

ENTREPRENEURIAL SKILLS

UNIT CODE: 0413 541 04A

TVET CDACC UNIT CODE: AGR/CU/AP/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	● Written assessment

Learning Outcome	Content	Suggested Assessment Methods
	1.2. Balancing between needs and 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	<ul style="list-style-type: none"> ● Practical ● Projects ● 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	<ul style="list-style-type: none"> ● Written assessment ● Practical ● Projects ● 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	<ul style="list-style-type: none"> ● Written assessment ● Practical ● Projects ● 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	<p>Written assessment</p> <ul style="list-style-type: none"> ● Practical ● Projects ● 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	<ul style="list-style-type: none"> ● Written assessment ● Practical ● Projects ● 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	<ul style="list-style-type: none"> ● Written assessment ● Practical ● Projects ● Third party report ● Portfolio of evidence ● Oral questions

Learning Outcome	Content	Suggested Assessment Methods
	6.9. Business idea incubation	

Suggested Methods of Instruction

- Project (Business plan)
- Case studies
- Field trips
- Group Discussions
- Demonstrations

Recommended Resources for 25 Trainees

S/No.	Category/Item	Description/ Specifications	Quantity	Recommended Ratio (Item: Trainee)
A	Learning Materials			
1.	Charts	<ul style="list-style-type: none"> • Flip Charts • Rules and Regulations 	5	1:5
2.	Markers	whiteboard markers and permanent markers	5	1:5
3.	Video clips Audio tapes	MP4, MP3	5	1:5
4.	Newspapers and Handouts	Daily	25	1:1
5.	Business Journals	Annual, Monthly, Daily	25	1:1
B	Learning Facilities & Infrastructure			
6.	Lecture/Theory Room	(9* 8 sq. metres)	1	1:25

7.	Internet Connection	WI-FI, Dial-Up, Cable, Fixed- wireless,	1	1:25
C	Consumable Materials			
8.	Flashcards	Alphabet, Numbers, Math	25	1:1
9.	Stationery	Printing Papers, and Exercise Books Sizes A4, A3, A2 etc	5 reams	1:5
D	Tools And Equipment			
10.	Computers/Laptops	Any model	1	1:25
11.	Projector	LED.LCD, Laser	1	1:25
12.	Whiteboard	Glass, melamine, porcelain	1	1:25