

### Course Overview

The aim of the Level 2 Diploma in Skills for Business is to provide students with in-depth knowledge and understanding of the business setting. This course will focus on understanding the business environment, offer depth study of technical skills for business, and providing opportunities to acquire technical and practical skills.

### Eligibility Criteria

For entry into this course, students must meet the following criteria:

- This course can be offered to students of all ages. BSLM does not specify learning requirements for such qualifications. However, students may find it useful if they have already achieved a Level 1 qualification.
- Learners must have the capability to undertake the assessment and meet the learning criteria.

### English Language Requirement

Learners are expected to have English language proficiency of CEFR Level B2, this can be met in any one the following ways:

1. Being a native English language speaker
2. Having achieved IELTS 5.5 or equivalent
3. Having done your last two years of schooling in English
4. Passing our online English language test

### Duration and Delivery

This course is designed to be completed over 30 weeks as a full-time qualification. However, we provide flexible time duration in delivery to accommodate distance and part-time learning, so you can complete the course in as little as six months. The qualification is delivered through our Virtual Learning Environment.

### Assessment & Verification

All units within this course are internally analysed by our internal assessors and externally verified by NCFE. This course is criterion-referenced based on specific learning outcomes. Each unit is graded using the following structure; Not Yet Achieved, Pass, Merit, and Distinction.

### Progression

Successful completion of this qualification enables learners to get direct entry into Level 3 Diplomas in customer service, management, and could even lead to a foundation degree in any business-related discipline.

### Course Includes

- ✔ 360 Guided Learning Hours
- ✔ 480 Total Quality Time
- ✔ 6 Units
- ✔ 34 Learning Outcomes
- ✔ 34 Quizzes
- ✔ 6 Assignments
- ✔ 48 Credits

Course Fee **£455**

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Awarding Body Fee **£96**

Payable by the learner to the awarding organisation within 14 days of starting the course

### Qualification Structure

Choose Any Six

- ✔ Business culture and responsibilities
- ✔ Deliver customer service in a business environment
- ✔ Produce documents in a business environment
- ✔ Solve problems in a business environment
- ✔ Work with others in a business environment
- ✔ Communicate in a business environment
- ✔ Contribute to running a project
- ✔ Innovation in a business environment
- ✔ Manage and improve own performance in a business environment
- ✔ Respond to change in a business environment

