

Grade 9 Syllabus for First term

2017- 2018

Subject	Topics
English	<ol style="list-style-type: none">1. Re Reading Descriptions (Explaining Writer's Choice of Language)2. Summary Writing3. Response Writing:<ol style="list-style-type: none">a. Articleb. Informal letterc. Formal letterd. Dialogue4. Creative Writing:<ol style="list-style-type: none">a. Descriptive Writingb. Narrative Writing
Bangla	<p style="text-align: center;">GRADE- 9 SECTION – A বিভাগ-ক</p> <hr/> <p>1.Separation/Combination of Words সন্ধিবিচ্ছেদ/ সন্ধিকরণ(স্বরসন্ধি, ব্যঞ্জনসন্ধি)</p> <p>2. Idioms, Proverbs and Words in Pairs বাগধারা, প্রবচন এবং জোড়াশব্দ</p> <p>3 Sentence Transformation বাক্য রূপান্তর</p> <p>4. Cloze passage (বন্ধ অনুচ্ছেদ)</p> <p style="text-align: center;">Section – B বিভাগ-খ</p> <hr/> <p>5 MCQ Comprehension বোধজ্ঞানের বহুবিকল্প প্রশ্ন</p> <p>6 OE Comprehension বোধজ্ঞানের মুক্ত প্রশ্ন</p> <p>7 Vocabulary <u>শব্দার্থ</u></p>

	<p style="text-align: center;">SECTION – C</p> <hr/> <p style="text-align: center;"><u>বিভাগ-গ</u></p> <hr/> <p>Letter, Report চিঠি, প্রতিবেদন, অথবা Essay রচনা</p>
Add Math	Ch-1 Sets (whole chapter) Ch-2 Coordinate Geometry 7.7 Perpendicular Bisector 7.8 Intersection of a Straight Line and a Curve Miscellaneous Exercise 7 Ch-8 Linear Law (whole chapter) Ch-14 Binomial Theorem (whole chapter)
Extended Math	<p><u>Chapter 2 (Algebra-1)</u> 2.10 Quadratic equations 2.11 Problems solved by Quadratic equations Revision Exercise 2A Examination Exercise 2B</p> <p><u>Chapter 5 (Inequality and linear programming)</u> (a) Revision Exercise 5A (a) Revision Exercise 5B</p> <p><u>Chapter 6 (Trigonometry)</u> 6.3 Three - dimensional problems 6.4 Sine, Cosine, Tangent for any angle 6.5 The sine rule 6.6 The cosine rule Revision Exercise 6A Examination Exercise 6B</p> <p><u>Chapter 7 (Graphs)</u> 7.1 Drawing accurate graphs 7.2 Gradients 7.3 The form $y = ax + b$ 7.4 Plotting curves 7.5 Interpreting graphs 7.6 Graphical solution of equations 7.7 Distance - Time graph</p>

	<p>7.8 Speed - Time graph Revision Exercise 7A Examination Exercise 7B</p>
Physics	<p>Book: Cambridge IGCSE Physics, Course book by David Sang. 2nd Edition</p> <p>Block 3: Physics of Waves</p> <p>12 Sound pg (166 - 173) 13 Light pg (178 - 191) 14 Properties of Waves pg (200 - 206) 15 Spectra pg (214 - 216)</p>
Chemistry	<p>Unit No Unit Name</p> <p>Unit 6 Electricity and Chemistry Unit 7 Chemical Changes Unit 8 Rate of Reaction Unit 4(revision) Atoms Combining Unit 5(revision) Reacting Masses and Chemical Equations Unit 6(revision) Using Moles</p>
Biology	<p>Textbook: IGCSE Biology by Mary Jones and Geoff Jones, 3rd edition</p> <p>1. Chapter 2: Cells 2. Chapter 8: Transport in plants 3. Chapter 9: Transport in animals *New 4. Chapter 10: Pathogen and immunity *New 5. Chapter 13: Coordination and Response Units 13.1-13.2 *New 6. Chapter 20: Organisms and their environment .</p>
Environmental Management	<p style="text-align: center;">Biosphere</p> <ul style="list-style-type: none"> ● Ecosystems: their function, operation and resource potential ● Human activities and their impacts on the Earth's environment ● Strategies for Conservation ● Biomes and their distribution ● Deforestation and sustainable management of forests ● Soil erosion, desertification and conservation ● World population growth ● World inequalities, trade and aid ● Unsustainability on Earth <p>Review topics</p> <p>The Lithosphere The Hydrosphere The Atmosphere Biosphere</p>

