



AGRO- ENTREPRENEURSHIP

TECHNICAL-PROFESSIONAL

Grade 12

**Three-Term Budget Of Work (BOW)
for Learning Competencies**

**TECHNICAL-PROFESSIONAL
AGRI-FISHERY BUSINESS AND FOOD INNOVATION
Grade 12**

**Three-Term Budget Of Work
For Learning Competencies**

Please note that each Tech-Pro elective is completed in one term if delivered at Grade 12.

Elective	Agro-Entrepreneurship
Prerequisite	None
Performance Standard	The learners develop marketing plans for farm products and services
Content Standard	The learners demonstrate an understanding of the principles in Agro-Entrepreneurship And potential market opportunities of farm products and services

Week	Learning Competency	Suggested Activities
1	Discuss the overview in crops production	Explain the meaning and importance of agro-entrepreneurship - Motivation Activity: Show pictures/videos of successful agribusinesses in the community. - Students identify products and businesses related to agriculture. - Oral Recitation - Identify different types of agro-enterprises

Week	Learning Competency	Suggested Activities
		Discuss the characteristics of successful agro-entrepreneurs • Group Work Rubric-Based Poster Evaluation • Recognize opportunities in agro-entrepreneurship • Community Mapping: Learners identify possible agricultural business opportunities in their barangay/community. • Discuss how agriculture helps families and communities economically. Explain the elements of agro-entrepreneurship • Mini Lecture and Diagram Making: Students create a flowchart showing production, processing, marketing, finance, and management. • Lecture-Discussion Quiz • Identify challenges encountered in agro-enterprises • Develop simple agro-business ideas Business Idea Workshop: Students prepare a simple agro-business concept using locally available products. Demonstrate understanding of agro-entrepreneurship

Week	Learning Competency	Suggested Activities
		concepts Culminating Activity: Conduct a mini “Agro-Enterprise Fair” or exhibit of business ideas, posters, and products.
2	Analyze potential market opportunities in the locality	Define market opportunity and its importance - Motivation Activity: Show pictures of local businesses and agricultural products. Learners identify which products are in demand in the community. - Interactive Discussion Oral Participation - Identify factors affecting market opportunities - Lecture-Discussion: Discuss demand, supply, customers, competition, and available resources. Identify products and services commonly needed in the locality - Community Observation Activity: Learners list products frequently sold in nearby stores or markets. - Recognize existing agro-enterprises in the community - Group Sharing: Learners discuss businesses found in their barangay or municipality. Cooperative Learning Gather market information using simple tools - Prepare simple interview questions for consumers or

Week	Learning Competency	Suggested Activities
		vendors regarding product demand. - Analyze local market needs - Data Gathering: Conduct interviews or mini-surveys within the school or community. Evaluate possible business opportunities - Group Activity: Analyze gathered information and identify profitable agro-business ideas. - Conduct simple community survey planning (what products are in demand?) - Data consolidation and analysis. - Group reporting of findings.
	Identify farm products and services to be marketed in the locality	Define farm products and agricultural services - Display pictures or actual samples of farm products and services found in the community. Learners classify them as products or services. - Identify common farm products in the locality - Brainstorming Activity: Learners list crops, livestock, and processed products commonly produced in the area. Identify agricultural services available in the locality - Lecture-Discussion: Discuss examples of agricultural services such as farm machinery rental, seedling

Week	Learning Competency	Suggested Activities
		production, irrigation services, and farm labor. • Differentiate products from services • Sorting Activity: Learners categorize pictures/words into farm products and farm services. Determine marketable farm products and services • Community Observation: Learners observe products sold in nearby markets, stores, or online platforms. • Analyze consumer demand for agricultural products • Mini Survey Activity: Conduct simple interviews with consumers or vendors regarding commonly purchased farm products. Evaluate farm products and services based on market demand • Group Activity: Learners discuss which products or services are profitable and why. • Develop ideas for local agro-enterprises • Workshop Activity: Groups prepare simple business ideas using identified products or services. • Categorize into crops, livestock, processed products, and services. • SWOT analysis activity (Strengths, Weaknesses,

