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SOUTH AFRICAN QUALIFICATIONS AUTHORITY (SAQA)

In accordance with regulation 24(c) of the National Standards Bodies Regulations of 28 March 1998, the Standards Generating Body (SGB) for

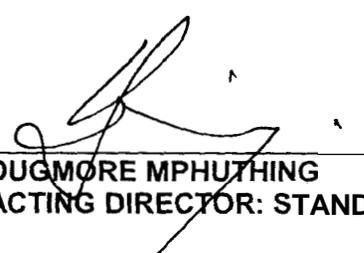
Marketing

Registered by NSB 03, Business, Commerce and Management Studies, publishes the following qualification and unit standards for public comment.

This notice contains the titles, fields, sub-fields, NQF levels, credits, and purpose of the qualification and unit standards. The qualification and unit standards can be accessed via the SAQA web-site at www.saga.org.za. Copies may also be obtained from the Directorate of Standards Setting and Development at the SAQA offices, Hatfield Forum West, 1067 Arcadia Street, Hatfield, Pretoria.

Comment on the qualification and unit standards should reach SAQA at the address ***below and no later than 24 March 2005***. All correspondence should be marked **Standards Setting – SGB for Marketing** and addressed to

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DUGMORE MPHUTHING
ACTING DIRECTOR: STANDARDS SETTING AND DEVELOPMENT



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

QUALIFICATION:

National Certificate: Trade Exhibition Support

SAQA QUAL ID	QUALIFICATION TITLE		
49447	National Certificate: Trade Exhibition Support		
SGB NAME	NSB 03	PROVIDER NAME	
SGB Marketing	Business, Commerce and Management Studies		
QUAL TYPE	FIELD	SUBFIELD	
National Certificate	Business, Commerce and Management Studies	Marketing	
ABET BAND	MINIMUM CREDITS	NQF LEVEL	QUALIFICATION CLASS
Undefined	132	Level 3	Regular-Unit Stds Based

PURPOSE AND RATIONALE OF THE QUALIFICATION

NC: Trade Exhibition Support provides a mixture of theory and practice. It requires learners to understand the elements required for effective Trade Exhibition support, while also giving them the opportunity to learn the practical application in an active and successful trade exhibition environment.

This Qualification is for any individual who is or wishes to be involved in Trade Exhibition Support. It is intended for those aspiring to careers within the various business areas or sectors in the Exhibitions Support Industry. It also serves as an entry-level qualification into Trade Exhibitions. This qualification will be registered at NQF Level 3.

The elective component of the Qualification allows the learner to select unit standards that will enhance their own particular chosen career in this industry. The core unit standards are relevant to all areas of Trade Exhibition Support and will build a solid foundation for the learner.

Learners working towards this Qualification will find that the acquisition of competence in the unit standards, which make up the Qualification, will add value to their jobs. This Qualification is intended to enhance the provision of entry-level service within the Exhibition Industry. It provides the broad knowledge, skills and values needed in the industry. It facilitates access to, while providing mobility and progression within, education and training. It allows for progression along a learning pathway for learners who

- > Were previously disadvantaged or who were unable to complete their schooling and were therefore denied access to Further Education and Training.
- > Have worked in the Exhibition Industry for many years, but have no formal qualification in this area
- > Wish to extend their range of skills and knowledge of the industry to become competent workers in the Exhibition Industry.

The Qualification has building blocks that can be developed further, leading to a defined Trade Exhibition career and provides a learning pathway to more complex NQF levels. It focuses on the skills, knowledge, values and attitudes required to progress further. The intention is to

- > Promote the development of knowledge, skills and values required in Trade Exhibitions.
- > Release the potential of people for growth and development.
- > Provide opportunities for people to move along career paths by being more valuable to their organisation, the economy and themselves.

Rationale of the qualification:

NC: Trade Exhibition Support: NQF Level 3 is designed to enable people to embark on a career within the Exhibition industry, leading to entrepreneurial opportunities for learners. It will also enhance the self-image of

individual learners as they become more self-sufficient. Improved self-image leads to a more positive outlook and performance within the Exhibition job market and society at large. Furthermore, the Qualification will provide a means to set standards in the Exhibition industry and provide a mechanism for regulating the services provided, from a quality and professional point of view.

