

National 4 Business (Course Code: C708 74)

SCQF Level 4 (24 Credit Points)

Why study Business?

Business affects every aspect of our lives and is an important part of the economy. This course will help you to understand how business works. You will learn how small businesses operate and what kinds of things influence business. Learning about business will help you to think logically and be flexible and resourceful about making decisions.

These skills are useful in work and life. They are particularly valuable if you are interested in working in business, whether as a business owner or employee.

Career Pathways

To see what career areas this subject could lead to and the routes to get there, download and view these career pathways:

[Administration and Management](#)

[Animals, Land and Environment](#)

[Buying, Selling and Related Work](#)

[Communications and Media](#)

[Finance](#)

What do I need to get in?

Entry is at the discretion of the school or college but you would normally have achieved:

- **National 3 Business**

What will I study?

Business is a practical hands-on subject that relates the study of business to real-life situations. You will learn to use ICT to gather, analyse and communicate business information, and communicate effectively in a business context. This includes understanding money, interpreting data, and using tables, charts and other graphical displays.

The course has **two** compulsory units, plus an **added value** unit that assesses your practical skills.

Business in Action (9 SCQF credit points)

In this unit you will:

- learn how and why businesses develop and operate
- understand how businesses satisfy customers' needs
- learn how marketing, finance, operations and human resources support business planning and decision-making.

Influences on Business (9 SCQF credit points)

In this unit you will:

- investigate stakeholders' influence on businesses
- develop your understanding of the financial, economic, competitive and social environment in which businesses operate.

Added Value Unit: Business Assignment (6 SCQF credit points)

In this unit you will:

- plan, research and produce a report that demonstrates the skills and knowledge you have gained from studying the other units.

How will I be assessed?

Your work will be assessed by your teacher or tutor on an ongoing basis throughout the course. Items of work might include:

- practical work - such as enterprise and employability skills
- written work - research assignments and reports
- projects
- class-based exams.

You must pass both units to get the qualification.

Study Materials

What can I go on to next?

If you complete the course successfully, it may lead to:

- **National 5 Business Management**

Further study, training or employment in:

- Administration and Management
- Finance

- Hospitality, Leisure and Tourism
- Housing, Property and Facilities
- Transport and Distribution