ENTREPRENEURSHIP EDUCATION FOR NIGERIAN POLYTECHNICS: CURRICULUM AND COURSE SPECIFICATIONS

BY
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Understand the meaning and scope of Enterprise and Entrepreneurship
Understand the history of Entrepreneurship in Nigeria
Understand the types, characteristics and rationale of Entrepreneurship
Understand the role of Entrepreneurship in economic development
Understand Entrepreneurial characteristics and attitude
Understand the key competencies and determining factors for success in Entrepreneurship
Know the motivational pattern of Entrepreneurs
Understand the meaning and scope of Enterprise and Entrepreneurship

- Define an Enterprise in its narrower and wider contexts;
- Explain different forms of Enterprises;
- Identify features of the types of enterprises identified;
- Classify the different forms of enterprises into small, medium and large enterprises as well as sectoral;
- Explain the terms: Entrepreneur Entrepreneurship Wage Employment Self Employment;
- Identify the facilities and opportunities available for self employment;
- Explain clearly the business terrain in Nigeria;
- Evaluate the role of entrepreneurship in wealth creation.
Understand the History and Government Policy measures at promoting Entrepreneurship in Nigeria

- Trace the evolution of entrepreneurship development;
- Explain the role of entrepreneur in developing enterprises in Nigeria;
- Compare Entrepreneurship in Nigeria with Japan, India, China, Malaysia, South Korea, etc.
- Explain Nigeria’s values in relation to Entrepreneurship;
- Describe the role of Entrepreneurship in the development of enterprises.
- Explain Government policy measures at promoting entrepreneurship in Nigeria
Understand the types, characteristics and rationale of Entrepreneurship

- Explain types of Entrepreneurs and their characteristics;
- Explain the classes of entrepreneurship;
- Analyze life situations people may find themselves in;
- Enumerate the benefits to be derived from the above situation;
- Compare and contrast Technological and Social Entrepreneurship;
- Identify the different types of Entrepreneurs: self employed, Opportunistic, Inventors, Pattern multipliers, etc.
- Identify the role of Entrepreneurship in business, society and in self employment.
Understand the role of Entrepreneurship in economic development

- Identify resources and constraints of Entrepreneurship;
- Classify the resources into economic, human, knowledge and time;
- Explain how Entrepreneurship leads to import substitution and utilization of local resources;
- Explain how entrepreneurship leads to socio-economic development;
- Distinguish between economic development and economic growth;
- Explain the role of an entrepreneur in grassroots / local economic development.
Understand Entrepreneurial Characteristics and Attitudes

- Explain the philosophy, values, scope, need and characteristics of Entrepreneurship;
- Explain the profiles of local Entrepreneurs;
- Demonstrate high sense of innovation, creativity and independence;
- Explain the process of acquiring high sense of information seeking and ability in operating an enterprise;
- Identify various risks and remedies involved in operating an enterprise;
- Evaluate pilot project considering resource, time, personnel, equipment, money, materials etc.
- Explain constraints and problem solving techniques;
- Demonstrate leadership and leadership skills by mobilizing resources for establishing an enterprise;
- Demonstrate high level problem solving techniques in overcoming internal and external constraints.
Understand the key competencies and determining factors for success in entrepreneurship

- Identify the key competencies required in setting up a successful small business; Knowledge, Skill and Traits;
- Identify key success factors in setting up a small business; Resources, Ability, Motivation and Determination, Idea and Market etc.
- Define individual life goals and link them to Entrepreneurship;
- Identify the strength and weaknesses in 3 above;
- Explain business games and how to play them;
- Explain the behavioral pattern observed in 5 above on:
  - Moderate risk taking;
  - Goal setting;
  - Learning from feedback;
  - Taking personal responsibility;
  - Confidence and self reliance.
Know the motivational pattern of Entrepreneurs

- Define motivation;
- List the objectives of motivation;
- Identify barriers to motivation and achievement;
- Explain Thematic Appreciation Test (TAT) scores;
- Explain how to analyze motive strength from TAT score;
- Explain the spirit of Achievement Motivation Test (AMT).
EEd 216: PRACTICE OF ENTREPRENEURSHIP

