

Entrepreneurship @ Unisa

A complete guide to preparing
yourself for career opportunities



Define tomorrow.

UNISA | 
university
of south africa

How will this brochure help me?	2
What is entrepreneurship?	2
What is an entrepreneur?	3
Benefits and challenges of being an entrepreneur	4
Effective entrepreneurial skills	5
Where should I start?	6
Funding my business	7
How to register my business	8
Talking from experience	8
Experiences of a Unisa student	8
What others have to say	10
SWOT Analysis activity	10
Activity: SWOT Analysis	11
Qualifications offered at Unisa	12
Formal qualifications	12
Short Learning Programmes (SLPs)	12
Important Links	13
Opportunities related to Unisa study fields	15
Counselling and career development services at Unisa	19

The information in this publication is correct as of 7 March 2019. Visit the Unisa Counselling and Career Development downloads page (<http://bit.ly/2ux94B5>) to check for updates.

How will this brochure help me?

- It will provide you with information about what entrepreneurship is all about.
- It will help you gain more information about the skills needed to be an entrepreneur.
- It will assist you in finding entrepreneurship-related qualifications offered by Unisa.

What is entrepreneurship?

Entrepreneurship is a complex term that's often defined simply as "running your own business". However, there is a difference between a "business owner" and an "entrepreneur," and although one can be both, what distinguishes entrepreneurship is a person's attitude¹. Entrepreneurship is both the study of how new businesses are created as well as the actual process of starting a new business – the term is used interchangeably². Entrepreneurs are important in the South African economy as they can contribute to economic growth by creating employment opportunities for others. It is estimated that the Small and Medium Enterprise (SME) sector makes up 90% of formal businesses, contribute approximately 34% towards the gross domestic product (GDP) and employ up to 60% of the labour force³.

¹ <http://ptedo.com/investment/what-is-entrepreneurship/>

² <https://www.shopify.co.za/encyclopedia/entrepreneurship>

³ <https://citizen.co.za/news/south-africa/1957487/successful-economy-lies-in-small-businesses/>

What is an entrepreneur?

An entrepreneur is an individual who, rather than working as an employee, establishes and runs a small business, assuming all the risks and rewards of the venture. The entrepreneur is commonly seen as an innovator, a source of new ideas, goods, services and business or procedures. They play a key role in any economy. Entrepreneurs are the people who have the skills and initiative necessary to anticipate current and future needs and bring good new ideas to market⁴. Being a successful entrepreneur is very much dependent on your skills, education, and access to networks. It is therefore important that, as with any other career choice, you need to consider how you could prepare yourself better for entrepreneurial opportunities. A survey conducted by The Seed Academy found that 50% of the entrepreneurs they surveyed, experienced a business failure in 2018. These business failures were attributed to lack of business support (e.g. coaching, mentoring, and training), lack of access to markets, and poor business planning⁵. It would, therefore, seem important that these are the areas you could focus on when you are thinking of being an entrepreneur.

There are two types of entrepreneurs: individual entrepreneurs or businessmen (independent) and corporate entrepreneurs. Different names have been used to describe the latter such as “corporate entrepreneurship”, “corporate venturing”, “intrapreneurship”, “internal corporate entrepreneurship” and “strategic renewal”. The individual entrepreneur is responsible for the growth of his or her own business, whereas the corporate entrepreneur must be able to reinvent the company they work for on a regular basis to create growth opportunities (e.g. through spin-offs) and by developing company networks.

⁴ <https://www.investopedia.com/terms/e/entrepreneur.asp>

⁵ <https://www.seedengine.co.za/real-state-of-entrepreneurship/>

Benefits and challenges of being an entrepreneur

There are many reasons why individuals choose to become entrepreneurs. Some of these reasons include the ability to pursue your own vision, flexibility in terms of how you spend your time and what you spend your time on, reaping the full benefit of working for one's own income, feeling a sense of accomplishment, and being exposed to unique experiences.

Entrepreneurs may face several challenges throughout the life of their business. The following is an indication of the challenges that an entrepreneur may experience.

