

# BTEC IT Vocational Studies Introductory Diploma level 1

## Course Overview

The introductory course will help you develop a wide range of skills including problem solving, communication and research, to help prepare you for the next level of study. Designed to be taken over one year, the programme also gives you the opportunity to build a range of skills in the IT sector, including digital communication technologies, website design, spreadsheets and how to develop computer programs. If you are aged 16-18, you will be enrolled on a study programme, which will include retaking GCSEs or undertaking Functional Skills in English and maths if you haven't already achieved a grade 4 or above. You will also be required to complete a work experience placement and an employability programme.

## What you will learn

This course is made up of a range of core units alongside optional modules to choose from: Core Units 1. Being Organised 2. Developing a Personal Progression Plan 3. Working with others 4. Researching a Topic Optional Units 1. Branding a Product 2. Presenting a Business Idea 3. Design and interactive Presentation 4. Creating an Animation 5. Creating a spreadsheet to solve problems 6. Creating a Website In addition, you will study relevant maths and English subjects as these are essential for most progression routes in education and employment.

## Entry Requirements

Standard entry to this course requires one reference and a GCSE in both English and maths at grade 1/2 (E/F/G) or above. It is desirable that you can also demonstrate 90% attendance. Consideration will be given to all applicants over the age of 19, who do not hold formal English and maths qualifications.

## How you will be assessed

Assessment is via coursework completed over one year. In your work you will need to evidence that your skills and understanding are sufficient to pass each unit or achieve higher grades. If you have a disability you may be allowed additional time to complete the examination. If you have particular study requirements please let us know as soon as possible.

## Course Fees

Trip fees will be payable throughout the year as and when trips are organised. You will also need to top up your printing credits during the year to print your work out.

## Course Progression

Upon completion of this course, you may wish to continue your journey in education and apply for the BTEC level 2 Extended Certificate in Information and Creative Technology. This is a one year course covering coding, pc build, networking and databases. After completion of a level 2 it can lead to other progression routes.

## What Happens Next

Once you have chosen your course, if you wish you can attend one of our Open Days or careers events where both welfare and careers advice are available. Apply online via the College website or UCAS Progress (if your school is subscribed). You will need details of your qualifications and employment history, a reference, and a personal statement to complete your application. Once your application has been successfully processed, you will be sent a conditional offer and be invited to a Welcome Event at the College to meet your tutors, learn more about your chosen course of study and tour the facilities. You will then need to confirm your acceptance of the course offered to you.

## Course Details

Course Code	P00160
Start Date	08/09/2025
Study Hours	Full Time
Duration	1 year
Campus	St Margaret's Campus
Level	1

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