

Introduction to Business, Administration and Accounting (Level 5)

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»

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