

242814 Identify and explain the core and support functions of an organisation

Purpose of this Unit Standard

This Unit Standard provides an understanding of the core and support functions of an organisation. This Unit Standard is intended for junior managers of organisations.

The qualifying learner is capable of:

- Explaining the various core functions of an organisation.
- Explaining the support functions of an organisation.
- Explaining the role of a selected work unit in an organisation, in relation to the core business.
- Investigating and explaining the difference between line and support functions in an organisation.

Learning Assumed to Be in Place and Recognition of Prior Learning

Learners should be competent in Communication and Mathematical Literacy at NQF Level 2.

Outcomes

SO1: Identify and explain the core business of an organisation.

SO2: Explain the types of work done within the various core activities of an organisation.

SO3: Explain the role of a selected work unit in an organisation in relation to the core business.

SO4: Identify and explain the difference between the line and support functions within a selected organisation.

SAQA US ID	NQF LEVEL	CREDITS	US TITLE
242814	NQF Level 3	6	Identify and explain the core and support functions of an organisation

Duration: Half-day



Content

Outcome 1

Identify and explain the core business of an organisation

- The concept of core business is explained, with examples.
- The relationships between the different core activities of an organisation are described, with examples.
- A value-adding process within an organisation is explained, with examples.

Outcome 2

Explain the types of work done within the various core activities of an organisation

- The various activities of an organisation are identified, with examples.
- The work done in three different activities is explained, with examples.

Outcome 3

Explain the role of a selected work unit in an organisation in relation to the core business

- The function of the selected work unit within an organisation is explained, in relation to the core business.
- The value adding contribution that the work unit adds to the organisation is identified, with examples.
- The inter-relationship between work units in achieving organisational objectives is explained.

Outcome 4

Identify and explain the difference between the line and support functions within a selected organisation

- The concept of line and support functions is explained with examples.
- The relationship between a line and support function is explained, with reference to own work unit.

<https://www.stafftraining.co.za/workshops/242814-identify-and-explain-the-core-and-support-functions-of-an-organisation>



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