

# Learn. Discover. Grow.

We focus on your needs and aspirations to make sure that methods and levels of study are best suited to you, as well as working with you to boost your confidence and underpinning skills for work and life. As well as your core programme of study with us, you'll gain a number of skills, including English and maths, as well as digital skills to give you a competitive edge as you progress into work or further training.

## All Northumberland Skills learners gain access to:

- A more hands on way of learning to give you practical skills and knowledge
- Qualifications that are recognised worldwide
- Excellent pastoral and academic support from our dedicated staff
- Progression to further or higher education, or employment
- A learning environment to help you reach your true potential
- Skills and experience to give you the best start to progress to your future career

## English and maths

If you have not yet achieved a grade 4 or above, you'll also work towards a GCSE or Functional Skills qualification as part of your course. If you have a grade 3 in GCSE English and/or maths, you will continue to develop your skills through GCSE sessions. If you have lower than a grade 3 in GCSE English and/or maths, you will study Functional Skills then progress to GCSE.

## Study skills and tutorial with experience of work and work experience

Tutorial and study skills will complement your accredited course and provide wrap around support.

This includes topics such as:

- Employability skills
- Finances
- Interview skills
- The world of work


Pastoral support will assist you to develop the skills needed for independent study and help with completion of coursework. One-to-one support is also available to offer individual support on an ongoing basis.

Leadership and enterprise skills alongside health, wellbeing, and confidence, ensure that your professional and personal development are prioritised alongside your studies. Experience in the world of work relating to your vocational area is a vital component to boost knowledge and transferable skills.

## Study Programme Information

All learners will study:

- A vocational qualification
- English & maths (if not already achieved)
- Study skills
- Tutorial
- Experience of work/Work experience
- Enrichment activities



**Our full-time programmes of study start in September and January.  
Enrol now at your local campus, sites across Northumberland.**

**Explore our courses and campuses at [www.northumberlandskills.co.uk](http://www.northumberlandskills.co.uk)**

Scan me



# Business and Marketing Level 2

## Study programme information

### KEYFACTS

**Qualification title and level:** BTEC First Certificate in Business Level 2

**Awarding organisation:** Pearson

**Duration:** One year

**Study location(s):** Alnwick or Morpeth

### Who is this course for and what will I gain?

This course allows you to study the world of business, giving you the opportunity to develop knowledge and technical skills in a practical learning environment. You will examine the roles and responsibilities of setting up a new business and its financial management. You will also develop key skills, such as the analysis and review of key financial statements. This qualification provides an engaging, practical and relevant introduction to the world of business. It will encourage you to explore the range of business types and understand the factors that influence success through analysing business models.

### What units will I study?

- Enterprise in the Business World
- Finance for Business
- Principles of Marketing
- Promoting a Brand
- Principles of Customer Service
- Introducing Retail Business
- Using Business Documentation
- Enhancing the Customer Experience

### How and where will I study?

The course will be delivered in a classroom setting and will include an element of work-related activities to support skills development. A more hands on way of learning will give you practical skills and knowledge and will be carefully balanced with health and safety requirements. There will also be opportunities to explore the local community to gather information about businesses in the area.

Along with enrichment trips to build confidence and team skills. Learners may be required to complete additional tasks outside of the classroom as part of their course.

**What are the entry requirements?** You will need four GCSEs at grade 3 or above.

### How will I be assessed?

You will carry out both written and practical tasks and be provided with developmental feedback to aid your progression. There are two units which are examination based and externally assessed, you will be able to draw upon your previous learning and experience for these examinations.

### Progression and careers:

Progression to the Level 3 Award or Certificate in Business is an ideal pathway to further your skills and abilities in preparation for a career in a business environment. This course will give you the skills, knowledge and experience you need to gain the best start to progress to your future career. This could be within business administration and customer service roles in various industries, including: human resource administrative roles, records clerks and administrators, customer call desks, sales administrators, office supervisor and office management roles.

### For more information please contact:

Email address: [anna.jobson@northumberland.gov.uk](mailto:anna.jobson@northumberland.gov.uk)

Tel number: 01670 623691