

## BUSINESS BTEC L3 INDUCTION ASSIGNMENT

Your induction assignment is linked to the first unit of work you will be studying in September. It is due in on your very first Business lesson. You will be expected to present your findings and will be formally assessed.

### Assignment:

Investigate 1 suitable **not-for-profit organisation** which could include one from the following selection below and gather comprehensive research. Using your research you will be expected to produce a write-up/Power point or both as outlined in task 2. You will present your work so it is advisable to produce a power point presentation as well.



**Task 1:** Research the following key words:

**Business ownership, liability, purpose, sector, scope, size, organisational structure, functional areas, mission, vision, values, aim & objectives, internal stakeholders and external stakeholders** and create a three column table with the key word, definition and give a suitable example as shown below:

Key word	Definition	Example

**Task 2:** Based on your chosen organisation, your write-up / presentation or both should include the following:

1. The features of the organisation including:
  - business ownership
  - liability,
  - purpose,
  - sector
  - scope of activities and
  - size.
2. A diagram of the organisational structure **and** functional areas.
3. State the organisations:
  - Mission
  - Vision
  - Values
  - Aims and objectives.
4. Discuss the relationship with internal and external stakeholder groups, **and** how these stakeholder groups influence the organisation

### Useful links:

<http://www.businessdictionary.com/definition/scope.html>

<https://www.tutor2u.net/business>

<http://businesscasestudies.co.uk/>

- Ensure your write up makes references to the various business websites used. Do not just use the websites stated above. Feel free to research other business linked websites and reference this in your work.