Week	Learning Competency	Suggested Activities
		Opportunities, Threats) of selected farm products • Compare at least 3 potential products based on profitability and demand. Appreciate the importance of marketing farm products and services • Reflection Activity: Learners write how proper marketing helps farmers and entrepreneurs. • Demonstrate understanding of marketable farm products and services • Culminating Activity: Create a "Local Farm Products and Services Display" using posters, drawings, or actual samples.
	• Develop a marketing plan for farm products and/or services	Explain the meaning and importance of a marketing plan • Motivation Activity: Show sample advertisements or packaging of farm products. Ask learners how these products attract buyers. • Identify the parts of a marketing plan Lecture-Discussion: Discuss target market, product, pricing, promotion, and distribution. Identify target customers and market needs • Group Activity: Learners identify possible buyers of local

Week	Learning Competency	Suggested Activities
		farm products such as households, markets, restaurants, or online consumers. - Analyze market demand for products and services - Survey Activity: Conduct a simple survey on preferred farm products and buying habits. Develop pricing and promotional strategies - Workshop Activity: Learners compute simple pricing and create promotional slogans or advertisements for farm products. - Explore methods of product promotion - Creative Activity: Design posters, flyers, or social media advertisements for agricultural products. Prepare a simple marketing plan - Group Workshop: Learners create a marketing plan containing product description, target market, pricing, promotion, and selling strategies. - Present marketing strategies for farm products - Reporting Activity: Groups present their marketing plans to the class.

Week	Learning Competency	Suggested Activities
		Appreciate the value of marketing in agribusiness • Reflection Activity: Learners write insights on how effective marketing increases sales and income. • Demonstrate understanding of marketing planning • Culminating Activity: Conduct a "Mini Farm Product Marketing Exhibit" showcasing product displays and marketing plans

Performance Standard	The learners develop a production plan for farm products and/or services.
Content Standard	The learners demonstrate an understanding of the importance of value-adding activities for farm products and services, product flow, supply, and value chain in production plan development.

Week	Learning Competency	Suggested Activities
3	• Discuss value-adding activities on farm products and services	Define value-adding activities in agriculture • Motivation Activity: Display raw and processed farm products (e.g., fresh mango vs. dried mango). Learners compare prices and usefulness.

Week	Learning Competency	Suggested Activities
		• Explain the importance of value-adding • Lecture-Discussion: Discuss how processing, packaging, and marketing increase product value and income. Identify examples of value-added farm products • Picture Analysis Activity: Learners identify processed or improved agricultural products from pictures or actual samples. • Differentiate raw products from value-added products • Sorting Activity: Categorize products into raw, processed, and packaged products. Recognize value-adding services in agriculture • Discussion Activity: Explore services such as delivery, packaging, online selling, and agri-tourism. • Analyze local farm products suitable for value-adding • Community Observation: Learners identify local products that can be processed or improved. Explain methods of value-adding • Demonstration: Show simple food processing, packaging,

Week	Learning Competency	Suggested Activities
		labeling, or preservation techniques. • Appreciate the role of packaging and branding • Creative Activity: Design labels and packaging for selected farm products. Identify benefits and challenges of value-adding • Group Discussion: Analyze advantages and possible problems in processing and marketing products. • Problem-Based Learning Group Reporting • Demonstrate understanding of value-adding concepts • Reflection Activity: Write insights about improving local agricultural products. Develop simple ideas for value-added products • Brainstorming Activity: Groups generate ideas for processed or improved farm products using local resources. • Select appropriate farm products for processing • Decision-Making Activity: Evaluate products based on demand, availability, and profitability. Prepare a simple value-added product plan

Week	Learning Competency	Suggested Activities
		• Workshop Activity: Create a simple plan including product name, ingredients/materials, packaging, and target buyers • Explore marketing strategies for value-added products • Discussion Activity: Discuss promotion methods such as social media marketing and product displays. Demonstrate simple product enhancement techniques • Hands-on Activity: Perform simple packaging, labeling, or preservation of farm products. • Practice product presentation skills • Role Play: Simulate selling value-added products to customers. Present value-added product ideas • Group Reporting: Present product concepts and explain how value was added. • Evaluate product feasibility • Class Critiquing: Learners provide suggestions and feedback on product ideas.