There is a need to develop career paths in this industry, which is constantly in need of skilled people. The Exhibition industry is one of the fastest growing industries in South Africa, as it markets itself globally. It will therefore ensure that the quality of education and training is enhanced in South Africa and be of a world-class standard.

The qualification allows the learner to work towards a nationally recognised qualification. It will allow both those in formal education and those already employed in organisations in the Exhibition industry to benchmark their competence against local and international standards. Recognition of excellence is important in order to foster healthy competition and to ensure professional standards.

RECOGNIZE PREVIOUS LEARNING?

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LEARNING ASSUMED TO BE IN PLACE

The following is the learning assumed to be in place:

- > Computer Literacy.
- > Mathematical Literacy at NQF Level 2.
- > Communications at NQF Level 2.

Recognition of prior learning:

The structure of this Unit Standard based Qualification makes the Recognition of Prior Learning possible, if the learner is able to demonstrate competence in the knowledge, skills, values and attitudes implicit in this qualification. Recognition of Prior Learning will be done by means of an Integrated Assessment as mentioned in the previous paragraph.

This Recognition of Prior Learning may allow:

- > For accelerated access to further learning.
- > Gaining of credits for a unit standard.
- > Obtaining this qualification in whole or in part.

All recognition of Prior Learning is subject to quality assurance by the relevant accredited Education Training Quality Assurance (ETQA) Body and is conducted by a registered workplace assessor.

QUALIFICATION RULES

Levels, credits and learning components assigned to the qualification

Rules to Combinations

The qualification is made up of a combination of learning outcomes from Fundamental, Core and Elective components, totalling 131 credits.

> Fundamental	46 credits	35%
> Core	66 credits	49%
> Elective	Minimum 20 credits	16%
Total	132 credits (minimum)	100%

Fundamental

- > 6 credits at Level 2.
- > 40 credits at Level 3.
- > 46 credits.

Core

- > 49 credits at Level 3.
- > 17 credits at Level 4.

> 66 credits.

Elective

> Learners must select a Minimum of 20 credits from the Elective Unit Standards to make up the 132 credits required
> 20 Minimum.

Total Credits

> 132 credits Minimum.
> 6 credits Fundamental at Level 2.
> 40 credits Fundamental at Level 3.
> 49 credits Core at Level 3.
> 17 credits Core at Level 4.
> 20 credits Minimum Electives.
Total: 132 Minimum.

Motivation for number of credits assigned to fundamental, core and elective

Fundamental Credits

At level 3, SAQA stipulates the minimum number of credits allocated to Communication and Mathematical Literacy should total 36 credits, however the SGB felt that the additional fundamental unit standards chosen will add value to the qualification as a whole. All the unit standards are compulsory.

Core

66 credits have been allocated to the Core Unit Standards. This is to ensure that the qualification has a strong Trade Exhibition focus. The Core Unit Standards offer a broad contextual understanding and will enable the learners to gain an all round picture of the Trade Exhibition Industry. All the unit standards are compulsory.

Electives

A minimum of 20 credits must be selected by the learner from the Elective Unit Standards. There are a total of 60 credits for the Elective area. They also allow for progression to the next level of learning.

EXIT LEVEL OUTCOMES

1. Demonstrate an understanding of life skills and apply them in the working environment.
2. Manage information systems and process data flow in a business environment.
3. Describe the design process in the exhibition industry and produce floor plans for an exhibition.
4. Describe the features and services of the exhibition industry.
5. Describe the build-up and breakdown process of an exhibition, control venue equipment and assets, and provide support at an exhibition.
6. Apply basic business skills and techniques in daily functions within the exhibition industry.
7. Describe and apply management and other functions within a business.
8. Manage and work with others in a team to enhance performance.

ASSOCIATED ASSESSMENT CRITERIA

1.
 - > Effects of HIV/AIDS in the workplace and on a business as a whole are explained.
 - > A personal computer system is operated using appropriate hardware and software requirements.
2.
 - > Data on stakeholders and the exhibition industry is researched and processed using organizational requirements.
 - > An information system is planned, monitored and controlled in a business environment.
3.
 - > The role of design in the exhibition industry is explained with examples.
 - > Venue and exhibition floor plans are produced to client and exhibition requirements.
4.
 - > The features of the exhibition industry are described using industry norms.

