

REPUBLIQUE DU CAMEROUN

Paix – Travail – Patrie

MINISTRE DES ENSEIGNEMENTS
SECONDAIRES

REPUBLIC OF CAMEROON

Peace – Work - Fatherland

MINISTRY OF SECONDARY EDUCATION

TEACHING SYLLABUSES OF INTRODUCTION TO ENTREPRENEURSHIP IN SCHOOL MILIEU

SPECIALITIES OF TERTIARY SCIENCES AND TECHNOLOGIES

*FORM ONE TO
UPPER SIXTH TST*

PREAMBLE

The professionalization of education in process in the Ministry of Secondary Education implies the holding of training to the demands of the socio-professional milieu. It no more concerns the training of social actors who are only called to occupy a post but instead to construct. The introduction to Entrepreneurship has become a demand and an essential competence to be put at the centre of initial training of all learners.

The design of school on the plans of teaching syllabuses and contents, organisation, functioning and pedagogic methods can permit to benefit from active men who are jobs creators (providers) instead of job seekers.

The module Introduction to Entrepreneurship in school milieu aims to:

- Develop the general notions of entrepreneurship;
- Identify an entrepreneur;
- Detect and enhance entrepreneurial spirit in his environment;
- Identify and perceive entrepreneurial environment in school milieu ;
- Develop his potential;
- Distinguish strategic choices and pertinent decisions;
- Develop leadership skills in the learner;
- Develop innovation skills in the learner;
- Conceive a Business Plan;
- Instil the notions of Project management into the learner.

From here, three teaching cycles are established; namely:

- **The First cycle: This corresponds to Form 1, Form 2, Form 3 and Form 4.** The general objective here is to sensitize the learner on what is entrepreneurship and specifically to :
Become aware of the importance of entrepreneurship, constraints of entrepreneurship, risks face in this adventure, the advantages of this adventure for themselves and the society.
- **The Second cycle concerns the Form 5.** The general objective at this level is to develop the entrepreneurial culture in the learner. In a specific manner, it permits the learner to discover his qualities and weaknesses, to develop his potential, to exploit his environment at his advantage through strategic choices and pertinent decisions and give him the possibility to know himself and those around him.

- **Third cycle concerns the Lower sixth and Upper sixth Forms.**
The goal here is to develop in the learner the competences in the domain of entrepreneurship. To be precise, it will aim to develop the leadership skills, innovation skills in the learner, give him competences to set up a Business plan and basic management notions.

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FORM ONE TST

Module :	Introduction to Entrepreneurship
Level :	Form One TST

I- PEDAGOGIC OBJECTIVES

General objective:

Sensitize the students on the entrepreneurial culture

Specific Objectives:

This subject aims at giving the students the following competences:

- Awake the enterprise spirit in the student;
- Sensitize the student to the resources and needs of his environment ;
- Become aware of the importance of entrepreneurship;
- Become aware of the entrepreneurship constraints.

II- PEDAGOGIC METHODS

- Lectures ;
- The game of role in school environment;
- Group Practical Works;
- Field trip to enterprises;
- Case studies;
- Presentations or testimonies of professionals in class;
- Educational games (activity of discussion between teacher and the learner on educative life situations);
- Tests of aptitude (evaluation based on practical activities);
- Tutorial (Guidance of first cycle students by those of the second cycle).

III- THE FUNDAMENTAL CONTENTS AND COMPETENCIES

COMPETENCES /OBJECTIVES	CONTENTS
• Differentiate entrepreneurship, entrepreneurial culture and enterprise spirit; • Establish the relation between entrepreneurship and related disciplines; • Specify the role of entrepreneurship in training and in the society. • Differentiate the forms of entrepreneurship; • Identify the characteristics of entrepreneurship; • Identify the advantages and the drawbacks of the entrepreneurship	THEME 1: GENERALITIES ON ENTREPRENEURSHIP <u>Knowledge :</u> ENTREPRENEURSHIP • Definition of concepts: entrepreneurship, entrepreneurial culture, Enterprise spirit ; • Entrepreneurship and the other disciplines ; • Difference between entrepreneurship and Intrapreneurship; • The role of entrepreneurship in the domain of training and society in general; • Importance of entrepreneurship; • Constraints of entrepreneurship. FORMS OF ENTREPRENEURSHIP • Forms of entrepreneurship (Commercial, social); • Characteristics of entrepreneurship • Advantages and drawbacks of entrepreneurship
• Define the enterprise; • Classify the enterprises ; • Identify the characteristics of the enterprise.	THEME 2 : ENTERPRISE <u>Knowledge</u> • Definition of enterprise; • Classification of enterprises; • Characteristics of enterprises.

