

# Business



THE  
GUERNSEY  
INSTITUTE

# Business

## Purpose of the Course

This course is designed to provide you with an excellent range of employability skills to enable you to be work ready either after college or university.

Units such as Team Development and Events Planning have been specifically selected to ensure that you become proficient in working within teams, independent problem solving, analysis, organisation, project planning and verbal communication with audiences at all levels.

There is a high degree of employer engagement within this programme including industry speakers, event sponsorship, work experience and live projects.

## Course Outline

Level 2 Business is equivalent to four GCSEs.

Level 3 Business is equivalent to three A'levels.

Examples of units studied include:

- Exploring business
- Investigating a retail business
- Recruitment and selection process
- Personal and business finance
- Developing a marketing campaign
- Principles of management
- Market research
- Investment opportunities
- Team building
- International business
- Business decision making
- The English legal system

## Entry Criteria

**Level 2:** Four GCSEs at grade D/3 or above, across a range of subjects preferably English language and maths, or successful completion of a Level 1 qualification, or relevant experience for mature students.

**Level 3:** Five GCSEs at grades C/4 or above in a range of subjects including English language and preferably maths, or a relevant Level 2 qualification at merit or above, or relevant experience for mature students.

## Personal Development & Skills

This course will provide opportunities for you to go beyond the purely academic, as there is a strong thread of personal and skills development embedded in your course.

You will participate in enrichment activities, such as healthy cooking, physical activities, fund raising, charitable work, and develop a deeper understanding of the society we live in by having the opportunity to explore and discuss current affairs.

## Course Duration

Level 2: one year, full time

Level 3: two years, full time

## Campus

Coutanchez



## Assessment Method

You are required to complete coursework which will be in a variety of formats which will be assessed by your lecturers, internally verified and then externally verified by the awarding organisation.

At Level 2 you are also required to complete one computer based external examination and an externally set and marked piece of coursework. For each of the units you complete you can achieve either a pass, merit or distinction grade.

At Level 3, assessment will be by a range of methods including written reports, portfolios, presentations and observation of team work and role plays, externally assessed course work and controlled assessments.

## Progression Opportunities

Successful completion of your Level 2 programme of study to include a merit or distinction, English language at Level 2 and overall attendance greater than 88% for progression onto the Business Level 3 course, or employment in a business environment or progression onto another Level 3 programme.

Completion of the Level 3 in Business provides the opportunity to go to university or full-time employment as a trainee in a business environment.

Your tutors will provide information, advice and guidance to help you make informed decisions about your next steps.

## Additional Learning Support

As part of your learning programme, if you have not yet attained a grade C/4 or equivalent in mathematics and English language, you will be required to study a Functional Skill or GCSE in these subjects.

Some students may require additional support for a number of reasons. At the start of your course you will be asked to complete an initial assessment in order for us to identify any additional needs that you may have. During your course, your personal tutor will be able to guide you on how best to access support.

We can offer the following:

- Progress Coaches
- Learner Support assistance (1:1)
- Learner Support assistance (group)
- Learner Support assistance (drop-ins)
- Specialist ESOL teaching
- Study lab sessions
- In-class support
- Special arrangements for exams

## Equality & Diversity

We welcome and celebrate the diversity of our student population. We value and recognise differences in race, gender, sexual orientation, disability, religion or belief and age. Our aim is to provide a learning environment that is inclusive and we are committed to removing conditions that put anyone at a disadvantage.






**For more details or how to apply, please contact: Julie Jones**  
**juliej@gcfe.net (01481) 227500**

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## College of Further Education

**Principal** Dr Louise Misselke RGN, BSc, MSc, Cert Ed.

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*NB: Course information correct at time of print.*

*Courses offered may be subject to change and will run subject to minimum numbers.  
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