# BTEC Level 3 Business (Extended Certificate)

**Subject Leader: Mrs Johnson**

**Syllabus: Pearson**

**Course Specification: (720 GLH) 601/7157/1**

The Pearson Edexcel Level 3 BTEC in Business is structured into three mandatory units that consist of two externally examined papers and one internal teacher assessed unit.

Designed to be the substantive part of a 16–19 study programme for learners who want a strong core of business sector study. Other vocational or academic qualifications or non-qualification elements can complement it to support progression to specific job roles or to higher education business courses.
BTEC qualifications encompass applied learning that brings together knowledge and understanding with practical and technical skills. This applied learning is achieved through learners performing vocational tasks that encourage the development of appropriate vocational behaviours and transferable skills. Transferable skills are those such as communication, teamwork and research and analysis, which are valued in both higher education and the workplace. Opportunities to develop these skills are signposted in the units.

**Course Requirements**
5 GCSEs graded 9 – 5 including Maths at grade 4.
Grade 4 in English required **or** a BTEC Level 2 Diploma at Merit with English Language at grade 4.

**Core Units (that must be completed)**
**Unit 01:** Exploring Business
**Unit 02:** Developing A Marketing Campaign (Externally Assessed)
**Unit 03:** Personal & Business Finance (Externally Assessed)

Optional Units
**Unit 08:** Recruitment & Selection Process

**Assessment Information**
BTEC Nationals are assessed using a combination of internal assessments, which are set and marked by teachers, and external assessments which are set and marked by Pearson: Mandatory units have a combination of internal and external assessments.
All optional units are internally assessed.

**Teaching and Learning Styles**
There will be variety of teaching and learning styles such as group discussion, case study analysis, independent & group research, presentation, role play, mini projects, independent learning, class discussion with varied class and exam practice activities, student-led teaching, and out-of-school learning activities. Students are also given home learning as a form of extended learning to strengthen their understanding of a taught topic and encourage independent learning.

**Independent Study**
Students will be required to take responsibility for their independent learning, which will take many forms such as research; private study, completion of homework and extra study time to extend their learning, which requires good time management.

**Careers**
The Extended Diploma is a two-year, full-time course that meets entry requirements for learners who want to progress to higher education courses in business areas before entering employment. It can also support learners who want to progress directly to employment in job roles in business or business management and Higher Apprenticeships in the business sector. The course also addresses sector needs and skills gaps in areas such as Finance, Marketing and Management. Students complete work experience as part of the course, preparing them for future employment.

- Work Experience opportunity for all students.
- Opportunities to partake in enterprising activities.
- Practical and interactive learning to build a portfolio of work.

Outstanding preparation for a business-related degree, apprenticeship, or independent learning

