



Transition Tasks

BTEC BUSINESSs

Year 11 → Year 12

Name:



Compulsory Tasks <i>These must be completed before you start your course in September</i>	Minimum Time	Date
1. Consolidating GCSE: BBC Bitesize <ul style="list-style-type: none"> - Read the revision notes on each topic LINK - Answer the multiple-choice questions for each topic 	10 Hours	
2. KS5 Preparation: AO1 is for me - Unit 3 In Sixth form you are expected to arrive at your lessons having already learnt the key facts in advance [Assessment Objective 1] -Prepare AO1 notes, in any form you wish and learn the key facts for the following sections of the specification for Unit 3 Personal and Business Finance: <ul style="list-style-type: none"> - A1 Functions and role of money LINK - A2 Different ways to pay LINK - A3 Current Accounts LINK - A4 Managing personal finance LINK 	10 Hours	
3. Testing your understanding Once you have completed making notes for Unit 3 topics you need to assess your understanding. Complete the following worksheets: <ul style="list-style-type: none"> - A1 Functions and role of money LINK - A2 Different ways to pay LINK - A3 Current Accounts LINK - A4 Managing personal finance LINK Mark your working using the mark schemes: <ul style="list-style-type: none"> - A1 Functions and role of money LINK - A2 Different ways to pay LINK - A3 Current Accounts LINK - A4 Managing personal finance LINK 	10 Hours	
4. KS5 Preparation: AO1 is for me - Unit 8 -Prepare AO1 notes, in any form you wish and learn the key facts for Unit 8 Recruitment and Selection. Use the following LINK to help you.	5 Hours	
5. Report Prepare a report explaining how businesses recruit Unit 8. Use the following LINK to help you.	5 Hours	

Optional Challenge Tasks <i>These will look impressive on your UCAS Personal Statements</i>	Date
<p>1. Suggested Reading</p> <ul style="list-style-type: none"> - BTEC National Book for the 2016 specification. Email me if you want access. nchhibba@hestoncs.org 	
<p>2. Suggested Videos/ Lectures</p> <ul style="list-style-type: none"> - Open Learn course – Fundamentals of Accounting LINK - Open Learn course – The role of the manager LINK 	
<p>3. Suggested Online Courses</p> <ul style="list-style-type: none"> - MOOC – Improve your Business through a culture of Health LINK 	