

<b>Co-operative Educational Trust Scotland</b>	
<b>Award Title: Certificate in Co-operative Studies</b>	
<b>Unit Title: Co-operative Enterprise – The Democratic Alternative (SCQF level 5)</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, a social enterprise and two different types of private enterprise. These case studies may be used to illustrate Performance Criteria in all Learning Outcomes. The evidence for Learning Outcome 1 may be included in the evidence for 3.4, provided all aspects of the Performance Criteria are satisfied.</p> <p>There are no entry requirements.</p>	
<b>Learning outcome 1:</b>  <b>Demonstrate an understanding of the Values and Principles of Co-operative Enterprise</b>	<b>Evidence</b>
<b>Performance Criteria:</b> 1.1 Investigate the co-operative values. Compare and contrast how two different types of existing co-operative enterprises (eg. a large retail co-operative and a community co-operative) demonstrate these values.	Written and/or oral evidence which <ul style="list-style-type: none"> <li>• demonstrates knowledge and understanding of the six co-operative values</li> <li>• relates these to a practical context.</li> </ul>
1.2 Examine the ethical policy of one of the above Co-operative enterprises. Identify the characteristics which distinguish them from other organisations which might adopt these ethical values.	Written and/or oral evidence which demonstrates <ul style="list-style-type: none"> <li>• an understanding of ethics in business</li> <li>• an understanding of the distinguishing features of a co-operative enterprise.</li> </ul>
1.3 Investigate the co-operative principles. Compare how the two different types of co-operative enterprise investigated in 1.1 have used these principles to put their values into practice.	Written and/or oral evidence which <ul style="list-style-type: none"> <li>• demonstrates knowledge and understanding of all seven co-operative principles</li> <li>• relates these to a practical context.</li> </ul>
<b>Learning outcome 2:</b>  <b>Demonstrate knowledge and understanding of the essential elements of the co-operative business model</b>	<b>Evidence</b>
<b>Performance Criteria:</b> 2.1 Define what is meant by ‘members of a Co-operative.’ Illustrate using an example of an existing Co-operative enterprise.	Written and/or oral evidence in the form of <ul style="list-style-type: none"> <li>• a definition</li> <li>• an example of who the members of an existing co-operative are.</li> </ul>

2.2 Describe and explain the rights and responsibilities of 'members of a co-operative.' Illustrate using an example of an existing co-operative enterprise.	Written and/or oral evidence in the form of <ul style="list-style-type: none"> <li>a clear description and explanation of members' rights and responsibilities</li> <li>a clear description and explanation of members' rights and responsibilities in the context of an existing co-operative.</li> </ul>
2.3 Define the 'purpose of a co-operative.'	Written and/or oral evidence in the form of a definition.
2.4 Illustrate, using an example, the economic, social and psychological benefits to members of participating in a co-operative.	Written and/or oral evidence in the form of a clear explanation of the economic, social and psychological benefits to members of participating in an existing co-operative.
2.5 Describe clearly what is meant by 'governance' and what distinguishes 'co-operative governance' from the governance of other companies.	Written and/or oral evidence in the form of a statement describing what is meant by governance and what distinguishes 'co-operative governance' from the governance of other companies.
2.6 Explain clearly the roles and main responsibilities of members, the board of directors and management in a co-operative.	Written and/or oral evidence in the form of three statements each of which clearly explains the role and lists <b>at least three</b> responsibilities of the <ul style="list-style-type: none"> <li>members</li> <li>the board of directors</li> <li>management</li> </ul> in a co-operative.
2.7 Identify the key factors which influence how effectively a co-operative is governed, with reference to the members, the board of directors and management.	Written and/or oral evidence in the form of a list of <b>at least three</b> factors which ensure the members, the board of directors and management work together effectively in a co-operative.
<b>Learning outcome 3:</b>  <b>Investigate the differences between co-operative, social and private enterprise. Evaluate the 'co-operative advantage' to a community of Being members of a co-operative.</b>	<b>Evidence</b>
<b>Performance Criteria:</b> 3.1 Identify an existing social enterprise. Outline the characteristics which clearly identify it as a social enterprise, including <b>who</b> benefits from it and <b>what</b> these benefits are.	Written and/or video evidence in the form of a report on an existing social enterprise which clearly <ul style="list-style-type: none"> <li>describes the nature of its business</li> <li>states its social purpose</li> <li>explains how it uses its profit</li> <li>identifies its beneficiaries</li> <li>explains how they benefit from the social enterprise.</li> </ul>
3.2 Identify two different types of private enterprise eg. an SME (small or medium enterprise) and a	Written and/or oral evidence in the form of a description of two existing private enterprises

<p>PLC (public limited company). Compare these two companies, clearly describing</p> <ul style="list-style-type: none"> <li>• their common characteristics, which identify them as private enterprises</li> <li>• their differences.</li> </ul>	<p>with different structures which clearly</p> <ul style="list-style-type: none"> <li>• identifies their common purpose</li> <li>• explains the differences in their ownership and management structure</li> <li>• explains how they distribute their profits</li> </ul>
<p>3.3 Compare the social enterprise identified above with one of the private enterprises identified above by commenting on their similarities and differences, which must include an explanation of 'Triple Bottom Line.'</p>	<p>Written and/or oral evidence in the form of <b>two</b> statements</p> <ul style="list-style-type: none"> <li>• one clearly describing similarities</li> <li>• one clearly explaining the differences, including an explanation of 'Triple Bottom Line'</li> </ul> <p>with relevant evidence selected from given sources.</p>
<p>3.4 Identify <b>two</b> existing co-operative enterprises eg. a large retail co-operative and a community co-operative. Prepare a report on each of the <b>two</b> co-operative enterprises which clearly describes</p> <ul style="list-style-type: none"> <li>• the nature of its business</li> <li>• its purpose</li> <li>• its members</li> <li>• economic, social and psychological benefits to members</li> </ul>	<p>Written and/or video evidence in the form of a report on <b>each</b> co-operative enterprise which clearly describes</p> <ul style="list-style-type: none"> <li>• the nature of its business</li> <li>• its purpose</li> <li>• its members</li> <li>• economic, social and psychological benefits to members</li> </ul> <p>with relevant evidence selected from given sources.</p>
<p>3.5 Compare the above <b>two</b> co-operative enterprises with the two companies examined in 3.3, commenting on similarities and differences.</p>	<p>Written and/or oral evidence in the form of <b>one</b> statement commenting on any similarities between either of the businesses in 3.3 and <b>one</b> statement clearly highlighting the differences between the co-operative enterprises and the two businesses examined in 3.3.</p>
<p>3.6 Demonstrate, with reference to the community co-operative above, how cooperation can be more effective than competition. Justify the use of the phrase 'not just for profit' to describe this co-operative.</p>	<p>Written and/or oral evidence in the form of an explanation of</p> <ul style="list-style-type: none"> <li>• how the members co-operated</li> <li>• why this was more beneficial to members than competing, including an explanation of 'not just for profit.'</li> </ul> <p>with relevant evidence selected from given sources.</p>