

***Business
Management
Courses***



Introduction

LCP offer an extensive range of business management qualifications. A Business Management qualification can help you succeed in a management role in any size or type of organisation. These roles include:

- Team Leader
- Junior Manager
- Middle Manager
- Senior Manager
- Director

Qualifications are assessed by looking at evidence of the learner's work. This can include observation, questions, professional discussion, IT assignments and looking at the work they have produced.

To gain a Vocational Qualification, you need to show you've got a set of skills. You work with LCP to review your current skills and find the best way to gain new ones, perhaps by trying new things at work, or by studying.

LCP take a holistic approach to learning, meaning you won't have to repeat tasks to satisfy the qualification criterion. We will assess your current role, prior experience and future aspirations and tailor additional units to suit yours and your employer's requirements.

- Level 2
You may be in a junior role and want to develop your skills to become a future team leader or business manager. You require practical knowledge of more complex administrative support, perhaps supporting meetings and events or retrieving information.
This will help you gain practical know-how in providing routine and more complex administrative support. At Levels 3 and 4, you can build on your achievements to gain greater technical and managerial skills, as well as supervising others and contributing to the wider strategy of your organisation or department.
- Level 3
You will have some knowledge and experience of customer relations or administration systems. You want to develop your skills to implement and monitor administrative procedures and systems, perhaps to move into a management role.

- Level 4
You may deliver administrative support services and contribute at a strategic level. You may be required to lead or manage a team or want to move into that role. You need a range of administrative and management skills such as budget management and promoting innovation.
- Level 5
You may have started a career in private or public business and wish to progress onto further study or advance into mid-management roles.
- Level 7
You may be in a mid - senior management role and want to enhance your leadership and management skills. This level focuses on the strategic element of business management.



Level 2 Courses

Course Name and Code	Credit Value
60136741 - Certificate in Principles of Team Leading (RQF)	13
60136741 - Diploma in Team Leading (RQF)	40
60165200 - Award in Entrepreneurial Career Development (RQF)	3



Level 3 Courses

Course Name and Code	Credit Value
6003774X - Certificate in Principles of Management (RQF)	13
6013688I - Diploma in Management (RQF)	55
60154123 - Certificate in Practical Entrepreneurship (RQF)	15
60169102 - Certificate In Introduction to Principles of Management Level 3 (RQF)	16
6033289X - Diploma in Management Principles	17



Level 4 Courses

Course Name and Code	Credit Value
6013690X - Diploma in Management (RQF)	53
60143599 - Diploma in Business and Administration (RQF)	40
60143605 - Diploma in Management and Leadership (RQF)	37



Level 5 Courses

Course Name and Code	Credit Value
60136911 - Diploma in Management and Leadership (RQF)	53
60169084 - Diploma in Management and Leadership (RQF)	39



Level 7 Courses

Course Name and Code	Credit Value
60168924 - Diploma in Strategic Management and Leadership (RQF)	45
60328150 - Certificate in Strategic Management	15

