



Understanding the Business Environment

Would you like to develop those transferable professional skills and behaviours needed for the workplace? Recommended for those +19 learners already studying an AAT qualification and who are wanting to progress to Level 2 Certificate in Accounting or learners who want to improve on their current skills and knowledge. This course will help to build your awareness of the everchanging business environment and the impact that it has on businesses, sole traders and large organisations. This course will also enable you to develop the knowledge and skills to work effectively in these organisations. Key topics will be delivered such as the understanding of organisation structures, business communication, business regulations and business ethics. Students will learn about the finance aspects of a business and how to manage their workload and the importance of confidentiality and security of data. Study in a fully equipped IT Suite, and take full advantage of boosting your career prospects and work productivity by joining us on this course!

WHAT WILL I NEED?

Please be prepared to provide your residency documents such as a passport, EU citizen ID card, UK Birth Certificate or Biometric Card. If you have been in the UK for less than 3 years or have entered the UK with a visa you will need to provide evidence that you are eligible to study in the UK - your visa, your biometric card that covers the duration of your course or any relevant home office documents to support your residency should all be provided. If you're an EU, EEA or Swiss citizen we will need to see evidence of 'Pre-Settled' or 'Settled-status' documents. Also for funding purposes we would need to see evidence of payslips if working (within the last 3 months). If you are receiving benefits (e.g JSA, ESA, Universal Credit (UC), Housing benefits etc. please provide evidence of this).

WHAT CAN I DO AFTER?

Upon successful completion of the course you can progress into further study in this area.

Start Date: 20 April 2023

Day: Thursday

Time: 09:00-17:00

Duration: 12 Weeks

Venue: Tottenham Centre