

# USING ENGLISH IN...

## BUSINESS



## WHAT YOU'LL NEED TO KNOW...

- English will help you to deliver an engaging pitch or presentation to various stakeholders such as managers, investors or customers.
- You will need to connect with your client base on email or social media, so your messages and communications need to be accurate and well put together.
- You may need to create an eye-catching piece of marketing or advertising for the business, within which your spelling and grammar needs to be accurate.

Without these skills you could be limiting your opportunity to progress in your career.

Conference and exhibition managers and organisers can earn up to **£21,440** a year.

A business sales executive can earn up to **£30,621** per year.

Sales accounts and business development managers can earn salaries up to **£42,571**.

\*these figures are a national guide only

So don't miss out on your GCSE and functional skills English classes identified on your timetable.

# USING MATHS IN...

## BUSINESS

### WHAT YOU'LL NEED TO KNOW...

- Maths will help you to accurately calculate income and expenditure to assess the profit or loss of your business.
- It will enable you to calculate the cash-flow forecast break-even point to ensure your business can afford operate.
- You will need to be able to work out a selling price and profit margin for your business product or service.

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