

BQA NCQF QUALIFICATION TEMPLATE

SECTION A: QUALIFICATION DETAILS													
QUALIFICATION DEVELOPER (S)				IMPERIAL SCHOOL OF BUSINESS AND SCIENCE (ISBS)									
TITLE		Diploma in Entrepreneurship						NCQF LEVEL		6			
STRANDS (where applicable)		N/A											
FIELD		Business, Commerce and Management studies						CREDIT VALUE		364			
SUB FIELD		Management Studies											
New Qualification				Legacy Qualification				Renewal Qualification		☒			
								Registration Code		Q0012			
		General Education				TVET				Higher Education		☒	
QUALIFICATION TYPE		Certificate		I	II	III	IV	V	Diploma		☒	Bachelor	
		Bachelor Honours				Post Graduate Certificate				Post Graduate Diploma			
				Masters				Doctorate/ PhD					
RATIONALE AND PURPOSE OF THE QUALIFICATION													
RATIONALE: The field of Entrepreneurship is crucial in developing countries such as Botswana. The government's long-term strategy to create a SADC business hub will require trained entrepreneurs. Business leaders and managers are the core strength of every economy and this course will prepare the youth of Botswana to create, lead and start their own business. Human Resource Development Council (HRDC) has identified 12 key sectors of the economy, which are derived from national strategies and priorities such as the Economic Diversification Drive Botswana. Entrepreneurship is an identified crucial field under the Finance and Business Services Sector, which demonstrates the													

need for this qualification in the Botswana market (*BHRDS Fair and Career Clinics 2018. Pages 92-100.*). This Qualification will equip students with the knowledge and skills to understand, implement and assist in projects in the country and create job opportunities as young entrepreneurs, business practitioners and supervisors at public and private organisations. Ever since ISBS started offering the qualification Diploma in Entrepreneurship, that is from the year 2019 under the new regulation (NCQF), the demand for the qualification was so high.

Furthermore, the stakeholders' consultative meetings / surveys conducted by ISBS for the purpose of assessing the validation of the qualification during the time of its renewal, the majority of the stakeholders supported the view that the qualification, Diploma in Entrepreneurship, is still relevant in Botswana as it could create more employment opportunities. In this respect, the stakeholders provided the following recommendations to adapt the qualification according to the current needs of the industry. This facilitates the modification of the curriculum by the inclusion of the modules:

- Organizational Behaviour
- Introduction to Accounting and Finance
- International Business
- Managerial Economics
- Leadership
- Digital Marketing

Furthermore, the President of Botswana has unveiled an Economic Stimulus Programme (ESP) (*ESP Launch BOPA 2016, Daily News. <http://www.dailynews.gov.bw/news-details.php?nid=26093>*), which is a strategy for employment and Growth whose objective is to stimulate the economy for the coming years. This package focuses on certain industries in the country and one of the areas is in Entrepreneurship. Moreover, the Citizen Entrepreneurial Development Agency (CEDA) (*CEDA | Finance Develop Sustain. <http://www.ceda.co.bw/objectives>*) encourages young entrepreneurial graduates to start up business ventures by providing financial aid and one of the main criteria for the applicants to avail the financial aid is a qualification in Entrepreneurship.

Besides, this qualification is essential while the country is preparing for the transition from a traditional agro-based economy to an industrial knowledge-based economy in order to be able to compete with other countries in the world and to foster more employment scope for its citizens (www.ibe.unesco.org/en/document/world-data-education-seventh-edition-2010-11.P.9).

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PURPOSE: (itemise exit level outcomes)

The purpose of the qualification is to equip graduates with advanced knowledge, skills, and competences to:

1. Design and implement comprehensive business plans, including market analysis, financial forecasting, and strategic planning, to launch and manage entrepreneurial ventures successfully.
2. Identify and evaluate business opportunities and apply creative thinking and problem-solving skills to meet market needs.
3. Lead, motivate, and manage teams, fostering a collaborative and productive work environment within entrepreneurial ventures.
4. Apply ethical principles and practices in business, demonstrate social responsibility, and consider the impact of entrepreneurial decisions on society and the environment.

