

KS5 Curriculum Overview: BTEC Level 3 National Extended Certificate in Business

Year 12

Rationale: In Year 12 students will cover half of their course, taking one written exam and completing three pieces of course work. All units in the BTEC go towards students' final grade, so assessment is modular and doesn't rely on a final exam after two years. Firstly, in Unit 3, students will learn about both personal and business finance, developing an understanding of finance products, different sources of finance and a range of financial tools that a business uses to monitor, control and improve their financial position. We want students to be able to analyse a range of scenarios and be able to recommend appropriate actions. This exam is taken in January of Year 12, before moving on to Unit 1, which comprises of 3 pieces of course work exploring businesses and innovation. By completing these units in Year 12, students will have finished most of their course by the end of the year and benefit from having only one more exam and 2 smaller pieces of course work to do in Year 13, allowing them to focus on other challenges.

Term / topic length	Outline	Assessment	Home learning	Resources	Knowledge/ skills end points	Literacy
Autumn 1 Unit 3 Learning aims A&B – 4 weeks Unit 3 Learning aims C,D&E – 4 weeks	Unit 3 Learning Aim A&B <ul style="list-style-type: none"> Functions of money Influences on spending and saving Planning expenditure/ personal finance Methods of payment, pros and cons Current accounts Managing personal borrowing Saving & investment products Insurance products Financial institutions Methods of communication Consumer finance protection Sources of personal finance advice Unit 3 Learning Aim C,D&E: <ul style="list-style-type: none"> The purpose of accounting Types of business income Types of business expenditure Sources of business finance Cash flow forecasts Break-even analysis 	<ul style="list-style-type: none"> Short topic tests in class End of learning aims tests in class Weekly marked tasks for home learning 	<p>HL tasks throughout the year will be focused on the current unit.</p> <p>Each teacher will set one piece of homework every week, so students have two pieces a week.</p> <p>Homework tasks may include:</p> <ul style="list-style-type: none"> Research tasks Marked exam questions Seneca Learning online revision Completion of FAR work Past papers 	<p>Scheme of learning. Varied resources available in the department staff area:</p> <ul style="list-style-type: none"> Lesson PowerPoints Worksheets HL sheets Youtube videos Past papers 	<p>Knowledge and understanding end points are as per the course outline.</p> <p>Skills end points include:</p> <ul style="list-style-type: none"> Development of analysis skills using chains of reasoning Development of application skills, knowing how to use case studies to justify analysis and evaluation Development of specific quantitative skills relating to personal and business finance: <ul style="list-style-type: none"> Break-even Margin of safety Contribution per unit Total contribution ROCE Liquidity 	<p>Reading of business news articles is actively encouraged and will be essential for students aiming to demonstrate their understanding of real-world business contexts. We will regularly provide articles or discuss current news headlines and their impact. This kind of reading is also set for home learning and should be something students do independently in addition to this.</p> <p>We use a lot of case studies to teach students the art of selecting the most appropriate and relevant information to</p>
Autumn 2 Unit 3 Learning aim F & revision – 3 weeks Unit 3	Unit 3 Learning Aim F: <ul style="list-style-type: none"> Statement of comprehensive income Statement of financial position Measuring profitability Measuring liquidity Measuring efficiency Limitations of financial ratios 	<ul style="list-style-type: none"> End of learning aims tests in class Past papers 				

