

## Business with Administration and IT

Edinburgh College

### Venues

Milton Road Campus  
Sighthill Campus

### Content

This course is designed to introduce you to a wide range of business areas including accounting, economics, law, marketing, and related skills such as communication and IT. You will develop the skills and knowledge necessary to understand how organisations work, how they are affected by the world around them, and the kind of job that best suits your skills and interests.

Upon successful completion of the course, you will receive a National Progression Award in Business and IT.

Content: Understanding business; Managing people and finance; Web apps: spreadsheets; Web apps: word processing; Marketing: Basic principles; Customer care; Marketing operations and the Scottish Economy; Economics.

### Start Date

September

### Qualification

Other

### Study Method

Full time

### Course Length

1 year

### Department

Enterprise and Commerce

### Entry Requirements

4 subjects at National 5 including English and Maths. Interview and written piece of work.

### SCQF Level

5

## SCQF Points

«SCQFPoints»

## Combination Courses

«htmlCombinationCourse»

«htmlCombinationUCASCode»

## Address

«Address»

## Website

[www.edinburghcollege.ac.uk](http://www.edinburghcollege.ac.uk)