

PROGRAM TITLE	<p style="text-align: center;">CERTIFIED MANAGEMENT PROFESSIONAL (CMP) – LEVEL 1 - 5 DAYS COURSE</p>
INTRODUCTION	<p>This Certification Program is a core certification program of American Certification Institute (ACI). This program offers the designation of CMP (Certified Professional Manager) to candidates who demonstrate their understanding of the fundamentals of the profession through the successful completion of rigorous professional certification examinations based upon the CERTIFIED PROFESSIONAL MANAGER BODY OF KNOWLEDGE (CPMBOK). Those who take the CMP examination from the ACI and passed shall be awarded certification in “Certified Management Professional” and are entitled to carry the abbreviated title “CMP” after their names.</p> <p><i>Note: This program can also be customized for in-house Training as per client requirements.</i></p>
COMPLETION OF THIS PROGRAM WILL ENABLE THE PARTICIPANTS TO:	<ul style="list-style-type: none"> • Clearly articulate your role and responsibilities as manager • Effectively manage the performance of your direct reports • Capitalize on your employees' natural motivators for success • Determine the best ways to communicate throughout your organization • Learn and apply the principles of Situational Leadership • Apply the benefits and procedures of effective delegation • Uncover your strengths as a coach • Understand and implement behaviours to gain and maintain trust • Manage change
PROGRAM SCHEDULE	<p>The training session is generally taught in Modules. The purpose of the program is to introduce the student to the basic concepts of leadership and management roles and activities as they apply within the organization. The candidate is required to sit for a 120 item multiple-choice style questions and the passing mark for certification is 70% and above. Those who do not fulfil the requirements of 70% pass marks, will be awarded the Insol Certificate of Attendance.</p>

MODULES FOR CERTIFICATION	The CQIE/P certification program consists of 5 modules as below:
PROGRAM DETAILS	TOPICS COVERED
	<p>MODULE 1: What is expected of Managers</p> <p>MODULE 2: Leadership and Management</p> <p>MODULE 3: Strategy and Plans and Goal Setting</p> <p>MODULE 4: Effective Delegation</p> <p>MODULE 5: Leadership in Action</p> <p>MODULE 6: Performance Management and Improvement</p> <p>MODULE 7: Self and Team Development</p>
TRAINING METHODOLOGY	<ul style="list-style-type: none"> • Multi-media presentation to introduce the topics and underpin the key messages • Case Studies and Best Practices review • Interactive discussions to share thoughts, ideas and experiences • Practical thinking challenges • Individual and small group brainstorming sessions and workshops/activities/exercises • Every activity is designed to provoke the minds of participants that stimulates the minds to investigate and learn by using our PIPE© - line • Level II assessment conducted through pre-& post test report shall be submitted upon completion of course • Quiz on understanding • Workings on actual forms and formats
PROFESSIONAL FEES	To Be Advised and 100% claimable under PSMB
WHO SHOULD ATTEND	<ul style="list-style-type: none"> • Those interested in career advancement in Management • First Line Managers and Executives • Team Leaders and Supervisors