

## **Level 3 Cambridge Technical Certificate in Business**

### **Summer Work**

### **BRING YOUR WORK TO YOUR FIRST LESSON**

#### **Task One: Key Terms / Definitions (20 minutes)**

In your Business course you will use new terminology. These words will become part of your everyday vocabulary and the assessor will be able to credit this knowledge. To get to grips with this terminology it is worth making your own glossary. You could make flashcards to test your knowledge of the new terms. In preparation for September, research the following terms and find appropriate definitions:

- Stakeholders (and examples)
- Dividends
- Economies and Diseconomies of Scale (with examples)
- Rationalisation / Retrenchment
- Window Dressing



A useful resource can be found at <https://www.tutor2u.net/business/topics>

#### **Task Two: Story of a Business (20 minutes)**

Some well-known high street businesses were in the national news this year; select ONE from the list below and produce a brief summary outlining - a) Why they made news headlines b) Causes of their problems c) Attempts made to resolve the issues and d) Impacts on 2 stakeholder groups.

1. Patisserie Valerie
2. TopShop
3. Debenhams

You could find a news article by following this link to the BBC News website:

<https://www.bbc.co.uk/news/business>

### **Task Three: Using awarding body materials (30 minutes)**

There is plenty of useful information for your level 3 Vocational Business course provided by the awarding body – OCR:

<https://www.ocr.org.uk/qualifications/cambridge-technicals/business-2016-suite/units/#level-3>

If you are studying the one A Level equivalent alongside other subjects select **Certificate**.

If you are studying the 3 A Level equivalent then select **Foundation Diploma**

Spend some time exploring this website and the **specification** for information about the course, method of assessment, exam papers, mark schemes and exam reports.

*Find out how the following: a) How many units are there? b) Which units are externally assessed and which units are internally assessed?*

