**Cambridge Technical in Business**

**Extended Certificate and Diploma**

**Transition Work**

We will start the course by studying for an examined unit. This unit will act as an introduction to some new business concepts as well as helping you to revise some of the theories that you were introduced to at GCSE. In order to help you prepare for the new course, I would like you to complete the following tasks:

CAN YOU MAKE IT CLEAR WHEN THIS IS DUE IN AND HGOW YOU WILL USE IT ?

1. Find the meaning/a definition of the following different types of business activity:
   1. Primary
   2. Secondary
   3. Tertiary
2. Use the internet to help you find a detailed example of one type of business for **each** of the different business activities listed above. This example should be presented in the form of a mini case study. You should include the following information for each of your examples:
   1. The name of the business
   2. What the business does
   3. Which country/countries it operates within
   4. How many employees it has
   5. Sales figures for the last year
3. Choose **one** product that is manufactured. Your product could be a packet of crisps, a chair, a car etc. Create a flow chart to show how the production of this product sees it move through the primary sector, the secondary sector and into the tertiary sector. Try to use images to help explain the process on your diagram. A simple example of a flow chart for a pencil is shown below:

**Primary**

**Secondary**

**Tertiary**

The pencils are distributed to a range of different retailers and office wholesalers where they are sold to customers.

The graphite is mixed with clay and moulded into thin sticks to create the ‘lead’ that goes in the middle of the pencil.

Machines carve the wood and put the different elements of the pencil together.

Trees are cut down to get the wood for the pencil.

The graphite for the pencils is mined.