

## BUSINESS STUDIES IGCSE COURSE



Our Business Studies IGCSE Course covers the business aspects of organisations within their economic, political and social contexts. Business Studies involves the investigation of how enterprise adds value by organising the production of goods and services.

The performance of business is studied from a range of perspectives. Using case studies, Business Studies ensures that candidates have knowledge, understanding and experience of the real world of business organisations.

The use of case study materials also requires that candidates use a variety of methods to analyse and evaluate this evidence and thus make reasoned judgements in the context of real business scenarios.

Core business skills are essential for many careers. This tried and trusted course covers a wide range of issues that are important in the world of business today, including the ownership and control of business, its aims and objectives, the management of people, finance, production and marketing.

Each lesson of the Business Studies IGCSE course begins with a set of clearly stated objectives and an explanation of its place in the overall programme of study.

### Syllabus:

The Business Studies IGCSE course is designed to prepare students for the **Edexcel IGCSE in Business Studies (4BS0)** for examinations in June 2012 and later years.

The course consists of 5 modules and 22 lessons in total, with 9 TMAs. The module names and contents follow the sequence laid out in the Edexcel 4BS0 specification:

- Business Activity and the Changing Environment
- Human Resources (HR)
- Accounting and Finance
- Marketing
- Production.

### Examination:

There is a single 2 hour written examination in 2 sections, with a single tier of entry.

### Coursework:

No coursework is required.

**Price:**  
£295.00

**Instalment Options:**  
You can spread the payments for this course over 4 monthly payments. 1 initial payment of £145.00, followed by 3 monthly payments of £50.00.

**Course Format:**  
Paper Based Course Materials

**Assessment:**  
1 Examination

**Approximate Study Time:**  
200 Hours of Self Study

## Additional Reading:

The Business Studies IGCSE Course is designed to be a complete preparation for the IGCSE examination and there is no compulsory supporting textbook. However if you want to read more widely around your subject we recommend the following texts:

- Business Studies: IGCSE by Chris J. Nuttall. (**ISBN-10:** 0521750954 - **ISBN-13:** 978-0521750950)
- GCSE Business Studies by David Butler & John Hardy. (**ISBN-10:** 0198328354 - **ISBN-13:** 978-0198328353)
- Business Studies for GCSE by Renee Huggett. (**ISBN-10:** 000711513X - **ISBN-13:** 978-0007115136)

## Technical Support:

Every student receives a personal tutor with whom they need to keep in regular contact. The essential relationship between student and tutor begins with an introductory letter and a telephone call to help decide on a study plan.

All course tutors are fully qualified teachers holding either a Postgraduate Certificate in Education or a degree in education. So when you enrol on a course you can be assured of the assistance of a professionally qualified subject specific tutor. We don't set a limit on how often you can contact your tutor. The Advice and encouragement our tutors provide are an important part of your learning experience. You can contact your tutor by Phone, Post or Email. There are tutor-marked assignments (TMA's) in every course.

The TMA's help the student consolidate the learning he or she has done and prepare for examinations. All tutors have a local rate telephone number such as a 0845 number. This means that when you phone your tutor it will only cost you the price of a local call. Whilst you are still actively submitting assignments, you should expect to be in contact with your tutor regularly. Remember, to get the most out of your tutor, you will need to tell them when you need assistance.

## Examination Centres:

Exams must be taken at a registered Exam centre. We offer distance learning courses and we are not an exam centre. Student advisors can assist with finding centres and dealing with coursework forms but we do not book exams for students.

To request a list of Edexcel registered centres please send an email to the following address: [private.candidate@edexcel.com](mailto:private.candidate@edexcel.com).

Edexcel are currently in the process of putting together a comprehensive list of those centres that provide assistance to private candidates and this will be available before the end of the year. For the time being when you send an e-mail, please ensure that you give details of where you live, such as county or postcode and information on what qualifications and specifications you wish to enter.

## IGCSE Examination Fees:

On average the IGCSE examination fee is approximately £35.00 per subject regardless of the amount of examinations, plus an administration fee which is at the discretion of the exam centre.

## Studying from Abroad:

It is possible to study any of our courses from anywhere in the world. The IGCSE is offered to students in over 150 countries.

We advise contacting the British Council or your local schools and colleges to enquire if they can offer the Edexcel IGCSE examinations.