

MODULE 1: PROCEDURES AND REQUIREMENTS IN MICROCREDIT SCHEME



By

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**DELTA STATE MICRO, SMALL AND MEDIUM ENTERPRISES DEVELOPMENT
AGENCY**

INTRODUCTION

- The Delta State Micro, Small and Medium Enterprise Development Agency (DEMSMA) was set up in 2014 by an act of government to administer credit to Deltans and businesses Delta State in the Micro, Small and Medium Enterprises categories.
- Under the Administration of His Excellency, Senator Dr. Ifeanyi Okowa, arresting youth restiveness, maintaining peace and prosperity for all Deltans was part of the bedrock of the birth of the SMART Agenda.
- The Office of Job Creation and Delta State Micro, Small and Medium Enterprise Development Agency are collaborating towards effectively achieving these critical milestones within a short period of time, amongst other platforms set up to achieve the above desired goals.

INTRODUCTION

- This necessary marriage between the two agencies is to particularly cater to youth buy in and eventual participation in the area of the state's roll out programme for the realisation of the SMART Agenda.
- The expected outcomes are, the significant increase in the development of productive skills among youths, increase in youth employment and to create wealth and prosperity.
- Good quality training, proper mentoring and orientation are necessary ingredients for enterprise development, but financial literacy, understanding and tracking are necessary for access to credit, which is another key component for business start-up, growth and sustainability.

INTRODUCTION CONT'.....

- Micro-credit is a loan from DEMSMA between N1-N5m for cooperatives, groups or clusters, while it is between N1-N250, 000 for individual borrowers subject to credit risk guarantee.
- The empowerment from the Office of the Job Creation Officer is composed of two parts, as follows: the Grant Component or non-repayable items and the Micro-credit Scheme – repayable loans to be administered by DEMSMA.
- Every YAGEPRENUER and STEPRENUER will engage with both the Office of the Chief Job Creation Officer and Delta State Micro, Small and Medium Enterprises Development Agency (DEMSMA) in order to be established as business start-ups.
- Three Credit Products have been customized by DEMSMA;
 - 1. YAGEP SMART CREDIT (YSC)
 - 2. STEP SMART CREDIT (SSC)
 - 3. GEEP SMART CREDIT (GSC)

YAGEP SMART CREDIT(YSC)

DESCRIPTION:

- ❖ This is a soft loan largely geared towards small holder production and processing, intended to finance YAGEpreneurs for start-ups and existing businesses.

FEATURES:

- ❖ YSC has the following features;
 - Beneficiaries must have been trained, certified and given upon graduation a clearance letter from the Chief Job Creation Officer titled "CLEARED FOR MICRO-CREDIT".
 - A photocopy of the certificate completion of job creation programme will be required by DEMSMA
 - Two passport photographs (white background)
 - A photocopy of the beneficiary's ID Card.
- ❖ Beneficiaries must be between the ages of 18 - 35 years.

YAGEP SMART CREDIT(YSC)'.....

- ❖ Beneficiaries must open a dedicated account and have BVN
- ❖ The submission of the original copy of the above form for character collateral is a prerequisite
- ❖ The loan amount will vary from enterprise to enterprise depending on the portion of starter pack assigned to microcredit
- ❖ YAGEPRENUERS must provide one acceptable guarantor (senior civil servant from grade 12, Traditional Ruler, Church Leader, Political Appointee or a respectable Business Man/Woman).
- ❖ The loan amount will vary from enterprise to enterprise depending on the portion of the starter pack that is assigned to microcredit.
- ❖ The loan amount will be accessed by YAGEPRENUERS in line with DEMSMA Credit Risk Guideline
- ❖ Interest rate is 9% per annum

YAGEP SMART CREDIT(YSC)'.....

- ❖ The Loan tenure will be subject to technical determination of scope and cash flow
- ❖ The Grace Period/ Moratorium will vary from enterprise to enterprise depending on Asset Conversion Cycle (ACC) or production cycle.
- ❖ A basic business plan may be required

STRATEGIC PARTNERS

- NAIC; as expected insurance on all facilities is key under this programme.
- Extension Service Providers

STEP SMART CREDIT (SSC)

DESCRIPTION:

- This is a soft loan intended to finance STEP graduates for start-ups

FEATURES:

SSC has the following features;

- Beneficiaries must have been trained, certified and given clearance letter by the Chief Job Creation Officer titled "CLEARED FOR MICRO-CREDIT".
 - The original copy of "CLEARED FOR MICRO-CREDIT" is a required document
 - A photocopy of the certificate of completion of job creation programme will be required by DEMSMA
 - Two passport photographs (white background)
 - A photocopy of the beneficiary's ID Card

STEP SMART CREDIT (SSC)'.....

- Beneficiaries must be between the ages of 18 - 35 years
- Beneficiaries must open a dedicated account and have BVN
- The submission of the original copy of the above form is a prerequisite
- The loan amount will vary from enterprise to enterprise depending on the portion of starter pack assigned to microcredit
- STEPRENUERS must provide one acceptable guarantor (senior civil servant from grade 12, Traditional Ruler, Church Leader, Political Appointee or a respectable Business Man/Woman)
- The loan amounts must be assessed by STEPRENUERS in line with DEMSMA Credit Risk Guideline
- Interest rate is 9% per annum

STEP SMART CREDIT (SSC)'.....

- ❖ The Loan tenure will vary depending on the enterprise and assessment of the cash flow.
- ❖ The Grace Period/ Moratorium will take several months and vary from enterprise to enterprise, depending on the assessment of the Asset Conversion Cycle (ACC) or production cycle
- ❖ A basic business plan may be required



GEEP SMART CREDIT(GSC)

DESCRIPTION

This is a soft loan largely geared towards fresh graduates who want to remain in their professional field of study

FEATURES;

GSC has the following features:

- Beneficiaries must be graduates, that have performed their compulsory one year National Youth Service Corps and have their passing out Certificate
- Upon clearance from the Job Creation office, a letter of issue from the Chief Job Creation Officer titled "CLEARED FOR MICRO-CREDIT" must be given to beneficiaries
 - The original copy of " CLEARED FOR MICRO-CREDIT is a required document.
 - A photocopy of the relevant certificates will be required by DEMSMA
 - Two passport photographs (white background
 - A photocopy of the beneficiary's ID Card

GEEP SMART CREDIT(GSC)'

- Beneficiaries must be between the ages of 18 - 35 years
- Beneficiaries must open a dedicated account and have BVN
- Reputation Collateral is a key indices for accessing MICRO-CREDIT an assessment form will be filled out on behalf of beneficiaries
- The submission of the original copy of the above form is a prerequisite
- The loan amount will vary from enterprise to enterprise depending on the portion of starter pack assigned to microcredit
- GEEP Beneficiaries must provide one acceptable guarantor (senior civil servant from grade
- Traditional Ruler, Church Leader, Political Appointee or a respectable Business Man/Woman)
- The loan amount will vary from enterprise to enterprise depending on the portion of the starter pack that is assigned to microcredit

GEEP SMART CREDIT(GSC)'

- The loan amount will be accessed by GEEP candidates in line with DEMSMA Credit Risk Guideline
- Interest rate is 9% per annum
- The Loan tenure will be subject to technical determination of scope and cash flow
- The Grace Period/ Moratorium will vary from enterprise to enterprise depending on Asset Conversion Cycle (ACC)
- A basic business plan may be required

THANK YOU

ANY

QUESTIONS?



MODULE 2: CRITICAL SUCCESS FACTORS – SELF DISCIPLINE, PERSONAL RESPONSIBILITY



DELTA STATE



By

DR. ROWELL UBOGU

Introduction

- Critical success factor (CSF) is a management term for an element that is necessary for an individual, organization or project to achieve its mission. It is a critical factor or activity required for ensuring the success of an individual or an organization.
- Critical success factors are those few things that must go well for you to become an entrepreneur of the Youth Agricultural Entrepreneur programme (YAGEP) and Skills Training and Entrepreneurship programme.

