

## Business

Subject Area	Preparing for Learning & Work – Foundation Learning
Course Type	Entry Level
Study Level	Entry Level 3
Delivery Mode	Full-time
Location	David Hockney Building
Duration	1 Academic Year
Start Date	September 2024
Course Code	PA000116

### Course Summary

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The skills on this course will be developed within the context of Business through practical and engaging delivery. The course is designed to allow you to develop knowledge and understanding which will support achievement and progression in Business. The development of study skills will allow you to work towards higher level skills and prepare you for the next stage of your educational journey or employment.

### What You Will Learn

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The course is intended to provide you with the opportunity to develop transferable skills through core and sector units:

- Communication
- Working With Others
- Problem Solving
- Managing Information
- Self-Management and Development

You will develop business skills such as recording income and expenditure, brand promotion, research of local businesses, and presentation.

## Modules

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This course is extremely engaging and is divided into core and vocational/sector modules. Modules focus upon transferable and employability skills:

- Research
- Planning
- Time Management
- Working With Others
- Self-Development

The content of the sector units offers a broad introduction to the skills and knowledge within the business sector to allow you to develop practical skills and creativity:

- Communicating with Customers
- Creating a Visual Display
- Recording Income and Expenditure
- Presenting a Business Idea
- Contributing to Running an Event

You will also study an award in personal social development (PSD).

## Work Experience

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Our students work in partnership with the National Citizens Service (NCS) programme which helps to develop key employment skills and behaviours needed for progression to work.

## Progression

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Successful completion of this course can lead to progression to further study or employment within the Business sector.

**Disclaimer:** Our prospectus, college documents and website are simply here to offer a guide. We accept no liability for any inaccurate statements and are not responsible for any negative outcomes if you rely on an inaccurate statement. We reserve the right to withdraw any programmes or service at any time.