



SUMMER WORK BTEC BUSINESS

Extended Certificate

Review

You should use the summer to review your year 12 learning and preview your year 13 learning.

You can either print this booklet or complete by hand or you can obtain this from Moodle and the shared area and complete on screen.

MANDATORY WORK

Crowd-funding:

Mortgages:

Venture capital:

Debt factoring:

Hire purchase:

Leasing:

Trade credit:

Grants:

Donations:

Peer to peer lending:

Invoice discounting:

Mortgages		
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Assessment Practice

1. Give two examples of external finance (2 marks)

2. Outline two advantages of net current assets as an internal source of finance. (4 marks)

Suggested structure:

also an

3. Ahmed wants to open a small business selling custom bikes, and is looking at ways of raising money. He owns his own house and is considering acquiring a second mortgage. He is also speaking to his bank about a loan and is looking at crowdfunding sites, as he thinks his product is innovative and could attract investors.

Assess a mortgage, a loan and crowd funding as sources of finance for Ahmed. (8 marks)

Suggested structure:

However, a mortgage could be considered

table method for Ahmed to raise money for his custom bike

4. Karen runs a road haulage business. She is looking to expand the business and wants to purchase two more lorries.

Evaluate the use of external sources of finance to Karen. (10 marks)

Suggested structure:

here).

(define the source of finance

not be suitable

finance here).

(define the source of

Agencies:

Staff turnover:

Fixed term contract:

Probationary period:

Headhunter:

3. Complete the table below to consider the advantages and disadvantages.

5. Many businesses now make use of online methods to recruit staff rather than traditional advertising such as shop windows or in the local newspaper. Using the table below, make a

3. Study the recruitment documents below and label the important parts.

Vacancy Details

next

Job Title/Vacancy Reference

Sales Consultant N0031889

Location

NEXT Plc.
Unit 8
Tomahawk Trail
Glasshoughton, Castleford
West Yorkshire
WF10 4FR
01977 520153

Applicants must be eligible to work in the specified location.

Closing Date

26/09/2012

Salary

£4.98 - £6.08 p/h

Standard Hours

35 hours
Full Time (Permanent):
Monday-Thursday 10:00-18:00 & Saturday 11:00-19:00

Benefits

In addition to a competitive salary the benefits shown below are typically offered for a job at this level. The exact benefits an individual is entitled to will vary depending on their competency level and/or contract type, therefore some or all of the benefits may not apply.

Bonus Scheme
Healthcare Scheme
Life Assurance
Pension Scheme
Savings Related Share Option Scheme
Staff Discount
Uniform Allowance

Job Description

PLEASE READ: We may have various hours available within this store. Therefore please specify the hours that you are available to work within the application form.

Summary of Role

To work as part of the sales team providing excellent customer service.

Responsibilities

Providing Customer Service:

To work as part of the sales team in order to provide excellent customer service through:

- Providing and continuously developing their product knowledge.
- Understanding and demonstrating customer care and high levels of customer service both on the sales floor and till points.
- Replenishing stock and maintaining high standards of merchandising and housekeeping.
- Displaying good listening skills, identifying customer needs and responding to them

Person Specification

	Essential	Desirable
Experience		
Experience of working in a customer service environment		X
Previous work experience in a similar environment (i.e. retail or alternatively if at school as work experience).		X
Skills		
Ability to work constructively as part of a team	X	
Ability to work independently	X	
Evidence of customer service skills		X

4. Read the letter of application below. Would you invite this candidate for an interview? Justify your reason.

