

A man with glasses and a purple sweater is pointing towards a large digital screen. The screen displays a task question from a learning management system. The question asks to identify two key features of cloud accounting from a list of options. The options are: Secure local backup, Availability of apps and programs, Restricted mobile access to information, and Enables access to large networks. The man is standing in a classroom or lecture hall, with other students visible in the foreground.

CMI Diploma in principles of Management and Leadership - D114

The Level 3 qualification in Principles of Management and Leadership is aimed at practising or aspiring managers who will supervise or manage a team to achieve clearly defined outcomes. They will set and monitor goals and objectives by providing instruction, direction and guidance. Day to day operational and project activities are a key part of their role.

January Start timetable:

Thursday evening 18:00 — 21:00

COURSE DETAILS

The Level 3 qualification in Principles of Management and Leadership is structured to support three different sized qualifications to support student aspirations and career requirements:

- Diploma — one full academic year to complete seven modules
- Certificate — 16 weeks to complete two modules

Award — 6 weeks to complete one module

There are several enrolment dates throughout the academic year, which the lecturers will discuss at interview. The qualification will be delivered as a hybrid model, meaning that students will attend a mixture of online and in-person sessions at regular intervals. Students are expected to complete weekly set activities and assessment work independently, however they will be allocated a tutor to provide support throughout the duration of the course.

Modules covered by the qualification include:

- Principles of Management and Leadership
- Managing a Team to Achieve Results
- Monitoring Quality to Improve Outcomes
- Contributing to the Delivery of a Project
- Managing Daily Activities to Achieve Results
- Managing Own Personal and Professional Development
- Building Stakeholder Relationships using Effective Communication.

TIMETABLE INFO

Thursday evening 18:00 — 21:00

ENTRY GUIDELINES

To study a Level 3 qualification, you will need:

A minimum of 5 GCSEs at Grades 4-9 including English and/or Maths (or L2 Functional Skills in English and/or Maths)

OR

A relevant Level 2 qualification and English or Maths at Grade 4 or above (or L2 Functional Skills in English and/or Maths)

Satisfactory interview and/or assessment

If English is not your first language, you may need an assessment before enrolling on this course. To discuss further, please contact the ESOL department on 0151 551 7144.

ASSESSMENT METHOD

You will be required to complete a written assignment at the end of each module. There are no exams.

ADDITIONAL INFORMATION

Students will be eligible for Foundation Chartered Manager status with CMI.

WHERE CAN I PROGRESS TO?

Students will progress onto job roles such as:

- Team Leader
- Supervisor
- Project Officer
- Shift Manager

- Foreperson

After completion of this qualification, you can also continue your learning and progress on to the following qualification:

- CMI Level 5 Qualifications in Management and Leadership
- Advanced Level Apprenticeship

WHEN DOES THIS COURSE RUN?

| CAMPUS | STARTS | ATTENDANCE | COURSE CODE | PLANNED TIME TABLE |
|--|---------------|------------|-------------|--------------------|
| | 19th Sep 2024 | Part Time | D114Q001 | |
| <p>If you are aged 19 or over:</p> <p>Fee : £1250.00</p> <p>Please note, there are no discounts for this course. If you are aged 19+, you may be able to apply for a 19+ Advanced Learner Loan (which is available for this course).</p> <p><i>The fee quoted is for the academic year 24/25.</i></p> | | | | |

For advice and guidance, please contact Student Services via our [online enquiry form](#)

This information was current on 27th July, 2024 and may be subject to change.