

**FIELD BUSINESS****Rollover and Revision of *Accounting - Middle Level, Financial Skills, and Small Business Management* unit standards**

<b>Subfield</b>	<b>Domain</b>	<b>Id</b>
Accounting	Accounting - Middle Level	11609-11630
Financial Management	Financial Skills	1728-1731, 1850- 1875
Management	Small Business Management	1989-1994, 6156, 6403-6412, 19024

NZQA National Qualifications Services has decided that the unit standards listed above, which were registered in September 1994, February 1996, October 1997, and May 2002 should be have their period of registration extended.

The reason for the rollover is to maintain the currency of the unit standards until they have been reviewed. The rollover prompted a revision of the unit standards in order to update references, to clarify outcomes, and to make some minor editorial amendments. Other than minor changes to titles of six unit standards, no substantive changes have resulted from the revision.

The review of these unit standards is planned to take place during 2008.

**Date new versions published** **January 2006**

**New comments by date** **December 2007**

**Expiry date of new versions of the unit standards** **December 2008**

**Reason for the revision**

Unit standards in all three domains were revised to update legislation, correct errors, clarify outcomes, and to update moderation options for most of the *Small Business Management* unit standards.

**Main changes resulting from the revision**

- Legislation and references in performance criteria and special notes have been updated or clarified where required.
- Titles of unit standards 1856, 1858, 1870, 1872 from Financial Skills domain; and 6403 and 6409 from Small Business Management domain have been altered to better reflect the outcomes of those unit standards; and the cross-reference to the title of unit standard 1872 has been updated in unit standard 1783 special notes.
- Minor editorial amendments have been made.
- Moderation options for Small Business Management unit standards 1989-1994, 6156, and 6403-6412 have been updated to match AMAP 0113.

**Impact on existing provider accreditations**

None.

## Impact on existing qualifications

Qualifications that contain the revised standards or classifications are tabled below.

<b>Affected</b>	The qualification lists a revised classification (domain or subfield) in an elective set The qualification lists a standard that has changes to level or credits
<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 National Qualifications Services qualifications are not materially affected by the changes. They will be updated when they are next reviewed.

Qualification title	Standard in the qualification
National Certificate in Small Business Management [Ref: 0172]	6403, 6409
National Diploma in Marketing with strands in General Marketing, Direct Marketing, International Marketing, Marketing Research, Sales Organisation and Management, Advertising, and Public Relations [Ref: 0424]	1870
National Diploma in Small Business Management [Ref: 0173]	6403, 6409

The following qualification is not materially affected by the changes. It will be updated when it is next reviewed.

Qualification title	Standard in the qualification	SSB Name
National Diploma in Hospitality (Business Management) [Ref: 0883]	6403, 6409	Hospitality Standards Institute
National Diploma in Professional Practice in Design and Construction Consultancy [Ref: 0586]	1858	InfraTrain New Zealand

## Summary of main changes to standards' classification, titles, levels, and credits

The following table shows the changes made to the standards. All changes are in **bold**.

Subfield      Financial Management  
Domain        Financial Skills

Id	Title	Level	Credit
1856	Operate accounting information systems and contribute to the design of accounting information systems <b>Develop and manage financial accounting information systems</b>	6	5
1858	Define, determine, measure, allocate, and control costs <b>Define, and identify costs, and apply cost information to decision making</b>	6	10
1870	Use foreign exchange markets, international capital markets, and finance systems <b>Demonstrate the ability to use foreign exchange markets, and international capital market systems</b>	6	6

<b>Id</b>	<b>Title</b>	<b>Level</b>	<b>Credit</b>
1872	Determine tax liabilities and prepare basic income tax returns for New Zealand resident individuals, partnerships, and small companies <b>Determine tax position, and prepare tax returns for individuals, partnerships, and small companies</b>	6	14

Subfield      Management  
Domain        Small Business Management

<b>Id</b>	<b>Title</b>	<b>Level</b>	<b>Credit</b>
6403	Produce preliminary assessments of small business enterprise opportunities <b>Produce self-assessments of suitability for managing small business enterprise opportunities</b>	3	4
6409	Establish costs, prices, and conditions for provision of products and services for a small business enterprise <b>Establish costs, prices, and conditions for providing products and/or services for a small business</b>	5	5