### **Scheme of Work**

**COURSE:** ABE Level 5 Analytical Decision-making

| **Element, Learning Outcome and assessment criteria** | **Session title** | **Topics covered** | **Approx.****Duration** | **Session Plan** | **Resource** | **Formative Activity** |
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| Element 1LO11.1 | **Concepts of decision-making** | Definitions and concepts of organisational decision-makingNature and types of decision-makingDecision-making in context | 3-4 hours | 5UADM Session Plan E1 | 5UADM Presentation E1 | 5UADM E1 LO1 Activity 1 - Concepts of decision making5UADM E1 LO1 Activity 2 - Decision Making Responsibilities5UADM E1 LO1 Activity 3 - Strategic decisions by sector5UADM E1 LO1 Activity 3 - Strategic decisions by sector5UADM E1 LO1 Activity 5 - Decision Making in Context HOMEWORK |
| Element 1LO11.2 | **Decision-making processes** | Decision-making frameworksDecision-making processes (models)Problem-solving | 3-4 hours | 5UADM Session Plan E1 | 5UADM Presentation E1 | 5UADM E1 LO1 Activity 6 -Client expectations 5UADM E1 LO1 Activity 7 - DMU 5UADM E1 LO1 Activity 8 - Value Chain in Ohsin Engineering5UADM E1 LO1 Activity 9 – Issues and problems 5UADM E1 LO1 Activity 10 - Decision-making processes HOMEWORK |
| Element 1LO11.3 | **Role of business analytics** | Analytics in decision-makingRole of the business analyst | 3-4 hours | 5UADM Session Plan E1 | 5UADM Presentation E1 | 5UADM E1 LO1 Activity 11 - Analytic Activities5UADM E1 LO1 Activity 12 – Job roles and responsibilities 5UADM E1 LO1 Activity 13 - Analytics in practice HOMEWORK |
| Element 1LO11.4 | **Contemporary and emerging themes** | GlobalisationGlobal business environment – corporate governance, ethics, CSREnvironmentalismTechnologyData issues | 3-4 hours | 5UADM Session Plan E1 | 5UADM Presentation E1 | 5UADM E1 LO1 Activity 14 – Driver for change 5UADM E1 LO1 Activity 15 - Economic trends5UADM E1 LO1 Activity 16- Stakeholder needs and expectations 5UADM E1 LO1 Activity 17 Contemporary and emerging themes 1 |
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| Element 2LO22.1 | **Management information and systems** | Concepts of the learning organisationRole of management informationManagement Information Systems | 3-4 hours | 5UADM Session Plan E2 | 5UADM Presentation E2 | 5UADM E2 LO2 Activity 1 – Management Information Systems and Structure5UADM E2 LO2 Activity 2 – Fake Data Case study5UADM E2 LO2 Activity 3 – Data Retrieval - VACS5UADM E2 LO2 Activity 4 – Data Retrieval HOMEWORK |
| Element 2LO22.2 | **Data sources and technology** | Data sourcesBusiness intelligenceTechnology | 3-4 hours | 5UADM Session Plan E2 | 5UADM Presentation E2 | 5UADM E2 LO2 Activity 5 – Data Sources5UADM E2 LO2 Activity 6 – BI – Technology in action5UADM E2 LO2 Activity 7 – Pre-session preparation |
| Element 2LO22.3 and 2.4 | **Information in contemporary business functions** | MIS in business functionsFocus on marketing, finance, Procurement, production and other functional areasContemporary issues | 3-4 hours | 5UADM Session Plan E2 | 5UADM Presentation E2 | 5UADM E2 LO2 Activity 8 – Information in functional areas5UADM E2 LO2 Activity 9 – Types of researched data5UADM E2 LO2 Activity 10 – Data usage in marketing5UADM E2 LO2 Activity 11 – Finance and accounts5UADM E2 LO2 Activity 12 – HSBC5UADM E2 LO2 Activity 13 – Procurement5UADM E2 LO2 Activity 14 – Production and operations5UADM E2 LO2 Activity 15 – Services5UADM E2 LO2 Activity 16 – Data validity HOMEWORK |
