

## Business Pearson Level 1 Diploma

Study Mode: Full Time Programme Component | Course Level: 1

### Is this course right for me?

If you want to develop a basic understanding of how to support the activities of a business to enable you to progress into administration work or a higher level business programme, this course will provide you with the foundation for this.

BTEC qualifications are designed to provide practical, work-related learning and the course will provide you with the knowledge, understanding and skills you need to prepare for employment in a business environment and work in a variety of specialisms in the industry.

You will learn by completing projects and assignments that are based on realistic workplace situations and will develop a range of skills to prepare you for the world of work, enable you to add value to business activities in an organisation.

### Entry Requirements

To access this course you are required to have:

- Level 1 English and maths or equivalent
- An interest in business, a commitment to learning and a determination to succeed

### What will I learn?

During this course you will study the following modules:

- Developing a personal progression plan
- Working with others
- Researching a topic
- Finding out about businesses in your area
- Organising a meeting
- Branding a product
- Presenting a business idea
- Contributing to running an event
- Recording income and expenditure

## What skills will I gain?

By studying this course you will:

- Learn about different local businesses and how they operate
- Produce a CV and personal action plan
- Learn about how to start a new business and marketing the product or service being offered
- Gain valuable team working and communication skills by taking part in team events
- Develop your confidence in presentations

## How will I be assessed?

- This is an assignment- based course so there are no exams
- You will be continually assessed throughout the programme through assignments, practical activities and observations carried out by tutors

## What can I do next?

Successful completion of the course will enable you to:

- Pursue a career in an office environment
- Find employment as a business apprenticeship
- Progress to the Level 2 Business Extended Certificate qualification\*

\*Progression to Level 2 requires you to have gained a distinction in the Level 1 course and achieve a minimum of grade 3 GCSE in English and maths.

## Why study with us?

We have a 100% success rate on this course and excellent feedback from our past students with some going on to become business and administration apprentices or office administrators.

You will be supported by fully qualified and very experienced teachers who will provide training, check and mark your work, give you regular feedback, assess each unit, and observe your performance. They will also support you to develop a portfolio of work and put together your CV or personal statement.

## Delivery

**Location:** Paget Road Campus

**Start Date:** 01/09/2025

**Day:**

**Time:**

**Course Fee:**

**Course Code:** CP0048

**Study Mode:** Full Time Programme Component

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