



Erasmus+



NETRISE

Unit 1

Developing Entrepreneurial Skills

The European Commission's support for the production of this publication does not constitute an endorsement of the contents, which reflect the views only of the authors, and the Commission cannot be held responsible for any use which may be made of the information contained therein.

Co-funded by the
Erasmus+ Programme
of the European Union



The European Commission's support for the production of this publication, however, does not constitute an endorsement of the contents, which reflect the views only of the authors, and the Commission cannot be held responsible for any use which may be made of the information contained therein..

Date of original publication:

November 2019

Version: 01

Acknowledgement

Luxol Sports Foundation, Eureka Learning and Development Limited and Sunsure Management Student Development have collaborated to develop a customised unit to support the certification and development of Enterprise and Entrepreneurship: Community and Sport Youth Leaders Award:-

History of changes

It is anticipated that changes will take place during the life of the qualification, and this section will record these changes. This document is the latest version and incorporates the changes summarised below.

Descriptor

Version Number	Description	Date
O2	Unit Descriptor changed to reflect EUPA feedback based on Task orientated Materials. Repetition of introduction (feedback from Pilot Partners) in all three units, an Arrangement Document for the Award now supersedes the original documents and has an overarching view of the three units.	December 2019

Unit specification: general information

Unit title: Enterprise/Entrepreneurship in Sports/Community – Developing Entrepreneurial Skills

Unit code: 00001

Publication date: December 2019

Source: Eureka Learning and Development Limited

Version: 01

Summary

The purpose of the Unit is to enable learners to complete the Knowledge and Understanding aspects of the Enterprise and Entrepreneurship: Community and Sport Youth Leaders Award, to support a mindset of self-employment. Learners will develop the necessary knowledge to explain underpinning knowledge of Developing Entrepreneurial Skills by explaining the meaning of Enterprise and an Entrepreneurial mindset.

Task

- 1 Describe the mindset and skills required to be a entrepreneur
- 2 Describe the key concepts that encompass an entrepreneurial mindset

Recommended entry

While entry is at the discretion of the centre, candidates would normally be expected to have an interest in community development and/or sport. There are no formal qualifications required to undertake this Unit; this qualification is suitable for candidates who wish to consider working in business, sport, community or youth development.

Credit points and level

- 1 National Unit credit mapped at SCQF level 5: (6 SCQF credit points at SCQF level 5*)

Acceptable performance in this Unit will be the satisfactory achievement of the standards set out in this part of the Unit specification. All sections of the statement of standards are mandatory and cannot be altered without reference to the NETRISE partnership team.

Task 1

Describe the mindset and skills required to be a successful entrepreneur

Performance Criteria

- (a) Describe the attributes, behaviours and skills of an entrepreneur
- (b) Describe the difference between Intrapreneurship and Entrepreneurship
- (c) Describe the SWOT analysis tool
- (d) Describe the PEST analysis tool

Task 2

Describe the key concepts that encompass an entrepreneurial mindset

Performance Criteria

- (a) Describe how to reduce business risk
- (b) Describe how to support and achieve goal setting for an entrepreneur
- (c) Describe the concept of comfort zones
- (d) Describe the zones in the growth mindset model
- (e) Describe the definition of a growth mindset
- (f) Describe your understanding of self-confidence
- (g) Describe ways to improve self-confidence

Descriptor

How do I achieve this Unit

You will need to show you have achieved both tasks for this unit.

Candidates will need to provide evidence to demonstrate their knowledge and understanding of this Unit by showing that they can:

For Task 1

Describe the mindset and skills required to be a successful entrepreneur you will have to:

- Answer 4 questions relating to attributes, behaviours or skills of an entrepreneurs
- Answer 1 question relating to Intrapreneurship and Entrepreneurship
- Answer 1 questions relating to SWOT analysis
- Answer 1 question relating to PEST analysis

To show that you have met this task, you might gather the evidence from video or audio recordings of you answering the questions or through a paper-based question exercise. Evidence is required to demonstrate that candidates meet the requirements of all Tasks and Performance Criteria.

For Task 2

Describe the key concepts that encompass an entrepreneurial mindset you will have to:

- Answer 1 questions relating to reduce business risk
- Answer 1 questions relating to goal setting
- Answer 5 questions relating personal attributes the support Entrepreneurship

To show that you have met this task, you might gather the evidence from video or audio recordings of you answering the questions or through a paper-based question exercise. Evidence is required to demonstrate that candidates meet the requirements of all Tasks and Performance Criteria.