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| Element 3 LO33.1 | **Project planning** | Project definitionsStep 1: Project briefStep 2: Project plan | 3-4 hours | 5UADM Session Plan E3 | 5UADM Presentation E3 | 5UADM E3 LO3 Activity 1 – The Project Brief5UADM E3 LO3 Activity 2 – Project planning5UADM E3 LO3 Activity 3 – Nestle in Society HOMEWORK |
| Element 3LO33.2 | **Project research** | Step 3: ResearchDesign frameworkPrimary researchSecondary researchData collection and organisation | 3-4 hours | 5UADM Session Plan E3 | 5UADM Presentation E3 | 5UADM E3 LO3 Activity 4 -Research design5UADM E3 LO3 Activity 5 – Data collection at Fashionista (Part 1)5UADM E3 LO3 Activity 5 – Data collection at Fashionista (Part 2)5UADM E3 LO3 Activity 6 – Data Cataloguing5UADM E3 LO3 Activity 7 – Nestle in Society Step 3 HOMEWORK |
| Element 3LO33.3 | **Analysis** | Step 4: AnalysisQuantitative dataQualitative analysis | 3-4 hours | 5UADM Session Plan E3 | 5UADM Presentation E3 | 5UADM E3 LO3 Activity 8 – Productivity at Fashionista5UADM E3 LO3 Activity 9 – Financial Ratios at Fashionista5UADM E3 LO3 Activity 10 – Rival Advertising campaigns5UADM E3 LO3 Activity 11 – Nestle – Analysing Data HOMEWORK |
| Element 3 LO33.4 and 3.5 | **Interpretation and validity** | Step 5: Interpreting dataRisk and validity factors | 3-4 hours | 5UADM Session Plan E3 | 5UADM Presentation E3 | 5UADM E3 LO3 Activity 12 – M&S Descriptive and inferential data5UADM E3 LO3 Activity 13 – STEEPLE for smartphone markets5UADM E3 LO3 Activity 14 – Smartphone market trends5UADM E3 LO3 Activity 15 – Business capabilities of Apple5UADM E3 LO3 Activity 16– Interpreting SWOT for Apple5UADM E3 LO3 Activity 17 – Nestle – Interpreting data HOMEWORK |
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| Element 4LO44.1 | **Option development** | Developing optionsBusiness modelling | 3-4 hours | 5UADM Session Plan E4 | 5UADM Presentation E4 | 5UADM E4 LO4 Activity 1 – Cause and effect5UADM E4 LO4 Activity 2 – Gap analysis5UADM E4 LO4 Activity 3 – Business modelling5UADM E4 LO4 Activity 4 - Nestle Option Development HOMEWORK |
| Element 4 LO44.2 | **Scenario Planning** | Scenarios – alternative futuresScenario planning as a process | 3-4 hours | 5UADM Session Plan E4 | 5UADM Presentation E4 | 5UADM E4 LO4 Activity 5 – What if..?5UADM E4 LO4 Activity 6 – Delphi Technique5UADM E4 LO4 Activity 7 – BSC Perspectives5UADM E4 LO4 Activity 8 – Developing options for Nestle HOMEWORK  |
| Element 4 LO44.3 | **Selection and recommendation** | Selection evaluationScoringDecision treesOther factors for evaluationRisk mitigation | 3-4 hours | 5UADM Session Plan E4 | 5UADM Presentation E4 | 5UADM E4 LO4 Activity 9 – Scoring options for Fashionista5UADM E4 LO4 Activity 10 – Decision trees at Fashionista5UADM E4 LO4 Activity 11 – Heathrow CBA 5UADM E4 LO4 Activity 12 – Nestle Selecting options and risk management HOMEWORK |
| Element 4 LO4 4.4 | **Reporting** | Reporting considerationsReporting formatsCommunication | 3-4 hours | 5UADM Session Plan E4 | 5UADM Presentation E4 | 5UADM E4 LO4 Activity 13 – Stakeholder Media5UADM E4 LO4 Activity 14 – Nestle in Society - Presentations |