

FREE BTEC First Diploma

Edexcel Level 2 First Diploma in Business

There are six modules which look at the critical parts of running a business.

- **Exploring Business purpose – Identifies the different kinds of businesses and how they work towards specific aims and objectives.**
- **Developing customer relations – Discusses different types of customers and how to ensure customer services meet their expectations.**
- **Investigating financial control- Shows how to produce cash flow forecasts and monitor finances.**
- **People in Organisations – Discusses employment issues both for employers and employees.**
- **Personal Selling – Investigates the sale process and techniques of selling.**
- **Exploring Business Enterprise – Shows how to prepare and develop a business plan and set up a small business.**

This course is delivered online with full tutorial support and is equivalent to four GCSEs grades A-C.

If the BTEC Business course interests you and you have been unemployed for over six months, and would like to volunteer running a café in Fishermead contact us.

It would help if you are computer literate and have access to a computer. Assistance can be given if this is a problem.

Please contact Chris for further details on: 01908 222827 or email chris@mklc.co.uk

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