How should this be delivered

While the exact time allocated to this Unit is at the discretion of the centre, the notional design length is 36 hours.

The sharing of knowledge throughout the unit

This Unit is designed to demonstrate the underpinning knowledge and understanding for Developing Entrepreneurial Skills. In Task 1 it gives the learner the opportunity to investigate the concept of entrepreneurship and the characteristics of an entrepreneur. This should include a brief description of the meaning of entrepreneurship. Characteristics of entrepreneurs could include (but not limited to): innovation, risk taking, creativity, resilience and vision. Learners will also have the opportunity to investigate the key concepts that encompass an entrepreneurial mindset in Task 2 as detailed below.

Task 1

Know the mindset and skills required to be a successful entrepreneur

Mindset: focus; passion; approaches to risk taking; having a positive attitude; being motivated and dedicated; flexibility and adaptability; resilience; creativity and generating ideas; intuitiveness; the drive to succeed and grow; willingness to change mindset; having vision and capacity to inspire

Skills: practical/technical skills for making product or providing service; interpersonal communication skills (effective listening, questioning, body language, assertiveness); written communications; dealing with stress; negotiation; problem solving; time management, planning aids, setting objectives, prioritising tasks, delegation; managing risk

Task 2

Be able to develop the key concepts that encompass an entrepreneurial mindset

Assessing: identifying mindset and skills needed for key business activities (see mindset and skills above); use of self-assessment models, reviewing past experience, eg work, education, training; psychometric testing, personal SWOT and PEST analysis; using feedback from others; developing a critical approach to self-assessment tools; setting goals

Plan formats: eg written, oral (recorded), online

Reviewing: against set goals and timeline; identifying what was achieved; identifying what wasn't achieved and reasons why; identify skills that need development; identifying resources needed to meet objectives; updating personal development plan

Descriptor

Guidance on approaches to assessment for this Unit

Evidence is required to demonstrate that candidates meet the requirements of all Tasks and Performance Criteria. The use of multiple choice questioning may be best to confirm the candidate's knowledge and understanding of this Unit; however, use of other types of questioning may be beneficial to the completion of this Unit, such as assessments recorded through professional discussion and restricted response questions.

What can I do next?

You could think about doing other related Units, which would help you develop your entrepreneurial skills, such as:

- Unit 2 Starting a business
- Unit 3 The change challenge

Descriptor





Internal Verification

Name: Heather Hughes

Sign: *Heather Hughes*

Date 01 Nov 2019 V1

RESULT	
--------	--

ERASMUS

NETRISE

SCQF and EQF Qualifications

ASSESSMENT MATERIAL

UNIT NUMBERS: 1

UNIT TITLES: DEVELOPING ENTREPRENEURIAL SKILLS

OUTCOME(S): 1

**ASSESSMENTS: OPEN BOOK RESTRICTED
RESPONSE QUESTIONS**

COMPLETED BY:

Student Name: _____

Date: _____

Signature: _____

ASSESSED BY:

Tutor Name: _____

Date: _____

Signature: _____

Assessment



ASSESSMENT INSTRUCTIONS

- **You must submit this assignment no later than the end date of your course.**
- **You may use the following equipment or resources during this assessment:**
 - This is an open book assessment.**
 - There are no restrictions on the materials you may use.**
- **This assessment will be graded Pass or Fail.**
- **To achieve a Pass you must meet the evidence requirements as detailed in the unit specification.**

If your work is graded as “Fail” you will be given a re-sit.
If your work is graded as “Fail” on your second attempt,
you may be given a third and final assessment
**BUT ONLY IF AGREED BY THE MEMBERS OF YOUR STAFF
TEACHING TEAM.**

If you are not satisfied with the grade awarded by the tutor,
you should speak to your tutor in the first instance.
If you are not satisfied with this response then
the tutor will take it to their line Manager

Assessment



LEARNER DECLARATION OF AUTHENTICITY

Learner Name	
Class Group	
Tutor	
Unit/Subject	
Target Submission Date	
Actual Date of Submission	
Outcome(s)	

“I declare that this submission is entirely my own work, and any content by other authors has been clearly acknowledged and referenced. I understand that disciplinary action will be taken by the organisation if this is not the case.”

