

Entrepreneurship

About this ENTREPRENEURSHIP COURSE MATERIAL

How this ENTREPRENEURSHIP COURSE MATERIAL is structured

The course overview

The course overview gives you a general introduction to the course. Information contained in the course overview will help you determine:

- if the course is suitable for you;
- what you will already need to know;
- what you can expect from the course; and
- how much time you will need to invest to complete the course.

The overview also provides guidance on:

- study skills;
- where to get help;
- course assignments and assessments;
- activity icons; and
- units.

We strongly recommend that you read the overview *carefully* before starting your study.

The course content

The course is broken down into units. Each unit comprises the following:

- An introduction to the unit content
- Timeframe
- Unit outcomes

- New terminology
- Core content of the unit with a variety of learning activities
- A unit summary
- Assignments and/or assessments, as applicable
- Feedback

Resources

For those interested in learning more on this subject, we provide you with a list of additional resources at the end of each unit of this ENTREPRENEURSHIP COURSE MATERIAL; these include books, articles, web sites and other documents.

Your comments

After completing Entrepreneurship, we would appreciate it if you would take a few moments to give us your feedback by completing the following form”

[Course Feedback Form](#)

Your constructive feedback will help us to improve and enhance this course.

Course overview

Welcome to Entrepreneurship Grade

Entrepreneurship intends to impart the basic concepts of entrepreneurial skills to learners that will enable them to create jobs for themselves as well as for others in future. This course will help learners to apply the business knowledge, skills and attitudes they acquire, to solve environmental, economic and social problems in their everyday lives.

Entrepreneurship —is this course for you?

The subject will help learners to appreciate the importance of good working habits, to develop positive attitudes towards work and promote interest in self-employment. It will also help learners to initiate, organise and control a Small and Medium Enterprise (SME).

Course Outcomes

On successful completion of Entrepreneurship you will be able to:



Outcomes

- identify local, regional, national and international needs and contribute towards development and employment;
- play an effective and productive role in the economic life of the nation;
- apply positive attitudes towards the challenges of co-operation, work, and self-employment;
- apply practical activities to preserve and sustain the natural environment;



Outcomes

- understand how the main types of business and commercial institutions, within the framework of SMEs are organised, financed and operated and how their relations with other organisations, consumers, employees, owners and society are regulated;
- understand the language, concepts, techniques and decision-making procedures in business behaviour;
- apply the skills of numeracy, literacy, enquiry, selection and the employment of relevant sources of information, presentation and interpretation in the running of an enterprise;
- understand the nature and significance of innovation and change within the context of SMEs;
- understand the impact and influence of business activity on the environment.

Timeframe



How long?

This course is expected to be completed in the time frame of 30 weeks or 150 hours. This gives you approximately 12 hours per unit and 2 hours per assessment. The number of hours per unit is however flexible. You might spend less time on shorter units and more time on the longer units.

Study skills



As a distance learner, your approach to learning will be different to that from your school days. You will choose what you want to study, have professional and/or personal motivation for doing so and most likely be fitting your study activities around other professional or domestic responsibilities.

Essentially, you will be taking control of your learning environment. As a consequence, you will need to consider performance issues related to time management, goal setting, stress management, etc. Perhaps, you will also need to reacquaint yourself in areas such as essay planning, coping with exams and using the web as a learning resource.

Your most significant considerations will be *time* and *space* i.e., the time

you dedicate to your learning and the environment in which you engage in that learning.

We recommend that you take time now—before starting your self-study—to familiarise yourself with these issues. There are a number of excellent resources on the web. A few suggested links are:

- <http://www.how-to-study.com/>

The “How to study” web site is dedicated to study skills resources. You will find links to study preparation (a list of nine essentials for a good study place), taking notes, strategies for reading textbooks, using reference sources, test anxiety.

- <http://www.ucc.vt.edu/stdysk/stdyhlp.html>

This is the web site of the Virginia Tech, Division of Student Affairs. You will find links to time scheduling (including a “where does time go?” link), a study skills checklist, basic concentration techniques, control of the study environment, note taking, how to read essays for analysis, memory skills (“remembering”).

- <http://www.howtostudy.org/resources.php>

Another “How to study” web site with useful links to time management, efficient reading, questioning/listening/observing skills, getting the most out of doing (“hands-on” learning), memory building, tips for staying motivated, developing a learning plan.

The above links are our suggestions to start you on your way. At the time of writing, these web links were active. If you want to look for more of these types of sites, go to www.google.com and type “self-study basics”, “self-study tips”, “self-study skills” or similar.

Need help?

The institution that offers this course to students needs to provide the following information to their students. Please insert institutional information where links appear.



Help

The web address for this course: www.namcol.edu

The course instructor's and teaching assistant's names will be communicated to you via the learners' support office. Contact person is Ms U.Kazombiaze at NAMCOL Head Office +26461-3205343; e-mail address: kazombiaze@namcol.com.na. Office hours are between 8:00 till 17:00.

The learner resource centre is at Yetu Yama Centre located at NAMCOL Head Office. The resource centre's assistant is Mr Joel Kavetuna, kavetuna@namcol.com.na Office hours is between 8:00 till 17:00.

For technical assistance with regard to website access and computer related issues, contact Mr I Williams, williams@namcol.com.na and Mr Deo Tsauseb tsauseb@namcol.com.na respectively.

Assignments



Assignments

There is at least one case study activity and one assignment in each unit. The activities are self-assessed.

Assessments



Assessments

There are three (3) assessment activities in this course.

The assessments should be completed at the end of a theme before you move on to the next unit.

Assessment 1 is based on work discussed in Units 1 – 4.

Assessment 2 is based on work discussed in Units 5 – 7.

Assessment 3 is based on work discussed in Units 8 – 12.

Feedback



Feedback

Feedback for the case studies and assignments are given at the end of each unit.

Resources



Resources



















Links to extra web resources are provided at the end of each unit. Other additional resources are available on the course CD and can be printed for your convenience.

Getting around this **ENTREPRENEURSHIP** **COURSE MATERIAL**

Margin icons

While working through this **ENTREPRENEURSHIP COURSE MATERIAL** you will notice the frequent use of margin icons. These icons serve to “signpost” a particular piece of text, a new task or change in activity. They have been included to help you to find your way around this **ENTREPRENEURSHIP COURSE MATERIAL**.

A complete icon set is shown below. We suggest that you familiarize yourself with the icons and their meaning before starting your study.

 Practical Activity	 Assessment	 Assignment	 Case study
 Discussion	 Group activity	 Help	 Note it!
 Outcomes	 Reading	 Reflection	 Study skills
 Summary	 Terminology	 Time	 Tip
 Feedback	 Reading/Resources		