



**Australian Government**

# **FNSFLT411 Determine financial requirements of small businesses**

**Release: 1**

# FNSFLT411 Determine financial requirements of small businesses

## Modification History

Release	Comments
Release 1	This version first released with FNS Financial Services Training Package Version 6.0.

## Application

This unit describes the skills and knowledge required to determine the key financial requirements for establishing and maintaining a successful small or micro business.

The unit applies to those who are engaged in a small business occupation, such as trade-based operators, seeking to enhance their financial literacy.

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

## Unit Sector

Financial literacy

## Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Identify costs and benefits of small and micro business	1.1 Determine business' financial needs, objectives and opportunities 1.2 Identify benefits and disadvantages of operating a small or micro business 1.3 Identify start-up and ongoing costs associated with running a small or micro business
2. Analyse obligations and risks of operating a small or micro business	2.1 Determine legislative, regulatory, registration and licensing requirements affecting operations of the business 2.2 Assess different business models and associated financial decisions 2.3 Identify insurance requirements and associated mitigation strategies 2.4 Analyse taxation and record-keeping obligations

<b>ELEMENT</b>	<b>PERFORMANCE CRITERIA</b>
3. Identify mechanisms for supporting business success	3.1 Research and establish licensing, legislative, registration and regulatory requirements applicable to the business 3.2 Identify business processes required to maintain records and compliance 3.3 Identify long-term business objectives and career goals
4. Identify opportunities for business learning, mentoring and advice	4.1 Identify education, training and development opportunities that support business objectives 4.2 Identify key components of a business plan 4.3 Identify skills and knowledge required to develop and monitor the business 4.4 Identify and evaluate personal attributes required to operate a small or micro business 4.5 Identify potential mentors, advisers, networks and sources of assistance for the business and methods to engage with them

## Foundation Skills

*This section describes those language, literacy, numeracy and employment skills that are essential to performance but not explicit in the performance criteria.*

<b>SKILL</b>	<b>DESCRIPTION</b>
Numeracy	<ul style="list-style-type: none"> <li>Performs a range of mathematical calculations to interpret financial information and to develop and manage business plans and budgets</li> </ul>
Reading	<ul style="list-style-type: none"> <li>Researches and interprets written information from a range of sources to identify relevant aspects for the required task</li> </ul>
Initiative and enterprise	<ul style="list-style-type: none"> <li>Actively sources mentors and advisors to access their perspectives and experiences</li> </ul>
Planning and organising	<ul style="list-style-type: none"> <li>Plans routine tasks and organises work according to defined requirements</li> <li>Uses systematic, analytical processes in routine and non-routine situations, gathering and interpreting information, informing decision making and identifying and evaluating potential strategies</li> </ul>
Self-management	<ul style="list-style-type: none"> <li>Identifies, confirms and understands licensing, legal and regulatory requirements</li> <li>Maintains up-to-date knowledge of small business financial management and applies this to own situation</li> </ul>
Technology	<ul style="list-style-type: none"> <li>Uses digital systems and tools to complete tasks, and to access and manage finance related information</li> </ul>

## Unit Mapping Information

No equivalent unit. Supersedes and is not equivalent to FNSFLT401 Be MoneySmart through a career in small business.

## Links

Companion Volume Implementation Guide is found on VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=c7200cc8-0566-4f04-b76f-e89fd6f102fe>