Learner Signature: _____



Section 2 — Instruments of Assessment

Instrument of Assessment 1 Restricted response questions

Learner's name _____

Outcome 1 Describe the mindset and skills required to be an entrepreneur

1. From the list below circle 4 attributes that best describes an Entrepreneur.
 - a. Self-confident
 - b. Ambitious
 - c. Pleasant
 - d. Committed
 - e. Amusing
 - f. Action orientated

2. From the list below circle 4 behaviours that best describes an Entrepreneur.
 - a. Takes calculated risks
 - b. Isolates themselves
 - c. Networks socially
 - d. Superior attitude
 - e. Problem solves creatively
 - f. Self management

3. From the list below circle 4 skills that best describes an Entrepreneur.
 - a. Generating new ideas
 - b. Following instructions
 - c. Effective Negotiating Skills
 - d. Excellent Problem solving skills
 - e. Highly developed interpersonal skills
 - f. Sense of Humour

Assessment



RESULT	
--------	--

Internal Verification

Name: Heather Hughes

Sign: *Heather Hughes*

Date 01 Nov 2019 V1

ERASMUS

NETRISE

SCQF and EQF Qualifications

ASSESSMENT MATERIAL

UNIT NUMBERS: 1

UNIT TITLES: DEVELOPING ENTREPRENEURIAL SKILLS

OUTCOME(S): 2

**ASSESSMENTS: OPEN BOOK RESTRICTED
RESPONSE QUESTIONS**

COMPLETED BY: **Student Name:** _____
Date: _____
Signature: _____

ASSESSED BY: **Tutor Name:** _____
Date: _____
Signature: _____

Assessment



ASSESSMENT INSTRUCTIONS

- **You must submit this assignment no later than the end date of your course.**
- **You may use the following equipment or resources during this assessment:**
 - This is an open book assessment.**
 - There are no restrictions on the materials you may use.**
- **This assessment will be graded Pass or Fail.**
- **To achieve a Pass you must meet the evidence requirements as detailed in the unit specification.**

If your work is graded as “Fail” you will be given a re-sit.
If your work is graded as “Fail” on your second attempt,
you may be given a third and final assessment
**BUT ONLY IF AGREED BY THE MEMBERS OF YOUR STAFF
TEACHING TEAM.**

If you are not satisfied with the grade awarded by the tutor,
you should speak to your tutor in the first instance.
If you are not satisfied with this response then
the tutor will take it to their line Manager



LEARNER DECLARATION OF AUTHENTICITY

Learner Name	
Class Group	
Tutor	
Unit/Subject	
Target Submission Date	
Actual Date of Submission	
Outcome(s)	

“I declare that this submission is entirely my own work, and any content by other authors has been clearly acknowledged and referenced. I understand that disciplinary action will be taken by the organisation if this is not the case.”

Learner Signature: _____

Assessment



Instrument of Assessment 2 Restricted response questions

Outcome 2

Candidate's name _____

1. From the list below circle 4 statements, that best describes how to reduce risk for an Entrepreneur.

- a. Research similar businesses in the area
- b. Plan for growth
- c. Be inflexible to customers
- d. Review budgets on a regular basis
- e. Have more clients than you can cope with
- f. Limit loans and debt

2. From the list below circle 4 statements, that best describes how to support and achieve goal setting for an Entrepreneur.

- a. Commit your goals to paper
- b. Limited research prior to goal setting
- c. Create an action plan using SMART targets
- d. Work with as many individuals as you can on an adhoc basis
- e. Link your strategy with your action plan
- f. Review your action plan on a regular basis

3. From the list below circle 4 statements, that best describes a comfort zone.

- a. Being eager to set new goals
- b. Being predictable and not improving
- c. Settling and having low achievable targets
- d. Being afraid to try new things
- e. Being brave and excited in new situations
- f. Always working with the same customers

4. From the list below circle 4 statements, that best describes the 4 zones in the growth mindset model.

- a. The Fast Zone
- b. The Comfort Zone
- c. The Learning Zone
- d. The Slow Zone
- e. The Fear Zone
- f. The Growth Zone



Assessment

The European Commission's support for the production of this publication, however, does not constitute an endorsement of the contents, which reflect the views only of the authors, and the Commission cannot be held responsible for any use which may be made of the information contained therein..



