Pearson BTEC Level 3 Business Administration 2014

Mark Scheme

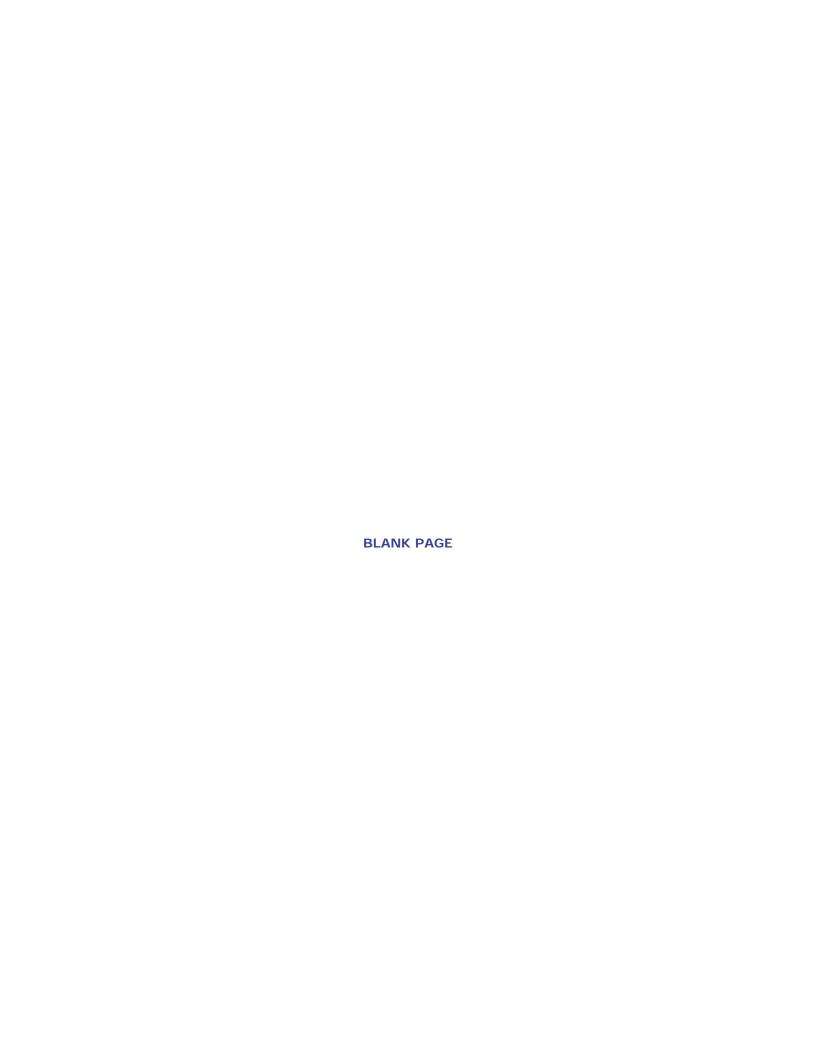
Sample Assessment Material

Unit 3: Principles of Business Communication and Information

Unit 4: Principles of Administration

Unit 5: Principles of Business

ALWAYS LEARNING PEARSON



General Marking Guidance

- The total marks for this paper is 20 marks.
- This paper is a sample assessment to show examples of the types of questions learners will face in Unit 3, Unit 4 and Unit 5.
- There is **no** pass mark for this paper.
- Examiners should mark according to the mark scheme.

Question Number	Answer	Unit	Assessment Criteria	Total Mark
1	Part A = A Part B = A	U3	1.2	(1)
2	В	U3	2.1	(1)
3	С	U3	2.4	(1)
4	D	U3	3.5	(1)
5	В	U3	4.1	(1)
6	D	U3	4.4	(1)
7	С	U4	1.2	(1)
8	A & E	U4	1.3	(2)
9	D	U4	2.3	(1)
10	В	U4	3.4	(1)
11	Part A = B Part B = B	U4	4.1	(1)
12	С	U4	5.2	(1)
13	AC & BD	U4	6.5	(2)
14	А	U5	1.3	(1)
15	С	U5	2.1	(1)
16	D	U5	3.1	(1)
17	В	U5	4.2	(1)
18	В	U5	5.2	(1)

Total = 20 Marks