

ENTREPRENEURIAL SKILLS

UNIT CODE: 0413 441 03A

TVET CDACC UNIT CODE: HE/CU/AHP/BC/04/5/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

By the end of this unit, the learner should be able to:

S/No	Learning Outcomes	Duration (Hours)
1.	Apply financial literacy	6
2.	Apply the entrepreneurial concept	4
3.	Identify entrepreneurship opportunities	6
4.	Apply business legal aspects	6
5.	Innovate business strategies	6
6.	Develop a 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	● Practical ● Project

Learning Outcome	Content	Suggested Assessment Methods
	wants 1.3 Budget Preparation 1.4 Saving 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 1.12 insurance products available in the market 1.13 Insurable risks	● Written tests ● Third party report ● Portfolio of evidence ● Oral questions
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	● Practical ● Project ● Written tests ● Third party report ● Portfolio of evidence ● Oral questions

Learning Outcome	Content	Suggested Assessment Methods
	2.8 Contributions of Entrepreneurship	
3. Identify Entrepreneurship Opportunities	3.1 Sources of business ideas 3.2 Factors to consider when evaluating business opportunity 3.3 Business life cycle	● Practical ● Project ● Written tests ● Third party report ● Portfolio of evidence ● Oral questions
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	● Practical ● Project ● Written tests ● Third party report ● Portfolio of evidence ● Oral questions
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	● Practical ● Project ● Written tests ● Third party report ● Portfolio of evidence ● Oral questions
6. Develop Business Plan	6.1 Business description 6.2 Marketing plan 6.3 Organizational/Management 6.4 plan 6.5 Production/operation plan 6.6 Financial plan 6.7 Executive summary 6.8 Business plan presentation 6.9 Business idea incubation	● Practical ● Project ● Written tests ● Third party report ● Portfolio of evidence ● Oral questions

Suggested Methods of Instruction

- Practical
- Demonstrations
- Project
- Group discussion
- Direct instruction
- Guest speakers

Recommended Resources for 25 Trainees

S/No.	Category/Item	Description/ Specifications	Quantity	Recommended Ratio (Item: Trainee)
A	Learning Materials			
1.	Textbooks		5 pcs	1:5
2.	PowerPoint presentations	For trainer's use		
3.	Overhead Projector	LCD	1	1;25
4.	Case studies		5	1;5
5.	Business plan templates		5	1:5
6.	Newspapers and Handouts		5	1:5
7.	Business Journals		5	1:5
8.	Video clips	Assorted	25 sets	1:1
9.	Whiteboard		1	1;25
10.	Rolls flip charts		1	1;25
11.	Assorted color of whiteboard markers	For trainers Use	1	1:25
B	Learning Facilities & infrastructure			
12.	Lecture/theory room		1	1:25
C	Consumable materials			
13.	Printing papers			1:5

14.	Stationery		25 pcs	1:1
15.	Printing ink cartilages			
16.	Internet		200mbps	-
D	Tools and Equipment			
17.	Computers		5 pcs	1:5
18.	Printer		50 pcs	2:1