

# Change Management

## Course Overview

Change can be exciting, but it can also be daunting. How can you ensure your business unit embraces change and prepares for successful transitions? The course focuses on the methods & skills required to acquire a systematic approach for creating and implementing change.

## Course Outline

- What is change?
- Why change?
- Types of change
- Sources of Change
- The Change-ready Organization
- Different Theories to Manage Change
- How to Lead Change?
- Managing Resistance of Change
- Change Stimulating Innovation

## Learning Objectives

Upon completion of this course, participants will be able to:

- Understand the meaning & importance of Change
- Prepare your unit or group to become change-ready
- Plan for Change smoothly & effectively
- Deploy a systematic approach for leading the change
- Recognize the importance of orientation and engagement in managing change
- Handle People's reactions, fears & resistance to the required change.

## Who Should Attend

Business Leaders and Managers and supervisors who look for ways to manage a lead change effectively within their organizations.

**Course Duration:** Two days from 9:00AM to 4:00PM

**Registration Deadline:** One week before the course date

## Course Venue

Top Business premises: 17, Abdel Wahab Selim Elbeshry St. Sheraton Heliopolis, Cairo, Egypt.

## Registration & Payment:

- Logon to [www.topbusiness-hr.com/Course\\_Register](http://www.topbusiness-hr.com/Course_Register) to fill a registration form. Alternatively you can request a registration form by mail from: [training@topbusiness-hr.com](mailto:training@topbusiness-hr.com).
- Course fees include material, light lunch, coffee break and certificate.
- Payment by cheque in Top Business's name, cash to our address or by bank transfer.
- Payment is due within 3 working days from course confirmation. Your registration is confirmed only after course payment

- Payment is nonrefundable, however participant can be substituted or can attend next confirmed round of the same course or another course.

**For More Information**

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