

Introduction to Business, Administration and Accounting

UHI Inverness

Venues

Inverness Campus

Content

This course is for anyone wishing to embark on a career or to progress to further study in Business, Administration or Accounting.

It has been designed to provide candidates with a range of skills and knowledge that employers value and also gives an excellent foundation for study on the HNC Business, HNC Administration and IT or HNC Accounting.

Subjects will include: Understanding Business; Marketing Basic Principles; Practical Office Skills and Technologies; Preparing Management Accounting Information; Preparing Financial Accounting Information; Spreadsheets and Word Processing.

Start Date

August

Qualification

Other

Study Method

Full time

Course Length

1 year

Department

Business and Computing

Entry Requirements

4 subjects at National 4 including English.

SCQF Level

5

Progression Routes

«ProgressionRoutes»

Combination Courses

«htmlCombinationCourse»

«htmlCombinationUCASCode»

Address

1 Inverness Campus
Inverness
Highland
IV2 5NA

Website

www.inverness.uhi.ac.uk