<p>Commerce</p>	<p><u>Chapter 1- The chain of production</u></p> <ul style="list-style-type: none"> ● Production of goods and services to satisfy human wants and needs. ● Process of production from primary through secondary to tertiary production showing how value increases at each stage of production. ● Extractive, manufacturing and construction industries and tertiary activities <p><u>Chapter 2- Specialization and division of labor</u></p> <ul style="list-style-type: none"> ● Meaning and use of the terms specialization and division of labor. ● Forms of specialization: by country, by region, by town, by firm, by factory, by individual. <p><u>Chapter 3- Commerce</u></p> <ul style="list-style-type: none"> ● Process of exchange of goods and services. ● Nature, purposes and importance of trade, both at home and overseas. ● Banking and finance, communications, advertising, transport, warehousing, insurance. <p><u>Chapter 4- The relationship between industry, commerce and direct services</u></p> <ul style="list-style-type: none"> ● Ways in which industry, commerce and direct services are inter-related and interdependent. <p><u>Chapter 5- The role of retailer in the chain of distribution</u></p> <ul style="list-style-type: none"> ● Services of the retailer as the middleman between manufacturer and consumer, responses to changes in customer requirements and expectations. <p><u>Chapter 6- Types of retailers</u></p> <ul style="list-style-type: none"> ● Types: large and small (hypermarkets, supermarkets, multiples, specialty shops, unit/independent retailers); their characteristics; advantages and disadvantages. <p><u>Chapter 7- Selling techniques and trends in retailing</u></p> <ul style="list-style-type: none"> ● E.g. branding, packaging, self-service, after-sales service, bar-coding, EPOS, shopping centers, loyalty cards, implications of e-commerce on retailing. <p><u>Chapter 8- Home shopping</u></p> <ul style="list-style-type: none"> ● Mail order, telesales, television shopping, online shopping (e-tailing). Characteristics and reasons for the use of each. <p><u>Chapter 9- Large scale retailing</u></p> <ul style="list-style-type: none"> ● Advantages and disadvantages of large scale retailing; effects on wholesalers, other retailers and consumers.
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	<ul style="list-style-type: none"> ● Reasons for the survival of the small scale retailer, e.g. personal service, opening hours, additional services. <p><u>Chapter 10- Use of credit</u></p> <ul style="list-style-type: none"> ● Concept of credit. Increased use of credit. ● Advantages and disadvantages of credit to the buyer and the seller. <p><u>Chapter 11- Types of credit</u></p> <ul style="list-style-type: none"> ● Hire Purchase: main features; advantages and disadvantages; finance of Hire Purchase; comparison with Extended Credit ● Extended Credit (Deferred Payments): main features; advantages and disadvantages. ● Store Cards: main features; advantages and disadvantages. ● Credit Cards: main features; advantages and disadvantages ● Informal Credit. ● Suitability of methods of credit in certain circumstances with reasons for choice. <p><u>Chapter 12- Safeguarding the consumer</u></p> <ul style="list-style-type: none"> ● Reasons for consumer protection. <p><u>Chapter-13- Methods of safeguarding the consumer</u></p> <ul style="list-style-type: none"> ● laws, organisations, codes of practice, other means. <p><u>Chapter 14- The role of wholesaler in the chain of distribution</u></p> <ul style="list-style-type: none"> ● Different patterns of distribution. Trends in wholesaling: forces making for the elimination and the survival of the independent wholesaler. <p><u>Chapter 15- Functions and services of the Wholesaler</u></p> <ul style="list-style-type: none"> ● Services provided for the manufacturer, retailer, consumer. <p><u>Chapter 16- Intermediaries in the Wholesale trade</u></p> <ul style="list-style-type: none"> ● Role of merchants and agents (including brokers and factors). Forwarding agents (freight forwarders).
Accounting	12 Depreciation and disposal of non-current assets 16 Control accounts 19 Partnership accounts –Part A 21 Accounts of Manufacturing Business Notes: Revision on books of original entry
Business Studies	<p><u>Chapter 1- Business Activity:</u> The purpose and nature of business activity:</p> <ul style="list-style-type: none"> ● Concepts of needs, wants, scarcity and opportunity cost ● Importance of specialization ● Purpose of business activity

