



Development



Management skills online Course range and pricing

Management skills online is a UK-produced intranet deliverable range of 40+ titles. The courses include: text, graphics, quizzes, a high level of interaction and UK Audio.

The courses address the following occupational standards:

- NVQ
- Small Firms Standards
- Investors in People (IIP)
- IIP Assessment

Leadership and Team Development

Understanding Leadership
Developing Leadership
The Effective Leader
Team Building
Performance Trouble Shooting
Managing Meetings
Appraisal Interviewing
Selection Interviewing
Project Management
Do or Delegate
Quality in Practice

Personal Development

Managing Yourself
Setting Objectives
Making Objectives Happen
Problem Solving
Decision Making
Time Management
The Assertive Manager
Negotiation Skills
Working in Teams
Planning your own Development

System Requirements:

- Internet Explorer v5 or higher
- No plug-ins required

Understanding Budgeting and Finance

Budgeting Basics
Preparing your Budget
Managing your Budget
Understanding Balance Sheets
Understanding Profit and Loss

Training and Facilitation Skills

Coaching Skills
Facilitation Skills
Mentoring Skills
One to One Training
Training for Non-trainers

Communication Skills

Effective Writing
Persuading with Numbers
Working with Numbers
Preparing Presentations
Giving Presentations
Report Writing

Customer Service

Caring for your Customers
Putting Customers First

Legislation in the UK Workplace

Equal Opportunities
Health and Safety
Investors in People

Literacy

Punctuation
Spelling
The English Sentence
Best Practice for Effective Business Writing

**For access to sample
content please contact
BdM Development**

License Prices Per Annum (excluding VAT)

No Users	1 Title	5 Titles	10 Titles	15 Titles	20 Titles	25 Titles	30 Titles	40 Titles
100	£501	£2,380	£4,785	£6,699	£7,199	£7,699	£8,199	£9,199
250	£855	£3,951	£6,585	£9,219	£9,819	£10,419	£11,019	£12,219
500	£1,365	£5,391	£8,985	£12,579	£13,279	£13,979	£14,679	£16,079
1000	£1,820	£6,471	£10,785	£15,099	£15,899	£16,699	£17,499	£19,099
5000	£2,850	£9,711	£16,185	£22,659	£23,759	£24,859	£25,959	£28,159
10000	£3,400	£11,871	£19,785	£27,699	£28,899	£30,099	£31,299	£33,699

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