Learning aims A-F revision – 3 weeks	Unit 3 Revision for exam – all learning aims	<ul style="list-style-type: none"> Weekly marked tasks for home learning 			<ul style="list-style-type: none"> Gearing Payables days Receivables days Inventory turnover 	support analysis and evaluation. Students are required to research and report on real business examples, so will develop
Spring 1 Unit 3 Revision - 1 week Unit 1 Learning aim A - 2 weeks Unit 1 Learning aim B - 3 weeks	Unit 3 Revision for exam – all learning aims Unit 1 Learning Aim A: Explore the features of different businesses and analyse what makes them successful <ul style="list-style-type: none"> Features of businesses Stakeholders and their influence Effective business communications Unit 1 Learning Aim B: Investigate how businesses are organised <ul style="list-style-type: none"> Structure and organisation Aims and objectives 	<ul style="list-style-type: none"> Unit 3 exam: Monday 12th January 2026 Case study tasks Practice course work essays 	HL tasks throughout the year will be focused on the current unit. Each teacher will set one piece of homework every week, so students have two pieces a week.	Scheme of learning. Varied resources available in the department staff area: <ul style="list-style-type: none"> Lesson PowerPoints Worksheets HL sheets Past papers Youtube videos Exemplar materials 	Knowledge and understanding end points are as per the course outline. Skills end points include: <ul style="list-style-type: none"> Further development of analysis skills using chains of reasoning Development of research and referencing skills for assignment writing Further development of application skills, using real-world examples Development of evaluative skills drawing conclusions and suggesting courses of action in context 	their skills in finding information, reading and interpreting it. We do a lot of work structuring essays and referencing these correctly. Students will gradually develop essay writing skills, using a range of contexts to deeply analyse and evaluate the information given.
Spring 2 Unit 1 Learning aim A course work - 3 weeks Unit 1 Learning aim B course work - 2 weeks	Unit 1 Learning Aim A&B course work completion – assignment set by Pearson Edexcel	<ul style="list-style-type: none"> Learning A course work 1st submission Learning B course work 1st submission 	Homework tasks may include: <ul style="list-style-type: none"> Research tasks Case study questions Completion of FAR work Course work completion 			Students are provided with key terms for each unit and are encouraged to use these from the start so using these becomes second nature.
Summer 1 Unit 1 Learning aims C&D - 3 weeks Unit 1	Unit 1 Learning Aim C&D: Examine the environment in which businesses operate <ul style="list-style-type: none"> External business environment Internal business environment Competitive environment Situational analysis Different market structures Supply, demand and price relationships 	<ul style="list-style-type: none"> Case study tasks Weekly marked tasks for home learning 	HL tasks throughout the year will be focused on the current unit. Each teacher will set one piece of	Scheme of learning. Varied resources available in the	Knowledge and understanding end points are as per the course outline. Skills end points include:	

Learning aim E - 3 weeks	<ul style="list-style-type: none"> Pricing and output decisions <p>Unit 1 Learning Aim E:</p> <ul style="list-style-type: none"> Role of innovation and enterprise Benefits and risks of innovation Real-world examples of innovation 	<ul style="list-style-type: none"> Learning A course work final submission Learning B course work final submission 	<p>homework every week, so students have two pieces a week.</p> <p>Homework tasks may include:</p> <ul style="list-style-type: none"> Research tasks Case study questions Completion of FAR work Course work completion 	<p>department staff area:</p> <ul style="list-style-type: none"> Lesson PowerPoints Worksheets HL sheets Past papers Youtube videos Exemplar materials 	<ul style="list-style-type: none"> Consolidation of analysis, application and evaluation skills Development of ability to use qualitative and quantitative data to support analysis, make judgements and suggest improvements Further development of research and referencing skills for assignment writing 	
<p>Summer 2</p> <p>Unit 1</p> <p>Learning aims C&D course work</p> <p>- 3 weeks</p> <p>Unit 1</p> <p>Learning aim E course work</p> <p>- 3 weeks</p>	<p>Unit 1 Learning Aim C&D course work completion – assignment set by Pearson Edexcel</p> <p>Unit 1 Learning Aim E course work completion – assignment set by Pearson Edexcel</p>	<ul style="list-style-type: none"> Learning C&D course work 1st submission Learning E course work 1st submission Learning CD course work final submission Learning E course work final submission 				

Year 13

Rationale: In Y13 students complete the remaining half of assessments, starting with the Unit 2 exam, which is taken in January. As for the Unit 3 in Year 12, taking the exam in January allows time for a summer resit if this is necessary. The Unit 2 exams is synoptic, drawing on all previous learning about finance, business objectives, marketing, budgeting and time management in order to produce a marketing plan for a given scenario. The final piece of assessment is the Unit 14 course work, which comprises of one written report and one practical assessment in the form of a role play. Unit 14 is the smallest of all units, so leaving this to the end allows students to complete it in time to focus on any external examinations in other subjects, or summer resits in this subject.

