

<b>Co-operative Education Trust Scotland</b>	
<b>Award Title: Certificate in Co-operative Studies</b>	
<b>Unit Title: Co-operative Enterprise – The Democratic Alternative (SCQF level 4)</b>	
<p><b>Unit summary and entry requirements:</b> This unit gives candidates an understanding of the co-operative enterprise model, the internationally agreed values and principles which govern co-operatives and their structure. To achieve all Outcomes and Performance Criteria of this Unit candidates will require to have examined simple case studies of <b>at least two</b> co-operative enterprises, one social enterprise and two different types of private enterprise. These case studies may be used to illustrate Performance Criteria in all Learning Outcomes.</p> <p>There are no entry requirements.</p>	
<b>Learning outcome 1:</b>	<b>Evidence</b>
<b>Define and illustrate the Values and Principles of Co-operative Enterprise</b>	
<b>Performance Criteria:</b>	
1.1 List the six values on which co-operatives are based and briefly describe how a co-operative demonstrates these values.	Written and/or oral evidence to show knowledge of all six values and an understanding of how an existing co-operative enterprise demonstrates these values.
1.2 Name the four ethical values which most co-operatives adopt and illustrate by example the difference between co-operatives and other organisations which might adopt these ethical values.	Written and/or oral evidence to show knowledge of all four ethical values and give an example or examples of other organisations, which are not co-operatives, but might adopt these values.
1.3 Describe the seven co-operative principles and illustrate by example how <b>one</b> co-operative has used these principles to put their values into practice.	Written and/or oral evidence to show knowledge of all seven co-operative principles and an understanding of how an existing co-operative enterprise demonstrates these values.
<b>Learning outcome 2:</b>	<b>Evidence</b>
<b>Outline the essential elements of the co-operative business model</b>	
<b>Performance Criteria:</b>	
2.1 Define what is meant by 'members' of a co-operative and give an example to illustrate this.	Written and/or oral evidence in the form of a definition and an example of 'members' from an existing co-operative.
2.2 Describe and explain <ul style="list-style-type: none"> <li>two rights of members</li> <li>the members' responsibility in relation to finance.</li> </ul>	Written and/or oral evidence in the form of two statements describing and explaining the rights of members and one statement stating members' responsibility in relation to finance.
2.3 Define the 'purpose of a co-operative' and use an example to explain the benefit to members of participating in a co-operative.	Written and/or oral evidence in the form of a definition and explanation of benefits to members in the case study referred to above.
2.4 Describe what is meant by governance and what	Written and/or oral evidence in the form of a

distinguishes 'co-operative governance' from the governance of other companies.	statement describing what is meant by governance and what distinguishes 'co-operative governance' from the governance of other companies.
2.5 Briefly explain the roles of members, the board of directors and management in a co-operative and how they influence each other.	Written and/or oral evidence in the form of three statements or an annotated diagram which explains the roles of members, the board of directors and management in a co-operative and how they influence each other
<b>Learning outcome 3:</b>  <b>Differentiate between co-operative, social and private enterprise</b>	<b>Evidence</b>
<b>Performance Criteria:</b> 3.1 Define what is meant by 'social enterprise' and illustrate by an example which clearly shows why the organisation is a social enterprise.	Written and/or oral evidence, in the form of a definition and a brief description of an existing social enterprise, which clearly states why it is a social enterprise.
3.2 Describe the common purpose, but different characteristics, of two types of <b>private enterprise</b> eg a large corporation and a sole trader.	Written and/or oral evidence which states clearly the common purpose of private enterprise. Written and/or oral evidence describing one different characteristic of the two types of private enterprise chosen.
3.3 Explain three ways in which co-operatives differ from social and private enterprise. These should illustrate the essential characteristics of each business model eg. purpose, ownership and distribution of surplus.	Written and/or oral evidence in the form of three statements, each comparing co-operatives with both social and private enterprise, in relation to a particular characteristic of the business model.
<b>Learning outcome 4:</b>  <b>Describe the advantages of the co-operative business model</b>	<b>Evidence</b>
<b>Performance Criteria</b> 4.1 Illustrate by example how co-operation can be more effective than competition and justify its use in your example.	Written and/or oral evidence in the form of an explanation of <ul style="list-style-type: none"> <li>• how the participants co-operated in the given example</li> <li>• what result was achieved</li> <li>• comparison with what might have happened if participants competed.</li> </ul>
4.2 Define 'Triple Bottom Line' and use a simple case study or an existing local co-operative enterprise to demonstrate how each of the '3 P's' can influence decision making.	Written and/or oral evidence in the form of a definition of Triple Bottom Line. Written and/or oral evidence in the form of an analysis of the effect on the 3 P's of a given scenario. The analysis should contain a recommended decision, with justification.
4.3 Explain the phrase 'not just for profit' and use an example of a co-operative enterprise to illustrate non-financial member benefits.	Written and/or oral evidence in the form of a clear explanation of 'not just for profit' Written and/or oral evidence in the form of a description of the non-financial benefits to members in an existing co-operative.