MINIMUM ENTRY REQUIREMENTS (including access and inclusion)

- Certificate IV, NCQF Level 4 or Equivalent.
- Recognition of Prior Learning (RPL) and Credit Accumulation and Transfer (CAT) are considered entry requirements for this qualification according to national policies.

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SECTION B QUALIFICATION SPECIFICATION	
GRADUATE PROFILE (LEARNING OUTCOMES)	ASSESSMENT CRITERIA
1. Identify and implement leadership strategies that enhance team performance and organisational efficiency, as evidenced by measurable improvements in specific organizational functions.	1.1 Communicate a clear vision, ensuring the team understands and aligns with the organisation's goals and objectives. 1.2 Create a supportive and collaborative culture that enhances team performance and engagement. 1.3 Implement effective performance management practices to enhance team performance through structured management and development practices. 1.4 Review and analyse processes to identify areas for improvement and implement changes to streamline operations, reduce inefficiencies, and enhance productivity.

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	1.5 Invest in ongoing training and development opportunities to enhance skills and knowledge
2. Develop and execute human resource strategies, including recruitment, training, performance management, and employee relations, that align with organisational goals and demonstrate measurable outcomes in employee satisfaction and retention.	2.1 Attract and hire the right talent to support organisational goals and growth. 2.2 Collaborate with department heads to create clear, detailed job descriptions outlining responsibilities, qualifications, and desired skills. 2.3 Utilize a mix of recruiting channels such as job boards, social media, employee referrals, and recruitment agencies to reach a diverse pool of candidates. 2.4 Equip employees with the skills and knowledge needed to perform effectively and support organisational goals. 2.5 Manage and enhance employee performance to drive organisational success. 2.6 Implement initiatives to boost employee engagement, such as team-building activities, wellness programs, and open communication channels. 2.7 Establish clear procedures for addressing employee concerns, grievances, and conflicts. Ensure that issues are resolved in a fair and timely manner. 2.8 Regularly survey employees to gauge satisfaction, gather feedback, and identify areas for improvement. Use survey results to inform HR strategies and initiatives.
3 Execute financial decision-making strategies in both business and personal contexts, achieving financial stability and growth.	3.1 Assess current financial position and set clear, achievable financial goals. 3.2 Formulate and execute strategies to manage finances effectively and achieve your goals. 3.3 Implement strategies to manage cash flow, such as optimising accounts receivable and payable and maintaining adequate liquidity. 3.4 Allocate resources for growth opportunities, such as new product development, market expansion, or technology upgrades. 3.5 Evaluate investment options based on potential returns and risks. 3.6 Track financial performance to ensure alignment with goals and make adjustments as needed.
4. Develop and apply effective marketing strategies to achieve business growth (Design and implement innovative marketing strategies to effectively promote a company's products	4.1 Conduct market research and analysis to understand your target audience, market trends, and competitive landscape

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and services, demonstrating measurable outcomes in customer engagement and sales.	4.2 Establish specific, measurable, achievable, relevant, and time-bound (SMART) objectives to guide marketing efforts. 4.3 Utilize a mix of marketing channels and tactics to reach your target audience and achieve your objectives 4.4 Apply advanced strategies to promote the goods and services of a company. 4.5 Track the effectiveness of your marketing strategies and make data-driven adjustments to optimise performance.
5. Assess the success and failure of a business entity using entrepreneurial skills.	5.1 Evaluate the financial health of the business by examining key financial metrics and statements. 5.2 Assess the business's market position, customer base, and competitive advantage. 5.3 Evaluate the efficiency of business operations and the capacity for innovation 5.4 Examine the strategic direction of the business and its approach to risk management.
6. Identify, assess, and manage risks within an organisation, implementing risk management strategies to minimise potential negative impacts on operations.	6.1 Identify potential risks that could impact the organisation's operations, assets, or objectives. 6.2 Evaluate the identified risks to determine their likelihood and potential impact. 6.3 Develop strategies to mitigate, transfer, accept, or avoid identified risks. 6.4 monitor and review risks and the effectiveness of risk management strategies.
7. Identify, assess and practice ethical norms and values in an organisation to comply with the interests of the various stakeholders to facilitate collaborative support, growth, and conforming social responsibility.	7.1 Practice individual values that influence the values of an organisation. 7.2 Assess the conceptual difference between business ethics and legal conformity in achieving organisational goals. 7.3 Evaluate the concept of business ethics and outline the strategies for an organisation to safeguard employees' welfare and social responsibility.