Week	Learning Competency	Suggested Activities
		Appreciate entrepreneurship through value-adding • Reflection and Sharing: Discuss how value-adding increases farmers' income and market opportunities. • Demonstrate mastery of the competency • Culminating Activity: Conduct a mini exhibit of value-added farm products with labels, packaging, and marketing plans
Suggested Performance Task	Individual Task: • Business Idea Presentation • Reflection writing on the importance of agricultural marketing • Conducting interviews with farmers or vendors • Learners research modern agricultural technologies and present findings. • Create a product slogan or tagline • Design a simple farm product label or packaging • Prepare a short reflection about marketing strategies • Reflection writing on value-adding in agriculture Group Task: • Group Activity: Create a "Traits of a Successful Agro-Entrepreneur" poster. • Community Mapping: identify possible agricultural business opportunities in their barangay/community. • Community market observation • Role play on buying and selling farm products • Group survey of local agricultural needs • Group presentation of chosen product/service with justification.	

	• Market survey and data gathering • Poster-making for product promotion • Role play on selling and customer interaction	
Week	Learning Competency	Suggested Activities
Performance Standard	The learners develop a business plan for farm products and/or services.	
Content Standard	The learners demonstrate an understanding in the preparation of a business plan.	
4	• Design supply chain diagram for farm products and services	Define supply chain in agriculture • Motivation Activity: Show pictures/videos of how farm products move from farm to consumers. Learners describe the process. • Explain the importance of supply chain management • Lecture-Discussion: Discuss the flow of products, services, information, and finances in agriculture. Identify components of a supply chain • Diagram Analysis: Examine sample agricultural supply chain diagrams and identify suppliers, producers, distributors, retailers, and consumers. • Differentiate product and service supply chains • Group Activity: Compare supply chains for vegetables,

Week	Learning Competency	Suggested Activities
		poultry, machinery rental, and delivery services. Trace the movement of farm products and services • Community Observation: Learners observe or research how local products reach markets or consumers. • Identify stakeholders involved in the supply chain • Brainstorming Activity: List individuals and organizations involved in agricultural production and distribution. Explain the flow of materials, information, and money in the supply chain • Flowchart Activity: Learners create simple arrows and symbols representing product movement. • Recognize problems in the supply chain • Problem-Solving Activity: Analyze challenges such as delays, spoilage, transportation, and lack of storage. Appreciate the importance of efficient supply chains • Reflection Activity: Write insights on how supply chain management affects farmers and consumers. • Demonstrate understanding of supply chain concepts

Week	Learning Competency	Suggested Activities
		- Quiz and Recitation- Formative Assessment/Quiz Scores Design a simple supply chain diagram for farm products - Workshop Activity: Groups select a farm product and identify all stages from production to consumption - Organize supply chain components logically - Diagram-Making Activity: Arrange stakeholders and processes using arrows, symbols, and labels. Develop supply chain diagrams for agricultural services - Group Task: Create supply chain diagrams for services such as farm machinery rental or online delivery services. - Use creativity in presenting diagrams-Creative Activity: Utilize charts, digital tools, or illustrations in diagram preparation. Analyze efficiency of designed supply chains - Evaluation Activity: Discuss strengths and weaknesses of each group's supply chain design. - Suggest improvements in supply chain operations - Brainstorming Session: Recommend ways to reduce waste,

Week	Learning Competency	Suggested Activities
		delays, and costs. Present supply chain diagrams clearly and accurately • Group Reporting: Present and explain the designed supply chain diagrams. • Respond to questions and feedback - Open Forum Discussion Appreciate the role of supply chains in agribusiness • Reflection Sharing: Discuss how efficient supply chains help producers and consumers. • Demonstrate mastery of the competency • Culminating Activity: Conduct a "Supply Chain Exhibit" showcasing diagrams and explanations.
5	• Develop a production plan for farm products and/or services available in the locality	Define production planning in agriculture • Motivation Activity: Show pictures/videos of successful farm operations. Ask learners how farmers prepare before production begins. • Explain the importance of production planning-Lecture-Discussion: Discuss how planning helps manage time, labor, materials, and costs efficiently.

