ACCREDITED BUSINESS QUALIFICATIONS

Business Management 2 (BMT2)

CURRICULUM STATEMENT

CURRICULUM STATEMENT: ICB BUSINESS MANAGEMENT 2

Planning

- List the reasons for planning in an organisation;
- identify different planning timeframes;
- name the barriers to planning formulation;
- outline the planning process;
- analyse the different tools available for planning purposes;
- set well-formulated goals for an organisation; and
- distinguish between the different types of plans an organisation could implement.

Decision making

- Discuss the importance of decision-making in an organisation;
- explain the difference between problem-defining and problem-solving;
- outline the steps in the decision-making process;
- identify the different types of managerial decisions;
- distinguish between the different conditions under which decisions can be taken;
- describe how decisions are taken in groups;
- compare the formal decision techniques; and
- contrast the decision-making tools at the disposal of a manager.

Organising

- Compare the different organisational structures;
- list the principles of organisation;
- outline the delegation process;
- distinguish between job design, job enrichment and job characteristics; and
- demonstrate an understanding of the principle of 'authority' in an organisation.

Leadership and motivation

- Define the term 'leadership';
- contrast the different leadership theories;
- identify contemporary leadership perspectives;
- explain the link between leadership and organisation-political behaviour;
- demonstrate an understanding of the needs of the individual in an organisation;
- describe how to handle groups and teams;
- analyse the motivation process;
- define the term 'motivation';
- compare the different motivation theories;
- recognise the relationship between money and motivation; and
- discuss where motivation originates from.

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Control

- Demonstrate an understanding of the nature and importance of control in an organisation;
- outline the control process;
- describe which areas in a business controls should focus;
- distinguish between the different levels of control; and
- list the characteristics of an effective control system.

Introduction to economics

- Define economics;
- describe the economic environment in which an organisation functions;
- classify and explain economics as a science;
- explain the basic economic problem;
- differentiate between microeconomics and macroeconomics;
- explain the micro and macroeconomic and operational environments applicable to an organisation;
- distinguish between needs, wants and demand;
- discuss and classify the hierarchy of human needs;
- define and calculate opportunity cost;
- illustrate and interpret a production possibility curve;
- demonstrate the relationship between production and cost;
- identify and discuss the problems flowing from the basic economic problem;
- indicate why you should study economics; and
- describe the main theories and approaches used to examine the economy.

Economic systems and how the economy works

- Discuss how the different economic systems attempt to solve the basic economic problem and questions arising from it;
- discuss the various economic systems meaningfully;
- know the advantages and disadvantages of each system;
- know the similarities and differences between the systems;
- identify South Africa's current economic system;
- give an opinion on the 'ideal' economic system;
- distinguish between households and businesses and show how their activities interrelate;
- describe the role of government and show how it interacts with households and businesses;
- describe the role of the foreign sector and show how it interacts with the domestic economy;
- and describe where and how the financial sector fits into the entire economic cycle.

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The monetary sector, public sector and foreign sector

- Explain the origin and functions of money;
- discuss the requirements of money;
- discuss the instruments of monetary policy;
- discuss the transmission mechanism;
- fully explain equilibrium in the money market;
- discuss various financial intermediaries;
- discuss the reasons for and the nature of government intervention;
- describe regulation in the media economy;
- explain the role of tax as a fiscal policy instrument;
- discuss loans and expenditure as fiscal instruments;
- explain why there has to be co-ordination between fiscal policy and monetary policy;
- explain what international trade is and what it includes;
- place the present world economy in historical perspective;
- give reasons why international trade takes place;
- explain the difference between comparative and absolute advantage; and
- explain the advantages of international trade.

The economic cycle, growth, development and forecasts

- Graphically depict the consumption function and interpret the income expenditure diagram;
- explain the relationship between expenditure and savings;
- show the relationship between the interest rate and the level of investment;
- discuss finance, valuation and investment in the economy;
- explain the working of the multiplier effect;
- evaluate the effect of government expenditure and taxes on the economy;
- identify the effect of the foreign sector on the economy;
- calculate the multiplier; and
- understand the effect of the exchange rate and interest rates on the economy.