



# COURSE OUTLINE

Subject: OCR Level 3 Cambridge Technical Extended Certificate	
Term	Main Assessment task
<b>Autumn 1</b>	
<p><b>Unit 1</b></p> <p><b>The Business Environment</b></p> <p>This unit topic will be supported by an out and about trip where learners will interact with business owners and receive insightful information on different types of businesses, how they are structured and constraints/difficulties. Learners will also get first hand insight of functions of various businesses in different industries.</p> <p>Classwork Activities;</p> <p>Create a Business Plan</p> <p>In-Class Exam Style Questions “Why is recruitment needed in business?” “How would Morgan Stanley’s recruitment practices and methods differ from those of the World Wrestling Entertainment”.</p>	<ul style="list-style-type: none"> <li>• Examination at the end of the year</li> <li>• End of Unit Test</li> <li>• Mock Examination</li> </ul>
<b>Autumn 2</b>	
<p>Various classroom based tasks- Differences between aims and objectives, research aims and objectives of organizations and assess S.M.A.R.T aims and objectives</p>	
<b>Spring 1</b>	
<p><b>Unit 2:</b></p> <p><b>Working in Business</b></p> <p>This examination based unit will give learners insight into the inner workings of business.</p> <p>an exam based unit that covers topics such as;</p> <p>Authority and hierarchy, confidentiality, business documents, handling workload and communication with stakeholders.</p> <p><b>Unit 4:</b></p> <p><b>Customers and Communication</b></p> <ul style="list-style-type: none"> <li>• Understand who customers are and their importance to businesses”</li> <li>• Communication with customers</li> </ul>	<ul style="list-style-type: none"> <li>• Examination at the end of the year</li> <li>• End of Unit Test</li> <li>• Mock Examination</li> </ul> <p>This unit will be assessed through coursework and practical assessment. Learners will be called upon to create their own mini- business where they will gain practical first-hand experience of interacting with customers.</p> <ol style="list-style-type: none"> <li>1. Unit Test</li> <li>2. Practical Coursework Assignment and evaluation- “Create your own business”</li> </ol>



<p><b>Unit 5:</b> <b>Marketing and Market Research</b></p> <p>This unit will be supported by an out and about trip where learners can ask interact with and employees and business owners varied questions on;</p> <ul style="list-style-type: none"> <li>• Marketing practices (past and present).</li> <li>• Competition</li> <li>• Marketing Mix</li> <li>• Research</li> </ul>	<p>3. In Class Activity Work- Research the customers Coca Cola. Why are they important to the business?</p> <p>This unit will be assessed through coursework. Learners will be called on to carry out Market Research and promote their businesses as part of their coursework assignment.</p> <ol style="list-style-type: none"> <li>1. Coursework Assignment</li> <li>2. Classroom based activities</li> <li>3. Unit Test</li> </ol>
<p><b>Spring 2</b></p>	
<p><b>Unit 21</b> <b>Being entrepreneurial- evaluating viable opportunities</b></p> <p>Within this unit, learners will gain insight of their capabilities as entrepreneurs. They will learn what it means to be entrepreneurial (skills and personality traits), reflect on their own skills and characteristics, reflect on their own ideas, seek improvement and assess existing Business ideas.</p>	<p>This unit will be assessed through Coursework. Learners will be called upon to evaluate their own business that they created during unit 4 and 5, reflect on their own entrepreneurial skills and compare these to existing entrepreneurs while seeking opportunities to develop.</p> <ul style="list-style-type: none"> <li>• Evaluation of “create your own business”</li> <li>• Self-Reflection Coursework</li> </ul> <ol style="list-style-type: none"> <li>1. Coursework Assignment</li> <li>2. Classroom based activities</li> <li>3. End of unit test.</li> </ol>
<p><b>Summer 1</b></p>	
<p><b>Summer 2</b></p>	



## Course Description for OCR Level 3 Cambridge Technical Extended Certificate

### Description

The OCR Level 3 Cambridge Technical Extended Certificate is a Vocational style course (worth one A-Level qualification) which focuses on development of skills and knowledge. Learners will be challenged to develop skills that will be used for life-long learning and routinely applied in the business world including; Time management, organisation, action planning, presenting to a variety of audiences, communication, teamwork, reflection and reviewing skills.

Furthermore, learners will learn a variety of units such as aforementioned and the course will provide learners with a suitable pathway to study Business within a higher education environment or alternatively provide necessary insight for an entry level position working in industry.

### Assessment

Programme is equivalent of one A-Level

#### Grading

D\* (Distinction Star), D (Distinction), M (Merit), P (Pass), and U (Unclassified)

Learners can resit an examined unit once they complete the qualification.

#### Examined Units

Unit 1- The Business Environment- 2 Hour Written Paper

- Multiple Choice Questions
- Short Answer- Case Study Question(s)
- Short Answer- Scenario Question(s)

Unit 2- Working in Business- 1 Hour and 30 Minutes Written Paper.

- Shorter and longer answer questions

Unit 4- Customers and Communication- Coursework based unit

Unit 5- Marketing and Market Research- Coursework based unit

Unit 21- Being entrepreneurial- Evaluating viable opportunities- Coursework based unit

### Out of class learning including home-learning

Homework will be set on a frequent basis as a continuation from in-class work, to encourage wider thinking in follow up topics or as a topic related to current events in the Business environment. Spelling, grammar and punctuation will be assessed accordingly and tasks given will embed functional skills to facilitate learning.

### How parents can help

- Ensure that children are equipped and prepared for in-class learning.
- Ensure that learners engage in homework tasks as appropriate.
- Communicate with the school as necessary regarding pupil progress.