Term / topic length	Outline	Assessment	Home learning	Resources	Knowledge/ skills end points	Literacy
Autumn 1 Unit 2 Learning aims A,B&C - 6 weeks	Unit 2 Learning aim A: <ul style="list-style-type: none"> The role of marketing Influences on marketing activity Unit 2 Learning aim B: <ul style="list-style-type: none"> Purpose of market research Market research methods and use Developing the campaign rationale Unit 2 Learning aim C: <ul style="list-style-type: none"> Marketing campaign research activities The marketing mix Writing the marketing campaign Appropriateness of a campaign 	<ul style="list-style-type: none"> Short topic tests in class End of learning aims tests in class Weekly marked tasks for home learning 	HL tasks throughout the year will be focused on the current unit. Each teacher will set one piece of homework every week, so students have two pieces a week. Homework tasks may include:	Scheme of learning. Varied resources available in the department staff area: <ul style="list-style-type: none"> Lesson PowerPoints Worksheets HL sheets Youtube videos Past papers 	Knowledge and understanding end points are as per the course outline. Skills end points include: <ul style="list-style-type: none"> Development of in-depth analytical skills using logical chains of reasoning from a starting point, which is linked to specific contexts and data analysis. Refinement of application skills, using case studies and your own business knowledge to demonstrate thorough understanding. Development of specific quantitative skills relating to budgeting of a marketing campaign. 	Reading of business news articles is actively encouraged and will be essential for students aiming to demonstrate their understanding of real-world business contexts. We will regularly provide articles or discuss current news headlines and their impact. This kind of reading is also set for home learning and should be something students do independently in addition to this. We use a lot of case studies to teach students the art of selecting the most appropriate and relevant information to support analysis and
Autumn 2 Unit 2 revision and practice – 7 weeks	Unit 2 revision and practice for exam – all learning aims	<ul style="list-style-type: none"> End of learning aims tests in class Past papers Weekly marked tasks for home learning 	<ul style="list-style-type: none"> Research tasks Marked exam questions Seneca Learning online revision Completion of FAR work Past papers 			
Spring 1 Unit 14	Unit 14 Learning aim A&B: <ul style="list-style-type: none"> Customer service in business 	<ul style="list-style-type: none"> Case study tasks 			Knowledge and understanding end points	

<p>Learning aims A&B – 4 weeks</p> <p>Unit 14 Learning aims A&B course work – 2 weeks</p>	<ul style="list-style-type: none"> Customer expectations Customer satisfaction Building customer relationships CS Legislation and regulations Monitoring and evaluating CS Indicators in improved performance 	<ul style="list-style-type: none"> Weekly marked tasks for home learning Learning A&B course work 1st submission 	<p>HL tasks throughout the year will be focused on the current unit.</p> <p>Each teacher will set one piece of homework every week, so students have two pieces a week.</p>	<p>Scheme of learning. Varied resources available in the department staff area:</p> <ul style="list-style-type: none"> Lesson PowerPoints Worksheets HL sheets Youtube videos Exemplar materials 	<p>are as per the course outline.</p> <p>Skills end points include:</p> <ul style="list-style-type: none"> Refinement of research and referencing skills for assignment writing Consolidation of analysis, application and evaluation skills, using case studies and your own business knowledge to demonstrate thorough understanding. Ability to communicate clearly and appropriately with customers verbally and in writing Ability to de-escalate heated situations with customers 	<p>evaluation. Students are required to research and report on real business examples, so will develop their skills in finding information, reading and interpreting it.</p>
<p>Spring 2</p> <p>Unit 14 Learning aim C – 2 weeks</p> <p>Unit 14 Learning aim C course work – 2 weeks</p>	<p>Unit 14 Learning aim C:</p> <ul style="list-style-type: none"> Customer service skills and behaviours Dealing with requests and complaints Skills audit and development plan 	<ul style="list-style-type: none"> Learning A&B course work final submission Mock role-play practical Learning C course work 1st submission 	<p>Homework tasks may include:</p> <ul style="list-style-type: none"> Research tasks Case study questions Completion of FAR work Course work completion 			<p>We do a lot of work structuring essays and referencing these correctly. Students will gradually develop essay writing skills, using a range of contexts to deeply analyse and evaluate the information given.</p>
<p>Summer 1</p> <p>Completion of any course work resubmissions or exam resits</p>	<p>Resubmission of course work / revision for resit exams if necessary</p>	<ul style="list-style-type: none"> Learning C course work 1st submission Weekly marked tasks for home learning 	<p>HL tasks throughout the year will be focused on the current unit.</p> <p>Each teacher will set one piece of homework every week, so students have two pieces a week.</p>	<p>Scheme of learning. Varied resources available in the department staff area:</p> <ul style="list-style-type: none"> Lesson PowerPoints 	<p>Knowledge and understanding end points are as per the course outline.</p> <p>Skills end points include:</p> <ul style="list-style-type: none"> Ability to communicate clearly and appropriately with customers verbally and in writing 	<p>Students are provided with key terms for each unit and are encouraged to use these from the start so using these becomes second nature.</p>
<p>Summer 2</p>	<p>Course completed in May</p>					

			<p>Homework tasks may include:</p> <ul style="list-style-type: none">• Research tasks• Case study questions• Completion of FAR work• Course work completion	<ul style="list-style-type: none">• Worksheets• HL sheets• Youtube videos• Exemplar materials	<ul style="list-style-type: none">• Ability to de-escalate heated situations with customers	
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