

Business Management

Are you looking for a professional qualification which will help you in your career?

Do you want a qualification that can lead to a university degree course?



Why study business management?

Successful organisations, whether large or small, are well managed. The development of management skills within an organisation is an essential part of continued business growth.

The Association of Business Executives (ABE) offers five levels of qualification in business management to improve your knowledge and skills. Start with the ABE Level 3 Diploma in Business Management (QCF) to give you an introduction to all the main areas of a business. You will learn how to carry out key business tasks such as finance, communication, research and using IT effectively in a business context.

This qualification can help you gain employment and improve your performance in a wide variety of entry-level and junior business roles as the skills and knowledge covered are applicable to any industry. If you want to continue studying, you can progress to any of the ABE Level 4 qualifications. These provide a cost-effective route to a degree through one of our university progression agreements.



Business
Qualifications

Founded 1973

ABE qualifications are:

- Practical professional qualifications which will help you find a job or obtain a promotion
- Officially recognised for university entrance by more than 80 universities worldwide, and also accepted by many more, for entry onto the first, second or final year of study (depending on the QCF level of ABE qualification)
- High quality as ABE is recognised by Ofqual, the UK's regulatory authority, as well as equivalent bodies worldwide
- Listed on the UK's Qualifications and Credit Framework (QCF) of regulated qualifications
- Taught to 50,000 students worldwide every year by hundreds of colleges which between them offer a range of flexible study options (full time, part time, distance learning or self-study)
- Provided with comprehensive student support information including study tips, study manuals, past exam papers, specimen answers, recommended reading lists and a quarterly magazine available online or in print
- Flexible, as the optional units enable you to specialise in the areas that particularly interest you, units can be studied in any order, and many units are common to more than one programme, so you can very easily switch between qualifications or take a second qualification at the same level
- Cost-effective because ABE is a not-for-profit organisation so it endeavours to ensure that its prices are always as affordable as possible, plus taking an ABE qualification to fast track to university can give you significant savings

? What do the levels mean?

The levels refer to the 'level of learning' required to complete the qualification. Qualifications at the same level are therefore broadly similar (or comparable) in the level of learning required. Thus the ABE Level 6 Diploma is rated at Level 6 on the Qualifications and Credit Framework (QCF), the same as a UK Bachelors degree.

QCF Level	Other qualifications at the same level
Level 3	UK 'A' level, BTEC National Certificate
Level 4	BTEC Professional Diploma
Level 5	UK Foundation Degree, HND
Level 6	Bachelors Degree
Level 7	Masters Degree

ABE Level 3 Diploma in Business Management (QCF) (601/3485/9)

Compulsory units

- Understanding the Organisational Context of Business (R/506/4448)
- Understanding and Using Business Communication (Y/506/4449)
- Understanding Business Finance (A/506/4458)
- Understanding and Using Business Information (K/506/4455)
- Understanding and Using IT for Business (J/506/4463)

Entry requirements

Open entry, but you must be competent in English (IELTS 5.0 minimum) and Mathematics

For more information, please download the Qualification Handbook from the ABE website: www.abeuk.com

ABE also offers Level 4, 5, 6 and 7 Diploma qualifications in Business Management.



Association of
Business Executives

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