

Boardworks Business Studies 14–16 coverage of Edexcel Business Studies IGCSE (4330)

Subject content	Boardworks Business Studies 14–16 presentations
Business activity and the changing environment	Unit 1: 1. Aims and Objectives, 2. Small Businesses, 3. Large Businesses, 4. Business Location, 5. Business Activity, 7. Functional Areas and ICT, 9. External Influences, Unit 2: 9. Customer Service
Human resources	Unit 1: 6. Functional Areas, 8. Business Communications, Unit 2: 2. Investigating Job Roles, 4. Employment Law, 5. Resolving Disagreements, 6. Recruitment and Selection, 7. Personal Job Applications, 8. Training and Development
Accounting and finance	Unit 3: 3. Covering Costs, 4. Cash Flow Forecasts, 5. Budgets, 6. The Break-Even Point, 7. Profit and Loss, 8. Balance Sheets, 9. Sources of Finance, 10. Business Accounts and Financial Planning
Marketing	Unit 1: 6. Functional Areas, Unit 2: 9. Customer Service
Production	Unit 1: 4. Business Location, 5. Business Activity, 6. Functional Areas, 7. Functional Areas and ICT