Introduction

- They represent those areas that must be given special and continual attention to bring about high performance.
- Critical success factors are elements that are vital for an individual to be successful

Success Factors Concept

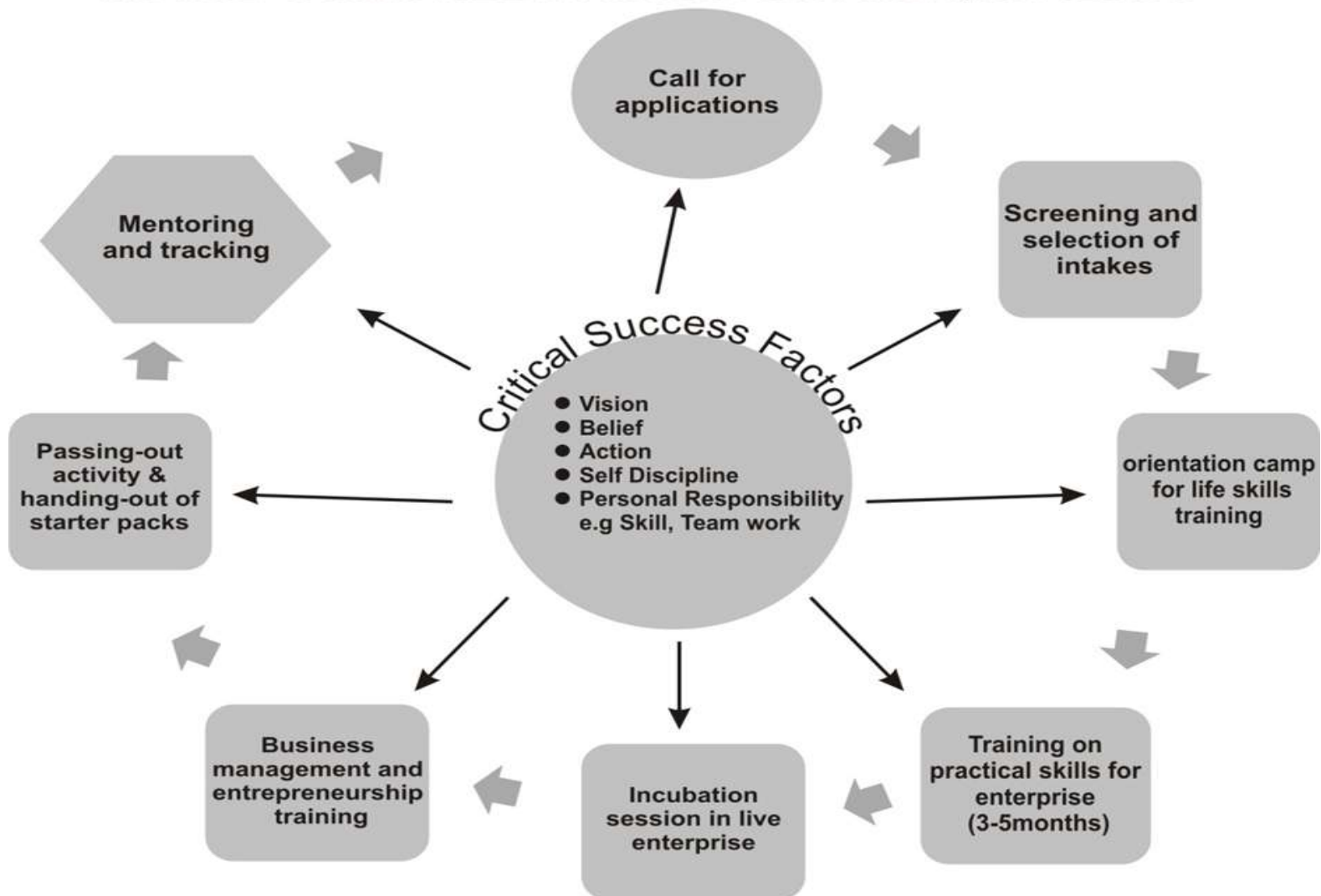
- The concept of “success factor” was developed by Dr Ronald Daniel of Mckinsey & company in 1961. The process was refined into critical success factors by John F. Rockart between 1979 and 1981.
- In 1995, James A. Johnson and Michael Friesen applied it to many sector setting, including business management.

Success Factors Concept (Cont.)

- Before we examine these critical factors of success, it will be pertinent for me to say that:
- Success begins in the state of your mind
- Your thoughts are the fabrics with which your success is woven.
- There is a mindset that needs to go along with being successful. It is the mindset of seeing success as a journey and not as a destination or a point of arrival.
- Your preparation in life will determine your success
- Success is not achieved in trying to do so many things but in doing one well.
- No vision, no success.

Success Factors Concept (Cont.)

CRITICAL SUCCESS FACTOR AND THE PROGRAMME CYCLE FOR STEP AND YAGEP IS SUMMARIZED IN PROCESS FLOW FORMAT, AS FOLLOWS.



Success Factors Concept (Cont.)

- **VISION**
- The first of the critical success factors that you can use to achieve the best life possible is simply vision.
- Vision is not a products of your naked eyes but a product of your inner eyes. The bible calls it the eyes of your understanding – the eyes of your understanding being enlightened.
- *Vision defines your destination. Vision cannot be taught, it can only be caught. You can decide your ambition, but vision is discovered. In fact, vision is a revelation you receive from God to chart a course for your life. A man's greatness is in his vision.*

Success Factors Concept (Cont.)

- When God gives you a valid vision, you are to run with it. You belong to the cushite generation-a vision-driven generation. You are to protect your dreams and visions. You cannot afford to take your focus off your vision. Stay focused. *Success is vision born and realized.*

Success Factors Concept (Cont.)

- **BELIEF**
- In order for you to achieve anything in this programme, in fact your life- you have to first believe. You need to believe in yourself that you can achieve it.
- As Governor Ifeanyi Okowa stated during the inauguration of the job and wealth creation scheme on 26th August, 2015
- *“Becoming an entrepreneur or a self-employed person is not a big deal neither is it rocket science. It is within reach of any person who will dare believe and go for it. Most successful entrepreneurs were not born; they were made. Or to put it another way, they made themselves. They made themselves, of course with the help of God, because they braved the odds and applied themselves rigorously to some of the things you will be learning in the course of your training”*

Success Factors Concept (Cont.)

- **ACTION**
- Believing alone is not going to achieve anything for you. It must be followed up with concrete action.
- When you act upon what you believe, there is focus. And there is energy. The energy propels you to greater heights. It is the do part of the critical success factors.

Success Factors Concept (Cont.)

- **SELF – DISCIPLINE**
- It is the ability to control one's impulses, emotions, desires and behavior. One of the reasons why people fail is that there is no discipline in their action. You would need some form of sacrifice if you were to achieve a certain degree of success in this programme. For example, sacrificing some personal time to do initiatives.

Success Factors Concept (Cont.)

- **HOW TO DEVELOP SELF DISCIPLINE**
- **Start with baby steps**
- Take it one step at a time in building self-discipline. So, begin by making the decision to go forward and learning what it takes to get there.
- **Learn what motivates you and what your bad triggers are**
- **Make certain behaviors a routine**
- **Engage in sport activities**

Success Factors Concept (Cont.)



Success Factors Concept (Cont.)

- **Practice self denial**
- **Get inspiration from those you admire**
- Michael Jordan has always maintained that his greatness as a basketball player came as much from his willingness to work hard as a talented person. It was his desire through discipline and focus that made him one of the best basketball players ever. If it worked for him, it could certainly work for the rest of us.

