light blue, red, orange, and green shirts. In the background, there is a dark chalkboard with some faint writing on it.

- **Starting from 2016 HKDSE**
- **Task requirements:**
 - Proforma worksheets
 - Written presentation
 - Oral presentation

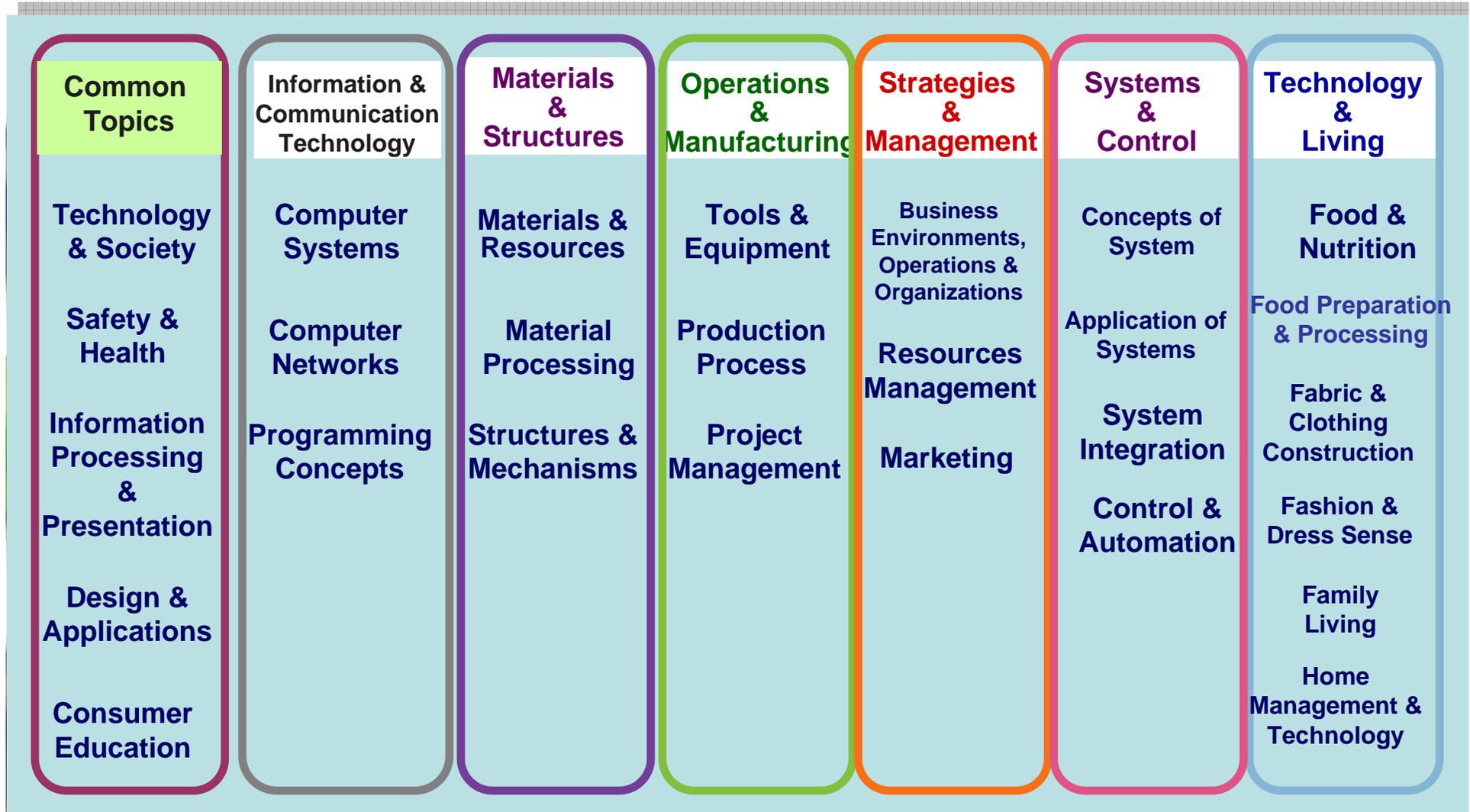
Preparation for Public Assessment

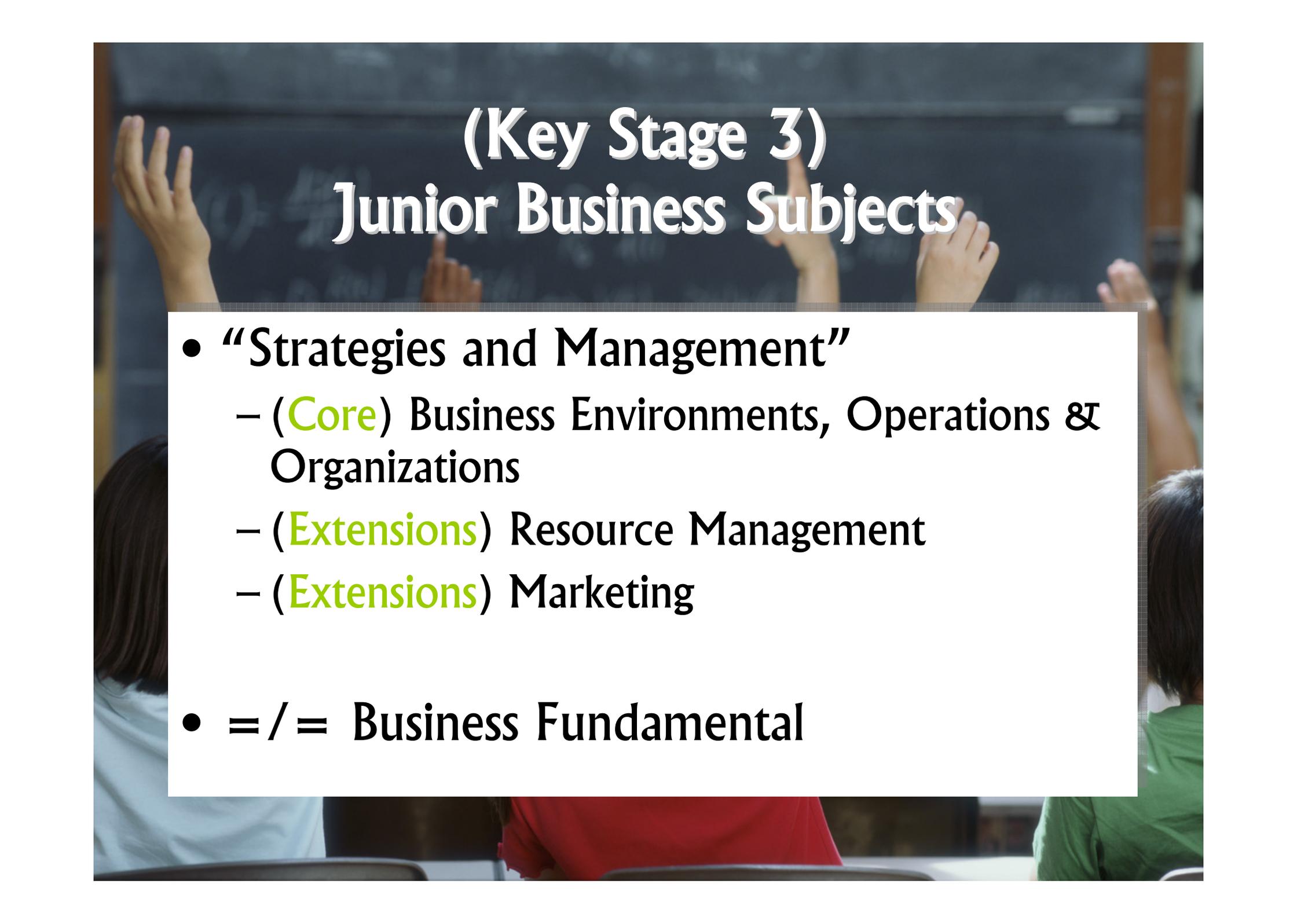
Year	Implementation of SBA
2012 & 2013	Schools are not required to submit SBA marks. Public examination results constitute 100% of the final subject results.
2014 & 2015	All schools have to submit SBA marks for feedback from the HKEAA on the outcomes of moderation. Public examination results constitute 100% of the final subject results.
Starting from 2016, all schools have to submit SBA marks contributing 15% of the final subject results.	