- Know techniques for generating business ideas as well as for identifying and assessing business opportunities
- Know how to evaluate a business idea for developing an enterprise
- Know methods of product/service selection
- Understand the process and procedure for starting an Enterprise
- Know the operational techniques in managing an Enterprise
- Understand the various existing industries and support agencies in Nigeria
- Appreciate the role of commercial and development banks in small and medium scale industries development
- Understand the role of personal savings and portfolio investment in National Economic Development
Know techniques for generating business ideas as well as for identifying and assessing business opportunities

- Define business opportunity;
- State the process of exploring opportunities;
- Identify business opportunities (using SWOT Analysis);
- State the process of conducting a market survey in order to establish demand/supply gap;
- State the process of business idea generation.
Know how to evaluate a business idea for developing an enterprise

- Define the concept of business plan;
- Explain the process of preparing preliminary project proposal;
- Explain the process of preparing a detailed business plan;
- Prepare a model business plan on a selected venture;
Know methods of product/service selection

- Define product/service;
- Explain the nature and characteristics of product/service;
- Explain product selection criteria;
- Identify key factors associated with product selection:
  - Infrastructure;
  - Technology;
  - Availability of raw material;
  - Government Policy/Regulation;
  - Legal aspects of business;
- Explain venture idea generation;
- Explain the steps involved in preliminary screening;
- Explain the different steps in preparing pre-feasibility study;
- Evaluate adequacy of infrastructural facilities for product selection;
- Identify the relevant technology available for the selected product;
- Evaluate sources and adequacy of raw materials for the selected product;
- Explain effects of government policy and regulations on the selected product;
- Identify legal aspects of business in product selection
Understand the process and procedure for starting an Enterprise

- Outline the main features of the Companies and Allied Matters Act (CAMA) 1990 and the subsequent amendments;
- Explain the functions of the Corporate Affairs Commission (CAC) under the Companies and Allied Matters Act 1990;
- Explain the legal structure of business;
- State factors to be considered in naming a business;
- Explain the procedure and requirements for registration of a business name;
- Explain the procedure and requirements for incorporating a business;
- Explain the reasons for the existence of registered business names and companies;
- Identify various agencies responsible for issuance of licenses and permits.
Know the various operational techniques in managing an Enterprise

- Define management and a manager;
- Explain the functions of management and a manager;
- Explain management structure for an enterprise;
- Explain the communication process in the management of an enterprise;
- Explain the techniques and skills of:
  - Planning;
  - Organizing;
  - Staffing;
  - Leading;
  - Controlling.
- Explain the basic techniques of marketing, production and quality control management in an enterprise;
- Explain the principles of record keeping and financial management.
Know the various existing industries and support agencies in Nigeria

- Explain various industry/support agencies;
- Explain the types, and sources of materials used in both manufacturing and service Industries;
- Explain the types and sources of plants and machinery used in small scale Industries;
- Explain the various information and assistance for vital areas like finance, registration, project selection, training, marketing, research, quality control, raw materials, patent information etc.
- Explain environmental factors associated with Industrial and economic development in Nigeria.
Appreciate the role of commercial and development banks in small and medium scale industries development.

- Identify financial institutions involved in entrepreneurial development;
- Explain the role of banks and financial institutions in the creation and development of enterprises;
- Explain government policy on financing small and medium enterprises;
- Explain the role of microfinance (Formal and Informal) in financing enterprise;
- Explain the role of capital markets in financing enterprise.
Understand the role of personal savings and portfolio investment in National Economic Development

- Define the following:
  - Income;
  - Expenditure; and
  - Savings

- Explain the role of savings in starting and sustaining businesses;
- List the benefits of interest;
- Explain personal financial planning and management;
- Explain how you can make your savings work for you – “the laws of gold”;
- Explain shopping habits;
- Explain portfolio investment: - shares, bonds & debentures
EEd 413: ENTREPRENEURSHIP DEVELOPMENT

- Understand the history of entrepreneurship development in Nigeria
- Understand the role of personal savings and portfolio investment in National Economic Development
- Understand various life skills needed by an entrepreneur
- Understand the various sources of information for entrepreneurship development
- Appreciate the roles of commercial and development banks in small scale industrial development.
- Know the functions of various support agencies in small and medium scale industrial development.
- Understand the activities of different industrial associations in relation to entrepreneurship.
- Know the functional areas of business
- Understand the need for business planning.
- Understand the strategies for consolidation and expansion of a business enterprise
- Understand the need for both management and business succession plan
Understand the history of entrepreneurship development in Nigeria

