



THE COMPLETE BUSINESS MANAGER

- Acquire Key Business Management Knowledge
- Apply Critical & Analytical Approaches taught in MBA Programs
- Develop Effective Leadership Skills
- Enhance Workplace Communication
- Learn from People with Hands-On Experience
- Create Career Pathways and Uncover Talent
- Obtain an Australian Diploma in Management

Program Partners



EDUCATION & TRAINING
MAUS Institute of Education & Training



MAUS Business Systems



www.empowersasia.net

Overview

The Complete Business Manager is a program based on a foundation of global business skills and understanding that Executives, Managers and Business Owners need to compete effectively in a marketplace that is relentlessly changing.

Developed in collaboration with **MAUS Institute of Education & Training (MIET)** and **MAUS Business Systems (MBS)**, both divisions of the MAUS Education & Management Training group based in Sydney, Australia, this program empowers participants with fundamental knowledge and techniques typically taught in an MBA.

Participants will be able to combine their new knowledge with their work experience to effectively problem solve and develop new ways to enhance and manage performance.

Modules

Modules	Subjects	Competencies
Business Management	<ul style="list-style-type: none">▪ Strategy▪ Finance▪ Risk	<ul style="list-style-type: none">• Improving the Value Chain• Maximizing Profitability• Managing Business Uncertainties
Marketing	<ul style="list-style-type: none">▪ Marketing▪ Sales▪ Customer Management	<ul style="list-style-type: none">• Identifying & Capturing Opportunities• Developing Sales Strategies• Enhancing Customer Relationships
Human Resource Management	<ul style="list-style-type: none">▪ Employee Development▪ Succession▪ Innovation	<ul style="list-style-type: none">• Organizational Development• Personal Leadership & Motivation• Cultivating Innovation

Teaching Methodology



Program Duration

The Complete Business Manager is delivered over six months and is conducted on weekends to avoid impinging on the participants' normal working activity.

MODULE 1
Lectures / Coursework

MODULE 2
Lectures / Coursework

MODULE 3
Lectures / Coursework

Month 1 | Month 2 | Month 3 | Month 4 | Month 5 | Month 6

Learning Outcomes

On completion of the program participants should be able to:

- Apply Management Principles to Increase Productivity at the Strategic and Operational Levels
- Translate and Develop Management Concepts into Action Plans
- Recognize where Improvement is Needed and Facilitate the Necessary Change
- Develop and Apply Strategies to Improve Overall Business Performance
- Improve Team Communication

Eligibility Requirements

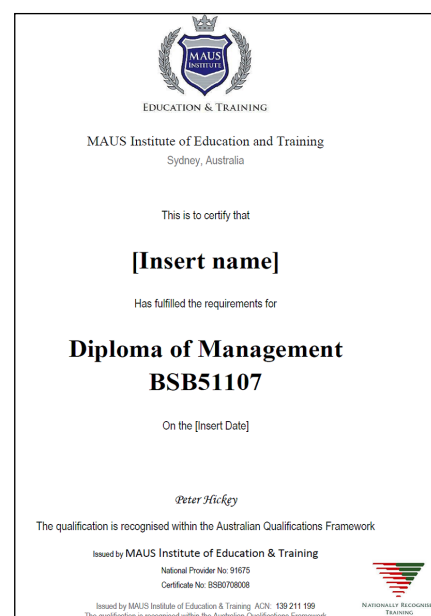
To be admitted into this program, candidates must have at minimum;

- 2 years working experience
- completed either SPM, O-levels or their equivalents

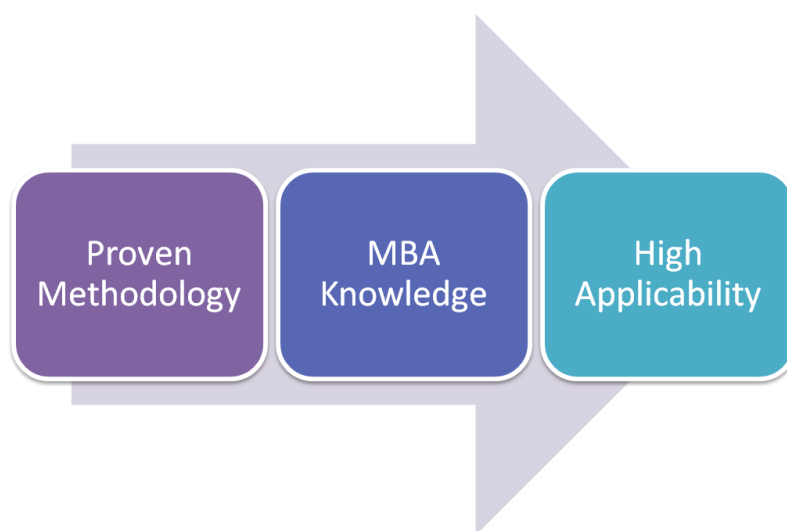
Qualification Pathways

Participants with full lecture attendance and who have successfully completed their coursework will be awarded a Diploma of Management which is accredited by the Australian Qualifications Framework (AQF).

The AQF is a national body that regulates the quality standards of all Australian qualifications.



THE COMPLETE BUSINESS MANAGER



EDUCATION & TRAINING

MAUS Institute of Education & Training



MAUS Business Systems

MAUS Institute of Education & Training (MIET) & MAUS Business Systems (MBS)

MIET is an Australian Registered Training Organization that develops business and management training courses.

Focusing on organizational performance, its courses are designed to equip businesses with the attributes necessary to maximize their resources and improve performance.

MIET's Training and Development Courses are recognized by the Australian Qualifications Framework and are accorded Nationally Recognized Training status by the Australian Government.

MBS publishes innovative management software and learning programs targeted to the small to medium sized business sector.

Being one of the world's largest publishers of management software titles, its multi-award winning business tools are used by more than 60,000 companies around the globe.



Empower Asia is an organizational development specialist that helps businesses unlock the latent potential of their human resources.

With years of hands-on experience across many disciplines and industry segments, our team of Consultant Trainers possess the expertise to encourage organizations and their people to aspire and further their reach.

Empower Asia Sdn Bhd

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