FORM TWO TST

Module :	Introduction to Entrepreneurship
Level :	Form Two TST

I- PEDAGOGIC OBJECTIVES

General objective:

Sensitize the students on the entrepreneurial culture.

Specific Objectives:

This module aims to give the learners the following competences:

- Awake the enterprise spirit in the student so as to render him enterprising, autonomous, confident and creative ;
- Acquire basic knowledge in entrepreneurship which will incite him to put in place innovating projects of social or commercial character ;
- Identify the opportunities to improve the quality of his life and that of his community;
- Become aware of risks face in entrepreneurial adventure.

II- PEDAGOGIC METHODS

- Lectures ;
- The game of role in school environment;
- Group Practical Works;
- Field trip to enterprises;
- Case studies;
- Presentations or testimonies of professionals in class;
- Educational games (activity of discussion between teacher and the learner on educative life situations);
- Tests of aptitude (evaluation based on practical activities);
- Tutorial (guidance of first cycle students by those of the second cycle).

III- THE FUNDAMENTAL CONTENTS AND COMPETENCIES

COMPETENCES /OBJECTIVES	CONTENTS
• Elaborate the structure of an enterprise; • Identify the means of the enterprise.	THEME 1 : THE ENTREPRISE <u>Knowledge</u> • Definition of the enterprise; • Organisation of the enterprise; • Means of the enterprise (human, material et financial)
• Differentiate entrepreneur from an enterprising person and from an intrapreneur; • Know the motivation factors to be undertaken; • Analyze the role of an entrepreneur in the development of his community; • Identify the qualities of an entrepreneur; • Present the qualities of a leader.	THEME 2 : THE ENTREPRENEUR <u>Knowledge</u> • Definition of concept; • Difference between the concepts : entrepreneur, intrapreneur and enterprising person; • Motivation factors to be undertaken; • Advantages and risks of undertaking for the entrepreneur and society; • Role of an entrepreneur in the development of his community. <u>Qualities</u> • Qualities of an entrepreneur; • Qualities of a leader.
• Issue the ideas of enterprise creation; • Describe the technique of transformation of a need drawn from a target market into a business opportunity; • Indicate the importance of market research.	THEME 3 : IDEAS AND BUSINESS OPPORTUNITIES <u>Knowledge</u> • Choice of an idea; • Inventions and innovations ; • Economics and social tendencies ; • Market research (definition and importance).

FORM THREE TST

Module :	Introduction to Entrepreneurship
Level :	Form Three TST

I- PEDAGOGIC OBJECTIVES

General objective:

Develop in the learners the entrepreneurial culture.

Specific objectives:

This subject aims to give the learners the following competences:

- Develop entrepreneurial knowledge ;
- Identify the qualities of an entrepreneur;
- Identify the environmental opportunities;
- Develop entrepreneurial profiles;
- Identify the stages of mounting a project.

II- PEDAGOGIC METHODS

- Lectures ;
- Field trip to enterprises : mobilise the students to enterprises;
- Conferences – debates : encourage enterprises' promoters to come to school and share their experiences with students ;
- The games of role in school milieu(representing a scene) ;
- Group Practical Works ;
- Projects from learners initiatives ;
- Society games, such as Monopoly;
- Presentations or professionals testimonies in classroom ;
- Educational games (discussion between the teacher and learner on educational life situations) ;
- Enterprises incubators (internal structure likely to receive learners in learning situation);
- Tests of skills (evaluation conducted on practical activities).

