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| **Code** | **Resource Name** | **Developer** | **Status** |
| **21 Implementing the Statewide Micro-Enterprise Credential** |
| 21-01 | Statewide Micro-Enterprise Credential Resource Index |  |  |
| 21-02 | Overview of the Statewide Micro-Enterprise Credential |  | **Draft** |
| 21-03 | Micro-Enterprise Credentials and Course Options |  | **Draft** |
| 21-04 | Relevant Policy and Procedures  |  | **Draft** |
| **22 Getting Started** |
| 22-01 | Getting Started Teacher Guide |  |  |
| 22-02 | Creating In-Person and Nepris Mentor Networks |  | *Laura* |
| 22-03 | Statewide Micro-Enterprise Student Portfolio Checklist |  | **Draft** |
| 22-04 | Statewide Micro-Enterprise Credential Implementation Guide |  |  |
| 22-05 | Statewide Micro-Enterprise Credential Complete Word Bank |  |  |
| **23 Develop a Business Concept** |
| 23-01 | Business Concept Word Bank |  |  |
| 23-02 | Review: Nine Steps for Starting Your Small Business |  | **Draft** |
| 23-03 | Review: Nine Steps for Starting Your Small Business *Teacher Guide* |  | **Draft** |
| 23-04 | What is a Business Concept?  |  | **Draft** |
| 23-05 | Key Components of a Business Concept Package |  | **Draft** |
| 23-06 | Creating Simple Financial *Pro Formas* |  | **Draft** |
| 23-07 | *Pro Forma* Exercises (Excel Spreadsheet) |  | **Draft** |
| 23-08 | *Pro Forma* Exercises *Teacher Guide* |  | **Draft** |
| 23-09 | What Makes a Business Concept "Doable?" |  | **Draft** |
| 23-10 | Understanding and Mitigating Risk |  | **Draft** |
| 23-11 | Business Concept Evaluation Exercises  |  | **Draft** |
| 23-12 | Business Concept Evaluation Exercise *Teacher Guide* |  | **Draft** |
| **Code** | **Resource Name** | **Developer** | **Status** |
| 23-13 | Opportunity Assessment: Different Types of Business Opportunities  |  | **Draft** |
| 23-14 | Opportunity Assessment Exercises  |  | **Draft** |
| 23-15 | Opportunity Assessment Exercises *Teacher Guide* |  | **Draft** |
| 23-16 | The Value of Concise Communications |  | **Draft** |
| 23-17 | Concise Communications Exercises |  | **Draft** |
| 23-18 | Concise Communications Exercises *Teacher Guide* |  | **Draft** |
| 23-19 | Culminating Module Template: Business Concept Evaluation Package |  |  |
| 23-20 | Culminating Module Template: Business Concept Evaluation Package *Teacher Guide* |  |  |
| **24 Complete the Company Leadership Suite** |
| 24-01 | Company Leadership Word Bank |  |  |
| 24-02 | What is Leadership? |  | **Draft** |
| 24-03 | Key Characteristics of Successful Small Business Leaders versus Small Business Leaders |  | **Draft** |
| 24-04 | *Nepris Exercise:* What Makes a Small Business Leader Successful? |  |  |
| 24-05 | *Nepris Exercise:* What Makes an Entrepreneur Successful? |  |  |
| 24-06 | Entrepreneur Time Management |  | **Draft** |
| 24-07 | Exercise: Compare and Contrast Small Business Leaders and Entrepreneurs |  | **Draft** |
| 24-08 | Exercise: Compare and Contrast Small Business Leaders and Entrepreneurs *Teacher Guide* |  | **Draft** |
| 24-09 | Elements of Effective Job Descriptions |  | **Draft** |
| 24-10 | Creating a Personal Job Description as a Small Business Leader-Entrepreneur |  | **Draft** |
| 24-11 | Personal Job Description Exercise |  | **Draft** |
| 24-12 | Personal Job Description Exercise *Teacher Guide* |  | **Draft** |
| 24-13 | What is "Company Culture?"  |  | **Draft** |

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| **Code** | **Resource Name** | **Developer** | **Status** |
| 24-14 | *Video*: Examples of Company Culture |  |  |
| 24-15 | *Nepris Exercise:* How to Create a Positive Company Culture |  |  |
| 24-16 | What is "Culture Mapping?" |  | **Draft** |
| 24-17 | Culture Mapping Exercises |  | **Draft** |
| 24-18 | Culture Mapping Exercises *Teacher Guide* |  | **Draft** |