Success Factors Concept (Cont.)

- **Visualize the Rewards**
- **The Benefits**
- It helps build self confidence.
- You accomplish more, and are therefore more productive.
- You are able to maintain a higher tolerance for frustration, obstacles and negative emotions
- Allows you to obtain better health, better finances and a good work ethic.
- You are able to reach your most difficult goals more efficiently.
- The more discipline you become, the easier life gets.

Success Factors Concept (Cont.)

- **PERSONAL RESPONSIBILITY/IMPROVEMENT**
- **Positive mental attitude and mental productivity.**
- In every situation you find yourself, you should developed positive mental attitude. We often see a less experience person with a can-do attitude outperform an experienced person who has a non-chalant mental attitude toward life: Remember, you become what you do. If you engage in the same activities that positive, confident, optimistic people engage in you will eventually become one of them and live your best life possible.

Success Factors Concept (Cont.)

- As trainees and entrepreneur or business manages to become you also need to enhance your **mental productivity**. Real success starts in the mind. In the school of productivity, reading, studying and learning is a must, educating your mind. Be current, get constantly updated. Be highly informed in what you are doing. Make it's a culture. Your mind is an ocean of wealth in which ideas negative.
- One of the greatest uses of the mind for productivity is THINKING. Spending quality time to think is one of the virtues for success. Your greatest enemy to mental productivity is mental laziness, idleness and slothfulness.

Success Factors Concept (Cont.)

- **Education**
- Another critical success is education. In our society the highest paid people are those who know more of the critical facts, ideas and information than the average person in their field. The truth is that if you want to increase your level of income and achieve the best life for yourself, you must increase your level of intellectual capital and the value of the knowledge component of what you are doing.

Success Factors Concept (Cont.)

- **Skill**
- *“Do you see a man diligent and skillful in his business? He will stand before kings. He will not stand before obscure men”*
- Acquiring skills is schooling, educating and training your mind in a particular direction to gain mastery. Acquiring requisite and relevant skills in your chosen field, makes you an expert in your field.
- Skills is not a gift, it is acquired through formal and informal training. Skillfulness will enhance your competence. I have discovered that money follows skills. In fact what people pay for is skill in a given area. People that are skillful do not lack money.
- **(d) Contacts.**
- You will find that during your course of training and as an intending entrepreneur. Every major change in your life will be accomplished by a person or persons who either opens or closes doors for you. (i.e bring progress or setback for you). The possibility of the best life for you will be determined by the number of people who know you and like you and who are willing to help you.

Success Factors Concept (Cont.)

- **Character.**
- Self-discipline combined with honesty, humility, trust will open countless doors for you. Trust is the foundation of all relationship when people know you and believe in you and are convinced that they can trust you to keep your word and do what you say you will do, they will feel that they are far more likely to get things faster, easier and with greater certainty.
- **Self-Confidence**
- Boldness, independence, individuality, optimism, strong will to succeed amongst odds. Have confidence in what you do know and who you are. Do your best and reap the rewards.

Success Factors Concept (Cont.)

- **Interpersonal Skills/Interpersonal Competence**
- Your personal and professional life will suffer if you can't connect with others. You have to relate with others as a trainee and as an entrepreneur. The degree to which you show such competence will greatly affect the amount and quality of fellowship you achieve with them.
- **Team Work**
- Improving productivity through teamwork; during training and as an entrepreneur. Any member of the project who has anything to do with the product or service during training or as partners in business invariably can contribute to the project, task at hand. People love working with people who they can work well with. The level of teamwork can make or break accomplishing a goal, regardless of the level of effort expended, or how well it was planned or funded.

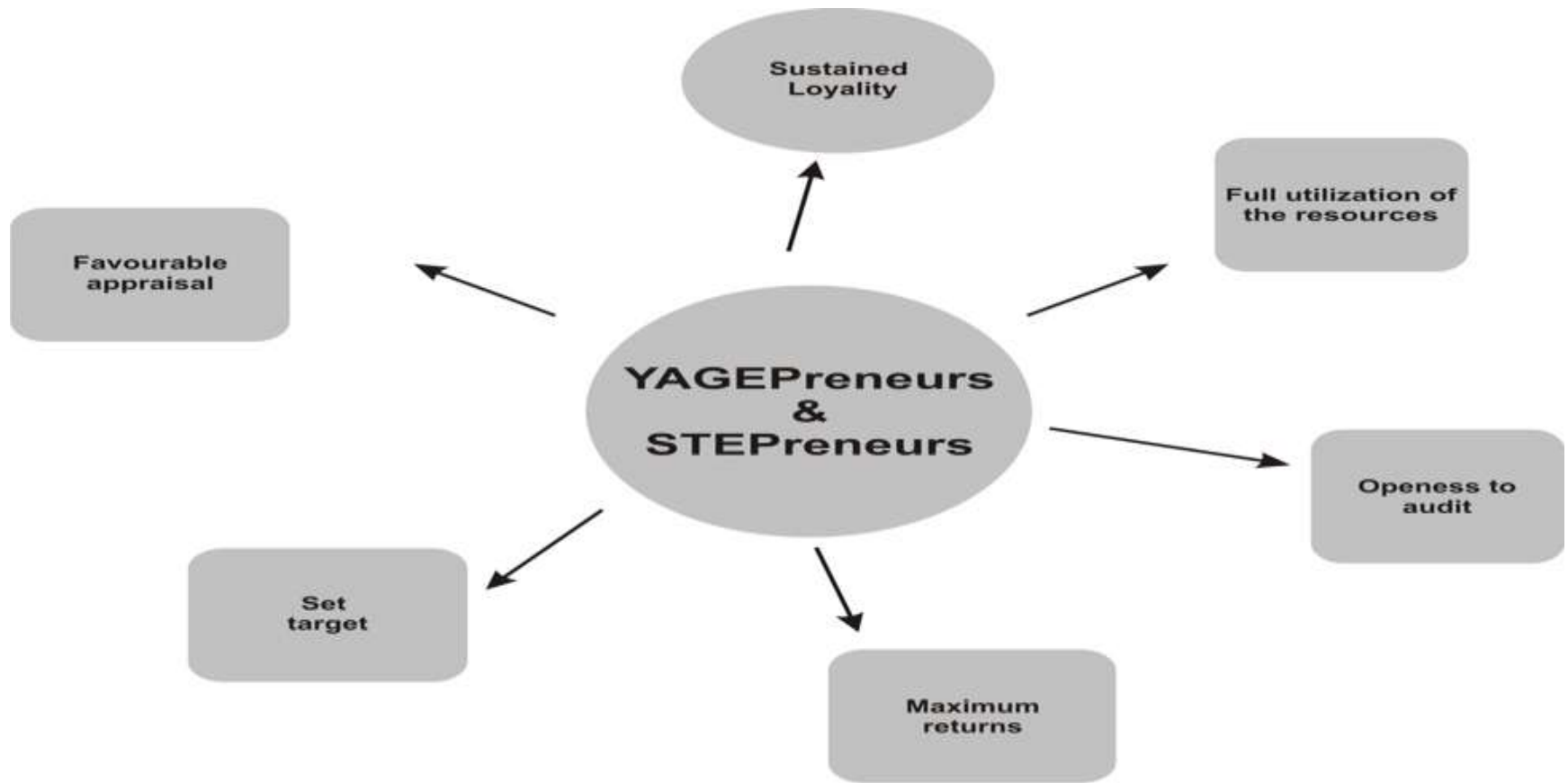
Success Factors Concept (Cont.)



Success Factors Concept (Cont.)

