



# NIMET

**Business Studies Qualification Title: Generic Management**

**Qualification Level: National Certificate NQF 5**

**SAQA ID: 59201**

**Credits: 162**

**Duration: 1 year (for Part time, Distance Learning and Full time)**

This course will develop you to be proficient and understand all its functions on how to use it in the Industry in different Business world applications.

**Admission Requirement:**

Full Matric or Grade 12 certificate or Matric equivalent qualification

**Course Content**

US ID: 252044	Apply the principles of knowledge management
US ID: 252037	Build teams to achieve goals and objectives
US ID: 252020	Create and manage an environment that promotes innovation
US ID: 252032	Develop, implement and evaluate an operation plan
US ID: 252027	Devise and apply strategies to establish and maintain workplace relationships
US ID: 252021	Formulate recommendations for a change process
US ID: 252029	Lead people development and talent management
US ID: 252043	Manage a diverse work force to add value
US ID: 252034	Monitor and evaluate team members against performance standards
US ID: 252025	Monitor, assess and manage risks
US ID: 252035	Select and coach first line managers
US ID: 120300	Analyse leadership and related theories in a work context
US ID: 252026	Apply a system approach to decision making
US ID: 252036	Apply mathematics analysis to economic and financial information
US ID: 252042	Apply the principles of ethics to improve organisation culture
US ID: 252022	Develop, implement and evaluate a project plan
US ID: 252040	Manage the finances of a unit



## Choose electives a minimum of 35 credits

Unit Standard	Unit Standard Title	NQF Level	Credits
US ID: 252030	Analyse compliance to legal requirements and recommend corrective actions	5	4
US ID: 252041	Promote a learning culture in an organisation	5	5
US ID: 114212	Explain the impact of organisational wellness on a business environment and indicate a strategy for a business unit	4	3
US ID: 12140	Recruit and select candidates to fill defined positions	5	9
US ID: 12761	Demonstrate an understanding of macroeconomic principles as they apply to the South African business environment	4	8
US ID: 252024	Evaluate current practices against best practice	5	4
US ID: 252033	Develop ways of dealing with the impact of dreaded diseases and in particular HIV/AIDS	5	8
US ID: 252039	Develop a plan to combat corruption	5	5
US ID: 10048	Identify brand mix elements	5	8
US ID: 114226	Interpret and manage conflicts in the workplace	5	8
US ID: 252031	Apply the principles and concepts of emotional intelligence to the management of self and others	5	4
US ID: 117853	Conduct negotiations to deal with conflict situations	5	8
US ID: 15230	Monitor team members and measure effectiveness of performance	5	4
US ID: 264408	Manage and improve communication processes in a function	6	3
US ID: 15224	Empower team members through recognising strengths, encouraging participation in decision making and delegating tasks	5	4
US ID: 15214	Recognise areas in need of change make recommendations and implement change in the team, department or division	5	3
US ID: 15219	Develop and implement a strategy and action plans for a team, department or division	5	4
US ID: 15236	Apply financial analysis	5	4

- On successful completion of the programme, the student will receive a National Certificate from **SERVICES SETA** through **South African Corporate Training Association (Accreditation no: 12389)**
- Course fees: R25000 per year. These study fees include the cost for study material.
- The qualification will require Practical experience for the certificate to be issued
- If you register for this course, you will have access to a free Business Establishment and Development course.
- 10% of the fees must be paid to complete registration

### Disclaimer:

The content of this brochure, accurate at the time of going to print, is subject to change without notification due to legislation, market requirements or any other reason. NIMET reserves the right to change the programme content without notice.