| 24-19 | Providing Performance Feedback |  | **Draft** |
| 24-20 | *Video:* Performance Feedback Experiences |  |  |
| 24-21 | *Nepris Exercise:* Workplace Expert Experiences with Performance Feedback |  |  |
| 24-22 | Performance Feedback Exercises |  | **Draft** |
| 24-23 | Performance Feedback Exercises *Teacher Guide* |  | **Draft** |
| 24-24 | Hiring New Team Members: Developing a New Hire Scorecard |  | **Draft** |
| 24-25 | *Nepris Exercise:* How to Hire Top-Quality New Team Members |  |  |
| 24-26 | New Hire Scorecard Exercise |  | **Draft** |
| 24-27 | New Hire Scorecard Exercise *Teacher Guide* |  | **Draft** |
| 24-28 | Small Business / Start-Up Operations |  | **Draft** |
| 24-29 | Business Operations Exercises |  | **Draft** |
| 24-30 | Business Operations Exercises *Teacher Guide* |  | **Draft** |
| 24-31 | Culminating Module Template: Company Leadership Suite |  |  |
| 24-32 | Culminating Module Template: Company Leadership Suite *Teacher Guide* |  |  |
| **25 Map and Document a Networking Grid** |
| 25-01 | Networking Word Bank |  |  |
| 25-02 | Key Networking Skills |  | **Draft** |
| 25-03 | *Nepris Exercise*: How Networking Was Important to My Success |  |  |
| 25-04 | Network Exercises  |  | **Draft** |
| **Code** | **Resource Name** | **Developer** | **Status** |
| 25-05 | Network Exercises *Teacher Guide* |  |  |
| 25-06 | *Act Right / Dress Right Exercise*: Engaging / Networking with Unfamiliar Workplace Adults |  | **Draft** |
| **26 Develop a Business and Marketing Plan** |
| 26-01 | Business and Marketing Plan Word Bank |  |  |
| 26-02 | Components of Effective Business and Marketing Plans |  | **Draft** |
| 26-03 | Long vs. Short Plans: Pros and Cons |  | **Draft** |
| 26-04 | Exercise: Dissecting a Business Plan |  | **Draft** |
| 26-05 | Exercise: Dissecting a Business Plan *Teacher Guide* |  | **Draft** |
| 26-06 | *Nepris Exercise:* What I Look for in a Business Plan |  |  |
| 26-07 | *Video*: Most Important Elements of a Business Plan |  |  |
| 26-08 | Market Research Basics |  | **Draft** |
| 26-09 | Developing Sales and Marketing Plans |  | **Draft** |
| 26-10 | Developing Effective Sales and Marketing Plans Exercises |  | **Draft** |
| 26-11 | Developing Effective Sales and Marketing Plans Exercises *Teacher Guide* |  | **Draft** |
| 26-12 | *Nepris Exercise*: Developing Effective Sales and Marketing Plans |  |  |
| 26-13 | Links to Helpful Business Plan Materials |  |  |
| 26-14 | Team Exercise: Developing a Business Plan |  |  |
| 26-15 | Team Exercise: Developing a Business Plan  |  |  |
| 26-16 | Culminating Module Template: Developing a Business and Marketing Plan |  |  |
| 26-17 | Culminating Module Template: Developing a Business and Marketing Plan *Teacher Guide* |  |  |

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| **Code** | **Resource Name** | **Developer** | **Status** |
| **27 Develop a Business Pitch** |
| 27-01 | Business Pitch Word Bank |  |  |
| 27-02 | Why Practice Your Business Pitch? |  | **Draft** |
| 27-03 | Why is it Hard to Accept Feedback on a Business Pitch? |  | **Draft** |
| 27-04 | Exercise: Video Your Business Pitch / Accept Team Feedback |  | **Draft** |
| 27-05 | Exercise: Video Your Business Pitch / Accept Team Feedback *Teacher Guide* |  | **Draft** |
| 27-06 | *Nepris Exercise*: What I Look for in a Business Pitch |  |  |
| 27-07 | Guidelines for Recruiting Unfamiliar Workplace Adults to Evaluate Student Pitches |  | *Laura* |
| 27-08 | Culminating Module Template: Develop / Make a Business Pitch |  |  |
| 27-09 | Culminating Module Template: Develop / Make a Business Pitch *Teacher Guide* |  |  |
| **28 Pass the Certiport Entrepreneurship and Small Business (ESB) Certification Exam** |
| 28-01 | Subjects Covered in the ESB Exam |  | **Draft** |
| 28-02 | ESB Study Guide |  | **Draft** |
| 28-03 | ESB Study Guide *Teacher Guide* |  | **Draft** |