

A starting allocation over 56 teaching weeks, weighted by how much syllabus content each topic carries — adjust to your own calendar. The last column lists the Library material that already covers the topic. 这是按内容量分配的起始教学计划, 可按实际校历调整; 最后一栏列出资料库中已有的配套材料。

Weeks	Topic	Subtopics	Library material
1–8	1. Business and its environment 企业及其环境	1.1, 1.2, 1.3, 1.4, 1.5	Handout · 7 Learn lessons · Slide deck · Vocabulary list · 5 exercise sheets · 5 past-paper sheets · Topic test
9–13	2. Human resource management 人力资源管理	2.1, 2.2, 2.3	Handout · 5 Learn lessons · Slide deck · Vocabulary list · 3 exercise sheets · 3 past-paper sheets · Topic test
14–18	3. Marketing 市场营销	3.1, 3.2, 3.3	Handout · 5 Learn lessons · Slide deck · Vocabulary list · 3 exercise sheets · 3 past-paper sheets · Topic test
19–23	4. Operations management 运营管理	4.1, 4.2, 4.3	Handout · 4 Learn lessons · Slide deck · Vocabulary list · 3 exercise sheets · 3 past-paper sheets · Topic test
24–31	5. Finance and accounting 财务与会计	5.1, 5.2, 5.3, 5.4, 5.5	Handout · 6 Learn lessons · Slide deck · Vocabulary list · 5 exercise sheets · 5 past-paper sheets · Topic test
32–35	6. Business and its environment (A Level) 企业及其环境 (A Level)	6.1, 6.2	Handout · 3 Learn lessons · Slide deck · Vocabulary list · 2 exercise sheets · 1 past-paper sheet · Topic test
36–41	7. Human resource management (A Level) 人力资源管理 (A Level)	7.1, 7.2, 7.3, 7.4	Handout · 5 Learn lessons · Slide deck · Vocabulary list · 4 exercise sheets
42–45	8. Marketing (A Level) 市场营销 (A Level)	8.1, 8.2	Handout · 4 Learn lessons · Slide deck · Vocabulary list · 2 exercise sheets · 1 past-paper sheet · Topic test
46–50	9. Operations management (A Level) 运营管理 (A Level)	9.1, 9.2, 9.3	Handout · 4 Learn lessons · Slide deck · Vocabulary list · 3 exercise sheets · 3 past-paper sheets · Topic test
51–56	10. Finance and accounting (A Level) 财务与会计 (A Level)	10.1, 10.2, 10.3, 10.4	Handout · 6 Learn lessons · Slide deck · Vocabulary list · 4 exercise sheets · 1 past-paper sheet · Topic test