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SECTION C	QUALIFICATION STRUCTURE				
COMPONENT	TITLE	Credits Per Relevant NCQF Level			Total Credits
		Level [4]	Level [5]	Level [6]	364
FUNDAMENTAL COMPONENT Subjects/ Courses/ Modules/Units	Introduction to Business Communication	12	-----	-----	12
	Organisational Behaviour	12	-----	-----	12
	Introduction to Computer Applications	12	-----	-----	12
	Introduction to Accounting and Finance	12	-----	-----	12
	Principles of Marketing	12	-----	-----	12
	Entrepreneurship		12	-----	12
	Customer Service		12	-----	12
	Business and Industrial Psychology		12	-----	12
	Introduction to Quantitative Methods		12	-----	12
	Principles of Management		12	-----	12

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CORE COMPONENT Subjects/Courses/ Modules/Units	Small Business and Entrepreneurship	----- -	12	----- -	12
	Business Law-Botswana	----- -	12	----- -	12
	Managerial Economics	----- -	12	----- -	12
	Leadership	----- -	12	----- -	12
	Human Resources Management	----- -	12	----- -	12
	Intrapreneurship	----- -	----- -	12	12
	Macro Economics	----- -	----- -	12	12
	Project	----- -	----- -	40	40
	Ecopreneurship	----- -	----- -	15	15
	Strategic Marketing	----- -	----- -	15	15
	Creativity and Innovation	----- -	----- -	15	15
	Managerial Accounting	----- -	----- -	15	15
	New Venture Financing	----- -	----- -	15	15
	Entrepreneurial Behaviour and Dynamic Capabilities	----- -	----- -	15	15

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	Project Management			15	15
STRANDS/ SPECIALIZATION	Subjects/ Courses/ Modules/Units	Credits Per Relevant NCQF Level			Total Credits
		Level []	Level []	Level []	364
1.	N/A				
2.	N/A				
Electives	Choose any one				
	Digital Marketing	----- -	----- -	15	15
	Strategic Decision and Risk Management	----- -	----- -	15	15

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	Customer Relationship Management	----- -	----- -	15	15
	International Business	----- -	----- -	15	15

SUMMARY OF CREDIT DISTRIBUTION FOR EACH COMPONENT PER NCQF LEVEL	
TOTAL CREDITS PER NCQF LEVEL	
NCQF Level	Credit Value
Level 4	60
Level 5	120
Level 6	184
TOTAL CREDITS	364
Rules of Combination: (Please Indicate combinations for the different constituent components of the qualification)	
Rules of Combination: Students must take all the fundamental modules worth 120 credits, Core modules worth 229 credits and any one of the three (3) Electives worth 15 credits to achieve a total of 364 credits to graduate in Diploma in Entrepreneurship qualification.	

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ASSESSMENT ARRANGEMENTS

Continuous Assessment (Assignments and Mid-Term Test):

The outcomes of each module in the qualification are assessed through Continuous Assessments. Fifty per cent (50%) of the total marks will be contributed to the Final Mark.

Summative (Final Exams):

Summative/ final examination will contribute 50% to the Final Mark. All the assessors must have BQA assessor certificates and a minimum of three (3) years of teaching experience in the relevant field.

MODERATION ARRANGEMENTS

There will be provision for internal and external moderation conducted by Moderators registered with Botswana Qualifications Authority (BQA).

RECOGNITION OF PRIOR LEARNING

Recognition of Prior Learning (RPL) will be applicable for consideration for award in this qualification.

CREDIT ACCUMULATION AND TRANSFER

Credit Accumulation Transfer (CAT) will be applicable for consideration for award in this qualification.

PROGRESSION PATHWAYS (LEARNING AND EMPLOYMENT)

Vertical Articulation

- Bachelor of Commerce in Entrepreneurship
- Bachelor of Arts in Entrepreneurship
- Bachelor of Commerce in Business Management
- Bachelor of Arts in Business Management
- Bachelor of Commerce in Business Administration
- Bachelor of Arts in Business Administration

Horizontal Articulation

- Diploma in Entrepreneurship
- Diploma in Business Management
- Diploma in Management
- Diploma in Business Administration

Employment

- Admin officer/Supervisor
- Sales Supervisor
- Marketing Supervisor
- Sales/Marketing Consultant

QUALIFICATION AWARD AND CERTIFICATION

Learners are required to achieve 364 credits to graduate with the Diploma in Entrepreneurship. Upon successful completion of the qualification, students will be issued with the certificate, Diploma in Entrepreneurship, in addition to the transcripts.

