



Executive Summary

Qualification	National Diploma: New Venture Creation (SMME)
Qualification ID	49648
NQF Level	2
Minimum Credits	138
Duration	12 months
Field	Business, Commerce and Management Studies
Subfield	Generic Management
ETQA	Services SETA
Purpose	The purpose of the NQF level 2 New Venture Creation qualification is to provide a qualification that can form the basis for structured programmes for potential and existing entrepreneurs to capitalise on opportunities to start and grow sustainable businesses that form part of the mainstream economy, enabling the learners to tender for business opportunities within both the public and private sectors.
Entry Requirements	It is assumed that learners are competent in Communication and Mathematical Literacy at NQF Level 1.



EMPOWERED

Head Office

3rd Floor, South Wing
20 Skeen Boulevard
Bedfordview

Centre of Leadership Excellence

3rd Floor, North Wing
20 Skeen Boulevard
Bedfordview

Centre of Business Excellence

2nd Floor, West Wing
H. Santos Building
30 Arena Close
Bruma

Telephone

+27 11 856 4700
+27 10 020 3920

Website

www.klmempowered.com

Contact

Lyn Mansour: +27 82 330 5160

Exit Level Outcomes

- Use basic Mathematics in order to fulfil new venture functions effectively.
- Apply basic Communication skills in new venture creation context.
- Determine market requirements and manage the relevant marketing and selling processes.
- Demonstrate an understanding of the sector/industry in which the business operates.
- Determine financial requirements and manage financial resources of a new venture.
- Manage business operations.

The KLM Empowered X-Perience



X-Ploration

For each of the SIX integrated learning blocks, learners explore content on their own before engaging with others. Guided by self-study plans and diagnostic self-assessment, they formulate their own insights to share.



X-Tension

Workplace application assignments allow learners to put their new learning to use on the job. Under the guidance of mentors, and with access to performance and wellness support, learners hone their skills and add value.



X-Citement

Learners receive a welcome letter and an X-Perience Map detailing the flow of their qualification. An orientation session helps them to understand the benefits and career options linked to the qualification.



X-Change

Learners attend facilitator-led sessions, either in class or online, to share their learning and refine their skills in a safe environment. Collaborative activities and peer feedback build learning synergy and allow learners to master specific skills.



X-Cellence

Each learner's progress is measured against learning outcomes through formative and summative assessment. Final examinations and presentations are used to obtain an accurate picture of overall understanding and mastery of the content.

Learning Blocks

1

Marketing

ID	Unit Standard Title	Level	Credits
119673	Identify and demonstrate entrepreneurial ideas and opportunities	2	7
119672	Manage marketing and selling processes of a new venture	2	7
119669	Match new venture opportunity to market needs	2	6
8964	Write for a defined context	2	5
Total			

2

Business Sectors and Industries

ID	Unit Standard Title	Level	Credits
119667	Identify the composition of a selected new venture's industry/sector and its procurement systems	2	8
8963	Access and use information from texts	2	5
9009	Apply basic knowledge of statistics and probability to influence the use of data and procedures in order to investigate life related problems	2	3
7480	Demonstrate understanding of rational and irrational numbers and number systems	2	3
Total			19

3

Financial Management

ID	Unit Standard Title	Level	Credits
119666	Determine financial requirements of a new venture	2	8
119674	Manage finances for a new venture	2	10
7469	Use mathematics to investigate and monitor the financial aspects of personal and community life	2	2
Total			20

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Operational Management

ID	Unit Standard Title	Level	Credits
119668	Manage business operations	2	8
119670	Produce a business plan for a new venture	2	8
8967	Use language and communication in occupational learning programmes	2	5
9008	Identify, describe, compare, classify, explore shape and motion in 2- and 3-dimensional shapes in different contexts	2	3
Total			

5

Business Ethics and Customer Service

ID	Unit Standard Title	Level	Credits
113924	Apply basic business ethics in a work environment	2	2
114974	Apply the basic skills of customer service	2	2
114959	Behave in a professional manner in a business environment	2	4
8962	Maintain and adapt oral communication	2	5
9007	Work with a range of patterns and functions and solve problems	2	5
Total			

Electives

ID	Unit Standard Title	Level	Credits
9964	Apply health and safety to a work area	2	3
14343	Investigate the structure of an organization as a workplace	2	8
119671	Administer contracts for a selected new venture	3	10
119713	Apply basic HR principles in a new venture	3	4
13912	Apply knowledge of self and team in order to develop a plan to enhance team performance	3	5
13929	Co-ordinate meetings, minor events and travel arrangements	3	3
13915	Demonstrate knowledge and understanding of HIV/AIDS in a workplace, and its effects on a business sub-sector, own organisation and a specific workplace	3	4
13930	Monitor and control the receiving and satisfaction of visitors	3	4
13936	Outline the legal environment of a selected industry	3	2
13934	Plan and prepare meeting communications	3	4
13933	Plan, monitor and control an information system in a business environment	3	3
13932	Prepare and process documents for financial and banking processes	3	5
119712	Tender for business or work in a selected new venture	3	8

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