Technology Education Key Learning Area Curriculum Guide (Primary 1 – Secondary 3) 2002



Learning Elements under Knowledge Contexts in Technology Education



A photograph of a classroom with a chalkboard in the background. Several students' hands are raised, indicating an interactive learning environment. The text is overlaid on this image.

(Key Stage 3) Junior Business Subjects

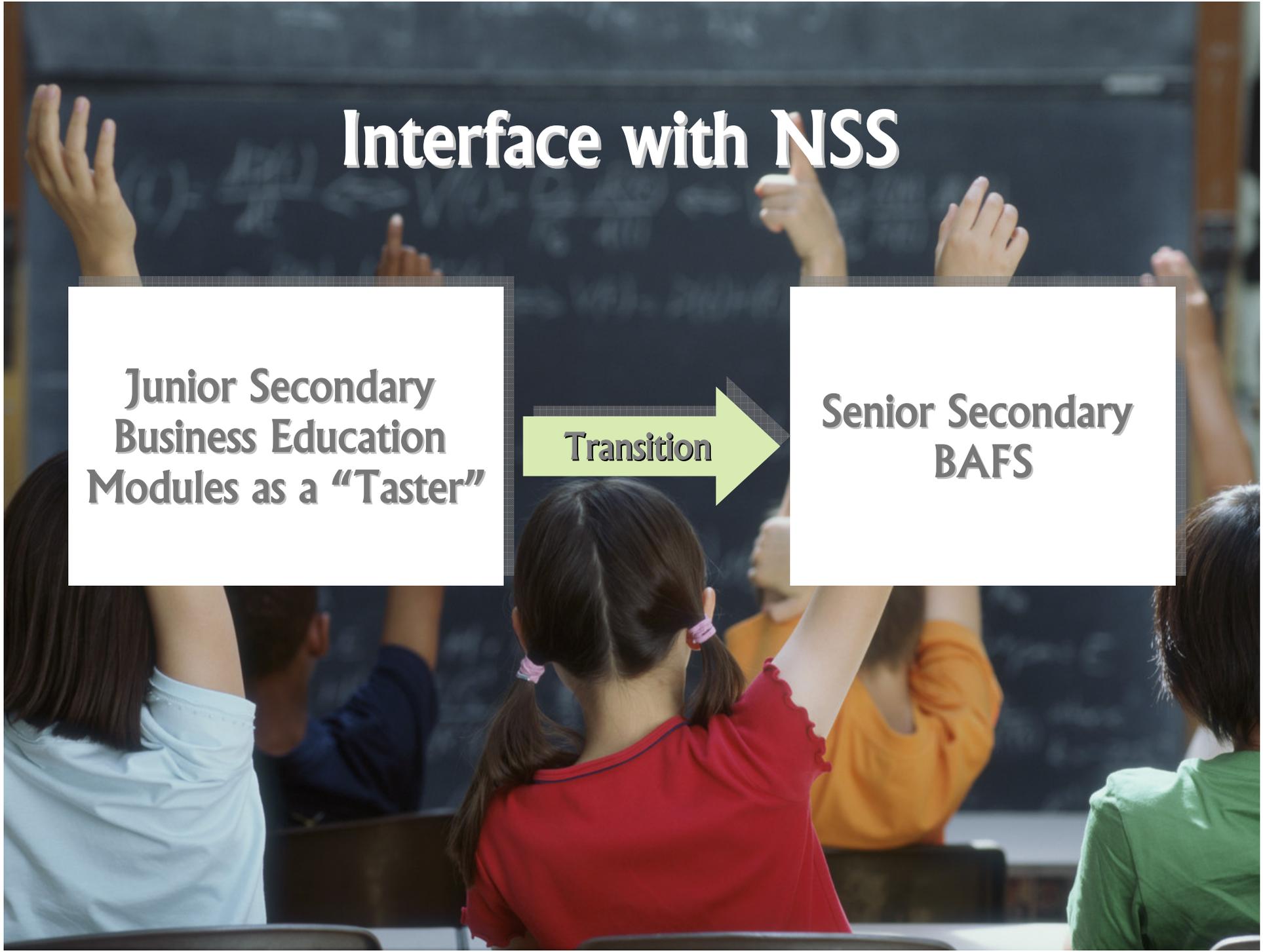
- “Strategies and Management”
 - (Core) Business Environments, Operations & Organizations
 - (Extensions) Resource Management
 - (Extensions) Marketing
- = / = Business Fundamental