- **Keep in tune with yourself**
- The success of the business usually depends on the indefatigability of the owner. It is critical for owners of small business to monitor their health closely. Stress is a primary problem and if it is neglected the resultant effect is eminent collapse.
- **THE CONCEPT OF STEWARDSHIP IN ENTREPRENEUSHIP**
- Sustained loyalty
- Full utilization of the resources
- Openness to audit
- Maximum returns
- Set target
- Favourable appraisal

Success Factors Concept (Cont.)



STEWARDSHIP MODEL (AS AN ENTREPRENEUR)

CONCLUSION

- **“Every morning is a fresh beginning. Everyday is the world made new. Today is a new day. Today is my world made new. I have lived all my life up to this moment to come to this day. This moment, this day is as good as any moment in all eternity. I shall make this day, each moment of this day a heaven on earth. This is my day of opportunity” – Dan Cluster**
- Countless of millions of people wake up every morning finding success. Success is predictable. **What makes success predictable is that, it is governed by principles - critical success factors.** It is time for a fresh start. It is a dawning of new possibilities in your life.

MODULE 3: INTRODUCTION PERSONAL RESPONSIBILITY IN PRACTICE



By

EMMANUELA CLINTON

DEFINITION OF TERMS

PERSONAL means of or relating to a particular individual.

RESPONSIBILITY means being accountable for what we think, say and do.

PERSONAL RESPONSIBILITY means (response ability) that is, the ability of a person to maturely respond to the various challenges and circumstances of life.

KEY AREAS TO PRACTICE PERSONAL RESPONSIBILITY ARE

Education

Sexual Behaviour / Marriage

Work /Business

To further explain this we will use the acronym **GRANTS**

DEFINITION OF TERMS

G – Good Relationship with God

R – Reason and make sound decisions

A – Accept responsibility for the outcomes of your life

N – Never ascribe your failures to anyone else

T – Take responsibility for your actions

S – Self Esteem

GOOD RELATIONSHIP WITH GOD

The purpose for the creation of a thing, can never be known better than the creator. God created us and to discover the reason for our creation is by reading the word of God.

That is our manual for living. Develop a personal relationship with God that comes from His amazing love and grace reaching out to us. God desired an everlasting and loving relationship with man. God chooses us for a special purpose before creation.

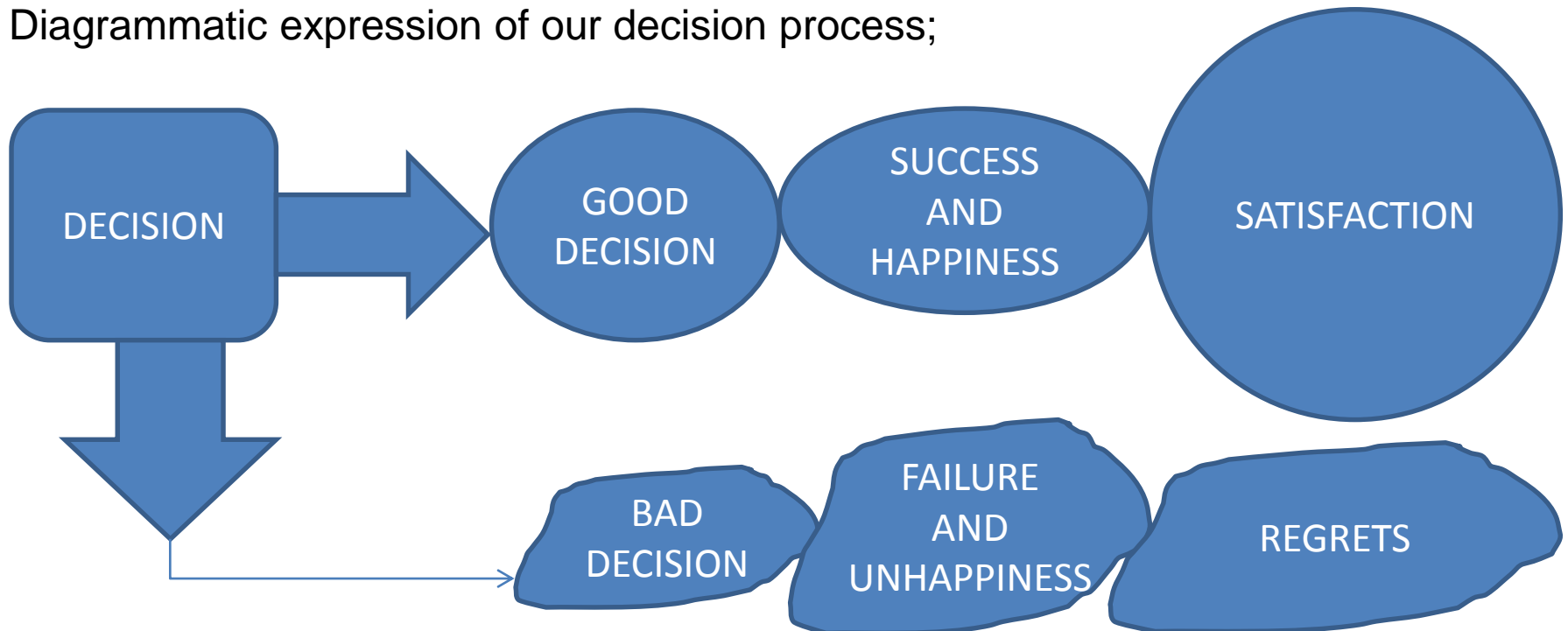
You demonstrate your relationship with God when you possess the following:

- Love
- Sacrifice
- Faithfulness
- Peace
- Joy

Decision making

Decision making is a process of identifying and choosing alternatives based on the values and preferences of the decision maker. Sound decision is a choice you make after thinking it over and pondering right from wrong. You should make wise decisions and then make every effort to implement your decisions, because every decision you make or avoid making will have a consequence.

Diagrammatic expression of our decision process;



ACCEPT RESPONSIBILITY FOR THE OUTCOMES OF YOUR LIFE

In shouldering responsibility ourselves, we are giving ourselves the power to shape the outcome of our lives and are therefore taking an active role in how our life turns out.

Its only when you accept that everything you are or ever will be is up to you, that you are able to get rid of the excuse making that can prevent you from succeeding.

When you accept that you are responsible for every action you take and every decision you make, that there is virtually nothing that you cant achieve, have or accomplish, then you will reach your ultimate goals.

NEVER ASCRIBE YOUR FAILURES TO ANYONE ELSE

No one is the architect of your problems in life but you. When we make excuses or try to blame other people or external factors for the eventual outcome of something, not only are we failing to take responsibility, but we are demonstrating a character trait which is very common in people who fail to succeed in anything. Don't ever feel that its Mr A or B's fault for anything you are going through. We all have free Will which means that we are completely responsible for all our successes and failures and of our happiness or state of unhappiness.

Its truly fascinating how successful people approach problems. Where others see barriers, they see challenges to embrace and obstacles to overcome. **Never see yourself as a failures but a work in progress.** One reason why you might ascribe your failure to someone else is fear. Fear is nothing more then a lingering emotion that is fuelled by your imagination. Fear is a choice. Successful people get strength from conquering their fears.

TAKE RESPONSIBILITY FOR YOUR ACTIONS

Once you take total responsibility for everything that happens to you in life, you will soon discover that, this will enable you to find solutions to life's difficulties far more quickly. Here is a harmful conception of destiny; it doesn't matter what I do, it is predetermined. Replace it with this ; I am destined for greatness, I have been given the power to do amazing things. But it is up to me to make it happen. If you feel less a person because people around you earn more than you do? Find out how you can earn more money. Speak to others and find out what it is they are doing differently from you, then start applying all that knowledge to make the changes you need to make to create the kind of life you want. Waiting for fate is like believing God has given you the gift of sight and then expecting Him to do the seeing for you.

