

Yan Oi Tong Tin Ka Ping Secondary School
Subject Plan for Business, Accounting and Financial Studies (BAFS) (2020-2021)

(The subject plan is in response to the school concerns No. 1 & 3)

1. Providing students with professional knowledge, skills and competence for their future job or study (School concern No. 1)

Strategies	Criteria for success	Time Scale	Teacher-in-charge	Evaluation methods	Resources required
<p><u>Curriculum restructuring of S3 BAFS</u></p> <ul style="list-style-type: none"> ● According to the new arrangement by the school, the subject ‘Life and Society (L & S)’ will be introduced to replace BAFS and Economics in the S3 curriculum (3 lessons per cycle for each S3 classes). The subject panel will be responsible for teaching 1 lesson per cycle for each S3 classes. A new textbook (The use of resources) which is related to personal financial management will be adopted while the subject content of BAFS will be trimmed to suit the needs of the new curriculum. ● The subject panel is responsible for preparing a new set of teaching and learning materials for the newly adopted curriculum. 	<ul style="list-style-type: none"> ● Teaching schedule will be revised in accordance with the new L & S curriculum and the time-tabling arrangement. ● A new set of teaching and learning materials will be ready for use. ● Students’ familiarization with new question type and format. 	<p>Sep 20 - Aug 21</p>	<p>LSH</p>	<ul style="list-style-type: none"> ● Teachers’ evaluation ● Students’ response ● Teachers’ evaluation statistics by students 	<ul style="list-style-type: none"> ● <i>Extra-funding for hiring a teaching assistant (Budget: \$5000 for 100 hours).</i>

<p><u>Development and refinement of teaching and learning materials</u></p> <ul style="list-style-type: none"> ● The teaching schedule will be revised for the upcoming NSS class. ● Guided worksheet will be provided for less capable learners. ● Advanced level questions will be set for more capable learners. ● Remedial class for S6 students will be held according to student needs. Individual counseling will be provided. ● A refined BAFS Curriculum and Assessment framework will be implemented at S4 starting from the 2022/2023 school year, leading to the HKDSE BAFS Examination in 2025 and thereafter. The Two-strand arrangement (i.e. Accounting Strand and Business Management Strand) will be offered. The curriculum content is further streamlined for the two strands of studies. Adjustment in the weighting of the compulsory part and elective part from 40:60 to 25:75 will be made. The subject panel will pay special attention to those changes. 	<ul style="list-style-type: none"> ● Preparation of teaching and learning materials of the selected modules. ● Refinement of teaching and learning materials. ● Well-developed question bank for assessment purpose. 	<p>Sep 20 - Aug 21</p>	<p>LSH</p>	<ul style="list-style-type: none"> ● Teachers' evaluation ● Students' response ● Teachers' evaluation statistics by students ● Public examination results ● Value-added index 	
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2. Support student learning with the use of mixed mode in learning and teaching. (School concern No. 1)

Strategies	Criteria for success	Time Scale	Teacher-in-charge	Evaluation methods	Resources required
<p><u>Adoption of eClassroom, Google classroom, Microsoft OneDrive and Zoom live lessons to support student learning</u></p> <ul style="list-style-type: none"> ● Different types of assessment (e.g. Multiple-Choice questions, short questions, etc.) will be uploaded to eClassroom and Google classroom for students' pre-lesson preparation and self-assessment. ● Teaching and learning materials will be uploaded to Microsoft OneDrive for student access in case of class suspension. ● Zoom live lessons will be carried out during class suspension and afterschool tutorials. 	<ul style="list-style-type: none"> ● Students' familiarization with retrieving learning materials and submitting their coursework through different e-platforms. ● Students' familiarization with using eClassroom and Google classroom as an assessment platform. ● The attendance rate of Zoom live lessons. 	<p>Sep 20 - Aug 21</p>	<p>LSH</p>	<ul style="list-style-type: none"> ● Teachers' evaluation ● Students' response 	<ul style="list-style-type: none"> ● <i>Extra-funding for hiring a teaching assistant (Budget: \$5000 for 100 hours).</i>

3. Emphasizing the importance of whole person development and maximizing student potential with multiple intelligences (School concern No. 3)

Strategies	Criteria for success	Time Scale	Teacher-in-charge	Evaluation methods	Resources required
<p><u>Sharing of real-life case study materials for widening student exposure to the business world</u></p> <ul style="list-style-type: none"> ● The subject panel is responsible for preparing real-life case study for discussion. 	<ul style="list-style-type: none"> ● Preparation of real-life case study. ● Students' familiarization with the application of accounting and financial terminology in real-life situation. 	Sep 20 - Aug 21	LSH	<ul style="list-style-type: none"> ● Teachers' evaluation ● Students' response ● Teachers' evaluation statistics by students 	
<p><u>Take part in learning programmes held by outside organizations</u></p> <ul style="list-style-type: none"> ● Students are encouraged to participate in seminars, workshops and competitions held by outside organizations. ● The subject panel is encouraged to participating in seminars, workshops and courses organized by tertiary institutions and/or professional bodies in keeping abreast with the latest information. 	<ul style="list-style-type: none"> ● Students actively participate in learning programmes held by outside organizations. 	Sep 20 - Aug 21	LSH	<ul style="list-style-type: none"> ● Teachers' evaluation ● Students' response ● Teachers' evaluation statistics by students 	

4. Panel Coordinator

Lee Sze Hang

5. Budget (To be adjusted and confirmed in 2020/2021)

ARTICULAR	AMOUNT (HK\$)	REMARKS
EOEBG-Photocopy	270.00	
EOEBG-Stencil	1000.00	
EOEBG-Other Expenses	2000.00	
EOEBG-Library Book	1200.00	
EOEBG Total Grant:	4470.00	
SSCS – TA	5000.00	
GRANT TOTAL	9470.00	