

**Field Business**

**Review of *Business* unit standards**

<b>Subfield</b>	<b>Domain</b>	<b>ID</b>
Business Environment	Business Culture and Environment	6156, 6412, 8501, 9740
	Business Law	11637
Business Operations and Development	Business Relationships Management	6406, 7455, 7456
	Business Studies	22847, 22854, 25424

NZQA National Qualifications Services has completed the review of the unit standards listed above.

**Date new versions published**

**May 2016**

**Planned review date**

**December 2020**

**Summary**

This review addressed unit standards for small business and related areas. The standards were reviewed in light of advice from the Small Business Development Group of the Ministry of Business, Innovation and Employment and from other stakeholders.

The review panel considered the advice, reviewed the standards accordingly, and referred the reviewed standards back to stakeholders, who endorsed the changes. Standards 1989 and 1990 were excluded from this review as they were reviewed as part of the development of new unit standards for the New Zealand qualifications in Business.

**Main changes**

- Five standards were reviewed without materially changing the content.
- The credits allocated to standards 6156 and 11637 were amended to better reflect the content.
- Standards 6406, 7455, and 7456 were replaced by new standard 29464.
- All the unit standards not designated as expiring were moved to domain *Small Business*.
- Three unit standards were designated expiring, in the absence of likelihood of future usage.
- New unit standard 29463 was developed as business continuity is a key issue for small businesses.

**Category C and D unit standards will expire at the end of December 2018**

## Impact on existing organisations with consent to assess

Current consent for			Consent extended to		
Nature of consent	Classification or ID	Level	Nature of consent	Classification or ID	Level
Subfield	Business Environment	7-8	Standard	6156	7
Subfield	Business Environment	4-8	Standard	11637	4
Domain	Business Culture and Environment	7	Standard	6156	7
Domain	Business Law	4	Standard	11637	4
Domain	Business Relationships Management	4-6	Standard	29464	5
Domain	Business Studies	3-5	Standard	22847	1
Domain	Business Studies	3-5	Standard	22854	2
Domain	Business Studies	3-5	Standard	25424	3
Standard	6406	4	Standard	29464	5
Standard	7455	6	Standard	29464	5
Standard	7456	6	Standard	29464	5

## Impact on registered qualifications

Key to type of impact	
<b>Affected</b>	The qualification lists a reviewed classification (domain or subfield) in an elective set The qualification lists a standard that has changes to level or credits The qualification lists a C or D category standard
<b>Not materially affected</b>	The qualification lists a standard that has a new title The qualification lists a standard that has a new classification

The following table identifies qualifications developed by other SSBs that are impacted by the outcome of this review. The SSBs have been advised that the qualifications require revision. The standards that generated the status *Affected* are listed below in **bold**.

Ref	Qualification Title	Classification or ID	SSB Name
0806	National Diploma in Extractive Industries (Management) with strands in Surface Extraction, and Underground Extraction	<b>7455, 7456</b>	MITO New Zealand Incorporated
0974	National Diploma in Contact Centre Management (Level 5)	<b>7455</b>	The Skills Organisation
1476	National Certificate in Financial Services (Financial Advice) (Level 5) with strands in Investment Advice, Insurance Advice, and Residential Property Lending Advice	<b>7455</b>	The Skills Organisation
1488	National Certificate in Plumbing, Gasfitting and Drainlaying (Introduction) (Level 2)	25424	The Skills Organisation

## Detailed list of unit standards – classification, title, level, and credits

All changes are in **bold**.

Business > Business Environment

Business > **Business Operations and Development**

ID	Domain	Title	Level	Credit	Review Category
6156	Business Culture and Environment <b>Small Business</b>	Develop strategies to foster innovation and entrepreneurship for small business enterprises <b>Develop options to implement a strategy to foster innovation and entrepreneurship for a small business</b>	7	10  7	B
11637	Business Law <b>Small Business</b>	Demonstrate knowledge of business entities <b>Demonstrate knowledge of legal structures for business entities</b>	4	2  4	B

Business > Business Environment > Business Culture and Environment

ID	Title	Level	Credit	Review Category
6412	Investigate and evaluate small business franchising options	6	10	D
8501	Develop initiatives for innovation management	7	12	D
9740	Explain and apply principles and practices for innovation, entrepreneurship, and intrapreneurship	5	5	D

Business > Business Operations and Development > Business Relationships Management

Business > Business Operations and Development > **Small Business**

ID	Title	Level	Credit	Review Category
6406	Establish and maintain quality customer relations for a small business enterprise	4	5	C
7455	Develop and strengthen customer relationships and services	6	10	C
7456	Develop and strengthen supplier relationships	6	10	C
<b>29464</b>	<b>Develop, maintain, and strengthen external relationships for a small business</b>	<b>5</b>	<b>7</b>	

Business > Business Operations and Development > Business Studies

Business > Business Operations and Development > **Small Business**

<b>ID</b>	<b>Title</b>	<b>Level</b>	<b>Credit</b>	<b>Review Category</b>
22847	Demonstrate knowledge of enterprising behaviour, innovation, and entrepreneurship in business contexts <b>Demonstrate knowledge of innovation and entrepreneurship in business contexts</b>	1	2	B
22854	Apply innovative thinking techniques within a business context	2	2	B
25424	Demonstrate knowledge of factors that impact on businesses	3	4	B

Business > Business Operations and Development > Small Business

<b>ID</b>	<b>Title</b>	<b>Level</b>	<b>Credit</b>	<b>Review Category</b>
<b>29463</b>	<b>Plan the continuity of a small business</b>	<b>6</b>	<b>8</b>	<b>New</b>

<b>Key to review category</b>	
<b>A</b>	Dates changed, but no other changes are made - the new version of the standard carries the same ID and a new version number
<b>B</b>	Changes made, but the overall outcome remains the same - the new version of the standard carries the same ID and a new version number
<b>C</b>	Major changes that necessitate the registration of a replacement standard with a new ID
<b>D</b>	Standard will expire and not be replaced