To change what is wrong in your life , you must believe that you are the one in control. Take full responsibility for everything in your life, whether you caused it or not, even external problems can have internal solutions. Taking responsibility for your life will empower you, foster success and heighten self Esteem, all of which

SELF ESTEEM

Self Esteem reflects a persons overall subjective emotional evaluation of his or her own worth. Some of the influential can come from academic achievement, happiness, satisfaction in marriage, business or relationship. Example, I believe I am a good writer. Know your value. Have an enduring personality. Always have self worth, self regard, self respect and self integrity. Our Self Esteem is how we value and perceive ourselves. If you have low self esteem you may feel;

- ☐ Worthless or not good enough
- ☐ Unable to make decisions
- ☐ Like no one likes you
- ☐ Unable to recognise your strengths
- ☐ Low in Confidence.

TIPS ON IMPROVING YOUR SELF ESTEEM

- ❖ Avoid negative self talk
- ❖ Set yourself a challenge and accomplish it
- ❖ Take care of yourself
- ❖ Focus on your strengths
- ❖ Connect with people who love you.

SELF ESTEEM

APPLY THESE:

Think of yourself as a creator, not an acceptor.

An owner, not a victim.

Accept responsibility for who you are, who you become, the choices you make and consequences that result.

Hold your self accountable.

You are not a failure, but a work in progress, so rewrite your story now.

MODULE 4: PREPARING YOURSELF TO BE AN ENTREPRENEUR



By

**BARR (MRS) OMOEFE SIAKPERE & ABAYOMI
ADEYERI**

Introduction



Starting your entrepreneurial journey with STEP/YAGEP/GEEP Orientation Camp

- **Your journey starts here in Songhai, with the Delta State Government Initiative on STEP/YAGEP/GEEP Programs.**
- **Everything before becoming an entrepreneur is background information and a series of practice tests that prepare you for your business venture**

Who is an Entrepreneur

- **An entrepreneur is a starter.** An entrepreneur is an initiator, a challenger and a driver. Someone that creates something new, either an initiative, a business or a company. He or she is the beginning (and sometimes the end) of a venture, project or activity.
- **An entrepreneur is the driver.** The entrepreneur is the person in charge, the leader and the person to look to for leadership. He or she is the one that pushes forward and inspires a team to follow.

Who is an Entrepreneur



- **An entrepreneur is accountable and responsible.** The entrepreneur is the ultimate responsible for the destiny of its venture, which can be a company, a project, or any other endeavor.
- **An entrepreneur is everyone seated here today,** under the STEP/YAGEP/GEEP scheme. Beneficiaries of the Delta State Government SMART AGENDA with the overriding goal of job and wealth creation. To equip all of us here with the technical know how, vocational/technical skills, values and resources to become self employed and employers of labour.

STEP/YAGEP/GEEP Orientation Camp

ENTREPRENEURIAL STAGES / CYCLE for STEPpreneurs; YAGEPreneurs and GEEPreneurs

- Information gathering stage
- Action required for success
- Structure /System building
- Expansion phase
- Freedom realization

Rule 1 – Do not see your lack of University/ Formal Education as a barrier

- ***Behind every adversity is an opportunity. If you lament over the adversity, you will miss the opportunity.” – and this Skills Training and Entrepreneurship Program (STEP) ; Youth Agricultural Entrepreneurs (YAGEP) and Graduate Employment Enhancement Program (GEEP) that has brought you here today is your life changing opportunity to live your dream.***

Skills/Enterprise Categories under STEP

ICTs Services (computer hardware maintenance, smart phones, PC tablets)

Building and construction services (welding & fabrication, plumbing, electrical installation, POP-interlocking-tiling-painting-masonry)

Handicrafts (fashion design/dress-making, upholstery)

Skills/Enterprise Categories under STEP cont'd

Personal services (catering/confectionary/baking, decoration/event management, hair dressing/makeover)

Audiovisual services (light and sound technicians, cinematography (visual cameraman), set designers, production managers , audiovisual editors)

Do you know this entrepreneur? does his story inspire you?

- **Cosmos-Maduka:**
- He is the founder of Coscharis Group, which is the sole distributor of BMW vehicles in West Africa. He dropped out of elementary school and became an apprentice at a tender age of seven. Today he sits atop one of the biggest conglomerates Nigeria can boast



**Do you know this entrepreneur?
no barrier to your success**



- **Vincent Obianobo:**
He is the founder of “The Young Shall Grow Motors.” He is also the owner of Rockview hotels and his transport company is supposedly the largest in Nigeria. This astute businessman had humble beginnings and not much education but today, he is one of Nigeria’s most successful businessmen.



Michael Collins Ajere (Don Jazzy):

don jazzy the prolific music producer and C.E.O of Mavin Records, Michael Collins better known as Don Jazzy is one of Nigeria's successful Nigerians that didn't need education to attain greatness. He was ranked the second most bankable artiste in Africa by Channel O and Forbes Africa. He has no formal university degree



Olorogun Michael Ibru:

Michael Ibru is the founder of Ibru Organization which is one of the largest conglomerates in Nigeria and head of one of the richest family in Nigeria. He is a prominent Nigerian businessman who has only a school certificate to his name, he graduated from Igbobi college in 1951.



Enterprises covered in YAGEP:

- Fishery
- Crop production

Rotimi Williams, an ambitious 36 year-old Nigerian entrepreneur and rice farmer

- Rotimi currently owns the second (2nd) largest rice farm in Nigeria with 45,000 hectares in Nasarawa, Nigeria.
- He did not have the funds to even buy a piece of land, but gathered important information. One day, he made an offer to a farm owner, that with a 50-50 split, he would develop the farm with both personal funds and external funding. The farmer agreed and that's how Rotimi became part owner of 17,296 h
farmland.

- Targeted at unemployed graduates with Higher National Diploma and Bachelors degree in Agriculture and Aqua cultural related fields; Engineering, ICT, Environmental disciplines.
- The aim is to promote participants who wish to establish their own companies/enterprises in their respective fields as groups or partners.

12 things we must all do while in training to prepare us for our entrepreneurial journey

- Be open-minded with the various experiences that you come across in the course of this entire orientation program, as well as the life skills you are being equipped with.
- Be attentive to every detail of your practical skills training for enterprise as well as incubation session in live enterprise.
- Focus on your business management and entrepreneurship training

12 things we must all do while in training ... cont'd

- **Cut spending** to a bare-minimum. Learn how to live frugally from this orientation camp.
- **Build networks.** As an entrepreneur, relationships are your currency and treat them as such . Keep interacting and meeting people in the course of this program. We encourage you to build good business friendships and alliances in the course of this training program. You never know who among those will give you the lifeline at the right time, or become you business partner.

Ways to prepare yourself for entrepreneurship continue



- **Learn sales & marketing.** Your business startup's future depends on it. You have to learn it now, no matter your field of training or acquired skills.
- **Ask older people for help.** When I was 14yrs old selling bottles, adults were excited about my business and really wanted to help. I'm sure they'll feel the same way about you... Yomi

- **Avoid Silly Distractions.** Remember that you're bigger than the little things. You're bigger than the distractions in the course of this training , friend drama, and parties. Partying and friend drama is part of growing up, but you have to be focused and work hard to make progress in your life

12 things we must all do while in training ... cont'd

- Develop positive mental attitude.
- Based on your choice of career, set goals broken down as follows: Daily goals; 30 days goals; 12 months goals; and business lifetime goals.