Define an Enterprise and identify different forms of Enterprises

Classify the different forms of enterprises into: private vs. public, profit vs. non profit, formal vs. informal, individual vs. community, local vs. foreign, business vs. social, small vs. large, manufacturing vs. service, consumer vs. industrial;

Narrate the history of entrepreneurship development in Nigeria;

Assess the success and impact of entrepreneurship in Nigeria in comparison with other Countries of the world: Japan, India, China, Malaysia, South Korea, etc.
Understand the role of personal savings and portfolio investment in National Economic Development

- Define the following: Income, expenditure and savings;
- Explain the role of savings in starting and sustaining businesses;
- List the benefits of interest;
- Explain personal financial planning and management;
- Explain shopping habits;
- Describe how taxes are paid on income that people earn and how income tax is calculated.
- Explain portfolio investment and brokerage;
- Identify types of portfolio investment;
- Explain the role of portfolio investment in the National Economic Development.
Understand the life skills needed by an entrepreneur

- Identify the characteristics of an entrepreneur;
- Define Communication;
- Explain the role of Communication in an enterprise;
- Define teamwork and team spirit;
- Identify the characteristics of teams;
- List benefits of teamwork in an enterprise;
- Define leadership;
- List the qualities and characteristics of good leaders;
- Describe a target in relation to the success of an enterprise;
- Explain how targets are set;
- Explain how a target is achieved;
- Explain discipline and self-discipline;
- State the benefits of Personal discipline in the life of an entrepreneur.
Understand the various sources of information for entrepreneurship development

- Identify nature and type of information required by entrepreneurs;
- Identify the sources of the information required in 1 above;
- Identify organizations and agencies involved in the promotion and development of entrepreneurship;
- Explain the role of banks and financial institutions in enterprise promotion and development;
- Describe the contributions of government agencies in sourcing information;
- Describe methods of obtaining assistance from the above organizations
Appreciate the roles of commercial and development banks in small scale industrial development.

- Identify financial institutions involved in entrepreneurship development;
- Describe the assistance provided by commercial banks;
- Explain the role of development banks in the promotion and development of small and medium enterprises (SMEs);
- Assess government policy on financing SMEs;
- Explain the process of opening and operating a healthy Bank Account.
Know the functions of various support agencies in small and medium scale industrial development

- Identify various support agencies involved in the promotion and development of entrepreneurship in Nigeria;
- Explain the following and their roles in the promotion and development of entrepreneurship: NEPC, NIPC, NERFUND, NDE, RMRDC, SMEDAN, IDC, TBICs, and Federal and State Ministries of Commerce/Industry;
- Explain the assistance rendered by research and academic institutions in entrepreneurship development.
Understand the activities of different industrial associations in relation to entrepreneurship

- Explain the meanings of the following acronyms: NASSI, NASME, NACCIMA, MAN, NECA, and SMEDAN;

- Describe the roles and functions of each of the above in the development and promotion of entrepreneurship.
Know the functional areas of business

- Explain basic management concepts and functions;
- Explain the basic functions of human capital management in a small enterprise;
- Explain the cycle of business growth and the need for adequate manpower development at each stage;
- Explain Labour relations;
- Describe the finance function in a small enterprise;
- List the books of account necessary for operation of a small enterprise;
- Explain financial regulations and taxes affecting small enterprise operation;
- Explain the significance of insurance coverage for a small enterprise;
- Explain the importance of marketing mix to the growth and expansion of a small enterprise;
Know the functional areas of business ... Con’td

- Explain the production function in a small enterprise:
  - Product planning and control;
  - Production forms and techniques;
  - Factory and facilities layout;
  - Operational bottlenecks in the areas of order intake, procurement, storage and inventory control, distribution, safety and health etc.