Week	Learning Competency	Suggested Activities
		Identify farm products and services available in the locality - Community Mapping Activity: Learners list local crops, livestock, and agricultural services found in the community. - Analyze resources needed for production - Brainstorming Activity: Identify land, tools, labor, capital, water, and materials needed for production. Identify steps in the production process - Flowchart Activity: Arrange production activities from preparation to marketing. - Explain scheduling and timing of farm activities - Calendar-Making Activity: Prepare a simple farm activity schedule. Determine costs and materials needed in production - Computation Activity: Estimate simple production expenses such as seeds, feeds, fertilizers, and labor. - Problem-Based Learning Computation Worksheet - Recognize risks and challenges in production - Group Discussion: Analyze possible problems such as pests, weather, and market fluctuations.

Week	Learning Competency	Suggested Activities
		Appreciate the importance of proper planning • Reflection Activity: Learners write insights on how planning improves agricultural production. • Demonstrate understanding of production planning concepts • Quiz and Recitation Formative Assessment Develop a simple production plan • Workshop Activity: Learners select a local farm product/service and prepare a production plan outline. • Project-Based Learning Draft Production Plan • Organize production activities logically • Planning Activity: Arrange schedules, materials, labor, and production processes systematically. Prepare production schedules and resource allocation • Group Task: Create a timeline and assign responsibilities for farm operations. • Apply basic budgeting in production planning • Costing Activity: Estimate projected expenses and possible income. • Analytical Learning Budget Plan

Week	Learning Competency	Suggested Activities
		Develop strategies for efficient production • Problem-Solving Activity: Suggest methods to reduce waste and improve productivity. • Enhance creativity in production planning • Creative Activity: Design layouts, charts, or visual plans for farm operations. Present the production plan clearly and accurately • Group Reporting: Present and explain the production plan to the class. • Oral Presentation Rubric-Based Evaluation- Respond to questions and suggestions • Open Forum Discussion Appreciate the role of production planning in agribusiness • Reflection Sharing: Discuss how effective production planning increases productivity and profitability. • Reflective Learning Reflection Output • Demonstrate mastery of the competency • Culminating Activity: Conduct a "Production Plan Presentation Exhibit" showcasing completed production

Week	Learning Competency	Suggested Activities
6	Discuss the farm budget plan	Introduction to Farm Budgeting Activities: - Motivation question: "Why is budgeting important in farming?" - Lecture-discussion on the meaning and importance of a farm budget plan - Class sharing of ideas - Short reflection writing Output: Reflection on importance of budgeting Types of Farm Budgets Activities: - Discuss types of farm budgets: - Enterprise Budget - Partial Budget - Whole-Farm Budget - Compare examples - Group activity: Identify correct budget type in given situations - Short quiz Output: Quiz Identifying Farm Income Activities: - Brainstorm possible farm income sources - Discuss primary and secondary income

Week	Learning Competency	Suggested Activities
		- Worksheet activity: Identify income in sample scenario - Group reporting Output: Income identification worksheet Identifying Farm Expenses Activities: - Lecture on fixed and variable costs - Show examples of farm expenses - Sorting activity: Classify costs - Practice exercise Output: Cost classification activity Components of a Farm Budget Activities: - Present farm budget format - Discuss components: - Income - Expenses - Net Profit - Analyze sample farm budget - Q&A discussion Output: Analysis worksheet Preparing a Simple Farm Budget Activities: - Teacher demonstrates sample computation

Week	Learning Competency	Suggested Activities
		• Guided practice (board work) • Students prepare simple farm budget individually • Peer checking Output: Simple farm budget draft Computing Gross and Net Income Activities: • Review formulas: - o $\text{Gross Income} = \text{Total Sales}$ - o $\text{Net Income} = \text{Gross Income} - \text{Total Expenses}$ • Practice problems • Group computation activity Output: Computation worksheet Break-Even Analysis Activities: • Discuss break-even point • Show formula and sample computation • Group problem-solving • Class discussion Output: Break-even computation Cost and Return Analysis Activities: • Introduce Return on Investment (ROI) • Compute cost and return using sample data

