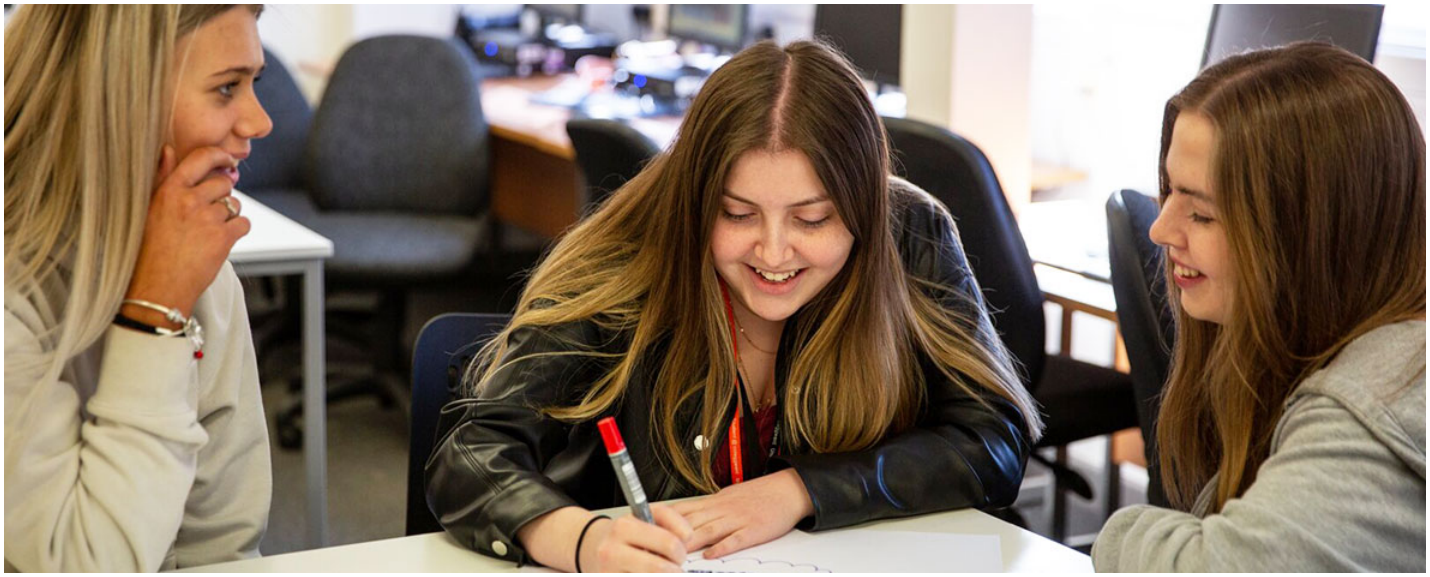
COURSE INFORMATION LEAFLET

# BTEC  National Foundation Diploma in Business Level 3



**In a nutshell**

You'll study a wide range of business areas to prepare you for a career or further study in business.

**This course is for you if...**

... You have entrepreneurial spirit and a proactive nature.

... You want to improve your employment opportunities in the public sector as well as in business specialisms.

... You have a keen interest in the business world.

**What will I be doing?**

You'll complete projects and assignments based on realistic workplace situations, activities and demands. You'll focus on a particular subject area and develop a range of specialist skills

and knowledge covering core and specialist units. The topics covered include:

Developing a Marketing Campaign
Recruitment and Selection
Personal and Business Finance
The English Legal System
Team building
Creative Promotion
International Business
Managing a Business Event
Business Decision Making

By the end of the course, you'll have achieved:

Level 3 Business

Skills Activities

Maths and English
Other relevant qualifications to enhance your skill set

**What is expected of me?**

To enter you'll need a minimum of 5 GCSEs grade C or above to include Maths/Maths Numeracy, English/Welsh First Language, or an appropriate Level 2 Diploma qualification at Merit grade with GCSEs to include Maths/Maths Numeracy, English/Welsh First Language at grade C or above.

Once on the course, full commitment to attendance is required, as well as respect for others, enthusiasm for the subject and self-motivation. You'll be continually assessed through practical assignments, written assessments, presentations and portfolio work along with two examinations in each year. There is also an expectation that you will continue your studies and coursework during your own time.

**What comes next?**

Successful completion of the Year 1 Foundation Diploma will allow learners to progress on to the second year and complete the full Extended Diploma L3. From there, progression routes include:

Higher Education in business related subjects such as Foundation Degree in Business at Coleg Gwent
Employment opportunities in the public sector as well as in business specialisms such as finance, human resources, management, marketing or other business-related careers.

**Additional information**

You will be expected to make a subsidised contribution to trips and enterprise activities.