Assessment



Assessment

The European Commission's support for the production of this publication, however, does not constitute an endorsement of the contents, which reflect the views only of the authors, and the Commission cannot be held responsible for any use which may be made of the information contained therein..



Internal Verification

Name: Heather Hughes

Sign: *Heather Hughes*

Date 01 Nov 2019 V1

RESULT

ERASMUS

NETRISE

SCQF and EQF Qualifications

ASSESSMENT MATERIAL ANSWERS

UNIT NUMBERS: 1

UNIT TITLES: DEVELOPING ENTREPRENEURIAL SKILLS

OUTCOME(S): 1

ASSESSMENTS: OPEN BOOK RESTRICTED RESPONSE QUESTIONS

COMPLETED BY: Student Name: _____
Date: _____
Signature: _____

ASSESSED BY: Tutor Name: _____
Date: _____
Signature: _____

Assessment Answers

**ASSESSMENT INSTRUCTIONS**

- **You must submit this assignment no later than the end date of your course.**
- **You may use the following equipment or resources during this assessment:**
 - This is an open book assessment.**
 - There are no restrictions on the materials you may use.**
- **This assessment will be graded Pass or Fail.**
- **To achieve a Pass you must meet the evidence requirements as detailed in the unit specification.**

If your work is graded as “Fail” you will be given a re-sit.
If your work is graded as “Fail” on your second attempt,
you may be given a third and final assessment
**BUT ONLY IF AGREED BY THE MEMBERS OF YOUR STAFF
TEACHING TEAM.**

If you are not satisfied with the grade awarded by the tutor,
you should speak to your tutor in the first instance.
If you are not satisfied with this response then
the tutor will take it to their line Manager



LEARNER DECLARATION OF AUTHENTICITY

Learner Name	
Class Group	
Tutor	
Unit/Subject	
Target Submission Date	
Actual Date of Submission	
Outcome(s)	

“I declare that this submission is entirely my own work, and any content by other authors has been clearly acknowledged and referenced. I understand that disciplinary action will be taken by the organisation if this is not the case.”

Learner Signature: _____



Section 2 — Instruments of Assessment Answers

Instrument of Assessment 1 Restricted response questions

Learner's name _____

Outcome 1 Describe the mindset and skills required to be an entrepreneur

1. From the list below circle 4 attributes that best describes an Entrepreneur.
 - a. Self-confident
 - b. Ambitious
 - c. Pleasant
 - d. Committed
 - e. Amusing
 - f. Action orientated

2. From the list below circle 4 behaviours that best describes an Entrepreneur.
 - a. Takes calculated risks
 - b. Isolates themselves
 - c. Networks socially
 - d. Superior attitude
 - e. Problem solves creatively
 - f. Self management

3. From the list below circle 4 skills that best describes an Entrepreneur.
 - a. Generating new ideas
 - b. Following instructions
 - c. Effective Negotiating Skills
 - d. Excellent Problem solving skills
 - e. Highly developed interpersonal skills
 - f. Sense of Humour



4. From the list below circle 4 mindset skills that best describes an Entrepreneur.
- Self-Awareness
 - Goal Setting
 - Delegating responsibility to others
 - Learning from actions
 - Failing to evaluate risk
 - Spotting opportunities
5. Describe the difference between Intrapreneurship and Entrepreneurship?

The Difference between Intrapreneurship and Entrepreneurship

The main difference between an Entrepreneur and Intrapreneur is that an Intrapreneur is an employee working within a company and an Entrepreneur is independent and works for his/her own business.

6. Describe each aspect of the SWOT analysis tool.

When marking, please consider the points below in context

Strengths

- The advantages you have that others don't have (for example skills, certificates, education, connections etc.
- What do you do better than others?
- Personal resources can you access.
- Strength that other people see as you.
- Your achievements and what you are most proud of?
- Part of a network you are involved in and that others are not?
- The connections you have with influential people.

