



# Business BTEC

**Awarding Body: Pearson Edexcel**

**Level: BTEC Level 3 National Extended Certificate**

## Introduction

The Extended Certificate is for learners who are interested in learning about the business sector alongside other fields of study, with a view to progressing to a wide range of higher education courses, not necessarily in business-related subjects. It is designed to be taken as part of a programme of study that includes other appropriate BTEC Nationals or A Levels.

**Content included within the two years:**

<p><b>Unit 1. Exploring Business (90 GLH)</b></p>	<p><b>Unit 3. Personal and Business Finance (120 GLH)</b></p>
<ul style="list-style-type: none"> <li>• <i>Purposes of different businesses</i></li> <li>• <i>Their structure</i></li> <li>• <i>External environment</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Personal and business finance.</i></li> <li>• <i>Develop the skills and knowledge needed to understand, analyse and prepare financial information.</i></li> </ul>
<p><b>Unit 2. Developing a marketing campaign (90 GLH)</b></p>	<p><b>Unit 8. Recruitment and Selection (60 GLH)</b></p>
<ul style="list-style-type: none"> <li>• <i>Learners will gain skills relating to, and an understanding of, how a marketing campaign is developed.</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Learners explore how the recruitment process is carried out in a business.</i></li> <li>• <i>The unit gives learners the opportunity to participate in selection interviews and review their performance.</i></li> </ul>

The BTEC level 3 is assessed as follows:

<b>Unit 1. Exploring Business (90 GLH)</b>	<b>Unit 3. Personal and Business Finance (120 GLH)</b>
<i>Assessed: Course Work</i>	<i>Assessed: Exam</i>
<b>Unit 2. Developing a marketing campaign (90 GLH)</b>	<b>Unit 8. Recruitment and Selection (60 GLH)</b>
<i>Assessed: Exam</i>	<i>Assessed: Course Work</i>

### What you need

At least a grade 4 in GCSE Maths and GCSE English.

### Career and further study

- Students will develop transferable skills that support study in a wide range of subjects at **university** and the transition to **employment**, including quantitative and analytical analysis.
- Our students have progressed from this qualification to:
  - > study business or other business-related degrees
  - > jobs and training in a wide range of industries