- > Exhibition services are explained using a particular organization's exhibition services.
 - > A selected business environment is described using examples from that environment.
 - > Current affairs relating to the industry are monitored and updated on a regular basis.
- 5.
- > The sequence of exhibition build-up and break-down is explained with practical examples.
 - > Venue equipment and assets are controlled and maintained according to organisational requirements
 - > On-site exhibition support is provided using organisational requirements and instruction.
- 6.
- > Corporate culture is applied and implemented using a specific organisation's culture.
 - > Basic business calculations are performed to meet organisational requirements.
 - > Clients are communicated with, using an organization's policies and procedures.
 - > A formal meeting is conducted following established procedures.
 - > Occupational health and safety is maintained in accordance with regulatory requirements.
 - > General housekeeping is maintained.
- 7.
- > Management functions in an organisation are described with examples.
 - > Ethical behaviour is maintained at all times.
 - > Professionalism in a business environment is demonstrated.
 - > The Basic Conditions of Employment are observed and applied.
 - > The roles of team leader and the team are highlighted to ensure that they meet an organisation's standards.
 - > A new member is inducted into a team.
 - > Time and the work process in a business environment are managed.
 - > Stock is controlled and located according to organizational requirements.
 - > First aid is provided using first aid principles and practices.
- 8.
- > Workplace relationships are described, with examples of how to manage them.
 - > Knowledge of self and team is applied in developing a plan to enhance team performance.

Integrated assessment:

An integrated assessment approach is incorporated into the qualification because assessment practices must be open, transparent, fair, valid, and reliable and ensure that no learner is disadvantaged in any way whatsoever,

Learning, teaching and assessment are inextricably linked. Whenever possible, the assessment of knowledge, skills, attitudes and values shown in the unit standards should be integrated.

Assessment of the communication, language, literacy and numeracy will be conducted in conjunction with other aspects and will use authentic Exhibition contexts wherever possible.

A variety of methods must be used in assessment. Tools and activities must be appropriate to the context in which the learner is working. Where it is not possible to assess the learner in the workplace or on the job, simulations, case studies, role-plays and other similar techniques should be used to provide a context appropriate to the assessment.

The term 'Integrated Assessment' implies that theoretical and practical components should be assessed together. During integrated assessments the assessor should make use of formative and summative assessment methods and assess combinations of practical, applied, foundational and reflexive competencies.

Assessors and moderators should make use of a range of formative and summative assessment methods. Assessors should assess and give credit for the evidence of learning that has already been acquired through formal, informal and non-formal learning and work experience.

Assessment should ensure that all specific outcomes, embedded knowledge and critical cross-field outcomes are evaluated. The assessment of the critical cross-field outcomes should be integrated with the assessment of specific outcomes and embedded knowledge.

INTERNATIONAL COMPARABILITY

The Trade Exhibition Industry is a discipline with globally recognised best practices, standards and qualifications. This qualification and related unit standards utilises international and locally recognised best practice and standards.

Benchmarking was done by comparison to Unit Standards / Outcomes of learning against:

Association of Exhibition Organisers - United Kingdom

- > Short course - Winning Exhibition Telesales.
- > Short course - Selling to the Exhibition Organiser.

New Zealand Qualifications Authority

- > National Certificate in Security (with strands in mobile patrol, personal protection retail security, secure transport, site security and venue security) - Level 3.
- > National Certificate in Sport (with strands in event management, sport administration and team management) - Level 3.
- > Unit Standard - Describe strategies for preventing injury on construction sites - 3 credits - Level 3.

Where possible, a direct comparison with each unit standard/course was undertaken and the relevant points were incorporated into each South African unit standard. However, the outcomes incorporated were written in a South African context.

ARTICULATION OPTIONS

Horizontal articulation is possible with the following qualifications:

- > National Certificate: General Security Practices - NQF Level 3 - NLRD 22490.
- > National certificate: Auctioneering Support - NQF Level 3 - NLRD 48864.