- Sources of funding
- Lack of business support (e.g. mentoring, training, and coaching)
- Lack of employee benefits (e.g. leave, medical aid, unemployment fund, pension fund)
- Dealing with uncertainty
- Building a client base
- Finding committed, suitably qualified and skilled employees
- Time spent working (extended working hours)

Effective entrepreneurial skills

Answer yes or no to the following statements:

Number	Statement	Yes	No
1.	I am an optimistic thinker		
2.	I easily see how things can be improved. I can quickly grasp the 'bigger picture' and explain this to others.		
3.	I have and take initiative and instinctively begin problem-solving		
4.	I am self-motivated and energetic		
5.	I can take risks and make decisions in the face of uncertainty		
6.	I am resilient – I can motivate myself when things do not go according to plan		
7.	I can create a vision for the future and inspire this in others		
8.	I can delegate work to others		
9.	I am competent with all types of communication		
10.	I can hear what others are telling me		
11.	I am emotionally intelligent		
12.	I am a good negotiator		
13.	I engage with people based on respect, integrity, fairness, and truthfulness and I can lead ethically		
14.	I can see situations from various perspectives and come up with original ideas		
15.	I am good at coming up with solutions to problems I face		
16.	I recognise opportunities when they present themselves. I can spot a trend.		
17.	I regularly set goals and create plans to achieve them		

Number	Statement	Yes	No
18.	I have an idea for a business and have done research about the market		
19.	I have a business plan		
20.	I have an idea of the main functional areas of a business (sales, marketing, finance etc.)		
21.	I understand how to get funding for my business		

Sources: https://www.mindtools.com/pages/article/newCDV_76.htm

You answered yes to:

18-21 statements: You are prepared to start your own business

13-17 statements: You should consider starting your own business

8-12 statement: You show some interest in starting your own business. Review the statements you responded 'no' to in order to understand your areas of development

5-11 statements: You have low interest in starting your own business and you should consider alternative career options

1-5 statements: You have little to no interest in starting your own business. Take time to explore alternative career options or find out more about what starting your own business entails.

Where should I start?

The Small Enterprise Development Agency (Seda) (<http://www.seda.org.za/>) provides business development and support services for small enterprises. Seda will give you the information you need to start a business, including how to write a business plan; and once you have a business, to grow it. The Department of Labour also provides useful tips for self-employment.

Funding my business

You will need funding in order to help you start and grow your business. There are several sources of funding you may consider, depending on the nature of your business.

- Own funding. You can use your own savings, and also ask friends and family to fund your start-up costs for your business.
- Banks and other financial institutions. Banks would assess the risk of loaning you money for your business. This means that they would look at how long you have been in business, your business idea, as well as a history of sound financial records. They will also charge interest to loan you money.
- Venture capitalists. These type of investors are normally interested in tech businesses and would require a form of equity in your business, for example, they would require a minority or majority stake in your business. Venture capitalists are normally interested in high returns over a short period.
- Crowdfunding/ angel investors. These investors are more willing to fund good ideas. Their requirements would normally be lower than a bank or venture capitalist. There are many crowdfunding platforms available, such as Kickstarter, Thundafund, and Uprise Africa. The Angel Investment network helps entrepreneurs to connect to investors.
- Business funding organisations. These offer business funding to SMEs and could be privately owned, or government funded. Read more about options here: <http://www.youthvillage.co.za/business-funding-south-africa/>.
- Government funding. There are a number of funding opportunities at local, provincial and local government level through various grants and programmes. Read more about the options on local government websites, and the Department of Trade and Industry website.

How to register my business

You register your company with the Companies and Intellectual Property Commission (CIPC). According to the CIPC, your company may be registered with or without a company name. There is a fee that must be paid to register your company. There are five types of companies that you can register. Read more on the following webpages:

- <http://www.cipc.co.za/index.php/register-your-business/companies/>
- <https://www.gov.za/services/services-organisations/register-business-organisation>

Talking from experience

Experiences of a Unisa student

A current student, Ms Neo Moate, shares her experience of running her garden maintenance and landscaping company. The purpose of the interview is for students to gain an understanding of entrepreneurship and what it means to be an entrepreneur and to run a business.

1. *How did you get your idea or concept for the business?*

The MBS Gardening service is a start-up business trading under Moate Business Solution. I am the co-founder and managing director for the company since 2015. How I came about starting this company was the passion I always for gardening. As a kid, I always had a passion for taking care of our home garden, cutting the lawn and taking good care of the plants. I grew up with that sense that 'the beauty of a home is in the art of landscaping'.

