



Getting Ahead – Pre-course Work

#ThinkBrock

BTEC Level 3 Extended Diploma in Business

Welcome to Business. In preparation for the start of the course, please complete these tasks and have them with you to hand in during your first week of college in September.

These tasks should take you approximately three hours to complete and are designed to give you an introduction to the subject.

Task 1

Nitin is 38 years old and has recently been made redundant. He has received a redundancy payment of £20,000. He wants to save or invest this money for his future. He is considering either putting the money into a savings account or investing in shares.

Assess which of these two options is more suitable for Nitin.

How to structure your answer to an 'assess' question:

1. Write 2 benefits of saving his money
2. Write 2 disadvantages of saving his money
3. Write 2 benefits of investing his money
4. Write 2 disadvantages of investing his money
5. Write a conclusion stating which you think is best for Nitin and why.

Hint: make sure to link back to the scenario eg: redundancy and age.

Task 2 – Exploring Businesses

The Business Level 3 Course involves report writing. Complete the following to provide a basis for your written skills. This should be about 2 pages in total when completed.

Scenario: You must decide on a purchase from the categories below. For the two options, research the benefits and drawbacks, factors you need to consider and issues that may arise.

Step 1: Choose one of the essay topics below:

- A small car or a luxury sedan
- A brand new phone or a refurbished phone
- A portable game system or a stationary game system
- A luxury handbag or a high street backpack
- A trip to a beach destination or a city break



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- **Feel free to choose two other contrasting items if you prefer**

Step 2 Create a table that provides the research, be specific in naming the business name, features of the products and prices/costs to consider (about half a page).

Column 1 should have a list of features for the first option.

Column 2 should have a list of all features for second option.

Step 3 Write a 3-paragraph essay, this should be about 1 and a half pages.

- Paragraph 1 should explain the first option
- Paragraph 2 explains the second option
- Paragraph 3 should provide the choice you made, why you made it and why you rejected the other option.

Getting Equipped

You will need the following:

- A ring binder
- Dividers
- Pens, highlighters, pencils, dry-erase markers
- Planner/diary
- BTEC Business Textbook, Book 1 / ISBN 978-1292126241