



***A Business qualification is highly desired by many employers as these qualifications will give you the skills and knowledge to be successful and either to progress on to industry or to university.***

You have the opportunity to gain an interesting insight into the ever changing world of businesses and an understanding of how you can be a part of the growth of this field. As a Business student, you will also get the fantastic opportunity to be part of the Career Ready programme. Turn to page 14 for more information.

### ***Careers and Progression***

- Higher Education
- Management training courses
- Administration Assistant
- Business Project Manager
- Human Resources Manager
- Customer Services Manager
- Legal Executive
- Hotel Receptionist
- Banking
- Management
- Sales Manager
- Accountant
- Business
- Retail



***BUSINESS***

# BUSINESS STUDIES

## A LEVEL - 2 YEARS

Entry Requirements: 5 GCSEs at grade 4-9 (A\*-C) including English + Maths

### What will I study?

You will learn about what businesses do and how they do it, what factors are likely to make businesses successful, and practical information about the legal, financial and marketing requirements of the business world. In the first year you will look at how to plan and finance a business and techniques for successful management including Human Resources. In the second year you will study strategies for business success, the global environment in which businesses operate and how they manage change.

### How will I be assessed?

Written examinations.

**"If you're looking for a fun and engaging courses, I would recommend business."**

Jessica - Springs Academy



### What can I do next?

A Level Business Studies can provide a stepping stone into another field, perhaps onto a totally unrelated course. If you want to specialise, you could choose further study in business studies, marketing or accounting. The skills and knowledge developed by the course are highly valued by employers, and would be useful for progression to management training courses in banking, other financial institutions and retailing.

# ECONOMICS

## A LEVEL - 2 YEARS

Entry Requirements: 5 GCSEs at grade 4-9 (A\*-C) including English + Maths

### What will I study?

Economics is the study of the way society organises, produces, distributes, regulates and consumes resources.

It covers areas such as employment, inflation, interest rates, currency exchange rates, and the way in which the government and other regulatory bodies manage and run the economy. In the first year you will study how competitive markets work and why they fail and will investigate how the economy is managed. In the second year you will study Business Economics and Economic Efficiency and the Global Economy.

### How will I be assessed?

Written examinations.

### What can I do next?

A Level Economics provides an excellent background for further study and careers in a wide range of areas. If you want to specialise there is a wide choice of Higher Education courses in economics and business related subjects.

**"It is a heavily diagram-focused and statistics-focused subject, both of which make the topic more appealing to me."**

Marcus - Yewlands Academy

**BUSINESS**

# FINANCIAL STUDIES

## LEVEL 3 DIPLOMA 2 YEARS

Entry Requirements: 4 GCSEs at grade 4-9 (A\*-C) including English + Maths

**EQUIVALENT TO 1A LEVEL**

### What will I study?



This London Institute of Banking and Finance qualification has been developed with the input of leading firms from the financial sector to ensure it gives you the essential and most up-to-date knowledge. You will look at a range of topics such as short term to long term financial needs and investigating the personal financial life cycle recommending suitable financial products to meet individual needs. You will also look at the impact of debt on individuals and explore the ethical and sustainable nature of the financial services industry.

**"I always receive great feedback on ways to improve and further develop my work. I have also managed to develop an overall understanding on how to manage my own finances better."**

Ali - Outwood Academy

### How will I be assessed?

Written examinations.

### What can I do next?

You can advance onto university courses in Accounting, Banking, Accounting, Finance, Investment and other related subjects. Alternatively, the transferable skills gained throughout the course can make you very employable in a number of different business areas.

**Please note:** Equivalent to 1 A Level, must choose 2 other courses of study.



# BUSINESS

## BTEC LEVEL 3 EXTENDED CERTIFICATE - 2 YEARS

Entry Requirements: 4 GCSEs at grade 4-9 (A\*-C) including English + Maths

**EQUIVALENT TO 1A LEVEL**

### What will I study?



You will study different types of businesses and how they operate. This includes developing a marketing campaign, personal and business finance, recruitment and selection process and investigating customer service.

### How will I be assessed?

Coursework and examinations.