As a Unisa student, I always had free time on my hands and came to an idea that I need to generate income while studying and the first thing that came into my mind was turning my passion into business!! Before I started the company, I spend some time volunteering for someone else's landscaping business. Learning, the professional way to cut lawns, edge sidewalks and driveways, trim bushes and hedges and apply lawn care chemicals. I would also make a regular check with the nursery in my neighbourhood to get free lessons about different plants and which seasons they can be planted. I also started reading books on lawn care, so when people care for their lawn you know more about it than they do.

2. *What were the biggest initial hurdles to building your business and how did you overcome them?*

My biggest hurdle was getting funding for the company and finding clients. I had to start networking with the property-managing agents and send them my company profile to distribute it to clients who may need my services. The thinking that always boggled me was that if I do get the deal, where will I get the machinery needed to provide these services. I was able to negotiate with my parents to borrow me the lawn mower and other equipment while building up my capital. The first business deal I got was through a mutual friend of mine, in 2016, where she was selling her property and wanted someone to do landscaping to up her property value. I was excited and nervous at the same time, as I had to deliver my best. I had to get a job seeker from the streets who have experience in gardening to assist me with this project.

3. *How do you advertise your business? How do I keep up to date with the latest sales strategies?*

Networking, Facebook, word of mouth and warm calling

(<https://www.leadfuze.com/warm-calling/>).

4. *Did you ever deal with contention from your family concerning your entrepreneurial pursuits? How did you handle it?*

One thing that was challenging was that my family is academic and believe so much in the power of education. Bringing the idea of starting a business to my family was unsettling and emphasised that I should still pursue my studies. Being in landscaping and pursuing my career in Industrial Psychology, I had to sit down and reflect on how I

can link these two careers and actualise my career goals. What was challenging the most was to believe in my business, despite all the negatives feedback.

5. *If you had one piece of advice to someone just starting out, what would it be?*

Make your own future! Create and be part of something that is bigger than yourself.

Nobody is going to give it to you; you have to work for your dreams. There are no guarantees on success. In order to win big, you have to take calculated risks. You will find that nothing great just happens on its own, you cannot sit on the sidelines and wait for it. Be ruthlessly persistent and have a razor focus!

What others have to say

- Lufefe Nomjana, age 27, became a social entrepreneur, hailed the “Spinach King of Khayelitsha”. Read about his humble beginning when you visit <https://www.youtube.com/watch?v=l-iZ5fdF3NU>
- Zethu Jeremiah, at the age of 22, started up her own catering and events company. Read about her story when you visit <https://www.destinyconnect.com/2016/09/21/food-thought-zethu-jeremiah/>
- Have a look at what some graduates have said about the link between their qualifications and their business ventures: <https://www.smesouthafrica.co.za/17513/Entrepreneurs-different-degrees/>

SWOT Analysis activity

A SWOT analysis is a strategic planning tool that helps a business owner identify his or her own strengths and weaknesses, as well as any opportunities and threats that may exist in a specific business situation. A SWOT analysis is most commonly used as part of a marketing plan, but it is also a good tool for general business strategising, and to use as a starting point for team discussions.

<p>STRENGTHS</p> <p>For this quadrant, think about the attributes of yourself and your business that will help you achieve your objective. Questions to consider:</p> <p>What do you do well?</p> <p>What are your unique skills?</p> <p>What expert or specialised knowledge do you have?</p> <p>What experience do you have?</p> <p>What do you do better than your competitors?</p> <p>Where are you most profitable in your business?</p>	<p>WEAKNESSES</p> <p>For this quadrant, think about the attributes of yourself and your business that could hurt your progress in achieving your objective. Questions to consider:</p> <p>In what areas do you need to improve?</p> <p>What resources do you lack?</p> <p>What parts of your business are not very profitable?</p> <p>Where do you need further education and/or experience?</p> <p>What costs you time and/or money?</p>
<p>OPPORTUNITIES</p> <p>For this quadrant, think about the external conditions that will help you achieve your objective. Questions to consider:</p> <p>What are the <u>business goals</u> you are currently working towards?</p> <p>How can you do more for your existing customers or clients?</p> <p>How can you <u>use technology</u> to enhance your business?</p> <p>Are there new target audiences you have the potential to reach?</p> <p>Are there related products and services that provide an opportunity for your business?</p>	<p>THREATS</p> <p>For this quadrant, think about the external conditions that could damage your business's performance. Questions to consider:</p> <p>What obstacles do you face?</p> <p>What are the strengths of your biggest competitors?</p> <p>What are your competitors doing that you're not?</p> <p>What's going on in the economy?</p> <p>What's going on in the industry?</p>

Activity: SWOT Analysis

Use the questions in the table that follows to develop a SWOT analysis on yourself.