Week	Learning Competency	Suggested Activities
		• Interpret results • Group presentation of findings Output: Cost and return analysis Presentation and Reflection Activities: • Students present their Farm Budget Plan • Q&A session • Peer evaluation • Reflection: "What did I learn about farm budgeting?" Final Output: ✓ Farm Budget Plan ✓ Cost and Return Analysis ✓ Oral Presentation
7	• Discuss business plan	Introduction to Business Plan Focus: Meaning and Importance of Business Plan • Motivation activity: Show a short story of a failed and successful business; students compare the two. • Lecture-discussion on the definition and purpose of a business plan. • Brainstorming: Why is planning important before starting a farm business? • Think-Pair-Share activity. • Short reflection writing. Output: Reflection paper on the importance of a business plan.

Week	Learning Competency	Suggested Activities
		Parts of a Business Plan Focus: Components of Business Plan • Review previous lesson. • Lecture on major components: -Executive Summary -Business Description -Market Plan -Production Plan -Organizational Plan -Financial Plan • Matching activity: Match descriptions with the correct component. • Group discussion. • Short quiz. Output: Worksheet identifying parts of a business plan. Market Plan and Business Description Focus: Target Market and Business Profile • Discuss how to identify target customers. • Analyze sample business description. • SWOT analysis activity (Strengths, Weaknesses, Opportunities, Threats). • Group activity: Identify target market for a sample farm product.

Week	Learning Competency	Suggested Activities
		• Presentation of group output. Output: Market plan worksheet and SWOT analysis. Production and Organizational Plan Focus: Operations and Management Structure • Lecture on production/operations plan. • Create a simple production flowchart. • Discuss roles and responsibilities in a business. • Group activity: Create organizational chart. • Peer evaluation of outputs. Output: Production flowchart and organizational chart. Financial Plan and Business Plan Drafting Focus: Financial Planning and Consolidation • Discuss startup capital, projected income, and expenses. • Sample financial computation. • Students draft simple financial plan. • Begin writing a complete simple business plan. • Teacher consultation and revision. Output: Draft of Simple Business Plan.
	• Develop business plans for farm products and/or services	Financial Plan Finalization Focus: Refining Financial Projections • Review projected income and expenses. • Recalculate startup capital requirements.

Week	Learning Competency	Suggested Activities
		• Compute: -Gross Income -Net Income -Break-even Point -Return on Investment (ROI) • Peer review of financial computations. • Revise financial plan based on feedback. Output: Finalized Financial Plan. Risk Assessment and Contingency Planning Focus: Identifying Risks and Solutions • Brainstorm possible business risks (weather, pests, price changes, competition). • Conduct SWOT review. • Discuss risk management strategies. • Prepare a contingency plan (Plan B). • Group reporting. Output: Risk and Contingency Plan section. Business Plan Writing Workshop Focus: Consolidation of Complete Business Plan • Compile all sections: -Executive Summary

Week	Learning Competency	Suggested Activities
		-Market Plan -Production Plan -Organizational Plan -Financial Plan -Risk Plan • Editing and proofreading session. • Teacher consultation and checking. • Improve formatting and clarity. Output: Draft Complete Business Plan. Presentation Preparation Focus: Pitching the Business Plan • Discuss effective presentation skills. • Prepare visual aids (charts, slides, posters). • Practice business pitch within group. • Mock presentation with peer feedback. • Revise based on comments. Output: Final Presentation Materials. Business Plan Presentation and Evaluation Focus: Final Presentation
Suggested Performance	• Individual Task: • Drawing a simple supply chain flowchart	

Week	Learning Competency	Suggested Activities
Tasks	• Reflection writing on agricultural distribution systems • Financial Plan Preparation • Farm budget plan • Market Plan • Production Plan • Organizational Plan • Financial Plan • Risk Plan • Group Task: • Conduct a "Supply Chain Exhibit" showcasing diagrams and explanations. • Conduct SWOT Analysis. • Group business plan presentation.	
Performance Standard	The learners apply strategies in selling farm products and/or services.	
Content Standard	The learners demonstrate an understanding on the principles of price monitoring, types of buyers, selling strategies, customer agreement, product delivery process and post-delivery services.	
Week	Learning Competency	Suggested Activities
8	• Discuss price monitoring and types of buyers	Introduction to Price Monitoring • Discuss the meaning and importance of price monitoring. • Show sample market price lists or price bulletin boards. • Conduct a class brainstorming on factors affecting prices. • Learners identify products commonly sold in their locality. Output: List of products and their current prices in the

