

## VENUE AND DURATION OF COURSE:

John Ruskin College, Selsdon Park Road, South Croydon, CR2 8JJ, 1 year Full-time.

## ENTRY REQUIREMENTS:

Four GCSE grade 9-1 (A\*-F) including Maths and English.

## WHAT QUALIFICATIONS WILL I GET?

BTEC Level 1 Introductory Diploma in Business.

## COURSE DESCRIPTION:

The skills that you will develop on this course will help you discover the practices involved in business. Transferable and sector skills are a key part of the course which will support students in their progression. The course underpins the importance of communication, working with others, managing information and self-management and development.

## UNITS/TOPICS COVERED:

### Mandatory Units:

- A1: Being Organised
- A2: Developing a Personal Progression Plan
- A3: Working with Others
- A4: Researching a Topic

### Units include:

- B5: Finding Out About Businesses in Your Area
- B7: Branding a Product
- B8: Creating a Visual Display
- B9: Presenting a Business Idea
- B11: Recording Income and Expenditure
- B12: Communicating with Customers

## TYPE OF ASSESSMENT:

This course is assessed through course work.

## EQUIPMENT NEEDED:

- Pens/pencils
- Notepad
- USB if required

**WHERE CAN IT LEAD?**

The qualification is graded from a Pass to a Distinction. There is a minimum number of points that students must achieve to gain this qualification. All mandatory units must be passed. Completing and achieving the required points for this course means that you can be considered to move on to the Business Level 2 BTEC Diploma, or employment at a junior level.

**COURSE FEE:**

If you are under 19 on 31/08/2024, tuition is free. If you are 19 or over, please consult Client Services for advice and guidance on funding and eligibility.

Please be aware that there may be additional costs for equipment and educational visits. This information will be available from the curriculum staff at interview.

**WHAT TO DO NEXT:**

If you have any outstanding queries please contact our Client Services team on 020 8651 1131 or at [clientservices@johnruskin.ac.uk](mailto:clientservices@johnruskin.ac.uk).

To apply online for this course please visit [www.johnruskin.ac.uk](http://www.johnruskin.ac.uk).

**Disclaimer:**

Every effort has been made to ensure that the details contained in this leaflet are up-to-date and accurate at the time of printing. However, the College reserves the right to alter or cancel courses, their content, entry requirements, fees or other details should circumstances dictate.

Should you require this leaflet in a different format please contact Client Services on 020 8651 1131.