

NCFE DIPLOMA, LEVEL 2

Skills for Business



START DATE

September 2024

DURATION

1 year

LEVEL

Level 2

STUDY MODE

Full-time

AWARDING BODY

NCFE

This study programme is designed to provide an interesting introduction to the world of business. You will have the opportunity to develop a range of skills and techniques essential for successful performance in working life. You will develop the communication skills needed for working in the business sector.

Take your first steps towards a career in business with this full-time study programme taught by dedicated professionals.

Future Career and Earning Potentials: Business Adviser

£20K-£35K Business Analyst £30K-£70K Business Development Manager

£25K-£60K (Source: National Careers Service)

Why study this course?

The course also allows learners to develop the skills required to solve problems, communicate and work effectively with others, providing them the opportunity to learn how to manage and improve their own performance in a business environment.

What will I study?

Six units covering topics such as:

- Business culture & responsibilities
- Customer service in business
- Running a project
- Innovation in a business environment
- Managing performance in a business
- Changes in the business environment

What can I do after this course?

On completion with the appropriate pass and English and maths grades, you can progress through the levels. A range of higher education courses such as Foundation Degrees, Honours Degrees in Management and Business offered by the Heart of Yorkshire Education Group. Alternatively, there are opportunities for Apprenticeships in areas such as Accounting and Business Administration.

Career Opportunities

This study programme will provide opportunities for a wide range of business careers such as accounting technician, apprenticeships in marketing, human resources, event management, facilities officer, fundraiser, customer services officer or retail management.

Entry requirements

Minimum 5 GCSEs at grade 9-3

OR

Level 1 Business qualification

Assessment

Assessments will also be varied to ensure you have every opportunity to demonstrate your knowledge. You may be assessed through practical tasks, short-answer questions, research tasks, written assignments, producing visual displays such as leaflets, observations of role-play.

Visit this course on our website: <https://www.selby.ac.uk/courses/business-skills-ncfe-diploma-level-2>

For further information please contact the college: <https://www.selby.ac.uk/contact>

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