



**Australian Government**

# **BSB40415 Certificate IV in Small Business Management**

**Release 1**

## BSB40415 Certificate IV in Small Business Management

### Modification History

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

### Qualification Description

This qualification is suitable for small business managers who use well-developed skills and a broad knowledge base to solve a range of defined range of unpredictable problems, and analyse and evaluate information from a variety of sources. They may provide leadership and guidance to others, and have responsibility for the output of others.

### Licensing/Regulatory Information

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

### Entry Requirements

Nil

## Packaging Rules

**Total number of units = 10**

**4 core units** plus

**6 elective units**, of which:

- all 6 elective units may be selected from the elective units listed below, or any currently endorsed Training Package or accredited course at the same qualification level
- 1 elective unit may be selected from a Certificate III or Diploma qualification, if not listed below.

Elective units must be relevant to the work environment and the qualification, maintain the integrity of the AQF alignment and contribute to a valid, industry-supported vocational outcome.

### Core Units

BSBSMB401 Establish legal and risk management requirements of small business

BSBSMB402 Plan small business finances

BSBSMB403 Market the small business

BSBSMB404 Undertake small business planning

### Elective Units

BSBCRT501 Originate and develop concepts

BSBCUS401 Coordinate implementation of customer service strategies

BSBCUS402 Address customer needs

BSBEBU401 Review and maintain a website

BSBFIA402 Report on financial activity

BSBFRA401 Manage compliance with franchisee obligations and legislative requirements

BSBINN301 Promote innovation in a team environment

BSBINT303 Organise the importing and exporting of goods

BSBIPR405 Protect and use intangible assets in small business

BSBMGT404 Lead and facilitate off-site staff

BSBMKG413 Promote products and services

BSBMKG414 Undertake marketing activities

BSBPMG522 Undertake project work

BSBREL401 Establish networks

BSBREL402 Build client relationships and business networks

BSBRES401 Analyse and present research information

BSBSMB405 Monitor and manage small business operations

BSBSMB406 Manage small business finances

BSBSMB407 Manage a small team

BSBSMB408 Manage personal, family, cultural and business obligations

BSBSMB409 Build and maintain relationships with small business stakeholders

BSBSMB410 Review and implement energy efficiency in business operations

BSBSMB411 Manage specialist external advisory services

BSBSMB412 Introduce cloud computing into business operations

BSBSUS301 Implement and monitor environmentally sustainable work practices  
 FNSACC406 Set up and operate a computerised accounting system  
 PSPGOV407B Provide a quotation  
 SIRXQUA002A Lead a team to foster innovation

## Qualification Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
BSB40415 Certificate IV in Small Business Management	BSB40407 Certificate IV in Small Business Management	Updated to meet Standards for Training Packages	Equivalent qualification

## Links

Companion volumes available from the IBSA website:

[http://www.ibsa.org.au/companion\\_volumes](http://www.ibsa.org.au/companion_volumes) - [http://www.ibsa.org.au/companion\\_volumes](http://www.ibsa.org.au/companion_volumes)