- Work hard and stay focused on your big vision everyday - Get ready. There are a lot of risks involved. It will be time consuming. You have to work extremely hard. You are building something from nothing.
- Learn to be on time – No African Man Time

As your vision becomes clearer and details start falling into place, it will be time to start writing down your visualized plan for your business. This is NOT a "business plan

- Passion is the real drive
- Anyone can be an entrepreneur and behave like one- regardless of whether or not they happen to be an equity holder. Ultimately, it's all about the attitude when running the show
 - *Welcome to the world of entrepreneurship.*

Meet Omoefe Siakpere, Founder of Klass & Korporate Consultants Int'l

- Here is my story:
- I graduated from the Nigerian Law Schools as one of the best graduating students with an award.
- After graduation, my journey searching for a job began. I started looking outward for a job. Dropped my CV in as many places as I could, all to no avail.
- After a long outward search for a job, I decided to look inward, inside myself and how I could create a job for myself.
- And that is how my entrepreneurial journey began.

Klass & Korporate Start-Up Story...In the beginning...August 2010

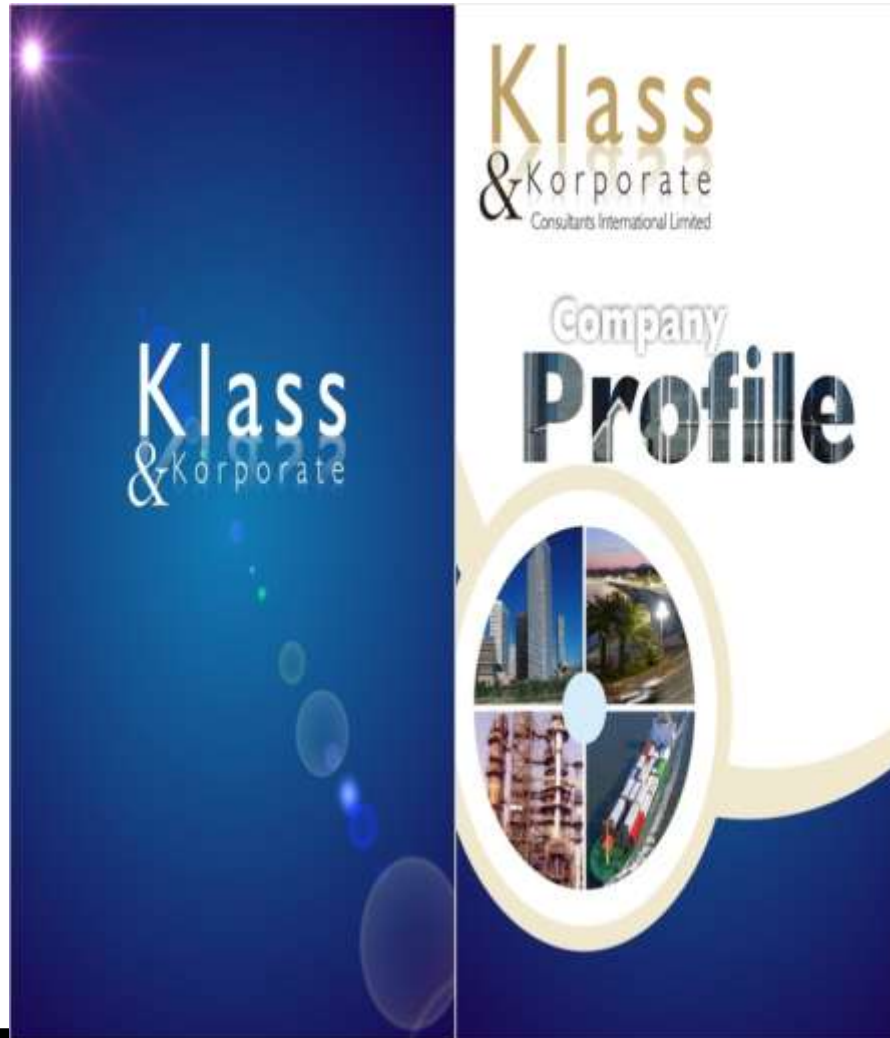


Thinking Stage –
Incubation Period



Mental Picture Stage





**I was everything when we start
secretary, receptionist, accountant, ma**



Conducted a competitive recruitment exercise – March 2011



Teammates Tina & Golda Emerged from the 2011



We all became Klass & Korporate B Ambassadors – June 2011

Klass
& Korporate



**Placed our brand out there through marketing
campaigns – November 2011**

Klass
& Korporate



Placed our brand out for the second time –



Klass & Korporate today...

warri

Abuja



Benin office ... Opening 1st O



**Secrets to our success so far...Passion,
Perseverance, Resourcefulness, open mindedness**

- In reality, there is no single entrepreneurship gene in the human DNA. But there are habits and experiences that make it more likely that an individual will choose the path of entrepreneurship and, crucially, succeed over the long term... That is the path you have chosen today.....
... *Welcome to the world of entrepreneurs*

MODULE 5: THE ESSENTIALS OF SELF CONVINCTION & SELF RELIANCE IN SUCCESSFUL ENTREPRENEURSHIP



By

DR. GODWIN ADOLOR



PRESWIN CONSULTING

INTRODUCTION

- Entrepreneurship can be defined as the designing, launching and running of new business whether manufacturing, buying and selling, services etc, which begins as a small business or company. It has been defined as the capacity and willingness to develop, organize, and manage a business venture along with any of its risks in order to make a profit.
- An Entrepreneur has also be defined as a person who organizes and manages any enterprise, especially a business, usually with considerable initiative and risk. Rather than working as an employee, an entrepreneur runs a small business and assumes all the risk and reward of a given business leader and innovator of new ideas and business processes

INTRODUCTION

- To have self conviction as an entrepreneur is to believe on oneself that “I can do it”. It means that one believes to see what ever ideas conceived can be brought to reality or pursued to its logical conclusion
- Self reliance on the other hand is a believe that one would want to be independent. An employer of labor instead of an employee

THE BASIC STEPS IN SELF CONVINCTION & BELIEF

IDEALIZATION

Conceptualization of an idea or a dream by someone. The true entrepreneur is a dreamer whose dream come true

VISUALIZATION

This involves an act of picturing an ideal world as a reality and begin to clarify the vision on a day to day basis, filling more details each day

VERBALIZATION

Taking steps to put words to the dream and talk of it as if it was already happening. Talk about it to others as if it were real and continue to have a personal dialog with the ideal to make it come true

MATERIALIZATION

Because there is belief in the idea and the dream, things begin to fall into place and happens in a natural and automatic way & becomes a real and tangible fact that influences others

BENEFIT OF BEING SELF EMPLOYED

- You bring your dream to reality
- You can control your ideas
- You get to choose your working hours and time
- You get to work with people you like by choosing your employees
- You can take the risk all by yourself.
- You get the whole Reward.-The higher the risk, the higher the Reward.
- You can follow your passion
- You can attain and live a valued life
- You create your world(products)
- You get to help people grow the way you like
- You can make the decision and take stand
- You have self fulfillment(self esteem)

KEY SUCCESS FACTORS OF AN ENTREPRENEUR

The followings are key success factors that can make an entrepreneur

1. **CONFIDENCE**

Confidence is the bedrock of the entrepreneur. He must be very confident that he/she can make it no matter what the happenings around point to. A confident entrepreneur gains self esteem.

