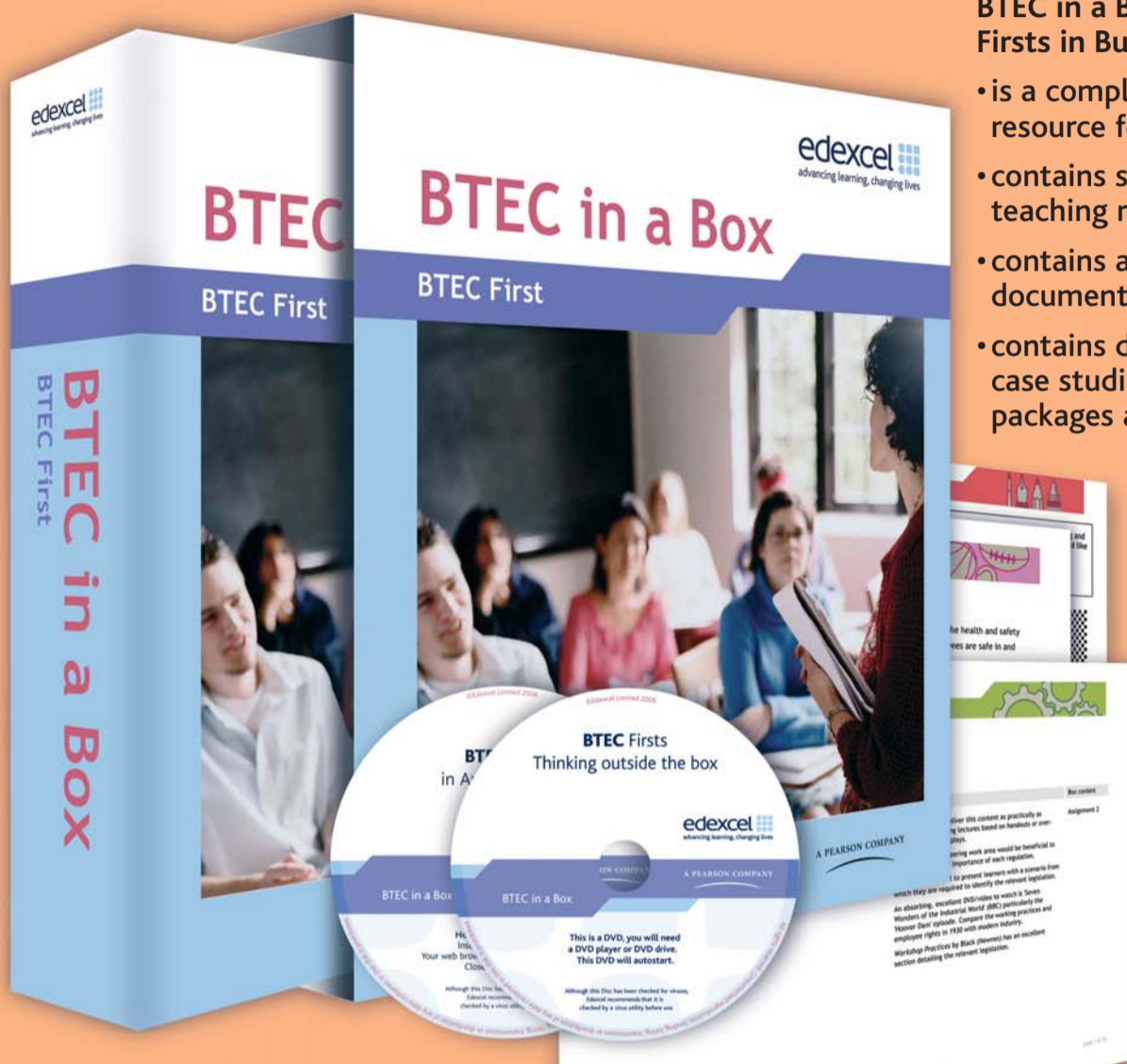


## BTEC Firsts in Business

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### BTEC in a Box for BTEC Firsts in Business:

- is a complete starter resource for the course
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A BTEC Firsts in Business Study Guide is available **FREE** to every candidate registered on the BTEC Firsts course.  
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# What's in the box?

You'll find all the resources you need to start teaching your BTEC Firsts in Business. The box contains complete support for seven units, consisting of:

assessment exemplar	
ASSIGNMENT TITLE	Understand the nature of business and ownership
TASK NUMBER AND TASK DETAIL	<p><b>Task 1</b></p> <p>Plan and design an informative set of structured notes describing four business organisations. These are to be given to the new apprentices. If you wish, you could use Siemens plc, Bells Fish &amp; Chips, The Prince's Trust and Ford Component Manufacturing Ltd as your examples.</p> <p>Alternatively, you are allowed to use any four businesses you wish. However, these businesses should be distinctly different from each other so that trainees can see a range of types.</p> <p>Produce the four descriptions as instructed. Remember, notes should be carefully arranged using headings, bullet points and indentation.</p> <p><b>Task 2</b></p> <p>Your boss is expected to give a talk to the trainees on the third day of their induction period. The subject of her talk is: "Comparing ownership and purposes". She has asked you to help her.</p> <p>Prepare a presentation for her, based on a comparison of two different businesses. You might consider comparing a sole trader with a public limited company (plc), knowing there are many differences in terms of control, size and scale as well as in what they are trying to achieve. An alternative would be to compare a public service with a private business.</p> <p>The choice is yours, and your boss simply smiles and says: "Thanks, have fun!"</p>
ASSESSMENT CRITERIA	<p>P1 describe four different types of business organisations in terms of ownership and scale</p> <p>M1 compare and contrast the ownership, aims and objectives of two selected business organisations</p>
GRADE / LEVEL	Successful completion of Task 1 will lead to a pass grade. Successful completion of Task 2 will lead to award of merit grade. The answers below would achieve the pass and merit grades respectively.
EXEMPLAR ANSWER	<p><b>Task 1: Types of business organisation</b></p> <p>There are many reasons why organisations exist. These reasons depend on their main purposes. I will describe the general purposes, then the ownership, and then give four descriptions of example organisations.</p> <p><b>A: Purposes</b></p> <p>The main purposes can be profit, offering services we all need and offering voluntary services.</p> <p>I will look at each of these in turn.</p>
<p>BTEC in a Box <span style="margin-left: 150px;">BTEC First Business Unit 1</span> <span style="float: right;">Page 1 of 5</span></p>	

- a detailed delivery plan
- case study activities
- two full assessment packages which include assignments, teaching guidance and exemplars
- three newsletters with hints and tips from lead verifiers and advice on teaching the BTEC Firsts.

Visit [www.edexcel.org.uk/firsts](http://www.edexcel.org.uk/firsts) for further information on BTEC Firsts and click on any subject heading to view sample pages.

## The units supported in BTEC in a Box are:

**Unit 1 Exploring Business Purposes**

**Unit 2 Developing Customer Relations**

**Unit 3 Investigating Financial Control**

**Unit 4 Business Communication**

**Unit 5 People in Organisations**

**Unit 6 Providing Business and Administration Support**

**Unit 8 Doing Business Online**

You'll also receive a **FREE CD** that contains the specification, electronic files of all the support material and all the BTEC guidance and information your centre requires. A **FREE DVD** contains visual case studies of schools offering BTEC and interviews with students and teachers who have made the most out of their BTEC course.

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Title	Publication	ISBN	Price	VAT	QTY	Total
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