

LEVEL 2
16-19 STUDY
PROGRAMME IN
BUSINESS



**English and maths
work experience
enrichment activity
290 GLH**

Popular choices for study
programme enrichment include:

Cybersecurity

British Values

Essential Digital Skills Qualifications

Digital Functional Skills Qualifications

Embedding Sustainability

Mental Wellbeing

Employability and Enterprise

Personal and Social Development

Core Aim - Gateway Qualifications Level 2 Diploma in Business

Credits: 39 | GLH 298 | Qualification No: 603/6491/9

Communication Skills for Work
3 Credits | 24 GLH

MANDATORY UNITS

Understanding Business Organisations
3 Credits | 24 GLH

Pick'n'mix optional units –
For a full list of optional units see over

Business Organisational Structures
3 Credits | 24 GLH

Market Research
5 Credits | 30 GLH

Exploring Entrepreneurship
2 Credits | 16 GLH

Digital Marketing
3 Credits | 24 GLH

Supporting Sustainability in a Business Environment
2 Credits | 16 GLH

Business Project
6 Credits | 48 GLH

Understanding Finance in a Business Context
3 Credits | 24 GLH

Working in Business Teams
3 Credits | 24 GLH

Business Documentation
3 Credits | 24 GLH

Promoting Products and Services
3 Credits | 24 GLH

The project unit provides the flexibility to cover significant content of the national technical outcomes.

It can be embedded into learning enabling learners to develop the behaviours and study skills needed for progression to Level 3.

The project unit can also be tailored to local employer needs providing pathways to apprenticeships or employment.

Progression routes to...

Further Study

T Levels

Apprenticeships

Employment

Information correct at time of printing in October 2023. Please check the latest versions of qualification specifications and funding rules before commencing delivery.

This leaflet illustrates how you can use our Business qualifications as the core aim in a 16-19 study programme.

The pathways shown are suggestions based on our experience and that of providers using these qualifications. You can develop other pathways to meet the local, regional and national employer needs relevant to your learners using the units shown below.

If you'd like a free of charge, no-obligation meeting to discuss your particular needs and how you can tackle your specific challenges, call our Business Development team on 01206 911 211 to arrange a suitable time.

Gateway Qualifications Level 2 Diploma in Business

The following units are available within this qualification to support study programmes in business.

Please refer to the qualification specification for details of the rules of combination and barred units.

A range of **Employability**, **English** and **Maths** units are also available for use within this qualification. Please visit our website or view the qualification specification for full details.

UNIT NUMBER	TITLE	LEVEL	CREDITS	GLH
A/618/3394	Budgeting and Managing Money	2	3	24
F/505/2456	Business Communication	3	6	42
F/618/3395	Business Documentation	2	3	24
J/618/3396	Business Organisational Structures	2	3	24
F/650/2457	Business Project	2	6	48
R/617/4085	Communication Skills for Work	2	3	24
Y/618/3578	Creating Business Web-pages	2	6	48
Y/618/3676	Digital Marketing	1	3	27
F/618/3705	Digital Marketing	2	3	24
K/617/4156	Digital Skills for Work	2	3	24
K/617/4092	Exploring Entrepreneurship	2	2	16
A/617/4100	Introduction to Self-Employment	2	3	24
D/618/3405	Market Research	2	5	30
K/618/3438	Online Business Activities	2	4	32
H/618/3406	Personal Budgeting and Managing Money	2	6	48
M/618/3408	Planning and Running an Event	2	4	32
T/618/3409	Promoting Products and Services	2	3	24
H/650/2458	Quality and Compliance	2	3	24
K/618/3410	Running an Enterprise Activity	2	5	40
T/618/3412	Supporting Business Meetings	1	3	27
F/618/3414	Supporting Sustainability in a Business Environment	2	2	16
L/618/3416	The Marketing Environment	2	3	24
L/618/3433	The Role of an Administrator	2	3	24
K/504/7851	Understanding Business Meeting Techniques	2	3	27
Y/505/2494	Understanding Business Organisations	2	3	24
H/618/3437	Understanding Finance in a Business Context	2	3	24

UNIT NUMBER	TITLE	LEVEL	CREDITS	GLH
D/505/2495	Understanding Legislation and Regulations in a Customer Service Context	2	2	16
L/618/3447	Working in Business Teams	2	3	24
T/618/3569	Working with Customers	2	3	24
K/618/3455	Working with Office Equipment and Systems	2	3	24
A/618/3704	Working with People in Organisations	2	3	24

