



Accredited Africa Training Institute for Capacity Development

Unit FO409, Hatfield Plaza · 1122 Burnett St, Hatfield 0028 · Pretoria, Gauteng · South Africa

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COURSE BROCHURE

Negotiate Business Appraisal Terms For Small Enterprises Training

Business, Commerce and Management Studies / Generic Management

Unit Standard 115854 · NQF Level 5 · 7 Credits · 4 Days

COURSE OVERVIEW

This course equips learners with the skills to negotiate the terms of a business appraisal for small enterprises. It covers preparing for negotiations, understanding key appraisal principles, and reaching mutually beneficial agreements. The focus is on practical application within the South African small business context.

Category	Business, Commerce and Management Studies
Subfield	Generic Management
Unit Standard	115854
Accreditation	SAQA Accredited · NQF Level 5 · 7 Credits
Duration	4 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Demonstrate an understanding of business appraisal principles and terminology relevant to small enterprises.
- Prepare a negotiation strategy for business appraisal terms using relevant information and stakeholder input.
- Apply negotiation techniques to reach agreement on appraisal scope, methods, and deliverables.
- Evaluate the outcomes of negotiation against predefined objectives and adjust strategies as needed.
- Document and communicate agreed appraisal terms clearly to all relevant parties.
- Analyze the impact of appraisal terms on the small enterprise's financial and operational decisions.

WHO SHOULD ATTEND

- Small business owners, managers, and entrepreneurs who need to negotiate appraisal terms for their enterprises.
- Also suitable for consultants and advisors working with small businesses.

COURSE OUTLINE

Day 1: Foundations of Business Appraisal and Negotiation

- Introduction to business appraisal: definition, importance, and applications.
- Key value drivers for small enterprises: assets, earnings, market position, and growth potential.
- Overview of appraisal methods: asset-based, income-based, and market-based approaches.
- Fundamentals of negotiation: interests, positions, BATNA, and ZOPA.
- The link between appraisal and negotiation: setting the stage for terms discussion.
- Ethical considerations and professional standards in appraisal and negotiation.

Day 2: Appraisal Methodologies and Valuation Techniques

- Asset-based valuation: book value, adjusted net asset method, and liquidation value.
- Income-based valuation: discounted cash flow (DCF) and capitalization of earnings.
- Market-based valuation: comparable company analysis and precedent transactions.
- Adjustments for risk: discount rates, risk premiums, and size adjustments.
- Valuing intangible assets: goodwill, intellectual property, and customer relationships.
- Practical exercises: valuing a sample small business using multiple methods.
- Reconciling different valuation results to arrive at a defensible range.

Day 3: Negotiation Strategies and Tactics for Appraisal Terms

- Preparing for negotiation: setting objectives, gathering information, and building leverage.
- Key negotiation tactics: anchoring, framing, and reciprocity.
- Handling objections and emotional responses.
- Negotiating specific appraisal terms: valuation method, date of valuation, assumptions, and adjustments.
- Role-play exercises: negotiating appraisal terms between buyer and seller.
- Documenting agreed terms: clauses, conditions, and dispute resolution mechanisms.
- Legal and regulatory considerations in South Africa (e.g., Companies Act, tax implications).

Day 4: Integration, Application, and Assessment

- Full case study: appraising a small enterprise and negotiating terms.
- Group work: developing negotiation plans and conducting simulated negotiations.
- Presentation of outcomes: each group presents their negotiated terms and rationale.
- Peer and facilitator feedback on negotiation performance.
- Review of key learning points and common pitfalls.
- Final assessment: written test on appraisal methods and negotiation principles.
- Course wrap-up and certification requirements.

ASSESSMENT & CERTIFICATION

Delegates are assessed through exercises and a final test. A mark of **50% or above** earns an **AATICD Certificate of Completion**, issued digitally with a unique verification code. This course carries **7 NQF credits** at **NQF Level 5**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 21,500.00	R 21,500.00
1	In-House	R 27,900.00	R 27,900.00
1	On-Campus (Pretoria)	R 32,300.00	R 32,300.00

UPCOMING SESSIONS

Start	End	Method	Venue
10 Aug 2026	13 Aug 2026	On-Campus	Durban, South Africa
10 Aug 2026	13 Aug 2026	On-Campus	Abu Dhabi, UAE
10 Aug 2026	13 Aug 2026	On-Campus	Pretoria, South Africa
10 Aug 2026	13 Aug 2026	On-Campus	Dubai, UAE
10 Aug 2026	13 Aug 2026	On-Campus	Cape Town, South Africa
10 Aug 2026	13 Aug 2026	On-Campus	Mauritius
18 Aug 2026	21 Aug 2026	On-Campus	Dubai, UAE
18 Aug 2026	21 Aug 2026	On-Campus	Pretoria, South Africa

Contact us if no suitable date is listed – on-demand sessions can be arranged for groups.

HOW TO GET A QUOTE OR APPLY

- 1. Get an instant quotation online:** visit www.aaticd.co.za, open the page for this course (Unit Standard 115854) and click **Get A Quote / Apply**. Select your training method and number of delegates – your quotation is generated immediately and emailed to you with the course brochure attached.
- 2. Apply by email:** send the course title, your preferred training method (Online, In-House or On-Campus Pretoria), the number of delegates and your preferred dates to apply@aaticd.co.za – our team will reply with a formal quotation.
- 3. Apply by phone or WhatsApp:** call +27 12 004 8389 or WhatsApp +27 65 077 6310 and we will prepare your quotation and reserve your seats.
- 4. Confirm your booking:** accept the quotation and settle the invoice. As soon as payment is confirmed your delegates are enrolled and receive their AATICD LMS login details by email, along with joining instructions for their chosen training method.

Group discounts apply automatically – the more delegates you enrol, the lower the price per delegate. No payment is required to request a quotation.

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