### What can I do next?

A variety of options are available to you following study of Business. The skills and knowledge developed by the course would be useful for progression to management training courses in Banking, other financial institutions and Retailing. If you want to go on to higher education there are degree courses available in Business Studies, Marketing and Accounting.

**"I really like this course because it helps me with my future and it teaches me life skills that I didn't know I needed."**

Abdifitah - Firth Park Academy



**BUSINESS**

# BUSINESS

**BTEC LEVEL 3 EXTENDED DIPLOMA - 2 YEARS**  
Entry Requirements: 4 GCSEs at grade 4-9 (A\*-C) including English + Maths

**EQUIVALENT TO 3 A LEVELS**

**“Amazing workspace with amazing teachers who are determined to ensure their students are ready for any exam or coursework.”**

Ismaeel - Fir Vale School

## ***What will I study?***

You will study different types of businesses and how they operate. This will include developing a marketing campaign and digital marketing, finance, principles of management and decision making, managing an event, customer service, human resources and international business.

## ***How will I be assessed?***

Examinations and assignments.

## ***What can I do next?***

A variety of options are available to you following study of Business. The skills and knowledge developed by the course would be useful for progression to Management Training courses in Banking, other financial institutions and Retailing. If you want to go on to higher education there are degree courses available in Business Studies, Marketing and Accounting.



# BUSINESS STUDIES

**BTEC LEVEL 2 CERTIFICATE - 1 YEAR**  
Entry Requirements: At least 2 Grade 3's (D) at GCSE

## ***What will I study?***

You will gain a good knowledge of business in general with a particular focus on key areas such as selling skills and entrepreneurial skills. The course covers different types of businesses, how to provide excellent customer service and what is involved in running a business. Projects and assignments are based on realistic workplace situations so you get a real insight into the kind of jobs and career routes that are available. In addition to the main programme, you will complete a BTEC Workskills qualification.

## ***How will I be assessed?***

Examinations and assignments.

## ***What can I do next?***

Students from this course have gone on to study BTEC qualifications in Business and Business Finance at Level 3 or a combination of A Levels and BTEC Subsidiary Diplomas. Many of them have then gone on to university to develop the skills to secure a job in industry or start up their own business.

**“This course has improved my communication skills greatly and it has broadened my horizons a lot. I want to be my own boss and I truly believe that this course can make my dream a reality.”**

Hussein - Sheffield College

**BUSINESS**

# BUSINESS WORKSKILLS

## BTEC LEVEL 2 CERTIFICATE - 1 YEAR

Entry Requirements: At least 2 Grade 3's (D) at GCSE

### What will I study?

You will gain a good knowledge of general skills needed to work within a business with a particular focus on key areas such as working in an office environment and providing administration support to client and customers. The course covers different types of business roles and skills needed within an everyday office. You will develop employability skills and knowledge to allow you to work within different types of business. You will be expected to develop your skills within a one day placement in an office environment.

### How will I be assessed?

Assignments.

**"Workskills taught me many things through this year; I've learnt how to manage my own money, setting up budgets and how to improve my CV."**

Toheed - Parkwood Academy

### What can I do next?

Students from this course could go on to study BTEC qualifications in Business. Many of them have then gone on to secure a job in industry or start up their own business or work within a business degree courses available in Business Studies, Marketing and Accounting.



# IT & BUSINESS (VOCATIONAL PATHWAY)

## LEVEL 1 DIPLOMA - 1 YEAR

Entry Requirements: 2 GCSEs at grade 2 (E) and 1 GCSE at grade 1 (F) Students without GCSEs will be asked to complete a diagnostic assessment

### What will I study?

You will find out about opportunities for work in the IT and Business industry and develop transferable skills, attributes and behaviours needed for learners to progress to further study and ultimately to employment. This course is all about improving your confidence and personal skills. It is a personalised learning programme which means that it is tailored to what you need in order to progress on to further training, employment or study.

### How will I be assessed?

Assignments, practical observations, logs, diaries and verbal presentations.

### What can I do next?

Successful students may progress to a Level 2 course in a related subject.

**"I've have gained a lot from this course and I am moving on to the Level 2 course to improve my learning further."**

Edwin - Winterhill School



**BUSINESS**