# 12 Business Studies – HSC Trial revision planner

Use the planner to gradually study what you have covered in the course so far. By doing about 30 minutes a day, so will be able to be very well prepared for the Trial HSC.

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|  | **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** | **Saturday** | **Sunday** |
| Week 9 | **Operations** | | | | | | |
| Compile a glossary for Operations  Revise the role of operations management | Revise influences – globalisation, technology, etc and corporate social responsibility | Revise operations processes – inputs, transformation processes, outputs | Revise operations strategies – performance objectives, new product or service design, supply chain management | Revise operation strategies – outsourcing, technology, inventory management | Revise operations strategies – quality management, overcoming resistance to change, global factors | DAY OFF |
| Week 10 | **Marketing** | | | | | | |
| Compile a glossary for Marketing  Revise the role of marketing | Revise the marketing process – situational analysis, market research, establishing market objectives | Revise the marketing process – target markets, marketing strategies, implementation, monitoring, controlling | Revise marketing strategies - market segmentation, products, price including pricing methods | Revise the marketing process – promotion, place/distribution, people, processes, physical evidence | Revise the marketing process – e-marketing, global marketing | DAY OFF |
| Holidays | **Finance** | | | | | | |
| Compile a glossary for Finance  Revise the role of financial management | Revise the influences on financial management | Revise processes of financial management – planning and implementing, monitoring and controlling, financial ratios | Revise processes of financial management – limitations of financial reports, ethical issues | Revise financial management strategies – cash flow management, working capital management | Revise financial management strategies – profitability management, global financial management | DAY OFF |
| Holidays | **Human Resources** | | | | | | |
| Compile a glossary for Human Resources  Revise the role of human resource management | Revise key influences | Revise processes of human resource management | Revise strategies in human resource management – leadership styles, job design, recruitment, training and development | Revise strategies in human resource management – performance management, rewards, global, workplace disputes | Revise effectiveness of human resources management | DAY OFF |
| Week 1 | **General Revision** | | | | | | |
| Organise your notes on large and global business case studies for each topic | Revise strategies for effective operations management in large businesses | Revise the main elements involved in the development and implementation of successful marketing strategies | Revise the role of interpreting financial information in the planning and management of a business | Revise the contribution of human resource management to business performance. | Revise how to “evaluate the effectiveness” – response structure, criteria, etc | DAY OFF |

## How to revise (just some ideas):

* Create “flash cards” of the key terms, study them and test yourself.
* Create dot point summaries of the section.
* Read detailed articles about a particular topic – highlight and take notes.
* Do essay scaffolds/essay plans related to the topic.
* Create mind maps or tables of information of the topic.
* Organise a study session with your mates and take turns teaching each other sections of a topic. Ask the “teacher” tricky questions to make sure they know their topic.
* Test yourself - complete practice exam questions.
* Complete whole essays and submit them for feedback.