



# MANAGEMENT

Bede's Management Academy offers students an opportunity to understand some of the challenges of being a manager in a business or institution. Students learn the psychology of human behaviour and how to communicate, make decisions, collaborate and adapt.

## POSSIBLE TOPICS

- People in Business
- Leadership and Performance Management
- Motivating People
- Managing Knowledge
- Decision-Making
- Consumer Behaviour
- Human Resource Management
- Total Quality Management
- Managing Yourself.

## OBJECTIVES

- To understand how customers and consumers behave
- To study some of the practical aspects of motivating workers
- To gain an insight into the challenges of being a manager
- To develop an understanding of the psychology of human behaviour
- To recognise a range of different perspectives on leadership, including sociological, psychological, functional and critical
- To consider suitable ways by which businesses might recruit and retain their employees
- To learn about the core concepts of Total Quality Management
- To develop self-confidence and expand appropriate vocabulary relating to Management.

## SUMMARY

<b>CENTRE</b>	Lancing (13–17 years)
<b>HOURS</b>	3 hours per week (2x 1½ hour sessions)
<b>INSTRUCTION</b>	One teacher per maximum 14 students
<b>DATES</b>	Lancing – All Weeks

<b>VENUE</b>	Classrooms on-site
<b>DAYS</b>	Tuesday and Friday
<b>MINIMUM ENGLISH LEVEL</b>	B1
<b>FEE</b>	£185 per week

Minimum number of students is required for the Academy to run. If an Academy is cancelled, a refund will be given.