



Session 1 Chapter 5: Start of a business complying with the law

| Module Title: | Entrepreneurial laws, rules, regulations and tax | | | |
|------------------------------------|---|---------------------------------------|--|--|
| Session n.1 | Start of a business complying with the law <i>(This session is based on the following paragraphs in the Chapter 4 of the Guide for Migrant Entrepreneurs: Formal Step-by-step plan: Start your own business; Examples from each partner country)</i> | | | |
| Duration | 2 hours | | | |
| Delivery method | Blended <input type="checkbox"/> | Face to face <input type="checkbox"/> | Online <i>(live)</i> learning <input type="checkbox"/> | Distance learning (Learning Platform) <input type="checkbox"/> |
| | | Time: | Time: | Time: 2 hours |
| | Notes on the choice: <i>*The trainer will choose the course delivery method taking into account the interested students location, the available teaching space and resources, social situation, etc.</i> | | | |
| Learning objectives | <ul style="list-style-type: none"> To gain knowledge about the law, rules and regulation needed for the set-up of a business To understand what has to be done in order to comply with the law in 5 EU countries. Gain specific knowledge needed to carry out a business | | | |
| Intended learning outcomes: | L01: Students will be able understand and identify what the legal form is, its purpose, the different forms, regulations and laws applicable L02: Students will be able understand how to officially register a company, all the regulations, laws and steps to take in order to register it L03: Students will be able understand fiscal regulation and accountancy active in the country, how do they work, which one to choose. L04: Students will be able understand what is a business plan and how to write it L05: Students will be able understand what is a business account, how they can open it and maintain it L06: Students will be able understand Environmental Protection Laws and Rules and Applying for Permits L07: Students will be able understand Privacy / Personal Data Protection, how does it work, who has to implement it, the applicable rules L08: Students will be able understand how insurance works, what kind of insurance they need L09: Students will be able understand how to effectively manage human resources | | | |



| L010: Students will be able understand the rules and laws concerning patents and brands | | | |
|--|---|--|--|
| Session Details: | | | |
| | Lesson Item: | Method(s) and instructions for trainers: | Required Resource(s): |
| | Introduction (optimal group size could be: 1-10) | <ul style="list-style-type: none"> - Brief introduction from the tutor about the purpose of the lesson. - Break the ice (proposed exercise) Brainstorming: ask the group to discuss which, according to them, are the most important rules to follow when opening a new business. | <ul style="list-style-type: none"> - PC/ Laptop & Zoom, Teams or any other similar platform (online live lesson delivery) |
| | Activity 1: Presenting the learning objectives of the course | <ul style="list-style-type: none"> - Brief presentation of the learning objectives of the lesson. | <ul style="list-style-type: none"> - PC/ Laptop & Zoom, Teams or any other similar platform (online live lesson delivery) |
| | Activity 2: Step to steps regulation | <p><i>This module presents the laws, regulation and tax regulation in the EU countries participating to the project.</i></p> <ul style="list-style-type: none"> - The tutor will present to the student the step by step plan proposed in the guide and will then choose as example one step by step plan from the ones of the partner countries available in the Guide. - Interaction with the class to make sure their understanding and provide feedbacks | <ul style="list-style-type: none"> - Guide for Young Migrant Entrepreneurs (English Version) Chapter 5 Entrepreneurial Laws, Rules, Regulation and tax (you will find specific information on the British, Italian, Romanian, Turkish and Dutch system) |
| | Activity 3: Independent practice of the students | <p>(proposed exercise) Ask students to in depth analyse and research about one specific aspect regarding regulation and laws, they can research on:</p> <ul style="list-style-type: none"> -their country of residence -the country in which they would like to set up their business | <ul style="list-style-type: none"> - PC/ Laptop & Zoom, Teams or any other similar platform (online live lesson delivery) |



| | | | |
|---|---|---|--|
| | | -the country in which they were born -The participant will then present their research to the tutor | |
| | Post-Activity Discussion | - Ask the participants to present what they have found out and understood. In this discussion it is important the role of the trainer who can present the similarities and differences in between the different countries. | |
| Evaluation methods | Informal and non-formal | Oral review: presentation of the research on laws, rules and regulation for business. | |
| Didactic materials | Face to face: power point presentation, printed lesson, printed worksheets for assignment(s) | | |
| | Distance learning - Online learning: power point presentation, pdf version of the lesson, .docx worksheets for assignment(s) | | |
| | Distance learning - Moodle – Same for the case when the course will be posted on the project Moodle platform | | |
| In-class assignment 1: | - Students should research on the rules, laws and regulation applied to their country of choice. The possible choices possible are presented above. | | |
| Additional notes and tips for trainers | | | |
| It is important to make the participants understand this complex topic to present them as simple as possible, using technical words only when strictly necessary. It is important for the trainer to stimulate the participant to confront what they have found and make them understand the importance of complying with the law and what the possible downfalls if they do not respect the laws and regulation of the country, they have chosen to open their business. | | | |