Week	Learning Competency	Suggested Activities
		community. Factors Affecting Prices • Group discussion on supply and demand. • Analyze situations that cause price increases or decreases. • Watch short videos or presentations about market pricing. • Conduct a simple role-playing activity between sellers and buyers. Output: Cause-and-effect chart of factors influencing prices. Market Observation Activity Learning Activities: • Visit a nearby market, school canteen, or online marketplace. • Observe and record prices of selected products. • Compare prices from different sellers. • Practice proper data recording. Output: Market price monitoring sheet. Recording and Analyzing Prices • Organize collected data into tables or charts. • Compute simple price differences. • Interpret which products have the highest and lowest prices. • Discuss reasons for price variations. Output: Price comparison table or graph.

Week	Learning Competency	Suggested Activities
		Reporting and Reflection • Present findings from the market observation. • Discuss how price monitoring helps producers and consumers. • Reflect on challenges encountered during monitoring. Output: Group presentation or reflection paper. Types of Buyers Introduction to Types of Buyers • Discuss the different types of buyers. • Identify examples of buyers in the community. • Match buyer types with pictures or situations. Output: Classification chart of buyers. Characteristics of Buyers • Small group discussion on buyer behaviors and preferences. • Compare consumer buyers, industrial buyers, reseller buyers, and institutional buyers. • Complete a buyer profile worksheet. Output: Buyer characteristics matrix. Interview or Survey Activity • Conduct simple interviews with store owners, vendors, or consumers. • Ask about buying habits and product preferences.

Week	Learning Competency	Suggested Activities
		- Record responses properly. Output: Survey or interview summary. Role-Playing and Marketing Simulation - Simulate buying and selling activities. - Assign learners as sellers, consumers, wholesalers, or institutional buyers. - Practice negotiation and pricing strategies. Output: Role-play performance. Culminating Activity - Create a simple marketing plan based on buyer types and monitored prices. - Present recommendations on pricing strategies for different buyers. - Conduct class reflection and evaluation. Output: Simple marketing plan or poster presentation. Pricing Strategy and Buyer Selection Focus: Choosing the Right Buyer and Setting Price - Discuss pricing strategies (cost-based, market-based). - Case study: Selling to wholesaler vs. direct consumer. - Group activity: Decide best buyer for chosen farm product. - Presentation and justification. - Reflection: "What type of buyer is best for small farmers?"

Week	Learning Competency	Suggested Activities
	Apply strategies in selling farm products and services based on the locality	Understanding the Local Market Focus: Identifying Local Selling Opportunities - Motivation: Ask, "Where do farmers in our community sell their products?" - Community mapping activity (identify public markets, sari-sari stores, restaurants, online buyers). - Lecture-discussion on local market characteristics. - Group discussion: Opportunities and challenges in local selling. - Assignment: Interview a local seller or farmer. Output: Local Market Mapping Chart. Identifying Target Customers Focus: Knowing Your Buyers - Discuss types of customers (households, retailers, wholesalers, institutions). - Analyze customer needs and preferences. - Group activity: Create customer profile (age, income, buying behavior). - Case study: Choosing the best target market for a specific farm product. - Presentation. Output: Target Customer Profile.

Week	Learning Competency	Suggested Activities
		Pricing and Promotion Strategies Focus: Setting Price and Promoting Products • Review pricing strategies (cost-based and market-based). • Compute simple selling price based on production cost. • Brainstorm promotion methods suitable in the locality: - Word of mouth - Social media - Posters/flyers - Product bundling • Group activity: Design simple promotional material. • Peer feedback. Output: Pricing Plan and Promotional Material. Selling Techniques and Customer Relations Focus: Effective Selling Skills • Lecture on selling techniques (product knowledge, communication skills, honesty). • Role-playing activity (farmer selling to different types of buyers). • Discuss the importance of customer service. • Reflection on good selling practices. • Short quiz. Output: Role-play performance. Application and Simulation Focus: Applying Selling Strategies

