

### Small Business Preparatory Skill Set

<b>Target Group</b>	This skill set is for people preparing for work in a micro/ small business.
<b>Units</b>	BSBADM101A Use business equipment and resources BSBITU101A Operate a personal computer FNSFLIT201A Develop and use a personal budget
<b>Pathway</b>	The BSB units of competency provide credit towards the BSB10107 Certificate I in Business.  FNSFLIT201A Develop and use a personal budget provides credit towards the BSB30307 Certificate III in Micro Business Operations.
<b>Suggested form of words for Statement of Attainment</b>	These units of competency meet the industry requirements for providing preparatory work in small business management.