III- THE FUNDAMENTAL CONTENTS AND COMPETENCIES

COMPETENCES/OBJECTIVES	CONTENTS
- Define concepts : enterprise, entrepreneur, entrepreneurship ; - Differentiate concepts : entrepreneur, intrapreneur and enterprising person ; - Elaborate an enterprise structure.	THEME 1 : ENTERPRISE AND ENTREPRENEURSHIP <u>Knowledge</u> - Definition of the notions of enterprise, entrepreneur, entrepreneurship; - Difference of concepts: entrepreneur, intrapreneur and enterprising person; - Organisation of enterprise.
- Define the notion of entrepreneurial profile; - Describe the main entrepreneurial profiles ; - Identify the qualities of an entrepreneur ; - Identify the opportunities of the environment.	THEME 2 : ENTREPRENEURIAL PROFILES <u>Knowledge</u> - Definition of the notion of entrepreneurial profile - Description of the main entrepreneurial profiles; <u>Qualities</u> : - Description of the qualities of an entrepreneur ; - Identification of the opportunities offered by the environment.
- Define the concepts: leader, leadership, promoter; - Identify the characteristics of a leader; - Distinguish the types of leaders.	THEME 3 : LEADERSHIP <u>Knowledge</u> - Definition of concepts: leader, leadership, promoter ; - Identification of the characteristics of a leader; - Distinction of the types of leaders.

• Define a Business Plan; • Enumerate the stages of a project; • Describe an entrepreneurial Project • Elaborate the promoter's Curriculum Vitae (CV) • Identify his own qualities of entrepreneur	THEME 4 : IDENTIFICATION OF STAGES OF MOUNTING A PROJECT <u>Knowledge</u> • Definition of Business Plan; • Goal of Business Plan; • Stages of putting in place an entrepreneurial project ; • Elaboration of the Promoter's CV. <u>Qualities</u> : • Identification of real qualities of entrepreneur in learners.
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FORM FOUR TST

Module :	Introduction to Entrepreneurship
Level :	Form Four TST

I- PEDAGOGIC OBJECTIVES

General Objective:

Develop in the learners' entrepreneurial culture.

Specific Objectives:

This subject aims to give learners the following competences:

- Mount entrepreneurial projects;
- Simulate the creation of a small enterprise ;
- Organise human, material and financial resources.

II- PEDAGOGIC METHODS

- Lectures ;
- Field trip to enterprises : mobilise the students to enterprises;
- Conferences – debates : encourage enterprises' promoters to come to school and share their experiences with students ;
- The games of role in school milieu(representing a scene) ;
- Group Practical Works ;
- Projects from learners initiatives ;
- Society games, such as Monopoly;
- Presentations or professionals testimonies in classroom ;
- Educational games (discussion between the teacher and learner on educational life situations) ;
- Enterprises incubators (internal structure likely to receive learners in learning situation);
- Tests of skills (evaluation conducted on practical activities).

III- FUNDAMENTAL CONTENTS AND COMPETENCIES

COMPETENCES/OBJECTIVES	CONTENTS
• Describe an entrepreneurial project; • Mount an entrepreneurial project.	THEME 1 : MOUNTING A PROJECT <u>Knowledge</u> • Stages of putting in place an entrepreneurial project ; <u>Quality</u> • Put in place an entrepreneurial project.
• Search for project idea; • Elaborate a Business Plan; • Study the notion of Feasibility; • Choose the legal form of the enterprise; • Situate the enterprise in it's environment ; • Search for financing.	THEME 2 : CREATION OF A SMALL ENTERPRISE <u>Knowledge</u> • Study of the notion of Feasibility; • Enterprise and environment; <u>Qualities :</u> • Search for project idea • Elaboration of Business Plan • Choice of the legal form of the enterprise; • Search for financing
• Manage resources	THEME 3 : THE MANAGEMENT OF A SMALL ENTERPRISE <u>Knowledge</u> Basic notions relating to : • Labour contract (recruitment, training, breach) and to legal and fiscal formalities; • Financing (autofinancing, Bank loan) ; • Accounting (calculation of costs and price, stock valuation(FIFO and WACAE) ; • Product, distribution and promotion; • ICT (Information and Communication Technology)

FORM FIVE TST

Module :	Introduction to Entrepreneurship
Level :	Form Five TST

I- PEDAGOGIC OBJECTIVES

General objective:

It is to develop in the learners the qualities, knowledge and skills necessary to encourage entrepreneurial success in various contexts.