Week	Learning Competency	Suggested Activities
		- Students prepare a selling plan for chosen farm product/service. - Simulation activity: Mini market day or selling demonstration. - Compute projected sales and profit. - Peer and teacher evaluation using rubric. - Reflection writing: "What strategy worked best?"
9	Create a customer's agreement form for farm products and services	Understanding Customer Agreements Focus: Purpose and Importance of Agreements - Motivation: Present a scenario where a farmer was not paid due to lack of written agreement. - Lecture-discussion on what a customer agreement is. - Discuss importance of written agreements in business transactions. - Identify situations when agreements are needed (bulk orders, supply contracts, service agreements). - Reflection writing: Why is a written agreement important? Output: Reflection paper. Parts of a Customer Agreement Form Focus: Components of an Agreement - Discuss essential parts of a customer agreement: Name of parties involved

Week	Learning Competency	Suggested Activities
		Description of product/service Quantity and quality specifications Price and payment terms Delivery schedule Responsibilities of both parties Terms and conditions Signatures - Analyze a sample agreement form. - Group activity: Identify missing parts in a sample form. - Short quiz. Output: Worksheet identifying agreement components. Writing Terms and Conditions Focus: Clear and Specific Agreement Clauses - Discuss common contract terms (payment schedule, penalties, cancellation policy). - Practice writing clear and simple clauses. - Pair activity: Improve poorly written agreement statements. - Group sharing and feedback. Output: Draft of terms and conditions section Drafting the Customer Agreement Form

Week	Learning Competency	Suggested Activities
		Focus: Form Development • Introduce basic format of agreement form. • Students select farm product/service. • Draft complete agreement form including all components. • Teacher consultation and revision. • Peer review session. Output: Draft Customer Agreement Form. Finalization and Presentation Focus: Final Output and Application • Revise agreement form based on feedback. • Simulated signing of agreement (role-play buyer and seller). • Group presentation explaining agreement clauses. • Reflection: Importance of agreements in farm business.
	• Perform the product delivery process and post-delivery services of farm product	Introduction to Product Delivery Process Focus: Understanding Delivery Procedures Suggested Learning Activities: • Motivation: Discuss problems encountered during late or damaged deliveries. • Lecture-discussion on importance of proper delivery process. • Identify steps in product delivery: - Order confirmation - Packaging

Week	Learning Competency	Suggested Activities
		Documentation Transportation Turnover to buyer • Group brainstorming of common delivery issues. • Reflection writing. Output: List of delivery steps. Proper Packaging and Handling Focus: Ensuring Product Quality During Delivery Suggested Learning Activities: • Demonstration of proper packaging for different farm products (vegetables, fruits, eggs, processed goods). • Discuss food safety and quality control. • Group activity: Design appropriate packaging method for assigned product. • Identify materials needed for packaging. • Short quiz. Output: Packaging plan and materials list. Delivery Documentation and Record-Keeping Focus: Business Records in Delivery Suggested Learning Activities: • Discuss documents used in delivery: Delivery receipt Sales invoice

Week	Learning Competency	Suggested Activities
		Order form • Show sample forms. • Students prepare a sample delivery receipt. • Role-play: Seller prepares documents for buyer. • Peer checking of forms. Output: Sample delivery receipt/invoice. Post-Delivery Services and Customer Relations Focus: After-Sales Service Suggested Learning Activities: • Discuss the importance of customer feedback. • Identify common post-delivery concerns (damaged goods, complaints, returns). • Role-play handling customer complaints professionally. • Group activity: Create a simple feedback form. • Reflection: Importance of good customer service. Output: Customer feedback form. Simulation and Performance Task Focus: Application of Delivery and Post-Delivery Process Suggested Learning Activities: • Students perform complete delivery simulation: - Prepare packaging - Fill out documents - Deliver product (role-play)

Week	Learning Competency	Suggested Activities
		Handle post-delivery inquiry - Teacher and peer evaluation using rubric. - Class discussion on strengths and areas for improvement. - Reflection writing.
10	Prepare financial reports on farm products and/or services	Introduction to Financial Reporting Focus: Importance of Financial Reports in Farm Business Suggested Learning Activities: - Motivation: "How will you know if your farm business is earning or losing?" - Lecture-discussion on financial reporting and its importance. - Identify common financial reports in farm business: - Income Statement - Cash Flow Statement - Simple Balance Sheet - Group discussion on why records are important. - Reflection writing. Output: Reflection on importance of financial reports. Recording Income and Expenses Focus: Proper Record-Keeping Suggested Learning Activities: - Review types of income and expenses. - Demonstrate how to record daily transactions. - Provide sample farm transaction data. - Students practice recording in a simple ledger.

