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**Tracking sheet – Undertaking an Enterprise Project**

The aim of this unit is to help the learner develop their enterprise skills by planning, costing, promoting and selling a product or providing a service. An enterprise activity might include a group activity (e.g. baking cakes, washing cars) or an individual activity (e.g. making cards) which often raises money. Projects can be social enterprises.

**SCQF Level 4**

**Learner name Centre name**

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| **To do this you must** | **Evidence location** |
| 1. Understand aspects of a successful enterprise | |
| * 1. Give an example of a successful enterprise |  |
| * 1. Explain why the enterprise is successful |  |
| 1. Be able to plan an enterprise project | |
| * 1. Outline the strengths and weaknesses of potential enterprise project ideas |  |
| * 1. List the tasks and resources needed to carry out the chosen enterprise project |  |
| * 1. State how much you will charge for the products or services |  |
| 1. Be able to carry out an enterprise project | |
| * 1. Contribute to the creation of a marketing resource for the enterprise project |  |
| * 1. Take part in the enterprise project |  |
| 1. Be able to review the enterprise project and your own performance | |
| * 1. Give examples of what went well with the enterprise project |  |
| * 1. Give examples of how the enterprise project could have been improved |  |
| * 1. Calculate how much profit or loss the enterprise project made |  |
| **Assessor feedback** | |
|  | |
| **Assessor declaration** I confirm that the details above are correct, that the evidence submitted is the learner’s own work and that the learner meets all the requirements for the unit: | |
| Learner Name Assessor Name  Learner Signature Assessor Signature  Date Date | |