Course Information

CITY OF WOLVERHAMPTON COLLEGE

Business Pearson Level 1 Diploma

Study Mode: Full Time

Is this course right for me?

If you want to develop a basic understanding of how to support the activities of a business to enable you to progress into administration work or a higher level business programme, this course will provide you with the foundation for this.

BTEC qualifications are designed to provide practical, work-related learning and the course will provide you with the knowledge, understanding and skills you need to prepare for employment in a business environment and work in a variety of specialisms in the industry.

You will learn by completing projects and assignments that are based on realistic workplace situations and will develop a range of skills to prepare you for the world of work, enable you to add value to business activities in an organisation.

Entry Requirements

For external applicants:
To access this course, you are required to:

- Level 1 English and maths or equivalent
- An interest in business, a commitment to learning and a determination to succeed
- Demonstrate how you have previously had good attendance and punctuality and a good attitude to learning

For internal progression learners (already studying with us):
Learners must be able to demonstrate that they:

- Have successfully completed a relevant course that naturally progresses onto this programme, achieving a good standard
- Have improved their English and maths grades since enrolment
- Have maintained good attendance and punctuality
- Show a consistently positive attitude to learning

What will I learn?

During this course you will study the following modules:

- Developing a personal progression plan
- Working with others
- Researching a topic
- Finding out about businesses in your area
- Organising a meeting
- Branding a product
- Presenting a business idea
- Contributing to running an event
- Recording income and expenditure

What skills will I gain?

By studying this course you will:

- Learn about different local businesses and how they operate
- Produce a CV and personal action plan
- Learn about how to start a new business and marketing the product or service being offered
- Gain valuable team working and communication skills by taking part in team events
- Develop your confidence in presentations

How will I be assessed?

- This is an assignment- based course so there are no exams
- You will be continually assessed throughout the programme through assignments, practical activities and observations carried out by tutors

What can I do next?

Successful completion of the course will enable you to:

- Pursue a career in an office environment
- Find employment as a business apprenticeship
- Progress to the Level 2 Business Extended Certificate qualification*

*Progression to Level 2 requires you to have gained a distinction in the Level 1 course and achieve a minimum of grade 3 GCSE in English and maths.

Delivery

Location: City Learning Quarter

Start Date: 07/09/2026

Day:

Time:

Course Fee:

Course Code: CP0048

Study Mode: Full Time

Apply online: **www.wolvcoll.ac.uk/apply**