Specific objectives:

This subject aims to give learners the following competences

- Develop the general notions of entrepreneurship;
- Identify an entrepreneur;
- Detect and enhance the value of entrepreneurial spirit in his environment;
- Identify and perceive entrepreneurial environment in school milieu.

II- PEDAGOGIC METHODS

- Lectures ;
- Group works ;
- Field trip to enterprises ;
- Presentations and testimonies of professionals in classroom;
- Games of role;
- Educational games ;
- Initiative projects during the holidays;
- Learners' research.

III- FUNDAMENTAL CONTENTS AND COMPETENCIES

COMPETENCES/OBJECTIVES	CONTENTS
- Define concepts linked to entrepreneurship ; - Give the interest(importance) of entrepreneurship; - Distinguish the different forms of entrepreneurship; - Present success factors linked to entrepreneurship; - Present the risks linked to entrepreneurship; - Present examples of entrepreneurship success story.	THEME 1 : GENERALITIES ON ENTREPRENEURSHIP <u>Knowledge</u> - Definition of concepts :entrepreneurship, entrepreneurial culture, enterprise spirit, enterprise ; - Interest of entrepreneurship - Forms of entrepreneurship (Commercial, Social, public, autocreation entrepreneurship, intrapreneurship, extrapreneurship); - Success factors linked to entrepreneurship; - Risks linked to entrepreneurship (success factors, equilibrium between personal life and professional life).
- Define the term entrepreneur; - Identify the types of entrepreneurs; - Know the motivational factors to be undertaken; - Identify the advantages and disadvantages of an entrepreneur; - Enumerate the qualities of an entrepreneur; - Point out the strength and weaknesses of entrepreneur; - Describe the social responsibilities of an entrepreneur - Identify the national and international large enterprises	THEME 2 : ENTREPRENEUR <u>Knowledge</u> - Definition of entrepreneur; - The types of entrepreneurs(first generation entrepreneur, opportunists, specialists and innovators) ; - Motivations to be undertaken; - Advantages and disadvantages of an entrepreneur; - Description of the entrepreneur's responsibilities with the employees' partners, customers, suppliers, society and environment. - National and international large enterprises. <u>Qualities</u> - Qualities of an entrepreneur (personal qualities, entrepreneurial skills); - Self-examination of the student(strength and weaknesses)

• Define entrepreneurial spirit; • Describe the pillars of entrepreneurial spirit; • Point to the aptitudes of students to create an activity; • Develop unrepeated activities in entrepreneurship.	THEME 3 : ENTREPRENEURIAL SPIRIT <u>Knowledge</u> • Definition of entrepreneurial spirit; • Pillars/qualities of entrepreneurial spirit (vision, motivation, overcome, connection, open spirit, dynamism) ; • Alert activity in entrepreneurship <u>Qualities</u> • Comparison of learners qualities and skills to those of the entrepreneurs • Qualities, skills, abilities, interests, objectives and dreams of the learners(profil, CV ...)
• Define entrepreneurial environment; • Describe entrepreneurial environment; • Choose an entrepreneurial environment; • Choose collaborators.	THEME 4 : STUDY OF ENTREPRENEURIAL ENVIRONMENT <u>Knowledge</u> • Definition of entrepreneurial environment; • Description of entrepreneurial environment; • Choice of environment and collaborators (strategic choices and pertinent decisions).
• Describe a school entrepreneurial environment, • Choose a project to develop(practical case), • Describe the different stages of a project conception/development.	THEME 5 : ENTREPRENEURSHIP IN SCHOOL MILIEU <u>Knowledge</u> • Description of a school entrepreneurial environment; • Choice of a project to be developed; • Conception/development of a project.

