



**NATIONAL OPEN UNIVERSITY OF NIGERIA**

**SCHOOL OF MANAGEMENT SCIENCES**

**COURSE CODE: ENT 412**

**COURSE TITLE: SEMINAR IN SMALL BUSINESS MANAGEMENT**

# **ENT 412: SEMINAR IN SMALL BUSINESS MANAGEMENT**

## **GUIDE**

**Programme Leader: Dr ( Mrs) A.O. Fagbemi**

School of Management Sciences  
National Open University of Nigeria,  
Victoria Island, Lagos.

**Course Coordinator : Caroline Aturu-Aghedo**

School of Management Sciences  
National Open University of Nigeria,  
Victoria Island, Lagos.

## **INTRODUCTION**

Seminar in Small Business Management is a 3 credit unit course for final year students of B.Sc. Entrepreneurial Development and Business Management. Each student will present a paper on a topic chosen from those given. Each student will present his/her work within the time stipulated by a panel of facilitator. After each student has presented, marks would be awarded to them by facilitators. The seminar presentation will be conducted in a conducive environment.

## **OBJECTIVES OF THE SEMINAR**

At the end of the seminar, students are expected to:

1. Be familiar with the basic issues in Small Business Management.
2. Be able to address practical issues and problem areas in the management of small business.
3. Present a written seminar paper on any issue concerning small business management.
4. Be able to defend seminar presentations.
5. Develop skills in writing academic papers.

## **SEMINAR PAPER OUTLINE**

Students are expected to cover the following areas:

1. Problem identification.
2. Objectives of seminar inquiring.
3. Introduction/ background of the topic.
4. Literature review on the topic.
5. Analysis of the information based on the objectives.
6. Reports of findings.
7. Conclusions and Recommendations.

## 8. References.

### **AREAS FROM WHICH STUDENTS CAN CHOOSE A TOPIC**

These are the areas in which student can generate their presentation topic from:

1. Identification and choice of business opportunities.
2. Business feasibility study.
3. Starting a small business.
4. Bankable business proposals.
5. Small business finance identification and use of Micro-Credit Institution.
6. Pricing principles and competitive business analysis.
7. Needs analysis.

### **SEMINAR PRESENTATION GUIDE**

The seminar presentations will take place at the end of the course. Each student will present a paper on a topic him/her has chosen from, topics given by facilitators to other students in the presence of some facilitators, in form of a seminar. Each student will get a 10 + 5 minute timeslot, 10 minutes for seminar presentation and 5 minutes for questions from the audience. The seminar presentations will be in a conference like environment.

### **PREPARATION OF SEMINAR**

The seminar presentation is done on PowerPoint, which is commonly used nowadays. Occasionally the use of blackboards or whiteboards can also be used. Students are expected to gather all materials necessary for the presentation on time. Electronic devices like laptops, projectors etc., should be in good working conditions at the time of each presentations.

