Unit 204/664 Understand employer organisations

UAN:	**A/506/1964**
Level:	2
Credit value:	4
GLH:	40
Assessment type:	E-volve or Portfolio of evidence
Relationship to NOS:	This unit is linked to the Business & Administration (2013) National Occupational Standards: • CFABAF174 Manage work in a business environment.
Assessment requirements specified by a sector or regulatory body:	N/A
Aim:	This unit aims to develop knowledge and understanding regarding employer organisations. Upon completion of this unit, learners will have developed an understanding of organisational structures and the organisational environment.

Learning outcome
The learner will: 1. Understand organisational structures.
Assessment criteria
The learner can: 1.1 explain the differences between the: a. **private** sector b. **public** sector c. **voluntary** sector 1.2 explain the functions of different **organisational structures** 1.3 describe the features of different types of **legal structures** for organisations.

Range
Private: • sole trader • partnership • public limited company • private limited company

- franchise

Public:

- Government departments
- local authorities
- public corporations

Voluntary:

- not for profit
- registered charities
- trusts

Organisational structures:

- hierarchy/flat
- centralised/de-centralised

Features of **legal structures:**

- formation
- ownership and control
- liability
- obligation

Learning outcome
The learner will: 2. Understand the organisational environment.
Assessment criteria
The learner can: 2.1 describe the **internal** and **external influences** on organisations 2.2 explain the use of different **models** of analysis in understanding the organisational environment 2.3 explain why **change** in the business environment is important.

Range
Internal influences: • policies • procedures • systems • organisational and team structure • aims and objectives • culture **External influences:** • competitors • market share • PESTLE factors

Models:

- SWOT analysis
- PESTLE analysis

Change:

- change in market share
- new technologies
- new competitors
- staff/organisational structure
- globalisation
- sustainability.

Additional Guidance if delivered as Portfolio based

Candidates will be expected to have carried out research on the range stated in each of the above learning outcomes.

Candidates will be required to submit a report of a minimum of 2000 words to a maximum of 3500 words based on their own organisation.

Not all of the range shown in each learning outcome will be relevant to their organisation.

The report must show that candidates have developed an understanding of organisational structures and the organisational environment in relation to the business sector in which their organisation sits.

Candidates must also explain the differences between their sector and the remaining two sectors.

Any necessary additional coverage could be generated through professional discussion.