



## BTEC Level 3 National Certificate in Business (Single) Course Overview for Years 12 -13

TERM	AUTUMN 1	AUTUMN 2	SPRING 1	SPRING 2	SUMMER 1	SUMMER 2
<b>YEAR 12</b>	<p><b>Unit 3: Personal and Business Finance</b></p> <p>Topic A – Understand the importance of managing personal finance</p> <p>Topic B – Explore the personal finance sector</p> <p>Topic C – Understand the purpose of accounting</p> <p>Topic D – Select and evaluate different sources of business finance</p> <p><b>Revision: Practice past papers.</b></p>	<p>Topic E – Break-even and cash flow forecast</p> <p>Topic F – Complete statements of comprehensive income and financial position and evaluate a business’s performance</p> <p><b>Revision: Practice past papers.</b></p> <p><b>Mock Exams</b></p>	<p><b>Unit 3: External Exams</b></p> <p><b>Unit 1: Exploring Business (Report)</b></p> <p>A: Explore the features of different businesses and analyse what makes them successful</p>	<p>B: Investigate how businesses are organised</p>	<p>C: Examine the environment in which businesses operate</p>	<p>D: Examine business markets</p> <p>E: Investigate the role and contribution of innovation and enterprise to business success</p>

Link to the Specification and exam materials: [BTEC Nationals | Business \(2016\) | Pearson qualifications](#)



TERM	AUTUMN 1	AUTUMN 2	SPRING 1	SPRING 2	SUMMER 1	SUMMER 2
<b>YEAR</b> <b>13</b>	<b>Unit 2: Developing a Marketing Campaign</b>  Learning Aim A: Introduction to the principles and purposes of marketing that underpin the creation of a rationale for a marketing campaign  A1: The role of marketing	A2: Influences on marketing activity  B: Using information to develop the rationale for a marketing campaign B1 Purpose of researching information to identify the needs and wants of customer  C: Planning and developing a marketing campaign  Revision: Practice past papers on Unit 2	<b>Unit 2: External Exams</b>  <b>Unit 8: Recruitment and Selection Process (Report)</b>  A: Examine how effective recruitment and selection contribute to business success	B: Undertake a recruitment activity to demonstrate the processes leading to a successful job offer	C: Reflect on the recruitment and selection process and your individual performance	<b>Unit 2: Developing a Marketing Campaign</b>  Learning Aim A: Introduction to the principles and purposes of marketing that underpin the creation of a rationale for a marketing campaign  A1: The role of marketing