Qualifications offered at Unisa

Formal qualifications

You do not require a formal qualification to be an entrepreneur. Some people work for a few years to gain experience, develop their skills, knowledge base, and expertise. This also affords them the opportunity to develop a solid foundation by getting to know their strengths and weaknesses. If you wish to pursue entrepreneurial opportunities, it is, however, beneficial to have a professional qualification combined with industry knowledge. The nature of your business will ultimately determine the type of qualification you select. As a foundation, all entrepreneurs will eventually have to lay a solid foundation and a good business qualification will assist you with this. A business qualification will assist to develop skills and knowledge on how to manage the daily operations; finances; marketing and sales. As the owner of a company you may outsource certain functions or manage the operations on your own – this would depend on the size of the company.

You can view all Unisa qualifications here:

<https://www.unisa.ac.za/sites/corporate/default/Apply-for-admission/Undergraduate-qualifications/Qualifications>.

Unisa offers a Diploma in Small Business Development. More information about this qualification is available here: [https://www.unisa.ac.za/sites/corporate/default/Apply-for-admission/Undergraduate-qualifications/Qualifications/All-qualifications/Diploma-in-Small-Business-Management-\(90073\)](https://www.unisa.ac.za/sites/corporate/default/Apply-for-admission/Undergraduate-qualifications/Qualifications/All-qualifications/Diploma-in-Small-Business-Management-(90073)).

Short Learning Programmes (SLPs)

The Short Learning Programmes offer “just-in-time” or “just-enough” learning to enable you to develop specific knowledge and skills. You may, for example, choose to complete a degree and then choose a specific skill to learn or develop further. Examples of such short learning programmes per Unisa College include:

College of Accounting Sciences: Practical bookkeeping; Taxation

College of Agriculture and Environmental Sciences: Barista Skills; Agribusiness Management

College of Economic and Management Sciences: Social Media Marketing; Writing a Business Plan; SMME Management; Numerical skills for Business; Skills Development Facilitation; International Freight Management for Importers and Exporters

College of Education: Environmental education; Early Childhood Development

College of Human Sciences: Psychology of Mentorship; Interpersonal Skills; Teaching English as a Foreign Language; Creative Writing; Basic communication skills in all South African Languages; People-Centred Community Development

College of Law: Practical labour law; Law for the Music Industry

College of Science, Engineering and Technology: Computer programming (e.g. C++, Java); Web design

View more information about the Unisa SLPs and the complete list available here:

<https://www.unisa.ac.za/sites/corporate/default/Apply-for-admission/Short-Learning-Programmes>.

Important Links

- South African Institute for Entrepreneurship: <http://www.entrepreneurship.co.za>
- Small Enterprise Development Agency: <http://www.seda.org.za>
- SME South Africa: <http://www.smesouthafrica.co.za/Entrepreneurs/>
- Entrepreneur: <https://www.entrepreneur.com/>
- Entrepreneur Magazine: <http://www.entrepreneurmag.co.za/>
- National Youth Development Agency: <http://www.nyda.gov.za/Pages/default.aspx>
- Industrial Development Corporation: <https://www.idc.co.za/>
- The Small Enterprise Finance Agency: <http://www.sefa.org.za/>
- Starting a business: http://www.sami.co.za/images/starting_business.pdf
- The Essential Guide for small business owners:
<https://www.nedbank.co.za/content/dam/nedbank/site->

[assets/Personal/Professional/Brochures/Essential%20guide%20for%20Small%20Business%20Owners.pdf](#)

- Start-up business opportunities in South Africa:
<https://bizconnect.standardbank.co.za/start/business-options/reference-documents/start-up-business-opportunities-in-south-africa.aspx>
- Starting a Business as a foreigner in South Africa: <https://www.intergate-immigration.com/starting-business-foreigner-south-africa.php>
- Cost of Doing Business in South Africa: <https://www.westerncape.gov.za/general-publication/cost-doing-business-south-africa>
- National Empowerment Fund: <https://www.nefcorp.co.za/>
- DTI funding: <http://www.entrepreneurmag.co.za/advice/funding/government-funding-funding/what-you-need-to-know-about-dti-funding/>
- SA Teen Entrepreneur: <http://www.teenentrepreneur.co.za>
- The Seed Engine: <https://www.seedengine.co.za/seed-engine/>
- The Definitive List of Business Incubators for Start-Ups:
<https://www.entrepreneurmag.co.za/advice/funding/government-funding-funding/the-definitive-list-of-south-african-business-incubators-for-start-ups/>

Opportunities related to Unisa study fields

The following table contains a list of Unisa study fields with articles related to these fields about how one could start a small business related to the field.

