

Expleo Academy

Stepping ahead



Q40700 Change Management: Fundamentals Course

Duration: 1 day

Course Overview

This is an introduction course to give attendees a level of knowledge and understanding about what Change Management is, including key concepts about its background, selected core principles, terms and some of the basic change models. It can be used as change management overview or as a stepping stone course on the learning path to become an accredited change management professional.

Who should attend?

- Programme/Project Managers
- Business Analysts
- Senior business stakeholders
- Change Agent Network
- Anyone interested in acquiring an understanding of Change Management.

Prerequisites

There are no real pre-requisites to this course but it is recommended that attendees have 2-5 years business experience.

Course Objectives

On completion of this course, attendees will be able to:

- Understand what change management is and how it can contribute towards improved business outcomes
- Recall the principles for managing change using some of the change models and describe how they relate to organisational change management

- Describe what the key roles are in a change initiatives and their place in the change lifecycle
- Recall some methods to identify stakeholders and how this can be helpful in forming strategies to manage them
- Describe what is involved in assessing an organisation's readiness to change
- Understand what is meant by resistance to change and recall some common types
- Recognise the ingredients to create a change management plan

Recommended Follow-on Courses

After completing this course attendees are asked to consider taking the more advanced 5 day APMG Certified Change Management in an Agile environment Course to continue on the learning pathway to become an accredited change management professional:

- APMG Certified Change Management in an Agile Environment (Foundation and Practitioner)

Course Outline

This course is delivered over 1 day and across 4 modules as follows:

- 1. Introduction to Change Management**
 - Why change management is important
 - What is impacting the speed of change
 - Why change initiatives fail
- 2. Fundamentals of change and change management**
 - Change Vs transition
 - The change curve

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- Change models
- Types of change

3. Understanding who is involved

- Change lifecycle and key roles
- Stakeholders – identifying and managing them
- Sponsor – what makes a good one
- Line Managers – why they are so important
- Change Agent Network – what is This

4. Practical change fundamentals

- Change readiness
- Key role of communications
- Introduction to resistance
- The Change Management Plan

Course Exam

- 30 minute multiple choice exam – learnings from the day

Contact

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