



LEARNING &  
DEVELOPMENT

## **Blended Learning**

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<b>Programme Name</b>	<b>National Certificate:</b> New Venture Creation (SMME)				
<b>SAQA ID</b>	49648	<b>NQF Level</b>	2	<b>Credits</b>	138

<b>Exit Level Outcomes</b>	<ol style="list-style-type: none"> <li>1. Use basic Mathematics in order to fulfil new venture functions effectively.</li> <li>2. Apply basic communication skills in a new venture creation context.</li> <li>3. Determine market requirements and manage the relevant marketing and selling processes.</li> <li>4. Demonstrate an understanding of the sector/industry in which the business operates.</li> <li>5. Determine financial requirements and manage the financial resources of a new venture.</li> <li>6. Manage business operations.</li> </ol>
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<b>Programme Methodology</b>	A blended learning approach, consisting of face-to-face classroom sessions and virtual classroom learning.
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<b>Programme Delivery</b>	<ul style="list-style-type: none"> <li>• The qualification is delivered over 1 year.</li> <li>• Attended by learners in a classroom situation with learning activities that include individual, group and self-study activities as well as practical reinforcement within a structured work environment, with workplace activities, exposure, coaching, mentoring activities and assessments.</li> </ul>
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<b>Pre-requisites</b>	Competent in Communication and Mathematical Literacy at NQF Level 1.
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Learner Support

Learner Support caters for 2 hours per learner, using the following platforms:

- Google Meet
- WhatsApp
- Emailing
- Skype
- Tele-conferencing

Classroom Tools

The following tools/resources are used in this learning programme:

- Google Classroom
- Various online activities platforms
- Electronic training materials
- YouTube
- Google Meet
- WhatsApp
- Emailing
- Skype
- Tele-conferencing

## EXIT LEVEL OUTCOMES

### Exit Level Outcome 1

**Use Basic Mathematics in order to Fulfil New Venture Functions Effectively**

US ID	US Title	Level	Credits
7480	Demonstrate understanding of rational and irrational numbers and number systems.	2	3
9008	Identify, describe, compare, classify, explore shape and motion in 2-and 3-dimensional shapes in different contexts.	2	3
9007	Work with a range of patterns and functions and solve problems.	2	5
7469	Use mathematics to investigate and monitor the financial aspects of personal and community life.	2	2
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
Total Credits			16

### Exit Level Outcome 2

**Apply Basic Communication Skills in New venture Creation Context**

US ID	US Title	Level	Credits
8963	Access and use information from texts.	2	5
8964	Write for a defined context.	2	5
8962	Maintain and adapt oral communication.	2	5
8967	Use language and communication in occupational learning programmes.	2	5
Total Credits			20

**Exit Level Outcome 3** Determine Market Requirements and Manage the Relevant Marketing and Selling Processes

US ID	US Title	Level	Credits
119673	Identify and demonstrate entrepreneurial ideas.	2	7
119669	Match new venture opportunity to market needs.	2	6
119672	Manage marketing and selling processes.	2	7
114974	Apply the basic skills of customer service.	2	2
Total Credits			22

**Exit Level Outcome 4** Demonstrate an Understanding of the Sector / Industry in which the Business Operates

US ID	US Title	Level	Credits
119667	Identify the composition of a selected new venture's industry/sector and its procurement systems.	2	8
119712	Tender for business or work in a selected new venture.	3	8
119671	Administer contracts for a selected new venture.	3	10
Total Credits			26

**Exit Level Outcome 5**

**Determine Financial Requirements and Manage Financial Resources of a New Venture.**

US ID	US Title	Level	Credits
119666	Determine financial requirements.	2	8
119670	Produce a business plan for a new venture.	3	8
119674	Manage finances for a new venture.	3	10
Total Credits			26

**Exit Level Outcome 6**

**Manage Business Operations**

US ID	US Title	Level	Credits
119668	Manage business operations.	2	8
13932	Prepare and process documents for financial and banking processes.	3	5
13929	Co-ordinate meetings.	4	3
13930	Monitor and control the receiving and satisfaction of visitors.	3	4
114959	Behave in a professional manner in a business environment.	2	4
113924	Apply basic business ethics in a work environment.	2	2
Total Credits			25