



Australian Government

Assessment Requirements for BSBSMB302

Develop a micro business proposal

Release: 1

Assessment Requirements for BSBSMB302 Develop a micro business proposal

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- analyse information from a range of sources to evaluate a business opportunity, including:
 - consideration of personal and family commitments
 - changing e-commerce and ability to operate software
 - risk management
 - personal skills analysis against required skills
- document and communicate the business idea, and products and services to stakeholders including:
 - customising information for each stakeholder.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- summarise commonwealth, state/territory and local government legislative requirements relating to micro business operations
- explain how to manage income and expenditure costing in a micro business
- discuss regulations and codes of practice relevant to micro business operation
- outline principles of risk assessment relevant to the business opportunity.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the Management and Leadership – Small and Micro Business field of work and include access to:

- office equipment and resources for analysis of data
- relevant legislation, regulations, standards and codes
- relevant workplace documentation
- case studies and, where possible, real situations
- interaction with others.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion volumes available from the IBSA website:

http://www.ibsa.org.au/companion_volumes - http://www.ibsa.org.au/companion_volumes