- The concept of adding value and how added value can be increased

Chapter 2- Classification of businesses

Business activity in terms of primary, secondary and tertiary sectors:

- Basis of business classification, e.g. by using examples
- Reasons for the changing importance of business classification, e.g. in developed and developing economies

Classify business enterprises between private sector and public sector in a mixed economy

Chapter 3- Enterprise, Business growth and size

Enterprise and entrepreneurship:

- Characteristics of successful entrepreneurs
- Contents of a business plan and how business plans assist entrepreneurs
- Why and how governments support business start-ups, e.g. grants, training

The methods and problems of measuring business size:

- Methods of measuring business size, e.g. number of people employed, value of output, capital employed (profit is not a method of measuring business size)
- Limitations of methods of measuring business size

Why some businesses grow and others remain small:

- Why the owners of a business may want to expand the business
- Different ways in which businesses can grow
- Problems linked to business growth and how these might be overcome
- Why some businesses remain small

Why some (new or established) businesses fail:

- Causes of business failure, e.g. lack of management skills, changes in the business environment
- Why new businesses are at a greater risk of failing

Chapter 4- Types of Business Organization

The main features of different forms of business organization:

- Sole traders, partnerships, private and public limited companies, franchises and joint ventures
- Differences between unincorporated businesses and limited companies
- Concepts of risk, ownership and limited liability
- Recommend and justify a suitable form of business organization to owners/management in a given situation
- Business organizations in the public sector, e.g. public corporations

Chapter 5- Business objectives and stakeholder objectives

Businesses can have several objectives – and the importance of these can change:

- Need for business objectives and the importance of them
- Different business objectives, e.g. survival, growth, profit and market share
- Objectives of social enterprises

The role of stakeholder groups involved in business activity:

- Main internal and external stakeholder groups
- Objectives of different stakeholder groups
- Use examples to illustrate these objectives and how they might conflict

Demonstrate an awareness of the differences in the aims and objectives of private sector and public sector enterprises

Chapter 6- Motivating workers

The importance of a well-motivated workforce:

- Why people work and what motivation means
- The concept of human needs – Maslow's hierarchy
- Key motivational theories: Taylor and Herzberg

Methods of motivation:

- Financial and non-financial rewards and methods
- Recommend and justify appropriate method(s) of motivation in given circumstances

Chapter 7- Organization and Management

Draw, interpret and understand simple organizational charts:

- Simple hierarchical structures: span of control, hierarchy, chain of command and delegation
- Roles, responsibilities and inter-relationships between people in organizations

The role of management:

- Functions of management – planning, organizing, coordinating, commanding and controlling
- Importance of delegation; trust versus control

Leadership styles:

- Features of the main leadership styles – autocratic, democratic and laissez-faire
- Recommend and justify an appropriate leadership style in given circumstances

Trade unions:

- What a trade union is and the benefits of workers being union members

Chapter 8- Recruitment, selection and training of workers

The methods of recruiting and selecting workers:

- Recruitment and selection

- Difference between internal and external recruitment
- Main stages in recruitment and selection of staff
- Benefits and limitations of part-time and full-time workers

The importance of training and the methods of training:

- Importance of training to a business and workers
- Benefits and limitations of induction training, on-the-job training and off-the-job training

Why reducing the size of the workforce might be necessary:

- Difference between dismissal and redundancy with examples to illustrate the difference
- Understand situations in which downsizing the workforce might be necessary, e.g. automation or reduced demand for products
- Recommend and justify which workers to recruit/make redundant in given circumstances

Legal controls over employment issues and their impact on employers and employees:

- Legal controls over employment contracts, unfair dismissal, discrimination, health and safety, legal minimum wage

Chapter 9- Internal and external communication

Why effective communication is important and the methods used to achieve it:

- Effective communication and its importance to business
- Benefits and limitations of different communication methods including those based on information technology (IT)
- Recommend and justify which communication method to use in given circumstances

Demonstrate an awareness of communication barriers:

- How communication barriers arise and problems of ineffective communication; how communication barriers can be reduced or removed

Chapter 10- Marketing, competition and the customer

The role of marketing:

