



Reading 2

Overcoming Financial Challenges through Strategic Reporting (pg.26)

Video • What is Financial Literacy?

1. Work in pairs. Write a personal financial literacy plan:

- c) Long-Term Goals: Explain how improving your financial literacy will help you avoid financial mistakes in the future.
- d) Conclusion: Summarise how.

Sample answer:

Introduction:

Financial literacy means understanding how to manage your money. It is important because it helps you make good decisions about spending, saving and investing, which can improve your financial health.

Short-Term Goals:

- Create a Budget: List your income and expenses to see where your money is going each month.
- Start Saving: Set aside a little money each month to build savings.
- Reduce Debt: Work on paying off any debts to lower your costs and improve your financial situation.

Long-Term Goals:

- Build an Emergency Fund: Save enough money to cover 3-6 months of expenses for unexpected problems, like losing a job.
- Invest Wisely: Choose investments that help your money grow over time and match your financial goals.
- Plan for Retirement: Regularly put money into retirement savings so you will have enough for when you stop working.

Conclusion:

- By following these steps, you can improve your financial literacy, avoid financial mistakes and achieve better financial stability. This will help you manage your money well and plan for a secure future.



Writing 1

Creating Effective Financial Reports (pg.29)

Video • Financial reporting basics & examples

1. Watch the first 30 seconds of the video as a class, then divide into groups of 4-5. Each group will watch a specific section: Group 1 (0:28 - Why financial reports?), Group 2 (1:33 - Balance sheet), Group 3 (1:49 - Income statement), Group 4 (2:04 - Cash flow statement), Group 5 (2:30 - Key Performance Indicators) and Group 6 (3:46 - How to generate a financial report). Take notes on key areas from your section, then share your notes with the class. After that, use real company data from Investopedia to create a Simple Financial Report using Canva templates. Your report should include a Company Overview, Key Financial Information, Valuation and Risks, and a Summary of key points and recommendations. Finally, present your report to the class.

Company Overview:

"Name of the company" is a company that creates software to help small and medium businesses. It started in 2010 and is growing in North America, Europe and Asia.

Key Financial Information:

Revenue: Last year, the company earned \$120 million, which is 8% more than the year before.

Expenses: Costs stayed the same at \$85 million, which means the company made more profit.

Important Events: A new product was launched and this helped increase sales.

Valuation and Risks:

Valuation: "Name of the company" is valued at around \$600 million.

Risks: The company faces risks from competitors and changes in technology that might affect its products.

Summary and Recommendations:

In summary, "Name of the company" had a good year with more revenue and steady costs. The company should focus on new markets and improving its products to stay competitive and reduce risks.



Cultural insights

Global Financial Reporting (pg.30)

Activities

2. Group Activity (Collaborative): Global Financial Reporting Game:

- Research:** In groups, use the provided links and other resources to find three key points about financial reporting in your assigned country (the United States, the United Kingdom, Australia, or Canada). Look for unique rules, important characteristics and how culture influences financial reporting. Write these points down clearly so everyone can understand them.
- Create Trivia Questions:** Based on your research, prepare 5 trivia questions for your classmates. Use a mix of true/false, multiple choice, and fill-in-the-blank questions. Make sure the questions are clear and fun! To make it more interactive, use Kahoot! or Quizizz to set up a digital quiz, which allows everyone to answer on their devices in real time.
- Game Play:** Present your trivia questions to the class using the digital quiz. Each group will take turns asking their questions and classmates will answer. Keep track of points for correct answers. You can add bonus points for interesting facts about your country's financial practices, making it even more exciting!
- Discussion:** After the trivia game, hold a discussion about the differences you found and how cultural factors affect financial reporting in each country. Share what surprised you and what new information you learned from each group. This helps everyone understand global financial reporting better.

Rubric:

Criteria	Excellent (4 points)	Good (3 points)	Satisfactory (2 points)	Needs improvement (1 point)
Research Quality	Thorough and insightful; includes three clear key points with strong cultural context.	Good information; includes three key points with some cultural context.	Basic information; includes fewer than three key points or lacks depth.	Limited information; missing key points or unclear connections to culture.



