



# Level: Level 3 Cambridge Technical in Business Extended Certificate or Diploma

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## Course Outline

This 2 year course is assessed by a mixture of examination and coursework. You do not need to have studied business before to do this course and through it you will gain a sound understanding of business and the skills required to make a successful career in this area.

The course is graded as Pass, Merit, Distinction and Distinction\*

The mandatory units are:

- Unit 1: The Business Environment (examination)
- Unit 2 : Working in Business (examination)
- Unit 4: Customers and communications (coursework)

Upon completing these there exists a wide variety of additional units available. You will study:

Unit 5: Marketing and Market Research

Unit 16: Change Management

If you are taking the Diploma you will study the units above and the following;

Unit 3: Business Decisions (exam)

Unit 6: marketing Strategy

Unit 7: Marketing Campaign

Unit 15: Change Management (exam)

Unit 22: Delivering a Business project

## Who would make a successful student for the course?

- you may want to become a successful in a business or even want to start up your own business one day;
- you will be interested in what businesses do to maximise their profits, promote their products and get the most out of their people;
- if you have a Saturday job this could really help you apply what you learn in class and you will use your experiences in the classroom and in your coursework.

## What can I do with a Ctec in Business?

You can apply to University

Successful completion of the course can lead to employment in areas such as:

- Accountancy, Banking & Finance
- Advertising & Marketing
- Fashion
- Law
- Self-employment