

BTECEXTENDED DIPLOMA in Business

COURSE STRUCTURE

The **BTEC National Extended Diploma** in Business is a **2-year** programme that requires the successful completion of **13 units** of coursework. Successful completion of all 13 units will result in the award of an Extended National Diploma. This is the equivalent of **3 A Levels**.

In the first year you will study **13 UNITS for the Extended Diploma**. **4 of these are externally assessed units and 9 units are internally assessed**.

UNITS	
Unit 1	Exploring Business
Unit 2	Developing a Marketing Campaign
Unit 3	Personal and Business Finance
Unit 4	Managing an Event
Unit 5	International Business
Unit 6	Principles of Management
Unit 7	Business Decision Making
Unit 8	Recruitment and Selection Process
Unit 9	Team Building in Business
Unit 14	Investigating Customer Service
Unit 19	Pitching for a New Business
Unit 21	Training and Development
Unit 27	Work Experience

Grades:

Internal units

	Unit size: 60 GLH	Unit size: 90 GLH
U	0	0
PASS	6	9
MERIT	10	15
DISTINCTION	16	24

external units

	Unit size: 60 GLH	Unit size: 90 GLH
U	0 - 5	0 - 7
NEARLY PASS	6 - 8	8 - 11
PASS	9 - 14	12 - 19
MERIT	15 - 23	20 - 31
DISTINCTION	24	32

The points are added together to give your final grades at the end of year 2 as below:

Grade	Points Threshold
U	0
PPP	108
MPP	124
MMP	140
MMM	156
DMM	176
DDM	196
DDD	216
D*DD	234
D*D*D	252
D*D*D*	270

You will gain a wide range of business-related skills suitable for entry into work or to continue your studies at University, Apprenticeships or work. You should enjoy coursework and working on computers.

ASSESSMENT

There are 4 externally assessed units. Other than this, all other units are entirely coursework based.

The aim of assessment is to allow you to demonstrate achievement of the intended learning outcomes for each of the units. A variety of ongoing assessment methods will be used, including practical assignments, reports, role plays and presentations.

You will gain other transferable skills for business such as running meetings, organising events, managing deadlines, working as part of a team and doing independent research.

All coursework units are internally assessed through assignments set and marked by your tutors. As you complete each unit your tutor will tell you what grade you have achieved – **Pass, Merit or Distinction**.

PROGRESSION ROUTES

BTEC qualifications are widely recognized and allow students to move on to higher education, to progress further in their career, to start their career in a certain industry or in some instances give them the skills to start their own business. They allow the student flexibility and choice in what they choose to do. Many of our BTEC Business students have gone onto universities such as **Royal Holloway, University of Birmingham, Nottingham, SOAS and Surrey**, to name but a few. If you would like further information about universities and the BTEC route, please visit www.ucas.com

A common route is also to join an Apprenticeship scheme to obtain the advantages of further industry specific training as well as being paid. Further details available on <http://www.apprenticeships.gov.uk/>

CAREER DEVELOPMENT

All BTEC students complete a one week work experience placement in their first year at St Dominic's in order for them to complete their work place learning and begin thinking about their journey beyond college education. We have had placements with a variety of employers in many fields, including Accounting, legal, education and sports.

They also study career based units such as Unit 15 – Career Planning and Unit 13 – Recruitment & Selection and have the opportunity to build their Career Development Programme, so as to ensure they make informed decisions about life after St Dominic's.

ENRICHMENT

The BTEC Business course requires many practical elements of seeing and understanding how a business functions in reality and therefore we take students on a variety of educational visits including Cadbury, Thorpe Park, Going Ape, & The UK University and Apprenticeship fair to name a few.