Vertical articulation is possible with the following qualifications:

- > National Certificate: Tourism: Car Rental - NQF Level 4 - NLRD 17492.
- > Further Education and Training Certificate: Manufacturing and Assembly Logistics (M&AL) - NQF Level 4 - NLRD 48362.

MODERATION OPTIONS

> Anyone assessing a learner or moderating the assessment of a learner against this qualification must be registered as an assessor with the relevant Education and Training Quality Assurance (ETQA) Body, or with an ETQA that has a Memorandum of Understanding (MoU) with the relevant ETQA.

> Any institution offering learning that will enable the achievement of this qualification must be accredited as a provider with the relevant ETQA or with an ETQA that has a Memorandum of Understanding (MoU) with the relevant ETQA.

> Assessment and moderation of assessment will be overseen by the relevant ETQA according to the ETQA's policies and guidelines for assessment and moderation; in terms of agreements reached around assessment and moderation between ETQAs (including professional bodies) and in terms of the moderation guideline detailed immediately below.

> Moderation must include both internal and external moderation of assessments at exit points of the qualification, unless ETQA policies specify otherwise. Moderation should also encompass achievement of the competence described both in individual unit standards as well as the integrated competence described in the qualification.

Anyone wishing to be assessed against this qualification may apply to be assessed by any assessment agency, assessor or provider institution that is accredited by the relevant ETQA.

CRITERIA FOR THE REGISTRATION OF ASSESSORS

For an applicant to register as an assessor, the applicant needs:

- > A minimum of 2 (two) years' practical, relevant occupational experience.

- > To be declared competent in all the outcomes of the National Assessor Unit Standards as stipulated by South African Qualifications Authority (SAQA).
> A qualification in marketing or sales at NQF level 4 or above.

NOTES**UNIT STANDARDS**

{Note: A blank space after this line means that the qualification is not based on Unit Standards.}

	UNIT STANDARD ID AND TITLE	LEVEL	CREDITS	STATUS
Core	8016 Maintaining occupational health, safety and general housekeeping	Level 3	8	Registered
Core	11241 Perform Basic Business Calculations	Level 3	6	Registered
core	13914 Conduct a formal meeting	Level 3	3	Registered
Core	13933 Plan, monitor and control an information system in a business environment	Level 3	3	Registered
Core	119132 Research and process data on stakeholders in the exhibition industry	Level 3	3	Draft - Prep for P Comment
core	119134 Explain the sequence of exhibition build-up and breakdown	Level 3	3	Draft - Prep for P Comment
Core	119152 Explain exhibition services	Level 3	4	Draft - Prep for P Comment
Core	119153 Apply and implement corporate culture	Level 3	2	Draft - Prep for P Comment
Core	119157 Produce venue and exhibition floor plans	Level 3	8	Draft - Prep For P Comment
Core	119158 Control and maintain venue equipment and assets	Level 3	3	Draft - Prep for P Comment
core	119164 Explain the role of design in the exhibition industry and general design awareness	Level 3	4	Draft - Prep for P Comment
Core	119165 Describe the features of the exhibition industry	Level 3	2	Draft - Prep for P Comment
Core	10024 Liaise with a range of customers of a business	Level 4	4	Reregistered
	14357 Demonstrate an understanding of a selected business environment	Level 4	10	Registered
Core	119136 Provide on-site exhibition support	Level 4	3	Draft - Prep for P Comment
Elective	14341 Keep informed about current affairs related to one's own industry	Level 2	4	Registered
Elective	14359 Behave in a professional manner in a business environment	Level 2	5	Registered
Elective	8025 Controlling and locating stock	Level 3	8	Reregistered
Elective	10170 Demonstrate understanding of employment relations in an organisation	Level 3	3	Registered
Elective	13911 Induct a new member into a team	Level 3	3	Registered
Elective	13912 Apply knowledge of self and team in order to develop a plan to enhance team performance	Level 3	5	Registered
Elective	13917 Indicate the role of a team leader ensuring that a team meets an organisation's standards	Level 3	6	Registered
Elective	13918 Manage time and the work process in a business environment	Level 3	4	Registered
Elective	114943 Describe how to manage workplace relationships	Level 3	2	Registered
Elective	116492 identify and explain appropriate ways of interacting ethically in multi-cultural contexts	Level 3	6	Registered
Elective	7854 Provide First Aid	Level 4	4	Reregistered
Elective	14667 Describe and apply the management functions of an organization	Level 4	10	Registered
Fundamental	7547 Operate a personal computer system	Level 2	6	Reregistered
Fundamental	7456 Use mathematics to investigate and monitor the financial aspects of personal, business and national issues	Level 3	5	Reregistered
Fundamental	8968 Accommodate audience and context needs in oral communication	Level 3	5	Reregistered
Fundamental	8969 Interpret and use information from texts	Level 3	5	Reregistered
Fundamental	8970 Write texts for a range of communicative contexts	Level 3	5	Reregistered
Fundamental	8973 Use language and communication in occupational learning programmes	Level 3	5	Reregistered
Fundamental	9010 Demonstrate an understanding of the use of different number bases and measurement units and an awareness of error in the context of relevant calculations	Level 3	2	Reregistered
Fundamental	9012 Investigate life and work related problems using data and probabilities	Level 3	5	Reregistered

