

Fast track training

Brisbane North Institute of TAFE

Small business management for professionals

Do you have the skills to cope with increasingly competitive business situations?

BSB40401 Certificate IV in Business (Small Business Management)

6.00 pm to 9.00 pm over 19 consecutive weeks

Program delivered over one semester

Ithaca and Bracken Ridge campuses

Certificate IV in Business (Small Business Management) is a practical, relevant and effective course to acquire the necessary information to market and manage a successful small business.

Overview

The program is practical in nature, focusing on the principles to research and identify business opportunities, establish business and legal requirements, and undertake business planning.

Seven key topics of content are covered in the delivery of this program, including:

- identifying business opportunities
- personal business skills
- business planning
- business structure and legal requirements
- marketing
- operations
- finances.

Benefits

The key benefits of the program include:

- direct workplace application
- workbook and CD-ROM
- all templates and tables included in the resource book and CD-ROM are licensed to be utilised by participants after completion of training
- mentoring support from a content expert via phone and email
- training content is relevant to any industry.

How do I find out more?

For further information or to enrol in this program please contact our Customer Information Centre on 1800 657 387.



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Brisbane North
INSTITUTE OF TAFE



TAFE Queensland
Queensland Government

Department of Education, Training and the Arts

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www.bn.tafe.qld.gov.au

your pathway to Greater possibilities