CERTIFICATE IV IN NEW SMALL BUSINESS NATIONAL CODE: BSB42615

Ideal for people who intend to go into small business as an owner and/or manager or those who are already a small business owner and/or manager.

Learn essential skills to manage, plan, promote, handle finances, operations and workforce of a small business.

COURSE DELIVERY
This online program allows you to complete your Certificate IV in New Small Business within one year. Studying online, anywhere, anytime means you can control your own learning at a pace you are comfortable with. A dedicated online teacher manages the learning environment, communicates with students, supports student learning and provides feedback on work submitted.

COURSE STRUCTURE
This course requires completion of 10 units of competency. The units delivered in this course are:

- BSB401 Establish legal and risk management requirements of small business
- BSB402 Plan small business finances
- BSB403 Market the small business
- BSB404 Undertake small business planning
- BSB405 Address customer needs
- BSB406 Coordinate implementation of customer service strategies
- BSB407 Monitor and manage small business operations
- BSB408 Promote innovation in a team environment
- BSB409 Manage a small team
- BSB410 Establish networks

ASSESSMENTS
A range of assessment methods are used in this course. These may include case studies, projects, practical exercises and reports, providing you with a well-rounded portfolio of work experience.
ONLINE Fit study around your work and lifestyle.

RECOGNITION OF PRIOR LEARNING Get your prior learning or experience credited towards a course of study.

GOVERNMENT SUBSIDISED The government will pay part of your fee and you pay the balance if eligible.

CAREER OPPORTUNITIES
On completion of this qualification, you will be able to successfully manage your own small business or apply for positions in small business management.

LEARNING PATHWAYS
When you finish this course you may be eligible to do BSB50215 Diploma of Business or other specialist diploma qualifications in the Business Services Training Package such as marketing, management or human resources.

TERMS AND CONDITIONS
» Registration and payment are required to confirm your place and must be received before you commence your online studies.
» Students who withdraw from a qualification are required to notify their Institute in writing.
» If you are withdrawing from training which is delivered fully online, you may be eligible for a partial refund as your participation commences at time of enrolment.
» If you are withdrawing from your studies you will be asked to identify if you are deferring your studies, discontinuing your studies or transferring to another TAFE NSW Institute or Registered Training Provider.
» Students are not eligible for refund of incidental fees.

TAFE NSW courses commence only if there are sufficient resources and demand. Every effort was made to ensure this information was accurate as at October 2016. Changes may have taken place since that time. Contact the Northern Sydney Institute, part of TAFE NSW to confirm course details and availability.

THE BENEFITS OF OUR ONLINE CERTIFICATES

CONTACT US FOR MORE INFORMATION
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