

A student's guide to the GCSE in

BUSINESS AND COMMUNICATION SYSTEMS

What is GCSE Business and Communication Systems all about?

- This course brings together the subjects of Business and ICT
- It features an active, practical approach to up-to-date business and communication systems in the working environment
- The practical nature of the course is demonstrated through the coursework and the practical paper

Will I enjoy this course?

You will enjoy this course if you want to study a subject that:

- is **relevant** to the world you live in, and to your future
- focuses on the world of **business and information communications technology**
- involves coursework
- develops a full range of skills that will be useful in other subjects you study, and in employment

How does it follow on from what I have learned before?

You have already developed a range of skills and knowledge that will be of great help in studying this course. You will be able to apply what you are learning and understand more about the world of business and information communications technology.

What about exams?

You will take two exam papers.

The first examination paper will be practical and is worth 35%. You will work on a computer and apply the knowledge you have learned about business and communication systems during the course to a scenario set for you.

The second examination paper covers the full range of topics. It is based on a pre-released case study and is worth 40%.

Is there any coursework?

Coursework will help you to learn about all aspects of the world of business and communication systems and is designed to allow you to demonstrate a range of skills including ICT and problem solving. You will hand in one piece of coursework.

What other skills might I develop?

Business and Communication Systems is an ideal subject for developing a full range of skills. You will learn how to research information from different sources and present it in a variety of ways. You will gain experience of working with data, using statistics and ICT software such as databases, spreadsheets and graphics packages. You will also learn to review your own work and progress. These 'transferable' skills will be useful in your studies at GCSE and beyond and in the world of work.

What could I do next with GCSE Business and Communications Systems?

A good grade at GCSE will help you move on to any AS, A level, vocational A level or BTEC National course. If you enjoyed your Business and Communication Systems GCSE, you might want to study a related subject like Business, Retail and Distributive Services, ICT or Media.

Employment opportunities where your business and communication skills will be particularly valued include business management, retail management and ICT.