

Total Focus - FETAC Accredited Training

Name of the Module	Business Management FETAC Level 6 B30139
Who should attend	Supervisors / managers/ team leaders/ small business owners who are already in management positions or those who have been newly promoted to a management or team leader position
Overall aim of the training programme	This training course facilitates attendees to gain an in-depth knowledge of the role and functions of management and to gain effective management skills. It equips managers with the necessary skills to improve their business, organisational and people management abilities
Programme contents include	<ul style="list-style-type: none"> • The Internal Organisation • The External Environment • The Management Process • Human Behaviour • Human Resource Management • Management Skills
Entry Requirements	To access the training programme, learners should possess a FETAC Level 5 Certificate, Leaving Certificate or equivalent qualifications and/or relevant life and work experiences.
Programme Duration	This programme comprises a minimum of 120 learning hours, of which 40 hours are face to face tutor led. Can be delivered over five 8 hours days, ten 4 hour training sessions or a combination of the above.
Training Methodologies	This includes: Group discussion, tutor lead discussions, break-out groups, case studies, group activities, presentations, attendees own experience and contribution.
Certification	This course is certified by FETAC (Further Education and Training Awards Council). A FETAC Business Management Level 6 B30139 minor award certificate upon successful completion of assessments.