



Australian Government

BSB42515 Certificate IV in Small Business Management

Release 1

BSB42515 Certificate IV in Small Business Management

Modification History

Release	Comments
Release 1	This qualification first released with BSB Business Services Training Package Version 2.0.

Qualification Description

This qualification is suitable for small business managers who use well developed skills and a broad knowledge base to solve a 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.

Licensing/Regulatory Information

No licensing, legislative or certification requirements apply to this qualification at the time of publication.

Entry Requirements

Nil

Packaging Rules

Total number of units = 10

4 core units plus

6 elective units, of which:

- 4 elective units must be selected from the elective units listed below
- the remaining 2 elective units may be selected from any currently endorsed Training Package or accredited course at Certificate IV level
- if not listed below, 1 elective unit may be selected from a Certificate III or Diploma qualification.

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 Unit

BSBSMB404 Undertake small business planning

BSBSMB406 Manage small business finances

BSBSMB413 Design a digital action plan for small business

BSBSMB415 Refine and strengthen a small business

Elective Units

BSBCRT501 Originate and develop concepts

BSBCUS401 Coordinate implementation of customer service strategies

BSBCUS402 Address customer needs

BSBEBU401 Review and maintain a website

BSBFIA402 Report on financial activity

BSBFRA401 Manage compliance with franchisee obligations and legislative requirements

BSBIPR405 Protect and use intangible assets in small business

BSBINN301 Promote innovation in a team environment

BSBINT303 Organise the importing and exporting of goods

BSBLDR401 Communicate effectively as a workplace leader

BSBLDR402 Lead effective workplace relationships

BSBLDR404 Lead a diverse workforce

BSBLED401 Develop teams and individuals

BSBMGT404 Lead and facilitate off-site staff

BSBMKG413 Promote products and services

BSBPMG522 Undertake project work

BSBREL401 Establish networks

BSBREL402 Build client relationships and business networks

BSBRES401 Analyse and present research information

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

BSBSMB402 Plan small business finances

BSBSMB403 Market the small business

BSBSMB405 Monitor and manage small business operations

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
 BSBSMB414 Time management for small business
 BSBSMB416 Plan small business growth
 BSBSMB417 Recruit staff
 BSBSMB418 Manage compliance 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

Qualification Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
BSB42515 Certificate IV in Small Business Management	Not applicable	New qualification	No equivalent qualification

Links

Companion volumes are available from the IBSA website -
http://companion_volumes.vetnet.education.gov.au/Pages/TrainingPackage.aspx?pid=13