

BUSINESS STUDIES (BST315116)

External Assessment Specifications

External Assessment Specifications inform the development of external assessments. The primary audience for this document is the course Setting Examiner and Exam Critics. It may also be of use to teachers and students.

These specifications must be read in conjunction with the current course document, available on the [TASC Courses](#) webpage.

The external assessment consists of a written exam.

FORMAT AND STRUCTURE

The written exam is THREE hours.

Students will have an additional 15-minute preparation time during which students can take notes on the note paper provided and highlight any key words in the exam booklet during the allocated time. Students will not be permitted to start their exam until advised by the Exam Supervisor.

The written exam includes THREE sections. Students will use a separate answer booklet for each section.

CRITERIA TO BE ASSESSED

The criteria to be externally assessed are:

- Criterion 1: describe and use business terms, concepts, principles and ideas related to the management of business in Australia
- Criterion 2: use tools, techniques and processes to assess data and information about business performance
- Criterion 3: analyse issues arising from business practices and management strategies
- Criterion 4: make recommendations to improve management practices and business performance
- Criterion 5: communicate business ideas and information

SPECIFIC MATERIALS AND EQUIPMENT APPROVED FOR USE BY STUDENTS

- Calculator as approved by TASC
- The current TASC BST315116 Business Studies Information Sheet will be provided.

ASSESSMENT

Criteria 1, 2, 3 and 4 are assessed numerically.

Criterion 5 is assessed using extended ratings of A+, A, A-, B+, B, B-, C+, C, C, t+, t, t- or z.

Please note a C- is a low C, in that it just meets the standards for a C but is not a t.

The algorithm to achieve final rating from Sections A – C will take account of the fact that each section carries equal time weight.

A set of solutions or a marking tool will be developed by the Setting Examiner, provided to markers at the marking meeting that follows the external written exam; and will be available from TASC in the following year.

The external assessment must include questions that, separately or together, give opportunities to demonstrate the standards from rating C to rating A.

Final results will be awarded as a rating of A, B, C, t or z in the above criteria. These ratings are used in determining the final award according to the algorithm in the course document.

NUMERICAL MARK ALLOCATION

Exam papers are designed so that the number of marks allocated to a section, part or question corresponds to the recommended time allocation for it. This is so that a student knows when answering a 10 mark question that the question has been designed for students to spend approximately 10 minutes reading, thinking and then answering the question. Students may find that they spend less or more time on certain questions throughout the exam.

SECTION A

Structure

- This section will take students approximately 40 minutes to respond to and be allocated 40 marks for Criterion 1.
- Students will respond to FOUR of EIGHT questions.
- Each question is worth a total of 10 marks.

This section will have two parts.

Part 1

- Students will respond to TWO of FOUR questions on Unit 1: The Business Environment.

Part 2

- Students will respond to TWO of FOUR questions on Unit 2: Operations Management

Assessed Criteria

- Criterion 1: describe and use business terms, concepts, principles and ideas related to the management of business in Australia (Elements 1, 2 and 6).
- Criterion 5: communicate business ideas and information (Elements 1 and 2).

Nature of Questions

Part 1

- Questions 1 to 4 will invite responses that provide evidence for assessment of Unit 1: The Business Environment.

Part 2

- Questions 5 to 8 will invite responses that provide evidence of assessment of Unit 2: Operations Management.

Nature of Responses

- Short answer response format.
- Responses to Criterion 1 will be assessed numerically, and Criterion 5 will be assessed using an extended alpha rating.

Section B

Structure

- This section will take students approximately 70 minutes to respond to and be allocated 70 marks.
- 40 marks will be allocated to Criterion 3 and 30 marks will be allocated to Criterion 4.
- Students will respond to TWO of THREE questions. Where questions have multiple items, all items are compulsory.
- Each question is worth a total of 35 marks.
- This section will address course content from Units 2, 3 and 5.

Assessed Criteria

- Criterion 3: analyse issues arising from business practices and management strategies (all Elements).
- Criterion 4: make recommendations to improve management practices and business performance (all Elements).

Nature of Questions

- This section will be scenario based and will refer to the stimulus material, which will be provided in a separate booklet. This stimulus material will be used for both Sections B and C.
- There will be three questions. The examiner will write a question for each unit (three in total), students will only choose two.
- Each question will address a different unit:
 - Operations Management
 - Human Resources Management
 - Marketing Management.

Nature of Responses

- Written response.
- Responses will be assessed numerically.

Section C

Structure

- This section will take students approximately 70 minutes to respond to and be allocated 70 marks.
 - 50 marks will be allocated to Criterion 2 and 20 marks will be allocated to Criterion 4.
- Students will respond to ONE question. Where the question has multiple items, all items are compulsory.
- This section will address course content from Units 1, 2, 3, 4 and 5.

Assessed Criteria

- Criterion 2: use tools, techniques and processes to assess data and information about business performance (all Elements).
- Criterion 4: make recommendations to improve management practices and business performance (all Elements).

Nature of Questions

- This section will be scenario based and will refer to the stimulus material, which will be provided in a separate booklet. This stimulus material will be used for both Sections B and C.
- Students will respond to ONE question related to the stimulus material.

Nature of Responses

- Written extended answer response.
- Student responses could include further calculations involving the income statement, balance sheet, cash budget, financial ratios, trends, graphs or financial data for break-even analysis.
- Responses will be assessed numerically.

Stimulus Material

The stimulus material can be either real or hypothetical and is to be a single scenario from which all questions will be based. This material is to be used for both Section B and Section C. The stimulus material will be provided to students in a separate booklet.

The stimulus material must contain the following for students to address the criteria assessed in Section C:

- Details of the goods or services provided by the business
- Details of owners, operators and business structure
- Summary of relevant strengths, weaknesses, opportunities and threats
- Relevant marketing, operational and Human Resource issues will be included.
- Three years of financial information will be provided in the form of an Income Statement, Balance Sheet and Cash Budget.