

MODULE III

Unit Category	Unit Code	Unit Name	Unit Duration (Hours)
BASIC	0413 441 01A	ENTREPRENEURIAL SKILLS	40
CORE	0612 451 09A	COMPUTERIZED DATABASE SYSTEMS	340
		TOTAL	380

ENTREPRENEURIAL SKILLS

ISCED UNIT CODE: 0413 441 01A

TVET CDACC UNIT CODE: ICT/CU/SD/BC/01/5/MA

Relationship to occupational standards

This unit addresses the unit of competency: Apply Entrepreneurial skills.

Duration of unit: 40 hours

Unit Description:

This unit covers the competencies required to demonstrate an understanding of entrepreneurship. It involves demonstrating an understanding of financial literacy, applying entrepreneurial concepts identifying entrepreneurship opportunities, applying business legal aspects, and developing business innovative strategies and business plans.

Summary of Learning Outcomes

Learning Outcomes	Duration (Hours)
1. To apply financial literacy	6
2. To apply the entrepreneurial concept	4
3. To Identify entrepreneurship opportunities	6
4. To apply business legal aspects	6
5. To innovate Business Strategies	6
6. To develop business plan	12
TOTAL	40

Learning Outcomes, Content and Suggested Assessment Methods

Learning Outcome	Content	Suggested Assessment Methods
1. Apply financial literacy	1.1 Personal finance management 1.2 Balancing between needs and wants 1.3 Budget Preparation 1.4 Savings management 1.5 Factors to consider when deciding where to save 1.6 Debt management 1.7 Factors to consider before taking a loan 1.8 Investment decisions 1.9 Types of investments 1.10 Factors to consider when investing money 1.11 Insurance services • Insurance products available in the market • Insurable risks	• Observation • Project • Written assessment • Oral assessment • Third party report • Interviews
2. Apply entrepreneurial concept	2.1 Difference between Entrepreneurs and Business persons 2.2 Types of entrepreneurs 2.3 Ways of becoming an entrepreneur 2.4 Characteristics of Entrepreneurs 2.5 salaried employment and self-employment 2.6 Requirements for entry into self-employment 2.7 Roles of an Entrepreneur in an enterprise 2.8 Contributions of Entrepreneurship	• Observation • Project • Written assessment • Oral assessment • Third party report

Learning Outcome	Content	Suggested Assessment Methods
3. Identify entrepreneurship opportunities	2.1 Sources of business ideas 2.2 Factors to consider when evaluating business opportunity 2.3 Business life cycle	● Observation ● Project ● Written assessment ● Oral assessment ● Third party report
4. Apply business legal aspects	4.1 Forms of business ownership 4.2 Business registration and licensing processing 4.3 Types of contracts and agreements 4.4 Employment laws 4.5 Taxation laws	● Observation ● Project ● Written assessment ● Oral assessment ● Third party report
5. Innovate business Strategies	5.1 Creativity in business 5.2 Innovative business strategies 5.3 Entrepreneurial Linkages 5.4 ICT in business growth and development	● Observation ● Project ● Written assessment ● Oral assessment ● Third party report
6. Develop Business Plan	6.1 Business description 6.2 Marketing plan 6.3 Organizational/Management plan 6.4 Production/operation plan 6.5 Financial plan 6.6 Executive summary 6.7 Business plan presentation 6.8 Business idea incubation	● Observation ● Written assessment ● Project ● Oral assessment ● Third party report

Suggested Methods of Instruction

- Direct instruction with active learning strategies
- Project (Business plan)
- Case studies
- Field trips

- Group Work
- Demonstration
- Question and answer
- Problem solving
- Experiential
- Team training
- Guest speakers

Recommended Resources for 25 trainees

S/No.	Category/Item	Description/ Specifications	Quantity	Recommended Ratio (Item: Trainee)
A	Learning Materials			
1.	Internet connection	For each computer	1	1:1
2.	Flip charts	A1	1	1:25
3.	Learning guide	For reference	3	3:25
B	Learning Facilities & infrastructure			
4.	Computer Laboratory	To accommodate 25 Learners	1	1:25
	Theory Room	furnished with 25 Arm-chairs and a suitable trainer's table	1	1:25
C	Consumable materials			
	Printing papers	A4	2 Reams	1:12
5.	Toner / Ink bottles	For printers	2 pcs	1:12
6.	White board markers	Assorted colors	20	4:5
D	Tools and Equipment			
	Computers	✓ Genuine Windows/Linux ✓ Genuine Microsoft office Software ✓ Google Workspace	25	1:1

		Account ✓ Antivirus Software		
7.	External storage media	HDD / SSD / Flash	1	1:25
8.	Printer	Working printer	2	1:12
9.	1 Smart-board / Smart TV / Projector (with screen)	Where available	1	1:25