

Manage Personal Finances

PURPOSE OF THE PROGRAMME

The purpose of this programme is to equip the learners with the necessary knowledge, skills and attitudes to manage their personal finances and improve their financial situation.

PROGRAMME OUTCOMES

On completion of this programme learners will be able to:

- Understand personal finance
- Plan and prepare a personal budget
- Operate a personal bank account

PROGRAMME OUTLINE

- Understand personal finance
- Plan and prepare a personal budget
- Operate a personal bank account

LEARNING ASSUMED TO BE IN PLACE

Delegates wishing to enrol on this programme should be competent in Communication and Mathematical Literacy at ABET Level 3.

METHODOLOGY

Training Programme Duration: 1 Day

Assessment: Students will be formatively assessed in the classroom by means of activities.

Certification: Delegates will receive a certificate of attendance after completion of the programme.

TARGET GROUP

- Any person who needs to manage his or her personal finances.

BENEFITS

- Responsible workforce
- Credits towards a qualification
- Improved opportunities to claim skills grants
- Social upliftment through an important life skill