SUMMARY OF REGIONAL AND INTERNATIONAL COMPARABILITY

The developed qualification was benchmarked against the Diploma in Entrepreneurship offered regionally by the University of Pretoria, South Africa, and Internationally by the Diploma in Entrepreneurship offered by Management and Science University, Malaysia.

SIMILARITIES

Title: The title of the reviewed qualification is Diploma in Entrepreneurship. The title of the compared qualification offered by the University of Pretoria is Diploma in Entrepreneurship, and the title of the international qualification offered by Management and Science University, Malaysia is also Diploma in Entrepreneurship. Therefore, there is a similarity in the titles of the qualifications offered by the similar qualifications of three countries.

NQF level: This qualification is at NCQF level 6. The qualification offered at the University of Pretoria is also pitched at NQF level 6, and the qualification offered by Management and Science University, Malaysia, is MQF level 6. Though each country has its own specific terminology for the level Descriptors, they are all equivalent to the NCQF level displayed by the qualification.

Credits and Duration: This qualification has 364 credits and a 3-year duration. The qualification offered by the University of Pretoria, South Africa, and the Management and Science University, Malaysia, is MQF level 6. Both qualifications have 240 credits each and a 2-year duration, respectively. This is because they enrol students from A-Levels, whereas institutions in Botswana enrol students from BGCSE/IGCSE; hence, there is a difference of a full academic year, which is equivalent to 120 extra credits.

Main Exit level outcomes: They are similar for all qualifications since all the qualifications are pitched at level 6 according to the standard of the qualification framework of the countries of their origin. Besides, all the qualifications aimed to prepare the learners to design and implement comprehensive business plans, including market analysis, financial forecasting, and strategic planning, to launch and manage entrepreneurial ventures successfully.

Main modules: All three qualifications have fundamental, core, and elective modules. The core modules of the different qualifications are distributed in the following manner: This qualification has 16 core modules, the Diploma in Entrepreneurship offered by the University of Pretoria has 12, and the Diploma in Entrepreneurship offered by the Management and Science University, Malaysia, has 10 modules. Therefore, this qualification is well balanced among the benchmarks.

Assessments: All the qualifications have both Formative and Summative assessment practices.

Qualification rules and minimum Standards for the award of the qualification

The qualification rules and minimum standards for awarding the qualifications are also similar to all three qualifications. Candidates are required to pass a minimum of 360 credits through the required fundamental, core, and elective modules. In regional and international qualifications, students must achieve a minimum 240 credit value.

Pathways: The pathways of this qualification are similar to the qualifications compared.

DIFFERENCES

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Entry Requirements, Credit Value or Duration and NQF levels:

The entry requirements of the qualifications offered regionally and internationally differ slightly, as reflected in their total credit values and duration. Though the level descriptors are named differently in the qualifications offered in Pretoria and Malaysia, they are equivalent to the NCQF framework of Botswana.

Domains/Modules/Courses/Subjects covered (Fundamental, core & electives)

Although the structure of the qualification, including fundamentals, cores and electives for the developed qualification, aligns with those of the qualifications it was benchmarked against, there are some slight differences in terms of the exclusion of the module facilitating the fundamentals of computer applications for the regional and international qualifications.

Conclusion: This qualification is similar to the benchmarked qualifications with respect to the purpose, critical exit learning outcomes, level descriptors, assessment practices, and learning and employment pathways. The differences are the duration of the regional and international qualifications because of the A-level entry points and the difference in titles.

REVIEW PERIOD

The qualification will be subjected to a review after every 5 Years.

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For Official Use Only:

CODE (ID)			
REGISTRATION STATUS	BQA DECISION NO.	REGISTRATION START DATE	REGISTRATION END DATE
LAST DATE FOR ENROLMENT		LAST DATE FOR ACHIEVEMENT	