- Explain the importance of quality control and production standards;

- Explain the need for maintenance management with special reference to:
  - routine maintenance;
  - scheduled maintenance;
  - preventive maintenance;
  - spare parts management;

- Explain staff training and retraining needs of an enterprise
Understand the need for business planning

- Identify a viable business opportunity based on:
  - Need
  - Demand
  - availability of resources
  - import substitution
  - export oriented products

- Explain the different steps in preparing a preliminary project report;
- Explain how to formulate a project report;
- Explain how to analyze a project report.
Understand the strategies for consolidation and expansion of a business enterprise

- Explain the justification for business diversification and expansion;
- Explain the process of growth, diversification and expansion in an enterprise;
- Evaluate the strategies for consolidation and expansion of business ventures;
- Explain the characteristics of franchise, license and patent systems of enterprise;
- Explain mergers and acquisitions;
- Explain how multinational companies operate;
- Explain how to do business across Nigerian borders
Understand the need for management and business succession plan

- Explain management succession plan and reasons for corporate formations;
- Explain the value of continuity and perpetuity in enterprise;
- Explain Exit planning;
- Explain business failure and resuscitation
Entrepreneurship Education Steering Committee (Apex Committee)

- Responsible for overall policy decisions with reference to the project;
- Consider quarterly progress report on the implementation from various enterprises and course coordinators;
- Create sub-committee(s) to look into any assigned matters;
- Approve the disbursement of funds based on the recommendations of the relevant committees;
- Direct on any other matters that would necessarily improve the implementation of the project.
Membership

- Rector or Deputy Rector
- EEd Director
- Deputy Director (Academic)
- Deputy Director (Enterprises)/General Manager
- Representative of Bursary Staff
- Representative of Administrative Staff
- Representative of Academic Staff
- Student Representative
- Student Representative
- PA to the Director (Secretary)

- Chairman
- Vice Chairman
- In Attendance
Office of the EEd Director

- Responsible for project execution in line with the project specifications;
- Responsible for procurement, delivery and commissioning of equipment for all project enterprises;
- Ensure that training of various personnel is carried out effectively and on schedule;
- Ensure quarterly reports are submitted to the Project Steering Committee;
- Ensure in-house continuous training of all staff in Entrepreneurship and certification to participate in course delivery to students;
- To carry out any other duties as may be assigned by the Steering Committee.
Office of the Deputy Director (Academics)

- Responsible for the supervision of all EEd courses;
- Make recommendations on the composition of the teaching team for each course;
- Organize entrepreneurial extra-curricula activities and out of class learning visits for students;
- Design and organize the train-the-trainer workshops for all staff every semester;
- Submit reports of its activities to the Project Steering Committee through the EEd Director; and
- Carry out all other duties as may be assigned by the Director
Office of the Deputy Director (Enterprises)

- Responsible for the supervision of all EEd practical experience in the institutional enterprises;
- Responsible for the day-to-day running/operation of all enterprises in the capacity of a General Manager;
- Make recommendations on the feasibility and viability of any new enterprise to the Steering Committee through the EEd Director;
- Submit quarterly reports of the activities of each enterprise to the Project Steering Committee through the EEd Director;
- Design and organize the on-the-job training workshops for all staff every semester; and
- Carries out all other duties that may be assigned by the Director.
Office of the Course Coordinator

- Responsible for the coordination of all activities of an EEd course;
- In consultation with the Deputy Director (Academic) arrange the composition of the training team for the EEd course;
- In consultation with the Deputy Director (Enterprises) arrange the experiential enterprise training for the students of EEd course;
- Collate result of students in the EEd course;
- Submit reports on the EEd course to the Academic Office through the EEd Director;
- Arrange the logistics of entrepreneurial extra-curricula activities and out of class learning visits for students in an EEd course; and
- Carry out all other duties as may be assigned by the EEd Director.
Office of the Enterprise Manager

- Responsible for the day-to-day running/operation of an enterprise in the capacity of a Manager
- Responsible for the supervision of all EEd practical experience in the assigned institutional enterprise;
- Responsible for the welfare and training of all staff;
- Submit quarterly reports of the activities of the enterprise to the EEd Director through the General Manager;
- Organize an Annual General meeting for the purpose of presenting the audited financial report of the enterprise to the institution’s community;
- Design and organize the on-the-job training workshops for all staff every semester; and
- Carry out all other duties as may be assigned by the EEd Director.
THANKS!

This has been our pleasure

THE END