Interface with NSS

**Junior Secondary
Business Education
Modules as a “Taster”**

Transition

**Senior Secondary
BAFS**



Articulation

Career Development

For example :

Accounting (e.g. auditor , financial controller , chief accountant)

Finance (e.g. financial analyst , financial planner)

Management (e.g. chief executive officer , general manager)

Education (e.g. teachers , academics , educators)

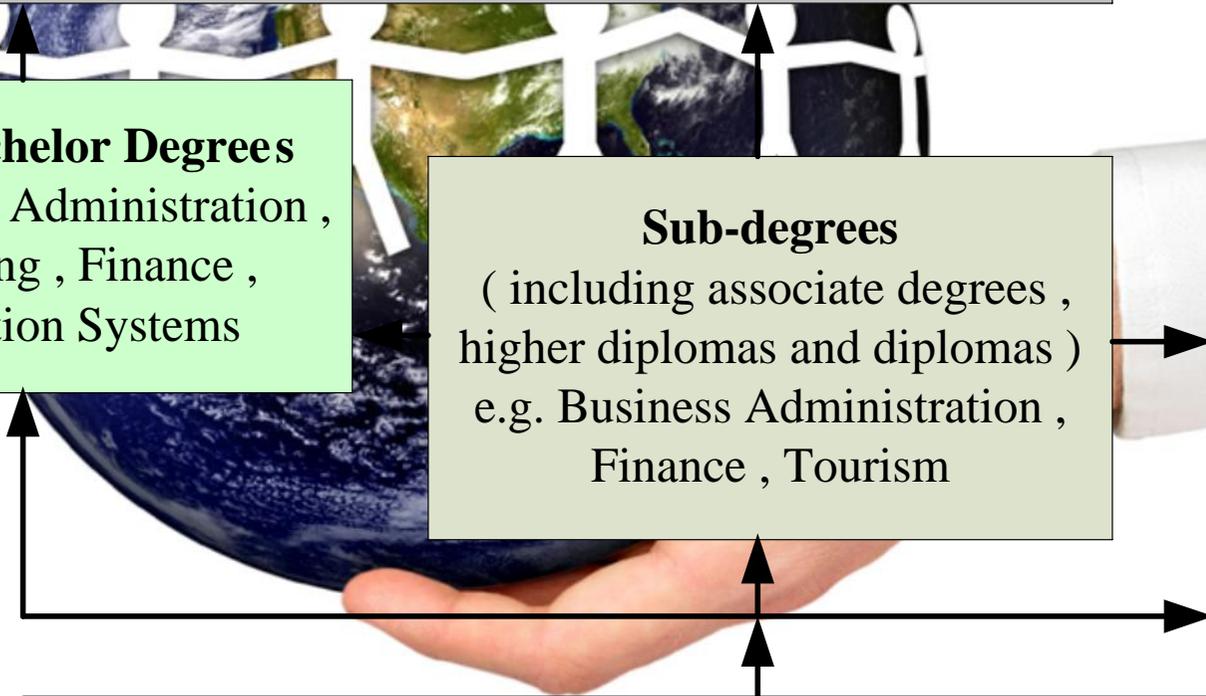
4-year Bachelor Degrees

e.g. Business Administration ,
Accounting , Finance ,
Information Systems

Sub-degrees

(including associate degrees ,
higher diplomas and diplomas)
e.g. Business Administration ,
Finance , Tourism

Business, Accounting and Financial Studies



Why study BAFS?



End of Part I
Thank you!