2. **FEELS A SENSE OF OWNERSHIP**

He takes responsibility for getting things done on time and with care. Instead of seeing a problem as another persons, the entrepreneur view it as his own and takes urgent steps to addressing the problem and thus arriving at a solution

KEY SUCCESS FACTORS OF AN ENTREPRENEUR

3. ABLE TO RECOGNIZE THE IMPORTANCE OF THE HUMAN RESOURCE

The entrepreneur must recognize that the human resource is the most important part of any business set up and must treat people who work for him/her well. Human resource as a factor of production be it in the form of employees, clients or strategic partners are usually responsible for making or breaking a business

4. BE ABLE TO COMMUNICATE EFFECTIVELY

He must be able to communicate all processes and procedures of the company to all who make the business tick e.g employees, customers , suppliers etc. Effective communication results in better performance

KEY SUCCESS FACTORS OF AN ENTREPRENEUR

5. WILLING TO LEARN

Entrepreneurs are often knowledge seekers. He/she may not have had a previous knowledge about the area of the dream, instead they move ahead to gather or seek out information necessary to succeed

6. TEAM PLAYER

Successful entrepreneurs are team players who must be prepared to work with others to achieve results. Business itself is a teamwork. Only the starter can not do all the job required to see the business through

7. DEDICATION TO THE BUSINESS

Entrepreneurs dedicate themselves to the attainment of set vision, mission and targets. Most businesses or companies fail when dedication on the part of the entrepreneur and the human resources begin to dwindle

KEY SUCCESS FACTORS OF AN ENTREPRENEUR

8. **PERSEVERANCE**

He/she must be steadfast to carry on despite challenges or difficulties faced in the course of the business. Only entrepreneurs who carry on or persist succeeds as a quitter never wins

9. **OPTIMISTIC**

An entrepreneur must have the mindset of positivity to the fact that things will be alright no matter the circumstances. Even when he sees the outlook to be gloomy, he must be optimistic that he will surely succeed

KEY SUCCESS FACTORS OF AN ENTREPRENEUR

10. MUST BE OUTGOING

Since business is all about people, the entrepreneur must be sociable, link with others and fun loving. This way he/she can get firsthand information that can help improve the business

11. A LEADER BY EXAMPLE

An entrepreneur must lead by example, with a view to putting others on their toes. He must respects the policies put in place by himself. For example If resumption time is 7.00 am, he must be there before the time and must encourage others to do the same

KEY SUCCESS FACTORS OF AN ENTREPRENEUR

12. MUST HAVE MINDSET OF SELF-EMPLOYED

The mindset of a self employed person is by ensuring that he possess and have the sincere desire for control over his/her life and having his/her destiny in their hand. The success and failure of the business depends on how he/she carries on. As an employee control is relinquished to a boss daily from 8.00am to 6.00pm which is not his/her idea. Instead the an entrepreneur is expected to put in extra time to achieve results because he is the employer.

13. POSSESSION OF MANAGERIAL ABILITY

An entrepreneur takes position of leadership to control all the roles of an organization necessary to succeed such as human and material resources. He must learn basic functions of management like; planning, organizing, directing, coordination delegation and control to enable him function adequately

KEY SUCCESS FACTORS OF AN ENTREPRENEUR

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KEY SUCCESS FACTORS OF AN ENTREPRENEUR

16. RISK TAKING

Successful entrepreneurs are risk takers. They go into ventures people considered as very risky and could lead to loss of capital. But because of the determination to see their dream come through, they get engaged into such ventures which could lead to great success most time as the higher the risk, the higher the returns.

17. HE MUST BE ACCOUNTABLE

An entrepreneur must be accountable for all the activities that take place daily in the organization. He must ensure that he keeps records of all that takes place and if things go wrong, he must not pass blame to others

INSPIRATIONAL QUOTES OF SUCCESSFUL ENTREPRENEURS

MARK ZUCKERBERG

- Mark Zuckerberg is the founder of Facebook. In 2004, he launched the Facebook with a handful of his fellow college students, and 10 years later, the website has more than 1 billion active users around the globe, and his personal wealth is currently estimated at \$34 billion and \$12 billion in annual revenues.
- The biggest risk is not taking any risk.. In a world that is changing really quickly, the only strategy that is guaranteed is not taking risk
- I think a simple rule of business is, if you do the things that are easier first, then you can actually make a lot of progress
- I literally coded Facebook in my dorm room and launched it from my dorm room. I rented a server for \$85 a month, and I funded it by putting an ad on the site, and we've funded ever since by putting ads on the site
- People can be really smart or have skills that are directly applicable, but if they don't really believe in it, then they are not going to really work hard

ALIKO DANGOTE

- Aliko Dangote, a Nigerian business man and founder of the Dangote Group of companies. He is presently the richest black man on earth. He is currently worth about \$12.4 billion
- “I built a conglomerate and emerged the richest black man in the world in 2008 but it didn’t happen overnight. It took me thirty years to get to where I am today. Youths of today aspire to be like me but they want to achieve it overnight. It’s not going to work. To build a successful business, you must start small and dream big. In the journey of entrepreneurship, tenacity of purpose is supreme.”
- “I enjoy myself a lot but I derive more joy in working. I believe in hard work and one of my business success secrets is hard work. It’s hard to see a youth that will go to bed by 2am and wake up by 5am. I don’t rest until I have achieved something.
- “After my death, I want to be remembered as Africa’s greatest industrialist”

KEY SUCCESS FACTORS OF AN ENTREPRENEUR

- “If you don’t have ambition, you should not be alive”.
- “Every morning when I wake up, I make up my mind to solve as many problems as possible before retiring home.”

FOLORUNSHO ALAKIJA

- Folorunsho Alakija is a Nigerian businesswoman, a fashion designer and oil magnate who is the richest woman in Nigeria, Africa and in the world. She is worth \$7.3billion
- “I never went to a university, and I am proud to say so because I don’t think I have done too badly”
- “I did not start from here. I started on a small scale. When I was working for someone else, I spent my weekend buying and selling. I sold jewelries, scarf's and my husband was also doing some buying and selling. Yet he is a lawyer.”

KEY SUCCESS FACTORS OF AN ENTREPRENEUR

- “I’m what you could refer to as a “workaholic”. I am diligent and resilient in everything that I do and I have a motto that says “what is worth doing worth doing extremely well”.
- Failure is a tool to get to the promised land. We all enjoy light today. Thomas Edison failed a thousand times for us.”
- “God never fails when you make a covenant with him. I noticed that in the bible, so I decided to take that challenge. I made a covenant with him that if he blesses me, I will work for him all the days of my life.

STEVE JOB

- Steve Job was an American information technology entrepreneur and inventor. He is the co-founder, chairman, and chief executive officer(CEO) of Apple, founded in 1976
- “The price of success is hard work, dedication to job at hand, and the determination that whether we win or lose, we have applied the best of ourselves to the task at hand”.
- “I am convinced that about half of what separates the successful entrepreneurs from the non-successful ones is pure perseverance”.
- “Be undeniably good, the way to get started is to quit talking and begin doing”.

GABRIEL OGBECHIE

- Gabriel Ogbechie is the founder and CEO of Rainoil Limited. His investment is the downstream oil sector of Nigerian oil and gas industry with about 40 petrol stations spread across Nigeria and a fleet of over 80 trucks
- “I worked in an oil company in 1992 on a salary of =N=30,000.00 a month and I asked myself one very simple question, Gabriel what else can I do to make N30,000.00 a month?. I believed then and I still believe today that anything that you can do to make your salary can take the place of your job”.
- “A lot of people say there is no money to start a business. I tell people, first things first. If you want to raise capital, raise capital from personal savings”

GODWIN ADOLOR

- Godwin Adolor is the group chairman of Preswin Nigeria Limited founded in 2002 a small and medium scale business, with investment into water processing/bottling ,plastic film packaging, paper products and business consulting in Delta state.
- “ If I knew that the small business I started a few years ago can come up with products that are now house hold names, I should not have worked in the bank for so many years.”
- If a man pursues his dream into a logical conclusion, he will no doubt arrived at his God destined position with a lot of joy and celebration for successes attained”
- Diligence in business or anything one does can carry you to places ordinary one would not have reached”

CONCLUSION

- The true entrepreneur is a dreamer who usually starts small and his dreams come true after being dedicated over time, and thus makes his/her self a steady income earner. His inflow of money from the ventures does all the work for the entrepreneur to create more money which can be channeled into more investments capable of generating more wealth. The net effect is therefore self attainment, reliance, independence and fulfillment. This is why you must build your own **DREAMS**.
- Having been selected as a participant in **YEGEPreneurs** and **STEPreneurs**
THE TIME TO START IS NOW
- Build your own dreams, or someone else will hire you to build theirs
 - **FARRAH GRAY**

