

Certificate IV in New Small Business BSB42615

Formalise your New Small Business skills in the VET Sector



Summary

What is a Certificate IV in New Small Business all about?

This qualification is suitable for small business managers who use well-developed skills and a broad knowledge base to solve a range of defined range of unpredictable problems, and analyse and evaluate information from a variety of sources. They may provide leadership and guidance to others, and have responsibility for the output of others.

In partnership with The Wise Academy RTO ID:88136

Outcome

Upon successful completion of this course, participants will obtain a nationally recognised qualification:

Certificate IV in New Small Business BSB42615

Job Roles

- Small Business Manager

Government Incentives

Mantra Training & Development are an approved provider of Traineeships in the ACT. This is great news for employers may be eligible for incentives that can subsidise the cost of completing the: **Certificate IV in New Small Business**

Prerequisite/Entry Requirements

There are no prerequisite/Entry requirements for individual units of competency.

Pathways from the qualification

After achieving the BSB42615 Certificate IV in New Small Business, candidates may undertake a range of Diploma level qualifications within the BSB Business Services Training Package, or other Training Packages.



Units of Competency

Total number of units = 10

4 core units plus

6 elective units , of which:

- all 6 elective units may be selected from the elective units listed below, or any currently endorsed Training Package or accredited course at the same qualification level
- 1 elective unit may be selected from a Certificate III or Diploma qualification, if not listed below.

Elective units must be relevant to the work environment and the qualification, maintain the integrity of the AQF alignment and contribute to a valid, industry-supported vocational outcome..

Core Units

BSBSMB401 Establish and comply with legal and risk requirements of small business

BSBSMB402 Plan small business finances

BSBSMB403 Market the small business

BSBSMB404 Undertake small business planning

Elective Units

BSBADM409 Coordinate Business resources

BSBCUS401 Coordinate implementation of customer service strategies

BSBCUS402 Address customer needs

BSBEBU401 Review and maintain a website

BSBFIA402 Report on financial activity

BSBINN301 Promote innovation in a team environment

BSBINT303 Organise the importing and exporting of goods

BSBIPR405 Protect and use intangible assets in small business

BSBMGT404 Lead and facilitate off-site staff

BSBPMG522 Undertake project work

BSBREL401 Establish networks

BSBREL402 Build client relationships and business networks

BSBRES401 Analyse and present research information

BSBSMB201 Identify suitability for micro business

BSBSMB301 Investigate micro business opportunities

BSBSMB405 Monitor and manage small business operations

BSBSMB406 Manage small business finances
BSBSMB407 Manage a small team
BSBSMB408 Manage personal, family, cultural and business obligations
BSBSMB409 Build and maintain relationships with small business stakeholders
BSBSMB410 Review and implement energy efficiency in business operations
BSBSMB411 Manage specialist external advisory services
BSBSMB412 Introduce cloud computing into business operations
BSBSMB413 Design a digital action plan for small business
BSBSMB414 Time management for small business
BSBSUS401 Implement and monitor environmentally sustainable work practices
FNSACC406 Set up and operate a computerised accounting system
PSPGOV407B Provide a quotation
SIRXQUA002A Lead a team to foster innovation
Full Fee for Service \$2850.00 (GST Free)
Skilled Capital \$500.00*

Course Costs

“Skilled Capital is an ACT Government training Initiative, funded by the ACT and Australian Governments”

Students may be eligible for other government funding as well as Recognition of Prior learning.

For example, students who successfully complete the qualification under the Skilled Capital program will be eligible for a \$300 completion incentive paid directly to the student upon completing the qualification and mandatory survey. Students will be eligible to receive the completion payment for up to one (1) year after successful completion of the qualification, provided up to date email and bank account details are confirmed. A student is not eligible for a completion payment where more than 50% of the units are completed through RPL and/or credit transfer.

Contact the office for more options and details on government funded programs. If you are not eligible for a fee waiver Skilled Capital or any other government funded program, you will be required to pay a \$500 enrolment / administration fee along with additional tuition fees.

*Eligibility checks apply - With a valid health care card and eligibility check prior to enrolment students may be entitled to have Fees waived.

Course Costs (continued)

Online only \$995.00

(there may be funding available with a valid health care card and eligibility check prior to enrolment)

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All reading material and workbooks are included in the cost of this course,

*Please refer to our Participants Handbook for;

- Compulsory fees
- Any additional Charges
- Exemptions and concessions
- Refund policy and information



Many lunch venues to choose from.
Free parking

NOTE: The cost of this course is classroom based delivery

Traineeship Fees

For Traineeship costs please contact our office as this will depend on Eligibility of students and availability of User Choice funding and Employer incentives may also apply to this traineeship.

In some cases where you are eligible for User choice funding the costs can be as little as \$500 - \$1550.00. (eligibility criteria applies and all costs are provided prior to enrolment)

How to Enroll

Where: Shop 5, 2 O'Hanlon Place, Federation Square
Nicholls ACT 2913

Phone: (02) 6230 9439 Fax: (02) 6230 9436

Email: bookings@mantratrainig.com.au

Web: www.mantratrainig.com.au