

BTEC NATIONAL LEVEL 3 BUSINESS

GENERAL COURSE INFORMATION

The BTEC National Level 3 Business course focuses on the vocational aspects of Business with the aim to provide a coherent introduction to study the business sector through applied teaching and learning using a range of methods to include; case studies, visiting speakers, role plays, application to variety of different businesses and visits to industry. This a valuable course for students who wish to study the more practical aspect of business and who aim to progress to higher education and ultimately to employment in the business sector.



COURSE STRUCTURE & ASSESSMENT

BTEC National Level 3 Extended Certificate in Business (Year 1)			
Unit No.	Unit Title	Type	Assessment
1	Exploring Business	Mandatory	Internal Coursework
2	Developing a Marketing Campaign	Mandatory Synoptic	External Controlled Assessment
3	Personal & Business Finance	Mandatory	External Exam
8	Recruitment & Selection	Optional	Internal Coursework
BTEC National Level 3 Diploma in Business (Year 2)			
Unit No.	Unit Title	Type	Assessment
4	Managing an Event	Mandatory Synoptic	Internal Coursework
5	International Business	Mandatory Synoptic	Internal Coursework
6	Principles of Management	Mandatory	External Controlled Assessment
14	Investigating Customer Service	Optional	Internal Coursework



Many of the units will be delivered in an integrated manner. The work is very student centred and although there will be some lectures and note-taking much of the work will involve students finding information out for themselves. The ‘business world’ will be used as much as possible and there may be further supported by work placements, industrial visits, possible residential trips and relevant speakers during delivery of units. There will also be considerable use of I.T to support assignment writing and assessment will take the form of coursework, practical role plays, pro-forma sheets, formal examination and controlled assessments.

There will be a number of assignments set which will enable students to demonstrate their understanding of different topics. These assignments will be graded (Pass, Merit, Distinction) with an opportunity to re-submit work to improve overall grades.

****resubmissions will be subject to internal verifier approval***

The grades available are as follows:

Pass	Merit
Distinction	Distinction*

WHO'S IT FOR?

The most important thing you need in order to take the BTEC 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.

The minimum requirement will normally be six passes (9-4) at GCSE of which two should be Mathematics and English language where a Grade 5 is desirable. Alternatively, a Merit or above at BTEC First Business.

PROGRESSION

A BTEC National in Business offers students the opportunity to develop skills, knowledge and understanding which will prepare them for University or employment in such fields as:

<i>Business Studies</i>	<i>Insurance</i>	<i>Economics</i>	<i>Financial Services</i>	<i>Accountancy</i>
<i>Administration</i>	<i>Marketing</i>	<i>Banking</i>	<i>Sales</i>	<i>Personnel</i>

It may even give you some experience in the skills that are needed to become self-employed!