

BTEC Level 3 Extended Certificate Business (single option)

BTEC Level 3 Diploma Business (double option)

Examination Board: Edexcel

Why take this subject?

Previous experience of Business is not needed to take this subject. The most important thing you need in order to take a vocational qualification in Business is a lively and enquiring mind, an interest in Business, a willingness to explore new ideas and an ability to communicate your ideas effectively, whilst sticking to deadlines.

Who should take the course?

This course is suitable for students who wish to continue in full time education and gain a qualification in the field of Business. It provides vocational study within the business sector and is recognised by employers in these fields. It also provides opportunities for learners to develop a range of skills and techniques, personal qualities and attitudes essential for successful performance in both academic and working life.

What is the course about?

There are 4 OR 8 units to cover depending on which size of qualification you opt for. Those in bold are taken in the single option, all 8 for the double.

<u>Unit</u>	<u>Unit Title</u>	<u>Assessment</u>
Unit 1	Exploring Business	coursework
Unit 2	Developing a Marketing Campaign	controlled assessment
Unit 3	Personal and Business Finance	test
Unit 4	Managing and Event	coursework
Unit 5	International Business	coursework
Unit 6	Principles of Management	controlled assessment
Unit 8	Recruitment and Selection Process	coursework
Unit 18	Creative Promotion	coursework

How is it assessed?

The assessment is a mixture of school set coursework assignments, controlled assessment in the form of tasks set and marked by the board and a single test. The work is graded, pass, merit or distinction and it is the combination of the marks for all the units taken that will determine the overall grade.

All BTEC equivalences carry the same amount of UCAS points as A levels.
For further information, please contact kwhitaker@onslow.herts.sch.uk