Answer Key

Trivia Questions	Five well-crafted questions that are clear, fun, and include a good mix of formats (true/false, multiple choice, fill-in-the-blank).	Five questions that are mostly clear and varied but may lack one format.	Fewer than five questions or lack clarity; limited variety in formats.	Questions are unclear, poorly constructed, or missing key elements.
Game Presentation	Engaging presentation using Kahoot! or Quizizz; smooth gameplay and clear tracking of points.	Good presentation with some engagement; mostly smooth gameplay and point tracking.	Presentation lacks engagement; gameplay is somewhat confusing or points are not tracked well.	Presentation is unclear or unengaging; gameplay is disorganized and points are not tracked.
Group Discussion	Insightful discussion with clear reflections on differences and cultural impacts; actively engages classmates.	Good discussion; some reflections on differences and cultural impacts; engages classmates.	Basic discussion; limited reflections and engagement with classmates.	Discussion is unclear, lacks depth, and does not engage classmates.
Team Collaboration	Team worked very well together; all members contributed equally and effectively throughout the activity.	Team worked well; most members contributed; minor issues with contribution.	Team had uneven contributions; some members participated more than others.	Team struggled with collaboration; minimal contribution from several members.

Writing 2

Creating a Detailed Financial Analysis Report (pg. 31)

Professional Challenge



Answer Key

Financial Improvement Proposal Opinion

After your group presents its financial report, work together to review reports from other groups. Decide which recommendations are good and why. Here's what to do:

- **Evaluate Recommendations:** Consider if the suggestions are practical and backed by data.
- **Provide Feedback:** Explain why you agree or disagree with each recommendation.
- **Present your Proposal:** Share your ideas with the class clearly.

This activity will help you apply your knowledge of financial reports in real situations and improve your communication skills.

Evaluation of Recommendations:

Group 1's Recommendation: Cut non-essential expenses.

Feedback: We agree. Their data showed high costs without extra revenue, so cutting these costs could help increase profit.

Group 2's Recommendation: Invest in new technology.

Feedback: We disagree. Their report did not show problems with current technology. It's better to focus on cutting costs first.

Group 3's Recommendation: Enter new markets.

Feedback: We agree. Their report showed flat sales, so new markets could help increase revenue.

Group 4's Recommendation: Spend more on marketing.

Feedback: We partly agree. More marketing could help, but their report also showed high expenses. It's important to improve overall profit first.

Professional Challenge

Develop a Financial Reporting Strategy for Sustainable Consumption and Production

Rubric for evaluation:



Answer Key

Criteria	Excellent (4)	Good (3)	Satisfactory (2)	Needs Improvement (1)
Executive summary	Clear, concise and fully aligns with SDG Goal 12.	Clear and aligns with SDG Goal 12 but lacks some detail.	Provides a summary but with limited alignment to SDG Goal 12.	Incomplete or lacks alignment with SDG Goal 12.
Assessment of practices	Thoroughly identifies strengths, weaknesses and challenges.	Identifies strengths, weaknesses, but lacks some detail.	Some assessment but lacks depth or misses key areas.	Incomplete or lacks clear assessment.
Improvement goals	Clear, measurable goals directly aligned with SDG Goal 12.	Goals are clear but may lack precise measurement.	Goals are vague or only partially aligned with SDG Goal 12.	Lacks clear or measurable goals.
Strategy development	Strategies are actionable, well-reasoned and employee/customer-focused.	Strategies are mostly actionable but may need refinement.	Some strategies are vague or lack direct actionability.	Strategies are unclear or not actionable.
Implementation plan	Timeline is clear, detailed and resources are well allocated.	Timeline is clear but may lack some detail.	Timeline and resource allocation are incomplete.	Lacks a clear timeline or resource allocation.
Measurement & evaluation	KPIs are well-defined and ongoing review is planned.	KPIs are defined but ongoing review needs more detail.	KPIs are vague and review process is not well outlined.	Lacks clear KPIs or a plan for ongoing review.
Presentation Quality	Report and presentation are well-organized, professional and engaging.	Report and presentation are clear but may need refinement.	Presentation is somewhat clear but lacks engagement.	Presentation is unclear or poorly organized.