

Sample Unit

Business Decision Making

Outcomes and assessment criteria

Outcomes	Assessment criteria for pass To achieve each outcome a learner must demonstrate the ability to:	
1 Use a variety of sources for the collection of data, both primary and secondary	<ul style="list-style-type: none">prepare and implement a plan for the collection of primary and secondary data for a given business problemdescribe and justify the survey methodology and frame useddevelop and use a questionnaire and justify its design for a particular purpose	1.1 1.2 1.3
2 Apply a range of techniques to analyse data effectively for business purposes	<ul style="list-style-type: none">create information for decision making by summarising data using representative values, and use the results to draw valid and useful conclusions in a business contextanalyse data using measures of dispersion, and use to inform a given business scenariocalculate quartiles, percentiles, correlation coefficient, and use to draw useful conclusions in a business context	2.1 2.2 2.3
3 Produce information in appropriate formats for decision making in an organisational context	<ul style="list-style-type: none">using data from a given business scenario, prepare a range of graphs using spreadsheets — line, pie, bar charts and histograms, and draw valid conclusions based on the information deriveduse trend lines in spreadsheet graphs to assist in forecasting for specified business information and thus inform decision makingprepare a business presentation using suitable software and techniques to disseminate information effectively and persuasivelyprepare a formal business report	3.1 3.2 3.3 3.4

Outcomes	Assessment criteria for pass
<p>4 Use software-generated information to make decisions at operational, tactical and strategic levels in an organisation</p>	<p>To achieve each outcome a learner must demonstrate the ability to:</p> <ul style="list-style-type: none"> • review management information systems and suggest appropriate information processing tools for operational, tactical and strategic levels of the organisation • review and evaluate inventory control systems in an organisation • prepare a spreadsheet to enable material requirements planning and calculate economic order quantities • prepare a project plan for an activity and determine the critical path • use financial tools — discounted cash flow and internal rates of return (IRR function) to evaluate the financial viability of proposed investments

Y. 1

Y. 2

Y. 3

Y. 4

Y. 5

Student Name	Learning Outcomes															Merit Descriptors			Distinction Descriptors			Final Class Grade		
	LO1				LO2				LO3				LO4					M1	M2	M3	D1		D2	D3
	Criteria				Criteria				Criteria				Criteria											
P1.1	P1.2	P1.3		P2.1	P2.2	P2.3		P3.1	P3.2	P3.3	P3.4	P4.1	P4.2	P4.3	P4.4	P4.5								
Katerina																								
Deborah	1	2	2		1	1	1		1	2	2	1	3	3	3	3	3	1	1	2			3	Merit
James																								
Fred	1	2	2		1	1	1		1	2	2	1	3	3	3	3	3	1	1	3	2			Merit
Elena	1	2	2		1	1	1		1	2	2	1	3	3	3	3	3	1	2	3				Merit
Kamil																								
Andy																								
Anna																								
Mary																								
Daniel	1	2	2		1	1	1		1	2	2	1	3	3	3	3	3		3					Pass
Alfred																								
Larry	1	2	2		1	1	1		1	2	2	1	3	3	3	3	3	1	3	3				Merit
Pedro																								
John																								
Don																								
Iva	1	2	2		1	1	1		1	2	2	1	3	3	3	3	3	1	3	3	2	2	3	Distinction