

Entrepreneurial Learnerships



New Venture
Creation (SMME)
NQF 2

New Venture
Creation NQF 4

National Certificate: New Venture Creation (SMME) NQF 2

SAQA ID: 49648 | NQF LEVEL: 2 | CREDITS: 138 | Entry Level Requirement: Grade 10/Computer Literacy | Delivery: Classroom/Blended/Online | Accreditation: Services SETA

Purpose of this Qualification

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. This qualification is designed for learners who intend to set up or have already set up own ventures. Assessment of the competencies and knowledge in the qualification needs to be done in the context of the learner's own new venture

Possible Careers on Completion

Qualifying learners could follow a career in:

- Entrepreneurs
- Business owners
- Managers
- Learners who intend to set up or have already set up their own ventures

Exit Level Outcomes

On achieving this qualification, the learner will be able to:

- Use basic mathematics in order to fulfil new venture functions effectively
- Apply basic communication skills in a 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

Modules and Courses

Module 1: Work Orientation

- Apply basic business ethics in a work environment
- Behave in a professional manner in a business environment
- Demonstrate knowledge and understanding of HIV/AIDS in a workplace, and its effects on a business sub-sector, own organisation, and a specific workplace

Module 2: Communication

- Access and use information from texts
- Maintain and adapt oral communication
- Use language and communication in occupational learning programmes
- Write for a defined context

Module 3: Mathematical Literacy

- Apply basic knowledge of statistics and probability to influence the use of data and procedures in order to investigate life related problems
- Demonstrate understanding of rational and irrational numbers and number systems
- Identify, describe, compare, classify, explore shape and motion in 2- and 3-dimensional shapes in different contexts
- Use mathematics to investigate and monitor the financial aspects of personal and community life
- Work with a range of patterns and functions and solve problems

Module 4: Management of a New Venture

- Manage business operations
- Administer contracts for a selected new venture

Module 5: Finances of a New Venture

- Determine the financial requirements of a new venture
- Identify the composition of a selected new venture's industry/sector and its procurement systems
- Manage finances for a new venture
- Produce a business plan for a new venture
- Prepare and process documents for financial and banking processes

Module 6: Marketing and Sales

- Apply the basic skills of customer service
- Identify and demonstrate entrepreneurial ideas and opportunities
- Manage marketing and selling processes of a new venture
- Match new venture opportunities to market needs
- Co-ordinate meetings, minor events, and travel arrangements
- Monitor and control the receiving and satisfaction of visitors
- Tender for business or work in a selected new venture



Further Education and Training Certificate: New Venture Creation NQF 4

SAQA ID: 66249 | NQF LEVEL: 4 | CREDITS: 149 | Entry Level Requirement: Grade 11/Computer Literacy | Delivery: Classroom/Blended/Online | Accreditation: Services SETA

Purpose of this Qualification

The qualification aims to develop the appropriate skills and knowledge required by a person for establishing and developing a small to medium business venture and address the economic, administrative, and behavioural (psycho-social) barriers that contribute to success in starting and sustaining the venture. This qualification is intended for persons who wish to start, operate, manage and grow a new small to medium business venture. Learners attempting this qualification will be equipped with various technical, business managerial, and personal skills and strategies to help them succeed in creating and sustaining a company. In addition, the successful learner will develop a sound foundation for applying these skills and knowledge to explore a diverse range of entrepreneurial opportunities.

Possible Careers on Completion

Qualifying learners could follow a career in:

- Entrepreneurs
- Business owners
- Managers
- Divisional Heads
- Learners who intend to set up or have already set up their own ventures

Exit Level Outcomes

On achieving this qualification, the learner will be able to:

- Demonstrate an ability to identify and create a new venture
- Demonstrate knowledge of interpersonal skills required in a business environment
- Demonstrate an understanding of basic economics within a market economy
- Manage a new venture by applying business principles and techniques
- Demonstrate an understanding of the role of leadership and management

Modules and Courses

Module 1: Basic Computer Skills

- Apply basic computer technology

Module 2: Communication

- Accommodate audience and context needs in oral/signed communication
- Interpret and use information from texts
- Use language and communication in occupational learning programmes
- Write/present/sign texts for a range of communicative contexts
- Engage in sustained oral/signed communication and evaluate spoken/signed texts
- Read/view, analyse and respond to a variety of texts
- Use language and communication in occupational learning programmes
- Write/present/sign for a wide range of contexts

Module 3: Mathematical Literacy

- Apply knowledge of statistics and probability to interrogate and effectively communicate findings on life-related problems critically
- Represent, analyse and calculate shape and motion in 2 and 3-dimensional space in different contexts
- Use mathematics to investigate and monitor the financial aspects of personal, business, national, and international issues

Module 4: Management of a New Venture

- Explain and apply the concept, principles, and theories of motivation in a leadership context
- Implement an action plan for a new venture
- Manage general administration
- Plan and manage production/operations in a new venture
- Plan strategically to improve new venture performance
- Implement and manage human resources and labour relations policies and acts

Module 5: Finances of a New Venture

- Apply the principles of costing and pricing to a business venture
- Finance a new venture
- Manage finances of a new venture

Module 6: Marketing and Sales

- Apply innovative thinking to the development of a small business
- Demonstrate an understanding of an entrepreneurial profile
- Demonstrate an understanding of the function of the market mechanisms in a new venture
- Negotiate an agreement or deal in an authentic work situation
- Produce business plans for a new venture
- Research the viability of new venture ideas/opportunities



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