MODULE 6: SUCCEEDING IN STEP/YAGEP/GEEP THROUGH PARTNERING AND COOPERATIVES



DELTA STATE



By

**PASTOR AFOLABI ADUN
NCMD TRAINING SERVICES**

**WHAT IS
PARTNERSHIP
AND WHY IS IT
IMPORTANT**

SOME DEFINATIONS OF PARTNERSHIP

**A TYPE OF BUSINESS
ORGANIZATION IN WHICH TWO
OR MORE INDIVIDUALS POOL
SKILLS, AND OTHER
RESOURCES TOGETHER AND
SHARE PROFIT AND LOSS IN
ACCORDANCE WITH TERMS OF
THE PARTNERSHIP
AGREEMENT**

**A PARTNERSHIP IS AN
ARRANGEMENT WHERE
PARTIES, KNOWN AS
PARTNERS, AGREE TO
COOPERATE TO ADVANCE
THEIR MUTUAL INTERESTS AND
INCREASE THE LIKELIHOOD OF
EACH ACHIEVING THEIR
MISSION AND TO AMPLIFY
THEIR REACH.**

A PARTNERSHIP IS COMMONLY FORMED WHERE TWO OR MORE PEOPLE WISH TO COME TOGETHER TO FORM A BUSINESS. PERHAPS THEY HAVE A COMMON BUSINESS IDEA THAT THEY WISH TO PUT TO THE TEST OR HAVE REALISED THAT THEIR SKILLS AND TALENTS COMPLIMENT EACH OTHERS IN SUCH A WAY THAT THEY MIGHT MAKE A GOOD BUSINESS TEAM.

**WHY YOU SHOULD
CONSIDER GOING INTO
PARTNERSHIP WITH
LIKE MINDED
INDIVIDUALS AS A**

**STEP/YAGEP/GEEP
TRAINEE**

- 1. TO PULL RESOURCES
TOGETHER**
- 2. TO PULL IDEAS
TOGETHER**
- 3. TO SHARE RISKS
TOGETHER**
- 4. TO MAKE MORE
IMPACT**

THINGS TO CONSIDER WHEN CHOOSING A BUSINESS PARTNER



**1. DO YOU AND
YOUR
POTENTIAL
PARTNER HAVE
THE SAME
VISION?**

**2. DO YOU BOTH
HAVE
SOMETHING TO
COMPLEMENT
EACH OTHER?**

3. WHAT EXACTLY WILL EACH PARTNER BRING IN TO THE PARTNERSHIP

**EG. SKILLS, MONEY, LINKS,
ASSETS ETC- DON'T GO INTO
PARTNERSHIP WITH A
LIABILITY- I.E SOMEONE WHO
HAS NOTHING TO OFFER**

**4. HOW WILL
PROFITS AND
LIABILITIES BE
SHARED?**

**5. WHAT ARE
THE TERMS AND
CONDITIONS FOR
SEPARATION IF
THE NEED
ARISES.**

SOME REASONS PARTNERSHIPS FAIL



**LACK OF
UNDERSTANDING
AMONGST
PARTNERS**

**DEFICIENT
PREPARATION**

DEFICIENT

FUNDS

**LACK OF
CREDIBILITY
AMONGST
PARTNERS**

**SOME
CHALLENGES
TO STARTING A
BUSINESS FROM
SCRATCH**

**TWENTY TWO
COMMON
MISTAKES
PARTNERSHIPS
MUST AVOID**

**CHOOSING THE
WRONG BUSINESS
ENTITY**

**NOT
PROTECTING
YOUR IDEA**

CHOOSING THE WRONG BUSINESS PARTNERS

NOT PACKAGING

YOURSELF AND

YOUR

PRODUCT/SERVICE

WELL

**FAILING TO TAKE
RISKS**

**GIVING UP TOO
EARLY**

**RELYING TOO
MUCH ON
EXTERNAL
ADVISERS**

**SERVING THE
CUSTOMER ON
ASSUMPTION**

**WRONGLY
CUTTING BACK
ON EXPENDITURE**

**RESPONDING
SLOWLY &
NEGATIVELY TO
CHANGE**

**IGNORANCE OF
YOUR
COMPETITORS
STRENGTHS**

**REFUSAL TO
TRAIN & UPDATE
YOURSELF**

POOR

MARKETING

STRATEGIES

**POOR RECORD
KEEPING/
DOCUMENTATION**

POOR HANDLING OF

FINANCE- NO

BUDGETING, NO

BOOK KEEPING,

ARBITRARY

SPENDING, ETC

**ABSENCE OF A
MISSION AND
VISSION
STATEMENT**

**TEN RULES
FOR
SUCCEEDING
IN BUSINESS
PARTNERSHIPS**

**BE TRUE &
OPEN TO
YOURSELVES**

FIND A

NEED AND

MEET IT

**CHOOSE PRODUCTS
& SERVICES THAT
YOU CAN SELL FOR A
LOT MORE THAN IT
COST YOU TO
PRODUCE OR BUY**

**MAKE
REALISTIC
ESTIMATES OF
YOUR EXPENSES**

BE SINCERE

TO YOUR

CUSTOMERS

**DON'T TAKE
MARKETING &
PUBLICITY FOR
GRANTED. IT'S THE
MOST IMPORTANT
THING IN BUSINESS**

**EMBRACE THE
BANKING SYSTEM &
KEEP YOUR
ACCOUNT ACTIVE
& BUSY**

**TAKE
ADVANTAGE
of
TECHNOLOGY**

**GIVE YOUR
CLIENTS
ALTERNATIVES**

**TAKE
PACKAGING
SERIOUSLY**

**MAKE YOUR
PRODUCTS/SERVICES
AS AVAILABLE AS
POSSIBLE**

**KNOW WHAT
YOUR
COMPETITORS ARE
DOING & DEVELOP THE
INTERNAL COMPETENCE
TO STAY AHEAD OF THEM**

**TAKE TRAINING,
RESEARCH & SELF
IMPROVEMENT
SERIOUSLY**

**UNDERSTAND THE
TWO SIDES OF EVERY
BUSINESS**

SOFT SIDE

&

HARD SIDE

**SEEK TO
BECOME A
BRAND
AS SOON AS
POSSIBLE**

MODULE 6: MAKING SUCCESS OUT OF STEP/YAGEP



By

Dr. Kingsley E. Emu

INTRODUCTION

Starting a business may be easy as there abounds business opportunities to fit almost any budget and skill. It is often harder, however to run a business successfully.

While acquiring entrepreneurial skills is critical, running your business successfully requires more than just the entrepreneurial skill.

This paper will thus highlight basic skills required for making a success of the skills you have acquired.



1. FOCUS



1. CHOICE

YOU HAVE MADE A CHOICE!

**What
determines
your choice?**

**What does it
require?**

**How much
do you know
yourself?**

Abilities

- where do you have your greatest aptitude?
- What are your temperament?



CHOICE Contd.

■ Who is your Role Model?

Why

- Do you share any similar qualities

How

- Any evidence

What are the Benefits

- Is it ego driven
- Is it status?

Peer Influence?



YOU HAVE A CHANCE!

What is your take?

- Prestige?
- Ego

Are there challenges or Problems?

Confront them

- Ask questions
- Seek support
- Do extra

Discipline



DREAM COME TRUE ?

THREE (3) LEVELS

On Self?

- **Improve your life**
- **Nuclear family**
- **Build reserves**

On family

- **Build support**
- **Be a role model**

On Society

- **Pay your taxes**
- **Be a role model**
- **Market your knowledge**



THANK YOU



**Thank you and
God Bless Nigeria**

