

**Duration:** 3 hours

**Course level:** Introductory

**Delivery method:** Online

## Introduction

**CIPD research found that two in five employees who felt let down by their organisation during periods of change blamed the management's inability to control events.**

Organisational change is challenging, but effective management of the process can lead to a positive experience. A good understanding of the underlying principles can help to control the process of change and achieve planned objectives.

Ensure the process of change is smooth and well-organised by applying the theories and concepts behind successful change management. **Implementing Change** will help employees build their knowledge of how to direct change, keep track of progress and be flexible where necessary.

## Who is the course for?

**Implementing Change** is for people who are likely to become line managers. It is also suitable for those who are already in post, but have had little or no formal training and limited work experience.

There are no formal entry requirements and the easy to follow, step-by-step format of this course means participants can work at their own pace, making it ideal for anyone new to the subject.

## What will you get from this course?

When you have completed this course, you will be able to:

- describe three different methods used to implement, monitor and control a programme of change (Cybernetics, Go/No-Go controls and Post controls)
- understand the differences between these three methods
- use tools such as Gantt charts and Network Planning to track progress against timescales
- identify the factors that require original plans to be changed and learn how to revise and reschedule plans.

## Course features

**Implementing Change** gives you a theoretical introduction to effectively managing the process of change.

The course uses a simple case study, and basic exercises such as multiple choice and true or false questions. After each exercise you'll be given feedback on how you've done.

An audio soundtrack delivers most of the content, with simple graphics and on-screen text summarising the key points.

You can print a transcript of each screen's audio component for future reference. The course also includes a glossary of business terms, an alphabetical list of business "thought leaders", and a resources section featuring links to useful online business resources.

**Implementing Change** is available for six months from the date first accessed.

Other courses you might be interested in

Planning Change  
Performance Indicators  
Using Information for Decisions

**Course code:** 100594BT011

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