Week	Learning Competency	Suggested Activities
		• Peer checking. Output: Completed sample farm ledger Preparing an Income Statement Focus: Profit and Loss Report Suggested Learning Activities: • Discuss parts of an Income Statement: Sales/Revenue Expenses Net Profit or Loss • Show sample format. • Guided computation using sample data. • Students prepare their own income statement. Output: Simple Income Statement. Preparing Cash Flow Statement and Simple Balance Sheet Focus: Monitoring Cash and Assets Suggested Learning Activities: • Explain the difference between profit and cash flow. • Introduce basic Cash Flow Statement format. • Discuss simple Balance Sheet (Assets, Liabilities, Owner's Equity). • Provide sample data for practice. • Group activity: Prepare simple reports. Output: Cash Flow Statement and Simple Balance Sheet.

Week	Learning Competency	Suggested Activities
		Consolidation and Reporting Focus: Complete Financial Report Preparation Suggested Learning Activities: - Students compile all financial records. - Prepare complete financial report for chosen farm product/service: - Ledger - Cash Flow - Income Statement - Balance Sheet - Teacher consultation and correction. - Presentation of financial report. - Reflection writing: "What did I learn about financial management?"
	Analyze the record for expansion of the agri-business operation	Understanding Business Expansion Focus: Meaning and Importance of Expansion Suggested Learning Activities: - Motivation: Ask, "When should a farm business expand?" - Lecture-discussion on business expansion (increasing production, adding new products, expanding market). - Discuss risks and benefits of expansion. - Group sharing of local farm businesses that expanded. - Reflection writing. Output: Reflection on when expansion is advisable.

Week	Learning Competency	Suggested Activities
		Reviewing Financial Records for Decision-Making Focus: Using Financial Reports in Expansion Suggested Learning Activities: • Review financial reports (Income Statement, Cash Flow, Balance Sheet). • Identify signs of profitability. • Case study: Analyze sample farm financial records. • Group discussion: Is the business ready to expand? Why or why not? • Reporting. Output: Written analysis of sample records. Analyzing Profitability and Cash Flow Focus: Financial Indicators for Expansion Suggested Learning Activities: • Compute net income, ROI, and break-even point. • Discuss how cash flow affects expansion. • Compare two farm business cases (profitable vs. unstable). • Group activity: Interpret financial data. • Quiz on financial indicators. Output: Financial analysis worksheet.

Week	Learning Competency	Suggested Activities
		Assessing Operational Capacity Focus: Non-Financial Factors in Expansion Suggested Learning Activities: • Discuss factors such as: Production capacity Labor availability Equipment and facilities Market demand • SWOT analysis for expansion. • Group activity: Evaluate readiness for expansion. • Presentation. Output: SWOT analysis report. Preparing Expansion Plan Focus: Decision and Planning for Growth Suggested Learning Activities: • Students analyze their previous business records. • Decide whether to expand or not. • Prepare simple expansion proposal including: Reason for expansion Additional capital needed Expected increase in profit Risks and mitigation plan

Week	Learning Competency	Suggested Activities
		• Presentation of expansion proposal. • Reflection: "Is expansion always a good decision?"
Suggested Performance Tasks	• Individual Task: • Price Monitoring Report • Buyer Type Comparison Chart • Pricing Strategy Plan • Market Mapping Chart • Complete Financial Report • Income Statement • Cash Flow Statement • Simple Balance Sheet • Group Task • Local Market Mapping Chart • Local Selling Strategy Plan • Completed Customer Agreement Form • Role-play Simulation • Reflection Paper • Completed Delivery Documents • Packaging Plan • Customer Feedback Form • Financial Record Analysis • SWOT for Expansion	