College of Agriculture and Environmental Sciences	
Agriculture	<ul style="list-style-type: none"> • https://www.nda.agric.za/docs/sectorplan/sectorplane.htm • http://www.fao.org/uploads/media/5-EntrepreneurshipInternLores.pdf • https://www.entrepreneurmag.co.za/advice/sample-business-plans/food-and-farming/agriculture-business-plan/ • https://www.researchgate.net/publication/260985365_Agricultural_Entrepreneurship • https://repository.up.ac.za/bitstream/handle/2263/57158/Kavari_Modelling_2016.pdf?sequence=1
Animal studies	<ul style="list-style-type: none"> • https://www.vea.vet/#home-1 • https://ascendishealth.com/sustainability/entrepreneurial-development
Consumer Science	<ul style="list-style-type: none"> • http://www.saafecs.co.za • http://www.bizcommunity.com/Article/196/358/164633.html
Horticulture	<ul style="list-style-type: none"> • https://www.rvo.nl/sites/default/files/2013/08/Protected%20Horticulture%20in%20SA.pdf • https://www.redbull.com/za-en/renshia-manuel-grow-box-portable-micro-gardening-interview • https://femaleentrepreneursa.co.za/start-gardening-business/

Environmental management	<ul style="list-style-type: none"> • https://www.timeslive.co.za/news/south-africa/2017-07-19-cape-towns-waste-entrepreneurs-helping-to-create-a-green-environment/ • https://www.entrepreneurmag.co.za/ask-entrepreneur/start-up-industry-specific-ask-entrepreneur/what-business-opportunities-are-available-in-the-environmental-and-waste-management-industries-and-in-the-eco-green-business-sectors/ • http://www.lionessesofafrica.com/blog/2018/6/10/introducing-africas-innovative-women-ecopreneurs-turning-environmental-challenges-into-sustainable-businesses • https://www.brandsouthafrica.com/active-citizenship/growing-south-africas-green-economy-one-small-business-time
Life sciences	<ul style="list-style-type: none"> • https://www.saasta.ac.za/getsetgo/issues/201604/science_tech.html • http://www.scienceinafrica.com/biotechnology/entrepreneurship • http://www.bizcommunity.com/Articles/196/626.html • http://wiredspace.wits.ac.za/bitstream/handle/10539/15118/Dynamics%20of%20biotechnology%20entrepreneurship%20in%20South%20Africa%20and%20Brazil.pdf?sequence=1&isAllowed=y
Nature conservation	<ul style="list-style-type: none"> • http://www.inr.org.za/unlocking-conservation-based-entrepreneurship-to-enhance-biodiversity-conservation-and-the-resilience-of-ecosystems-and-people-in-priority-areas-of-the-olifants-river-basin/
College of Education	
Education	<ul style="list-style-type: none"> • https://wp.wpi.edu/capetown/projects/p2013/early-childhood-development-connection/knowledge-worth-sharing/registering-requirements/ • https://www.entrepreneurmag.co.za/ask-entrepreneur/start-up-industry-specific-ask-entrepreneur/how-do-i-start-a-child-services-business • https://www.gov.za/ss/services/child-care/register-eed-partial-care-facilities

