



University of Technology, Jamaica

Faculty of Education and Liberal Studies

School of Technical and Vocational Education (SoTaVE)



Business and Computer Studies

PROGRAMME INFORMATION

The Bachelor of Education in TVET with specialization in Business & Computer Studies is offered in the School of Technical and Vocational Education (SOTAVE).

The vision of SOTAVE is to provide quality teachers in technical specializations. This is done by promoting academic excellence through the development of competence in and mastery of skills in critical areas of need for a rapidly changing society.

Philosophy

The Business and Computer Studies specialization is structured to provide prospective teachers at the secondary & lower tertiary levels with the skills, knowledge and perspectives that enhance efficiency in a rapidly changing classroom and ultimately, the business environment.

This dynamic programme is comprehensive in its content, forward-looking in its approach, practical in its delivery and provides a learning environment where students learn to work independently and collaboratively.

ENTRY REQUIREMENTS

- Passes in FIVE subjects (including English Language and Mathematics) at the CSEC General Proficiency level (GRADES 1, 2 and 3)
- GCE, Grades A, B, and C.

**ALL SELECTED APPLICANTS MUST
PASS A FINAL SELECTION INTERVIEW**

Admission with Advanced Standing

Applicants from the University of Technology, Jamaica or other recognized tertiary educational institutions who have previously completed programmes that are relevant to the desired programme may be eligible for advanced standing/or credit transfers.

PROGRAMME GOALS

The programme specialization is designed to enable the graduate to:

1. Teach business subjects using up-to-date information, communication & computer technology in the classroom.
2. Occupy administrative/leadership positions in the Technical and Vocational Education and Training system.
3. Demonstrate a high level of proficiency in the skills gained in business and computer Studies by practical application.
4. Use appropriate methodologies to respond to/address the learning styles of their students and learners.
5. Demonstrate sound values that will enhance their effectiveness as educators and trainers.
6. Exhibit positive attitudes as professionals in the education system as well as in the industry.
7. Design & Create instructional materials that meet the needs of diverse learners.
8. Provide leadership in curriculum planning, development, implementation and evaluation.

OVERVIEW OF THE SPECIALIZATION

Students are required to do modules in six (6) categories:

General Education - The modules include Community Service, Work Experience, Academic Writing, College Mathematics

Professional Studies in Education - The modules include: Assessment in Education, Adolescent Psychology for Teachers, Curriculum Planning & Development, Classroom Behaviour Management

Adjunct - These modules include Customer Service & Call Centre Management

Electives - Students will be allowed to choose one module from any faculty in the institution

Teaching Practicum - These modules include Instructional Methods & Practice, Special Methods & Practice and Instructional Technology.

OVERVIEW OF THE SPECIALIZATION

Specialization

Administrative Management and Technology - These modules include Introduction to financial Accounting, Legal Environment of Business, Document Processing, Records & Information, Office Administration, among others.

Business Studies - These modules include Introduction to Financial Accounting, Cost & Management, Accounting, Auditing, Taxation, Electronic Accounting among others.

Computer Technology - These modules include Introduction to Financial Accounting, Computing, Essentials for Educators, Database Management System, Computer Animation, among others.

SCHOLARSHIPS AND AWARDS

A Ministry of Education, Youth and Information (MoEYI) scholarship with full tuition is available to pursue the BCS specialization for applicants for 2018/2019 Academic Year.

Other benefits include:

- Support for boarding where needed
- A stipend to assist with the cost of books and other supplies

To qualify for MOEYI scholarship students should have

- Passes in CSEC Mathematics and English
- Grades 1 or 2 at CSEC or levels 1 or 2 at CVQ or NVQJ in the subjects they will be prepared to teach.
- Passes in the subject (s) of choice at CAPE 1 or 2
- Application **MUST** be submitted to UTech for the programme of study and **ALSO** to the MOEYI for the scholarship

To find out about the availability of other scholarships and awards, please contact the

Financial Aid/Scholarship Office
Extension 2204, 2219 or 2192

CAREER OPPORTUNITIES



Business Education Teacher
Information Technology Instructor
Career Counselling
Office Administrator
Legal Assistant
Administrative Assistant
Accountant
Junior Manager
Junior Programmer
Bursar
Assistant Researcher
Human Resource Officer
IT Specialist
Child Care Worker
Court Reporting
Instructional Coordinators
Data Analyst

Bachelor of Education in Technical & Vocational
Education & Training (B.ED/TVET)
with specialization in
Business & Computer Studies

For further information contact:

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