

The Certificate in Management Skills from AIMA and NOCN

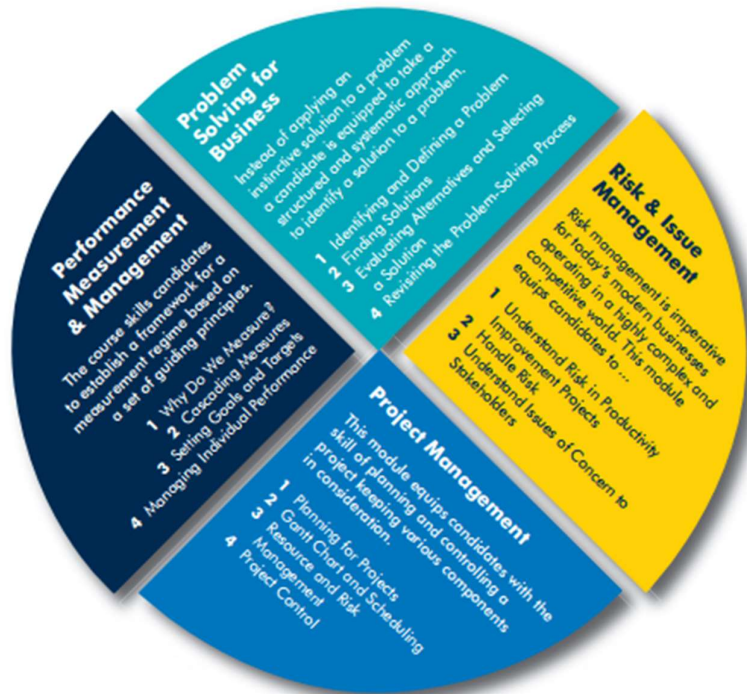
The Certificate in Management Skills from [AIMA](#) is a packaged programme designed for the Indian business market, leading to an internationally recognised qualification. It has been developed by AIMA - the apex management association of India, and NOCN - a leading British education company.

A better managed enterprise is a more profitable business and professional management skills are essential to improve productivity, enabling you to compete more effectively. The certificate is designed to give managers the skills they need to improve business productivity and profitability.

Features

- Qualification regulated by the UK Government and recognised in Europe and internationally
- Best practice business solutions that deliver results
- Courseware uses case studies for understanding concepts
- Secure on-line training and assessment
- High quality professional qualification
- Minimum one-year management experience required
- Course completed in 30 hours over two months

Course Content



Performance Measurement and Management

The course trains candidates to establish a framework for a measurement regime based on a set of guiding principles.

- Why Do We Measure?
- Cascading Measures
- Setting Goals and Targets
- Managing Individual Performance

Problem Solving for Business

Instead of applying an instinctive solution to a problem a candidate is equipped to take a structured and systematic approach to identify a solution to a problem.

- Identifying and Defining a Problem
- Finding Solutions
- Evaluating Alternatives and Selecting a Solution
- Revisiting the Problem-Solving Process

Risk and Issue Management

Risk management is imperative for today's modern businesses operating in a highly complex and competitive world. This module equips candidates to:

- Understand Risk in Productivity Improvement Projects
- Handle Risk
- Understand Issues of Concern to Stakeholders

Project Management

This module equips candidates with the skill of planning and controlling a project keeping various components in consideration.

- Planning for Project
- Gantt Chart and Scheduling
- Resource and Risk Management
- Project Control

Benefits to Employers and Organisations

- The program offers employees professional management skills that are essential for better productivity, enabling organisations to compete more effectively
- Managers who are practically trained are better at driving improvements
- Better trained employees are more motivated and committed
- Certificate can be used for career growth and job rotation
- Flexible approach minimising disruption in work

Benefits to Participants

- The Certificate in Productivity Skills is an internationally recognised qualification.
- Curriculum is in line with best contemporary practices worldwide
- Weekend or evening study means less time away from work