College of Human Sciences	
Anthropology	<ul style="list-style-type: none"> • https://www.entrepreneur.com/article/229115 • https://business.financialpost.com/executive/0808-biz-mb-anthropology • https://blog.simonassociates.net/innovative-applications-of-corporate-anthropology-in-business • http://community.sfaa.net/profiles/blogs/what-is-business-anthropology
Information Science	<ul style="list-style-type: none"> • https://www.researchgate.net/publication/292906956_Entrepreneurial_Opportunities_For_Library_And_Information_Science_LIS_Professionals_In_Contemporary_Society
Languages	<ul style="list-style-type: none"> • https://www.entrepreneur.com/article/279446 • https://www.entrepreneur.com/article/229115
Political sciences	<ul style="list-style-type: none"> • https://www.weforum.org/agenda/2017/11/the-rise-of-the-political-entrepreneur-and-why-we-need-more-of-them/ • https://pols.tamu.edu/wp-content/uploads/sites/16/2015/08/POLSBusinessCareerGuide_June2010.pdf
Psychology	<ul style="list-style-type: none"> • https://www.virgin.com/virgin-unite/entrepreneurship/how-clinical-psychologist-became-successful-social-entrepreneur • Search for information about “social entrepreneurship”- learn more about a business that can make a social impact
Sociology	<ul style="list-style-type: none"> • http://www.sociologyatwork.org/entrepreneurial-sociologists/ • https://smallbusiness.chron.com/importance-studying-sociology-business-23995.html
College of Law	
Security management	<ul style="list-style-type: none"> • https://www.entrepreneurmag.co.za/ask-entrepreneur/start-up-industry-specific-ask-entrepreneur/how-do-i-start-a-security-company/ • https://www.ptycompanyregistration.co.za/starting-security-company
Law	<ul style="list-style-type: none"> • http://www.derebus.org.za/ready-start-law-firm/ • https://www.golegal.co.za/self-employed-law-graduates/

College of Science, Engineering and Technology	
Engineering	<ul style="list-style-type: none"> • http://ventureburn.com/2015/04/4-engineers-using-entrepreneurship-make-innovations-go-big-2/ • http://www.lionessesofafrica.com/blog/startup-story-of-vereshaba
Information Technology	<ul style="list-style-type: none"> • https://mybroadband.co.za/news/business/218424-9-great-south-african-tech-companies.html • https://www.itweb.co.za/content/DVgZeyqJ1wRMdjX9
College of Accounting Sciences	
Accounting	<ul style="list-style-type: none"> • https://www.entrepreneurmag.co.za/ask-entrepreneur/start-up-industry-specific-ask-entrepreneur/i-would-like-to-start-a-consulting-business-but-i-have-no-idea-where-to-begin-please-could-you-offer-some-guidance
College of Economic and Management Sciences	
Economics	<ul style="list-style-type: none"> • https://www.quora.com/Is-economics-a-good-major-for-an-entrepreneur • https://inomics.com/economists-and-entrepreneurship-can-economists-be-good-entrepreneurs
Business Management (marketing)	<ul style="list-style-type: none"> • http://www.marketing-schools.org/types-of-marketing/entrepreneurial-marketing.html • https://digitalmarketinginstitute.com/blog/2017-10-19-what-skills-do-i-need-to-be-a-marketing-consultant
Business Management (human resources)	<ul style="list-style-type: none"> • https://www.getsmarter.com/blog/career-advice/how-to-become-a-human-resource-consultant/ • https://www.monster.com/career-advice/article/is-independent-hr-consulting-right-
Transport and Logistics	<ul style="list-style-type: none"> • https://www.entrepreneurmag.co.za/ask-entrepreneur/start-up-industry-specific-ask-entrepreneur/what-should-i-know-and-be-aware-of-before-starting-a-transport-or-logistics-business/ • https://www.entrepreneurmag.co.za/advice/starting-a-business/types-of-businesses-to-start/types-of-transport-business-opportunities/

Counselling and career development services at Unisa

The Unisa Directorate for Counselling and Career Development offers career-, academic- and personal counselling services to Unisa students and the broader community. You can talk to a counsellor about:

- **Career decisions.** I am not sure which career path to follow; I don't know which qualification would be best; I want to change my career direction...
- **Career information.** How can I find out more about a career in ...
- **Employability.** How do I market myself to employers? How can I look for work? How can I compile an effective CV? How do I go about networking with others? How do I put together my career portfolio? How can I meet potential employers? How can I improve my interview skills?)
- **My studies at Unisa.** How can I get started with my studies? How do I plan my studies? How can I study more effectively? I don't feel motivated to continue with my studies... I feel worried about preparing for/ writing the exams. I failed my exams – what now? I need to improve my reading/ writing/ numeracy skills
- **Personal issues.** How can I have better relationships with others? How can I cope more effectively with issues that impact on my studies?

Visit our website at <http://www.unisa.ac.za/counselling> to access many self-help resources, or talk to a counsellor by e-mail to counselling@unisa.ac.za.