

Welcome

Welcome to BTEC Business! We hope you will enjoy your journey over the next two years. It goes fast, so be prepared to work hard from Day 1! This will be a new subject for many students, but don't worry, by the end of the two years you will be able to impress your family and friends with your knowledge of how businesses work and your ability to set up and run a business venture.

Equipment List

In order to be a successful BTEC Extended Diploma student, you will need the following:

- A pencil case which includes (as a minimum) more than 1 black pen, pencils, a rubber, a pencil sharpener, a red pen, a green pen, a ruler, a calculator and some highlighter pens. A glue stick would also be useful. A clear pencil case is necessary for exams but you don't have to have a clear one in class.
- An A4 notepad which is lined, has a margin and the pages are perforated.
- An A4 ring binder with dividers

Trips and visits

During the two-year programme, you will have access to various external speakers. We will visit the Business Department at Salford University and the University of Central Lancashire (UCLan) for business skills development days. In addition, as part of enrichment, you will have the opportunity to complete a Microsoft Certified Qualification in Word, Excel and/or PowerPoint.

Other information

You will need to be prepared to keep up with current business events in the UK and around the world. You can sign up to various news channels on social media such as the BBC & Twitter, as well as different newspapers or magazines such as The Guardian.

Other useful sources include:

- www.Tutor2u.net (www.youtube.com/@tutor2u-official)
- @BIMEvideos on YouTube (www.youtube.com/watch?v=wxEs9HuGMEs)
- @TakingTheBiz on YouTube (www.youtube.com/channel/UCIJ4pk3uzyWoeoBkGs0hxQ)