Weaknesses

- Tasks you usually avoid because you don't feel confident doing them?
- The weaknesses other people around you see
- Lack of confident in your education and skills training.
- Your negative work habits (for example, are you often late, are you disorganised, do you have a short temper, or are you poor at



Assessment Answers

- handling stress?)
- Your lack of experience, resources or connections where others have them?
- Poor personality traits that hold you back in your field? For instance, if you have to attend meetings on a regular basis, a fear of public speaking would be a weakness.

Opportunities

- The new technology can help you? Or can you get help from others or from people via the internet.
 - Your area of interest is growing? If so, how can you take advantage of the current market.
 - Network of contacts to help you, or offer good advice.
 - Trends (management or otherwise) you see around you and how can you take advantage of them.
 - The needs in your community that no-one is filling.
 - Offering solutions to complaints you hear from those around you. You might find useful opportunities in the following:
 - Networking events, educational classes or conferences
 - Gaining work experience in an area that interests you
 - Getting involved in areas where you need to learn new skills, like public speaking or international relations.
- Also, importantly, look at your strengths, and ask yourself where these open up any opportunities – and look at your weaknesses, and ask yourself whether you could open up opportunities by eliminating those weaknesses.

Threats

- Obstacles do you currently face at work or study.
- Competing with colleagues for roles or opportunities?
- Job or area of expertise (or the demand for the things you do) changing.
- Changing technology threaten your future prospects?
- Weaknesses leading to threats?



7. Describe each aspect of the PEST analysis tool.

Answers should include Political, Economic, Socio-cultural and Technological aspects and cover at least 3 of the bullet points for each.

When marking, please consider the points below in context

Personal PEST Analysis

Personal SWOT Analysis looks at the factors within you – and the ones close to you – that can influence your success. By contrast, PEST Analysis digs deeper into the ‘Big Picture’ external factors that will either help or hinder your future success. Using it makes the difference between choosing an exciting career that’s aligned with the forces of change in the world, and struggling for survival in a dying industry.

Political Factors

Here you consider the influence that the government in your country and its policies may have on the opportunities you’re looking at. Consider these questions:

- What new laws or regulations are likely to affect these?
- Are you aware of any policies or schemes that will boost or support any of these?
- Will any of these policies affect your ability to work in a specific area, make a certain amount of money, or be reasonably secure?
- Is there a change in government, or a change in policy expected?
- What opportunities and threats do these changes or events represent?

Economic Factors

Next, you look at the economic factors that may influence your decision to pursue a particular goal. Think about the following:

- What are the average compensation levels in the industries or careers that you’re interested in?
- Are wages/remuneration expected to rise, fall or stay the same?
- Can you meet your economic needs based on the expected remuneration?
- What is the current and forecast rate of employment or unemployment in these sectors?
- What is the long term demand for people in these industries?
- What opportunities and threats do these changes or circumstances present?

Socio-Cultural Factors

These are the societal trends that influence how attractive a particular opportunity may or may not be. Things to consider include:

- What demographic trends will have an impact on these opportunities?
- Are the educational requirements for them expected to change?
- Are there lifestyle trends and changes that will have an impact on the desirability of these careers/industries?
- Are there familial expectations you have to consider when making a career decision? How will these affect your ability to be successful?
- What opportunities and threats do these situations represent?



Assessment Answers

Technological Factors

Finally you need to look at the technological factors that affect your career decisions. Technology moves forward quickly and you don't want to get left behind because you failed to consider its potential impact. More than this, you can expect great new opportunities if you can get good experience of a valuable new technology. Ask yourself these questions:

- What technological trends affect the careers you're considering?
- Are there aspects of these jobs that are likely to be automated or digitised in the next few years?
- What technologies are emerging to do this, and how can you get experience of using them?
- How is technology influencing the type of work you are interested in or the way you would complete tasks?
- What opportunities and threats do these situations present?