- Identifying customer needs
- Satisfying customer needs
- Maintaining customer loyalty; building customer relationships

Market changes:

- Why customer/consumer spending patterns may change
- The power and importance of changing customer needs
- Why some markets have become more competitive
- How business can respond to changing spending patterns and increased competition

Concepts of niche marketing and mass marketing:

- Benefits and limitations of each approach to marketing

How and why market segmentation is undertaken:

- How markets can be segmented, e.g. according to age, socio-economic grouping, location, gender
- Potential benefits of segmentation to business
- Recommend and justify an appropriate method of segmentation in given circumstances

Chapter 11- Market research

The role of market research and methods used:

- Market-oriented businesses (uses of market research information to a business)
- Primary research and secondary research (benefits and limitations of each)
- Methods of primary research, e.g. postal questionnaire, online survey, interviews, focus groups; the need for sampling
- Factors influencing the accuracy of market research data

Presentation and use of market research results:

- Analyze market research data shown in the form of graphs, charts and diagrams: draw simple conclusions from such data

Chapter 12- The Marketing mix- product

- The costs and benefits of developing new products
- Brand image – impact on sales and customer loyalty
- The role of packaging
- The product life cycle: main stages and extension strategies; draw and interpret a product life cycle diagram
- How stages of the product life cycle can influence marketing decisions, e.g. promotion and pricing decisions

Chapter 13- The Marketing mix- price

- Pricing methods: cost plus, competitive, penetration, skimming and promotional; their benefits and limitations
- Recommend and justify an appropriate pricing method in given circumstances
- Understand the significance of price elasticity: difference between price elastic demand and price inelastic demand; importance of the concept in pricing decisions

Chapter 14- The Marketing mix- promotion and technology in marketing

Promotion:

- The aims of promotion
- Different forms of promotion and how they influence sales, e.g. advertising, sales promotion
- The importance of the marketing budget in making promotion decisions; need for cost effectiveness in spending the marketing budget

Technology and the marketing mix:

	<ul style="list-style-type: none"> • Define and explain the concept of e-commerce • The opportunities and threats of e-commerce to business and consumers • Use of the internet and social networks for promotion <p><u>Chapter 15- The Marketing mix- place</u> place – distribution channels:</p> <ul style="list-style-type: none"> • Advantages and disadvantages of different channels • Recommend and justify an appropriate distribution channel in given circumstances <p><u>Chapter 16- Marketing Strategy</u> Justify marketing strategies appropriate to a given situation:</p> <ul style="list-style-type: none"> • Importance of different elements of the marketing mix in influencing consumer decisions in given circumstances • Recommend and justify an appropriate marketing strategy in given circumstances <p>The nature and impact of legal controls related to marketing:</p> <ul style="list-style-type: none"> • Impact of legal controls on marketing strategy, e.g. misleading promotion, faulty and dangerous goods <p>The opportunities and problems of entering new markets abroad:</p> <ul style="list-style-type: none"> • Growth potential of new markets in other countries • Problems of entering foreign markets, e.g. cultural differences and lack of knowledge • Benefits and limitations of methods to overcome such problems, e.g. joint ventures
Economics	<p>Unit 23 Types of Business Organization</p> <p>Unit 24 Demand for Factors of Production</p> <p>Unit 25 Costs of Production</p> <p>Unit 26 Principle of Profit Maximisation</p> <p>Unit 27 Pricing and Output Strategies</p> <p>Unit 28 Different Size of Firms and Integration</p> <p>Unit 29 Economies of Sale</p> <p>Unit 30 The Government as a producer and an Employer</p> <p>Unit 31 Aims of Government</p> <p><u>Text book: Cambridge IGCSE Economics – Susan Grant</u></p>

ICT

FIRST TERM :

Chapter 6. ICT applications

Chapter 7. System of a cycle

Chapter 16. Graphs and Charts

Chapter 17. Document production

Chapter 19. Presentations

Question Pattern :

Theory (60 marks) : Q/A, Fill in the Blanks, T/F, MCQ, Key board shortcuts, Drawings Labeling the Diagram, Analytical question, Flowcharts

Practical (40 marks) : Practical on Excel, Access, PowerPoint, Documentation, & HTML.

BOOK : Cambridge IGCSE ICT 2nd Edition