



Business Enterprise Levels

8.5
digit
strategy

This page includes a selection of levels as a guide

Skills <i>Completed with little assistance</i>	Levels 4 & 5	Knowledge and Understanding <i>Can explain to someone else</i>
		Use a list/criteria to select work from a range produced by others in your group
Create a time line or simple Gantt chart.		Understand 'time line', 'development path' and 'Gantt chart' and how they follow a set of events.
Mail merge documents suitable for marketing purposes.		Understand market research, direct mail and mail merging and how these are carried out.
Design and create corporate logos, stationery and a marketing questionnaire.		Know the reasons why a corporate identity is important e.g. headed paper / logos.
Use a spreadsheet (model) to look at how profits are linked to costs.		Know how to use a spreadsheet to model situations using the 'trial and error' method.
Plan a financial spreadsheet of your own to model the costs of your business.		Understand how using 'goal seek' can be better than the 'trial and error' method.
Can use functions such as ROUNDUP and ROUNDDOWN also absolute cell references.		Can model different financial situations by changing variables e.g. cost of materials.
Use spreadsheet tools to develop the spreadsheet further, e.g. macros & graphs.		Understand and use 'break even', 'profit and loss' and other financial terms.
Can run and edit existing Logo examples.		Understand absolute cell references and functions such as ROUNDUP / ROUNDDOWN.
Can plan and use LOGO to simulate a CNC cutting tool including the use of procedures.		Know how linked worksheets can help with the design of a spreadsheet.
Use Flowol to simulate a manufacturing process.		Can explain CAD / CNC and other manufacturing terms and processes.
Use Flowol procedures / subroutines.		Can explain the use of procedures within a control program, e.g. Logo or Flowol.
Create a set of criteria to evaluate yours and others work. Use these to improve the work.		Evaluate own and others work using a set of criteria.
With others, create a presentation based on the work completed. Use speaker notes.		Can work with others to develop a presentation about the work including speaker notes.
Working towards higher levels		
Can develop a more detailed Gantt chart possibly using specific software tools.		Understand in more depth the various roles / jobs that small business need.
Can import data into a range of software to use as a data source for mail merging.		Can explain your own company development path.
Can set up mail merge for use with a range of marketing products, e.g. labels, stickers.		Can explain in depth the various common manufacturing processes and how IT is used.
Can evaluate and rewrite a Logo program to make it more efficient, e.g. better procedures.		Understand & use more advanced Logo commands.
Can create a 'Flowol Mimic' to work alongside the manufacturing simulation.		Understand how a product can be assembled using different processes / procedures.
Use advanced tools and functions to make the spreadsheet more efficient.		Know how to automate a spreadsheet to make it easier for input and output of information.
Create a presentation that uses a range of imaginative ways to promote your product.		Understand how to use a variety of presentation techniques & styles for different audiences.