Internal Verification

Name: Heather Hughes

Sign: *Heather Hughes*

Date 01 Nov 2019 V1

RESULT	
--------	--

ERASMUS

NETRISE

SCQF and EQF Qualifications

ASSESSMENT MATERIAL ANSWERS

UNIT NUMBERS: 1

UNIT TITLES: DEVELOPING ENTREPRENEURIAL SKILLS

OUTCOME(S): 2

**ASSESSMENTS: OPEN BOOK RESTRICTED
RESPONSE QUESTIONS**

COMPLETED BY: **Student Name:** _____
Date: _____
Signature: _____

ASSESSED BY: **Tutor Name:** _____
Date: _____
Signature: _____

Assessment Answers



ASSESSMENT INSTRUCTIONS

- **You must submit this assignment no later than the end date of your course.**
- **You may use the following equipment or resources during this assessment:**
 - This is an open book assessment.**
 - There are no restrictions on the materials you may use.**
- **This assessment will be graded Pass or Fail.**
- **To achieve a Pass you must meet the evidence requirements as detailed in the unit specification.**

If your work is graded as “Fail” you will be given a re-sit.
If your work is graded as “Fail” on your second attempt,
you may be given a third and final assessment
**BUT ONLY IF AGREED BY THE MEMBERS OF YOUR STAFF
TEACHING TEAM.**

If you are not satisfied with the grade awarded by the tutor,
you should speak to your tutor in the first instance.
If you are not satisfied with this response then
the tutor will take it to their line Manager



LEARNER DECLARATION OF AUTHENTICITY

Learner Name	
Class Group	
Tutor	
Unit/Subject	
Target Submission Date	
Actual Date of Submission	
Outcome(s)	

“I declare that this submission is entirely my own work, and any content by other authors has been clearly acknowledged and referenced. I understand that disciplinary action will be taken by the organisation if this is not the case.”

Learner Signature: _____



Instrument of Assessment 2 Restricted response questions

Outcome 2

Candidate's name

1. From the list below circle 4 statements, that best describes how to reduce risk for an Entrepreneur.
 - a. Research similar businesses in the area
 - b. Plan for growth
 - c. Be inflexible to customers
 - d. Review budgets on a regular basis
 - e. Have more clients than you can cope with
 - f. Limit loans and debt

2. From the list below circle 4 statements, that best describes how to support and achieve goal setting for an Entrepreneur.
 - a. Commit your goals to paper
 - b. Limited research prior to goal setting
 - c. Create an action plan using SMART targets
 - d. Work with as many individuals as you can on an adhoc basis
 - e. Link your strategy with your action plan
 - f. Review your action plan on a regular basis

3. From the list below circle 4 statements, that best describes a comfort zone.
 - a. Being eager to set new goals
 - b. Being predictable and not improving
 - c. Settling and having low achievable targets
 - d. Being afraid to try new things
 - e. Being brave and excited in new situations
 - f. Always working with the same customers

4. From the list below circle 4 statements, that best describes the 4 zones in the growth mindset model.
 - a. The Fast Zone
 - b. The Comfort Zone
 - c. The Learning Zone
 - d. The Slow Zone
 - e. The Fear Zone
 - f. The Growth Zone



5. In no more than 100 words, describe what you believe the statement growth mindset to mean.

Answer should be similar to:

Growth mindsets... believe our level of success is determined by factors such as effort, application and skills development. We feel that our talents, abilities and intelligence can be learned and developed. We might think 'I'm not very good at this... yet', 'I need more practice', 'I'll have to try harder next time'. We appreciate the value of success because we've had to work hard to achieve it and use challenges as opportunities to learn.

6. In no more than 100 words, describe what you believe the statement Self Confidence to mean.

Answer should include points from the following:

What is self-confidence?

To understand what self-confidence is, you must firstly know what being confident means. Confidence is when you have faith or trust in someone or that you have faith a certain event will happen. Confidence is having a sense of assurance. So, if you trust your own abilities or actions you are self-confident. Another way to describe self-confidence is the belief that you can accomplish various tasks even during possible setbacks or in stressful situations.

Self-confidence can come in many levels. You might trust yourself fully at one activity but be less or not at all confident in yourself during another activity. Even if you aren't the best at one activity, you can still be self-confident because you don't dwell on the negatives or don't see that activity as that important to you.

People who lack self-confidence generally also lack self-esteem. You might think the two are the same but they actually work together in a way. When you have self-esteem you believe that you are worth something or have value. If you believe you deserve the job or family that you have then odds are you have high self esteem. If you don't believe you deserve what you have in life then you probably lack the self -confidence to perform well.

7. From the list below circle 4 statements, that best describes the 4 strategies you would use to improve self-confidence.
- Practice self-acceptance
 - Telling everyone you're the best
 - Focus on your achievements
 - Making personal changes
 - Knowing you have no weaknesses
 - Positive affirmations