

**ECONOMIC AND MANAGEMENT SCIENCES  
ANNUAL TEACHING PLAN: WORK SCHEDULE  
GRADE 9  
TERM 1**

<b>Week (2 hours per week)</b>	<b>Topic</b>	<b>Content</b>	<b>% Syllabus completion</b>	<b>Date Completed</b>	<b>Comments</b>
Week 1	<b>Revision:</b>	Revise Grade 8 work; give learners an overview of what will be taught during the first term			
Weeks 2, 3, 4 (1 hour per week for Accounting)	<b>Financial literacy:</b> Cash Receipts Journal and Cash Payments Journal (sole trader)	Cash transactions of a trading business; effect of cash transactions on the accounting equation			
Weeks 2, 3, 4 (1 hour per week for The economy)	<b>The economy:</b> Economic systems	The three major economic systems: a planned economy, market economy and mixed economy; Origin of each system; advantages and disadvantages of each economic system; Characteristics of each economic system; The global economy			
Weeks 5, 6, 7, 8, 9, 10 (1 hour per week for Accounting)	<b>Financial literacy:</b> General Ledger and trial balance (sole trader)	Posting of cash transactions of a trading business from Cash Receipts Journal (CRJ) and Cash Payments Journal (CPJ) to General Ledger; Preparing of a trial balance of a trading business			
Weeks 5, 6, 7, 8, 9, 10 (1 hour per week for The economy)	<b>The economy:</b> The circular flow	The participants in the circular flow of a closed economy; flow of goods and services, money and factors of production in the circular flow of a closed economy; illustrate by using a flow diagram			
<b>Assessment</b>	Assignment <b>Week 5</b>				Rubric/ memo (50 Marks)
	Controlled Test <b>Week 10</b>				Memo (100 Marks) (60 minutes)

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GRADE 9  
TERM 2**

<b>Week (2 hours per week)</b>	<b>Topic</b>	<b>Content</b>	<b>% Syllabus completion</b>	<b>Date Completed</b>	<b>Comments</b>
Week 1	<b>Revision</b>	Revise the work covered in the first term; give learners an overview of what will be taught during the second term			
Weeks 2, 3, 4, 5, 6, 7 (1 hour per week for Accounting)	<b>Financial literacy:</b> Credit transactions – debtors	Credit sales; debtors; National Credit Act; debtors allowance; accounting cycle; recording of transactions to Debtors Journal (DJ); Debtors Allowance Journal (DAJ); recording of receipts from debtors in the Cash Receipts Journal (CRJ)			
Weeks 2, 3, 4, 5, 6, 7 (1 hour per week for The economy)	<b>The economy:</b> Price theory	Law of demand, demand schedule and graphical illustration of the demand curve; law of supply, supply schedule and graphical illustration of the supply curve; equilibrium price and quantity; Change in quantity demanded; change in quantity supplied; increase and decrease in demand; increase and decrease in supply; graphical illustration of the change in demand and the change in supply			
Weeks 8 – 9	<b>Entrepreneurship:</b> Sectors of the economy	The primary sector, the secondary sector, the tertiary sector; Types of businesses found in the three sectors; The interrelationship of the three sectors; Sustainable use of resources in the three sectors; The role of the three sectors in the economy; Types of skills required in each sector			
<b>Assessment</b>	Class Test/ Data Response <b>Week 7</b>				Memo (50 Marks)
	Mid-year Examination <b>Week 10</b>	Mid-year examination must be based on the work covered in terms 1 and 2			Memo (60 min) (100 Marks)

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GRADE 9  
TERM 3**

<b>Week (2 hours per week)</b>	<b>Topic</b>	<b>Content</b>	<b>% Syllabus completion</b>	<b>Date Completed</b>	<b>Comments</b>
<b>Week 1</b>	<b>Revision</b>	Revise the work covered in the second term; give learners an overview of what will be taught during the third term			
<b>Weeks 2, 3, 4, 5 (1 hour per week for The economy)</b>	<b>The economy:</b> Trade unions	Concept of trade unions; brief historical development of trade unions; the roles and responsibilities of trade unions in South Africa; effect of trade unions in businesses; contribution of trade unions to sustainable growth and development			
<b>Weeks 2, 3, 4, 5 (1 hour per week for Accounting)</b>	<b>Financial literacy:</b> Credit transactions – debtors	Posting to the Debtors Ledger and General Ledger; effect of credit transactions on the accounting equation			
<b>Weeks 6, 7, 8 (1 hour per week for Accounting)</b>	<b>Financial literacy:</b> Credit transactions – creditors	Creditors; creditors allowance; accounting cycle; recording of transactions in the Creditors Journal (CJ) and Creditors Allowance Journal (CAJ)			
<b>Weeks 6, 7, 8 (1 hour per week for Entrepreneurship)</b>	<b>Entrepreneurship:</b> Functions of a business	Functions of a business: administration, purchasing, marketing, finances, public relations, human resources, production, general management, and risk management; characteristics of the business functions; role and importance of the business functions			
<b>Weeks 9 – 10</b>	<b>Financial literacy:</b> Credit transactions – creditors	Recording of payments to creditors in the Cash Payments Journal (CPJ); posting to the Creditors Ledger and General Ledger; effect of credit transactions on the accounting equation			
<b>Assessment</b>	Project <b>Week 5</b>  Controlled Test <b>Week 10</b>				Rubric/ memo (50 marks)  Memo (60 min) (100 Marks)

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GRADE 9  
TERM 4**

<b>Week (2 hours per week)</b>	<b>Topic</b>	<b>Content</b>	<b>% Syllabus completion</b>	<b>Date Completed</b>	<b>Comments</b>
Week 1	<b>Revision</b>	Revise the work covered in the third term; give learners an overview of what will be taught during the fourth term			
Weeks 2, 3, 4, 5, 6, 7 (1 hour per week for Financial literacy)	<b>Financial literacy:</b> Transactions – cash and credit	Recording of cash and credit transactions of a sole trader in the subsidiary journals; Posting to the Debtors Journal (DJ), Debtors Allowance Journal (DAJ), Creditors Journal (CJ), Creditors Allowance Journal (CAJ) and General Ledger; Preparing of a trial balance			
Weeks 2, 3, 4, 5, 6, 7 (1 hour per week for Entrepreneurship)	<b>Entrepreneurship:</b> Business plan	Concept of a business plan; Components of a business plan; Format of a business plan [the front cover, table of contents, description of the product or services offered by the business, goals of the business, the business owner, production plan, marketing plan, management plan; SWOT analysis (strengths, weaknesses, opportunities, threats) Conclusion; Financial plan (fixed and variable costs, break-even points, mark-up on sales, profit percentage)]			
Weeks 8 – 9	<b>Examination preparations</b>	Revise the work covered throughout the year; Study techniques; Examination writing skills			
<b>Assessment</b>	<b>End-of-year examinations</b>  <b>Week 10</b> Year-end examination must be based on the work covered in Term 1-4				Memo (120 min) (200 marks)