Fundamental	9013 Describe, apply, analyse and calculate shape and motion in 2-and 3-dimensional space in different contexts	Level 3	4	Reregistered
Fundamental	13915 Demonstrate knowledge and understanding of HIV/AIDS in a workplace, and its effects on a business sub-sector, own organisation and a specific workplace	Level 3	4	Registered





SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

Apply and implement corporate culture

SAQA US ID	UNIT STANDARD TITLE		
119153	Apply and implement corporate culture		
SGB NAME	NSB 03	PROVIDER NAME	
SGB Marketing	Business, Commerce and Management Studies		
UNIT STANDARD TYPE	FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Marketing	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	2	Level 3	Regular

SPECIFIC OUTCOME 1

Maintain the image of the organisation.

SPECIFIC OUTCOME 2

Demonstrate an understanding of and apply company ethics.

SPECIFIC OUTCOME 3

Co-operate with other service suppliers.

SPECIFIC OUTCOME 4

interface and interact with clients.

SPECIFIC OUTCOME 5

Demonstrate an understanding of an organisational structure.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

Control and maintain venue equipment and assets

SAQA US ID	UNIT STANDARD TITLE		
119158	Control and maintain venue equipment and assets		
SGB NAME	NSB 03	PROVIDER NAME	
SGB Marketing	Business, Commerce and Management Studies		
UNIT STANDARD TYPE	FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Marketing	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	3	Level 3	Regular

SPECIFIC OUTCOME 1

Set-up for events.

SPECIFIC OUTCOME 2

Comply with maintenance policies and procedures.

SPECIFIC OUTCOME 3

Operate basic equipment used at exhibition sites.

SPECIFIC OUTCOME 4

Care for moveable and immovable organisational assets,



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

Describe the features of the exhibition industry

SAQA US ID	UNIT STANDARD TITLE		
119165	Describe the features of the exhibition industry		
SGB NAME	NSB 03	PROVIDER NAME	
SGB Marketing	Business, Commerce and Management Studies		
UNIT STANDARD TYPE	FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Marketing	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	2	Level 3	Regular

SPECIFIC OUTCOME 1

Define the exhibition industry.

SPECIFIC OUTCOME 2

Describe how an exhibition works.

SPECIFIC OUTCOME 3

Understand the marketing benefits of exhibiting.

SPECIFIC OUTCOME 4

Identify and describe the role players in the exhibition industry.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

Explain exhibition services

SAQA US ID	UNIT STANDARD TITLE		
119152	Explain exhibition services		
SGB NAME	NSB 03	PROVIDER NAME	
SGB Marketing	Business, Commerce and Management Studies		
UNIT STANDARD TYPE	FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Marketing	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	4	Level 3	Regular

SPECIFIC OUTCOME 1

Explain the various services required by exhibitors and organisers.

SPECIFIC OUTCOME 2

Explain the exhibitor manual.

SPECIFIC OUTCOME 3

Explain the different stand options available to exhibitors.

SPECIFIC OUTCOME 4

Explain the relationship between service suppliers, organisers and exhibitors.

