



BTEC First Diploma Business

WHY TAKE BTEC FIRST BUSINESS?

This Level 2 course is completed in one year and designed to provide an introduction to working in the business sector and offers opportunities for accessing further study at Level 3 BTEC National, a range of AS subjects or an appropriate Apprenticeship. The course will provide you with information on the way businesses operate and how they influence our behaviour.

WHAT ARE THE KEY AREAS OF STUDY?

A BTEC First in Business requires you to complete 6 units of work. The topics you will study include Finance, Communication, Customer Relations, UK Travel and Tourism, Personal Selling and Exploring Business Purposes.

WHAT SKILLS WILL I NEED AND DEVELOP?

You should have a good command of spoken and written English, organisational skills and motivation. You will also have the opportunity to complete a range of key skills qualifications.

ARE THERE ANY SPECIAL QUALIFICATIONS I NEED?

There are no special qualifications needed to take this course.

HOW WILL I BE ASSESSED?

There are no exams on this course but you will need to collect evidence of your work in the form of a portfolio. You will complete work in a variety of ways to assess your ability which will include written assignments, oral presentations, practical tasks, meetings etc. At the end of each completed unit you are awarded either a pass, merit or distinction grade.

PRIESTLEY EXTRA

To further your vocational experience you will have the opportunity to participate in a range of activities including external visits, listening to guest speakers, Business Enterprise days and role plays.