LOWER SIXTH TST

Module :	Introduction to Entrepreneurship
level:	Lower Sixth TST

I- PEDAGOGIC OBJECTIVES

General Objective:

This subject aims to develop the learners' aptitudes to put in place a business project.

Specific Objectives:

At the end of this subject, the student must:

- Develop competencies in leadership domain;
- Develop competencies in innovation domain;
- Develop competencies on basic management notions ;
- Develop competencies on writing a Business plan ;
- Generate a business idea;
- Realise a market research ;
- Chose the legal form of the enterprise ;
- Respect the administrative creation formalities ;
- Establish a Financing plan.

II- PEDAGOGIC METHODS

- Lectures ;
- Group Practical works;
- Experts and Professional testimonies ;
- Field trip to enterprises ;
- Presentations relating to the elaboration of a project ;
- Brainstorming and solutions box (census problems, for each problem presented, the students propose a solution by themselves- solution box). A project is targeted and the realization stages defined;
- Game of role, educational games(monopoly), films etc.

III- FUNDAMENTAL CONTENTS AND COMPETENCIES

COMPETENCES/OBJECTIVES	CONTENTS
• Develop the aptitudes of a leader; • Develop the capacities to innovate.	THEME 1 : NOTIONS OF LEADERSHIP AND INNOVATION <u>Knowledge:</u> • Notions of Leadership (leadership style, motivation, decision making,) ; • Notion of innovation.
• Search for project idea; • Validate project idea; • Write a Business plan ; • Analyze supply, demand and competition of product or service to be put into the market ; • Choose the legal form of the enterprise; • Identify the administrative formalities; • Identify the elements of the Financing plan.	THEME 2 : WRITING A BUSINESS PLAN <u>knowledge :</u> • Research methods of project idea ; • Validation of the project idea; • Study of supply; • Study of demand; • Study of competition ; • Choice of the legal form of the enterprise ; • Description of administrative formalities; • Content of the Financing plan ; • Elaboration of the Financing plan. <u>practical knowledge</u> Elaboration of Financing plan.
• Develop the notions of Human resource (establish a human resource development plan); • Develop the notions of financial education (establish a simplified Result account)	THEME 3 : NOTION OF MANAGEMENT <u>Knowledge :</u> • Notions of Human resource; • Notions of financial education.

UPPER SIXTH TST

Module :	Introduction to Entrepreneurship
Level :	Upper Sixth TST

I- PEDAGOGIC OBJECTIVES

General Objective:

This subject permits to develop the learners' aptitudes aiming to create and manage an enterprise.

Specific Objectives:

At the end of this module, the learner must:

- Write a Business Plan;
- Organise the search for financing ;
- Defend his financing file;
- Start the operations of creating an enterprise ;
- Manager his enterprise.

PEDAGOGIC METHODS

- Lectures ;
- Group practical works ;
- Experts and professional testimonies ;
- Field trip to enterprises ;
- Game of role, educational games (monopoly), films etc ;
- Initiative project during holidays ;
- Personal research.

I- FUNDAMENTAL CONTENTS AND COMPETENCIES

COMPETENCES/OBJECTIVES	CONTENTS
- Define Business plan; - Bring out the goal and characteristics of a business plan ; - Write a Business plan and a Report.	THEME 1 : WRITE A BUSINESS PLAN <u>Knowledge :</u> - Definition of Business plan; - Goal of Business plan; - Characteristics of Business plan. <u>Practical knowledge</u> - Writing a Business plan; - Writing of a Report for micro-internship and field trip to enterprise.
Implement the stages of starting a business.	THEME 2 : STARTING OF OPERATIONS <u>Practical knowledge</u> - Search for financing; - Defense of the financing file ; - Mobilization of factors of production ; - Choice of site (localization of the project) ; - Recruitment and training of personnel ; - Construction and arrangement of premises ; - Validation of the production and commercialization strategies ; - Production ; - Commercialisation (marketing).
Manage a team	THEME 3 : MANAGEMENT OF THE ENTERPRISE <u>Knowledge :</u> Notions of management : - Leadership ; - Leadership styles; - Motivation ; - Decision making ; - Conflicts management.

