Lir | Business Services & Training Centre Ltd

Established 1988

QQI Business Management
6N4310
Course Information

2019 - 2020

training@lirbusinesscentre.com (044) 93 42754 lirbusinesscentre.com /LirBusinessServicesAndTrainingCentre

Programme Objectives

QQI Business Management 6N4310

This module aims to provide learners with knowledge, skills and attitude to work in management and understand of the role and function of management within the business environment in the learners' vocational setting.

Entry: Leaving Certificate, QQI Level 5 Certificate or equivalent life/work experiences.

Learning Outcomes

1. Explore a range of organisations to include different organisation types, purpose, mission, vision and objectives and structure.
2. Investigate the internal environment of an organisation to include a SWOT analysis (Strengths Weaknesses Opportunities Threats)
3. Analyse the impact of a range of external factors on an organisation to include a PEST analysis (Political Economic Social Technological)
4. Examine the need to and various ways that organisation adapt to and manage change
5. Explore the role of management within an organisation to include planning, organising, motivating, monitoring, review and control
6. Evaluate a range of business management techniques and tools for planning, management control and measuring performance within a business organisation to include budgetary and non-budgetary forms of control and performance indicators
7. Examine the difference between management and leadership and the impact of different management and leadership styles on group and individual performance within an organisation
8. Appraise the role of human resources function and the human resource tools and techniques used to recruit, select and appraise employees and resolve conflict within an organisation.
9. Design a procedure for a management process within an organisation
10. Design an appropriate workflow system for a business-related task to include documentation of the process, identification of responsibilities and expected outputs.
11. Compile a report on a management process to include a review and evaluation of the process
12. Evaluate the performance of an individual or group within an organisation to include objectives and performance indicators

Assessment

Assignment (2) 40% and Project 60%

Duration

5 x Workshops (1 day per week) or 8 x Evening Classes plus self-directed learning with support through Lir.

Fees & Payment Options

- Course fee: see website or phone Lir Reception 044-9342754.
- Payment 1) In full, or 2) Flexi-payments/Funding 3) In-Company - separate quote.
- You may qualify for funding by contacting your local Intreo/DSP Office.

Learner Progression

Learners who successfully complete this course may use the associated credits towards a Major Award.