SPECIFIC OUTCOME 5

Explain build-up and breakdown procedures pertaining to service suppliers.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

Explain the role of design in the exhibition industry and general design awareness

SAQA US ID	UNIT STANDARD TITLE		
119164	Explain the role of design in the exhibition industry and general design awareness		
SGB NAME	NSB 03	PROVIDER NAME	
SGB Marketing	Business, Commerce and Management Studies		
UNIT STANDARD TYPE	FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Marketing	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	4	Level 3	Regular

SPECIFIC OUTCOME 1

Understand and apply design process fundamentals.

SPECIFIC OUTCOME 2

Interpret 2D design diagrams orally.

SPECIFIC OUTCOME 3

Comply with design deadlines.

SPECIFIC OUTCOME 4

Produce single stand design.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

Explain the sequence of exhibition build-up and breakdown

SAQA US ID	UNIT STANDARD TITLE		
119134	Explain the sequence of exhibition build-up and breakdown		
SGB NAME		NSB 03	PROVIDER NAME
SGB Marketing		Business, Commerce and Management Studies	
UNIT STANDARD TYPE		FIELD DESCRIPTION	SUBFIELD DESCRIPTION
Regular		Business, Commerce and Management Studies	Marketing
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	3	Level 3	Regular

SPECIFIC OUTCOME 1

Explain the sequence of events during the contractors' build-up.

SPECIFIC OUTCOME 2

Explain the sequence of events during the exhibitors' build-up.

SPECIFIC OUTCOME 3

Explain the sequence of events during the exhibitors' break-down.

SPECIFIC OUTCOME 4

Explain the sequence of events during the contractors' break-down.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

Produce venue and exhibition floor plans

SAQA US ID	UNIT STANDARD TITLE		
119157	Produce venue and exhibition floor plans		
SGB NAME	NSB 03	PROVIDER NAME	
SGB Marketing	Business, Commerce and Management Studies		
UNIT STANDARD TYPE	FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Marketing	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	8	Level 3	Regular

SPECIFIC OUTCOME 1

Explain different venue layouts and plans.

SPECIFIC OUTCOME 2

Interpret and apply fire department regulations.

SPECIFIC OUTCOME 3

Determine physical attributes of the buildings at an exhibition site.

SPECIFIC OUTCOME 4

Identify auxiliary services and data points at an exhibition venue.

SPECIFIC OUTCOME 5

Identify elements on an exhibition floor plan.

SPECIFIC OUTCOME 6

Produce scale drawings of floor plans.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

Research and process data on stakeholders in the exhibition industry

SAQA US ID	UNIT STANDARD TITLE		
119132	Research and process data on stakeholders in the exhibition industry		
SGB NAME	NSB 03	PROVIDER NAME	
SGB Marketing	Business, Commerce and Management Studies		
UNIT STANDARD TYPE	FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Marketing	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	3	Level 3	Regular

SPECIFIC OUTCOME 1

Identify stakeholders in the exhibition industry.

SPECIFIC OUTCOME 2

Conduct research on types of exhibitions and their venues.

SPECIFIC OUTCOME 3

Conduct research on location of venues for different exhibitions.

SPECIFIC OUTCOME 4

Capture and edit exhibition industry data.



SOUTH AFRICAN QUALIFICATIONS AUTHORITY

UNIT STANDARD:

Provide on-site exhibition support

SAQA US ID	UNIT STANDARD TITLE		
119136	Provide on-site exhibition support		
SGB NAME	NSB 03	PROVIDER NAME	
SGB Marketing	Business, Commerce and Management Studies		
UNIT STANDARD TYPE	FIELD DESCRIPTION	SUBFIELD DESCRIPTION	
Regular	Business, Commerce and Management Studies	Marketing	
ABET BAND	CREDITS	NQF LEVEL	UNIT STANDARD TYPE
Undefined	3	Level 4	Regular

SPECIFIC OUTCOME 1

Assist in the organiser's office during the build-up.

SPECIFIC OUTCOME 2

Assist with function co-ordination during the exhibition.

SPECIFIC OUTCOME 3

Provide assistance at enquiries desks at exhibitions.

SPECIFIC OUTCOME 4

Assist in the organiser's office during break-down.