

# € TRAINING

Certified Professional Manager CPM





# Certified Professional Manager CPM

## Introduction:

This program is designed to prepare participants for the certification exam only.

This training program is designed to provide participants with the skills and knowledge required to excel in managerial roles, focusing on leadership, strategic decision-making, and team management. It empowers participants to lead effectively, implement organizational strategies, and foster a productive work environment.

## Program Objectives:

By the end of this program, participants will be able to:

- Understand key management principles and leadership strategies.
- Apply effective decision-making and problem-solving techniques.
- Manage teams efficiently and foster a collaborative work environment.
- Implement organizational strategies aligned with business goals.
- Prepare for the Certified Professional Manager CPM exam.

## Targeted Audience:

- Aspiring Managers.
- Current Managers seeking certification.
- Team Leaders and Supervisors.
- Project Managers.
- Business Professionals aiming for managerial roles.

## Program Outline:

### Unit 1:

#### Foundations of Management:

- Key principles and functions of management.
- The role of managers in organizational success.

- Understanding different management styles.
- Developing leadership qualities for effective management.
- Managing change and fostering adaptability in teams.

## Unit 2:

### Strategic Decision-Making:

- Analyzing problems and making informed decisions.
- Tools for strategic planning and decision-making.
- Managing risk and uncertainty in decision-making.
- The role of data and analytics in decision processes.
- Case study on strategic decision-making in a business context.

## Unit 3:

### Team Leadership and Motivation:

- Building and leading high-performing teams.
- Techniques for motivating and engaging employees.
- Managing team dynamics and resolving conflicts.
- Encouraging collaboration and communication within teams.
- Performance management and feedback strategies.

## Unit 4:

### Implementing Organizational Strategies:

- Aligning management practices with business goals.
- Translating strategic goals into operational plans.
- Managing resources effectively for strategy execution.
- Tracking performance against strategic objectives.
- Adapting strategies based on changing business environments.



## Unit 5:

### Certification Exam Preparation:

- Detailed review of the CPM exam requirements and format.
- Review of key topics and concepts covered in the CPM syllabus.
- Sample exam questions and their potential answers.
- Resources and materials for further study and exam readiness.

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