

# Level 1 Business (Vocational Studies)

**BUSINESS & MANAGEMENT**  
Wakefield College



## Course Overview

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 and achieve a Level 1 Introductory Diploma in Vocational Studies.

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

You will learn through a mixture of classroom based learning and practical activities. Video and photographic evidence is used throughout the year to record progress.

As well as projects and assignments based on realistic workplace situations and activities. Learning methods will include classroom presentations, group work, research tasks, exhibitions and visits and guest speakers.

You will develop skills and benefit from our links with employers such as: Wakefield District Housing, We are Wakefield, Finance Yorkshire, and Juice Personnel.

## What You Will Study

Whilst the selection of units may vary each year, learners may study:

- Being Organised
- Developing a Personal Progression Plan
- Working with Others
- Researching a Topic
- Finding out About Businesses in your Area
- Organising a Meeting
- Branding a Product
- Presenting a Business Idea
- Contributing to Running an Event
- Communicating with Customers

## How You Will Be Assessed

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.

### START DATE

September

### LEVEL

Level 1

### STUDY MODE

Full-time

### DURATION

1 year

### AWARDING BODY

Pearson

### LOCATION

Wakefield College



For further information about this course, including Entry Requirements, Assessments and Further Study, scan the QR code.

## Need More Information?

For additional course information please contact the Course Information Team on **01924 789111** or email **courseinfo@heartofyorkshire.ac.uk**.

To learn more about Wakefield College, our facilities and how we can support you please visit our website **www.heartofyorkshire.ac.uk**.

## Quick Links



**How to Apply**



**Student Support**



**Virtual Tours**

Students may also undertake research, case studies and investigations, presenting your findings in a variety of formats such as reports, brochures and presentations that you might find in working situations within the industry.

## Entry Requirements

3 GCSEs at Grade 9-1.

## Further Study

This course 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.