

Short Course Programme

Mastering Business Leadership

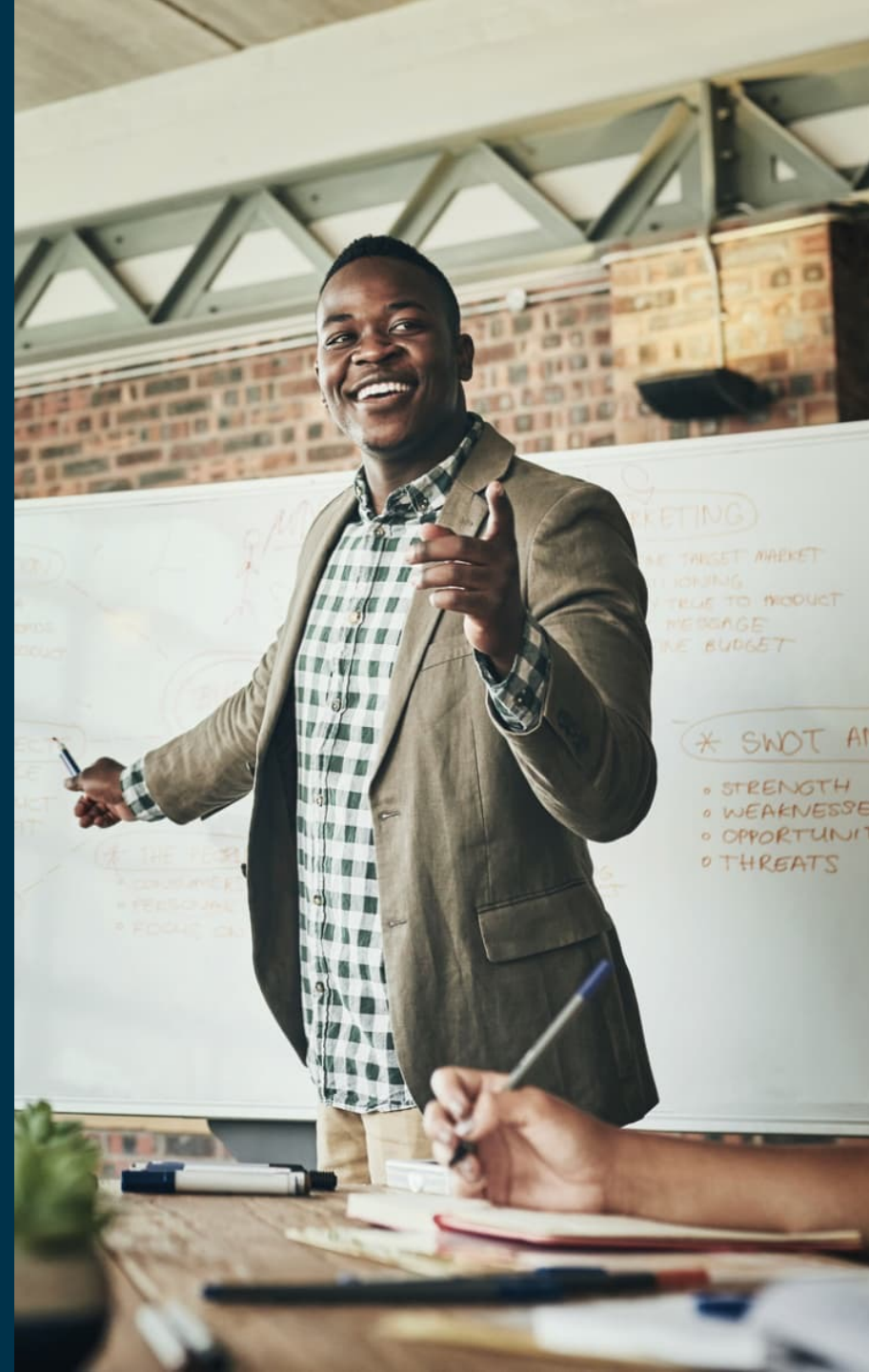
Course Prospectus

What is this course about?

From profitability to productivity, people and customer satisfaction, leadership impacts almost all facets of a business. This Short Course will teach students how to become effective leaders within the African landscape.

The course curriculum includes topics such as; personal mastery, emotional intelligence, communication, problem solving, diversity, ethics and much more.

- › 12-week course
- › Fully online
- › Expert course lecturer
- › Earn an industry-ready certificate



Why should you choose this course?

African businesses are in a state of flux and, strong leadership is required to meet contemporary business challenges. There is a critical need for skills that inspire and resonate with people in all facets of a business. This Short Course will develop in-demand leadership capabilities. By the end, students will understand how to achieve organisational goals and objectives through various leadership techniques and principles.

The capabilities developed through this course will set students on the path to mastering leadership in any organisation or industry. **On successful completion of this course, you will be able to:**

- › Describe the contribution of leadership to business success;
- › Discuss the influence of emotional intelligence on leadership;
- › Discuss the theoretical framework of leadership;
- › Discuss the practical leadership skills required in the twenty-first century;
- › Explain the importance of diversity management in a leadership context; and
- › Evaluate the importance of ethical leadership for business success.

Who should take this course?

This course is suitable for all employees in supervisory, junior management, senior management, or top management positions, as well as management positions in government departments and agencies, and individuals that aspire to become a leader in their workplace or community. Students with or without prior knowledge of leadership can enrol for this course.

What will you learn?

This course contains 12 substantive units and is stacked with learning. Unlike other short courses, we ensure that the learning is adequate to facilitate skills building and is not just a superficial overview of the subject-matter.

Course duration:

12 weeks

Units in this course:

- **Unit 1: The Contribution of Leadership to Business Success**
- **Unit 2: Emotional Intelligence and Leadership**
- **Unit 3: The Theoretical Frameworks of Leadership**
- **Unit 4: Fundamental Leadership Skills**
- **Unit 5: Leadership in a Multicultural Context**
- **Unit 6: Ethics in Leadership**

Unit 1

The Contribution of Leadership to Business Success

Topics covered

- The Difference Between Leadership and Management
- Leadership tasks
- The role of effective leaders
- The factors of effective leadership

Estimated study time: 8 hours

Unit 2

Emotional Intelligence and Leadership

Topics covered

- The Nature of Emotional Intelligence
- Self-Awareness and Leadership
- Self-Management and Leadership
- Social Awareness and Leadership
- Social Skills and Leadership
- The Importance of Emotional Intelligence

Estimated study time: 8 hours

Unit 3

The Theoretical Frameworks of Leadership

Topics covered

- Foundational Theories of Leadership
- Contemporary Theories of Leadership

Estimated study time: 8 hours

Unit 4

Fundamental Leadership Skills

Topics covered

- Communication Skills
- Conflict Management
- Team Management and Development
- Motivation and Leadership
- Problem Solving and Decision Making

Estimated study time: 8 hours

Unit 5

Leadership in a Multicultural Context

Topics covered

- The Nature of Workplace Diversity
- Diversity Management Activities

Estimated study time: 8 hours

Unit 6

Ethics in Leadership

Topics covered

- The Nature and Importance of Workplace Ethics
- Ethical Decision-Making

Estimated study time: 8 hours

How you will learn

Course duration:

- › 12 weeks

This course is delivered fully online

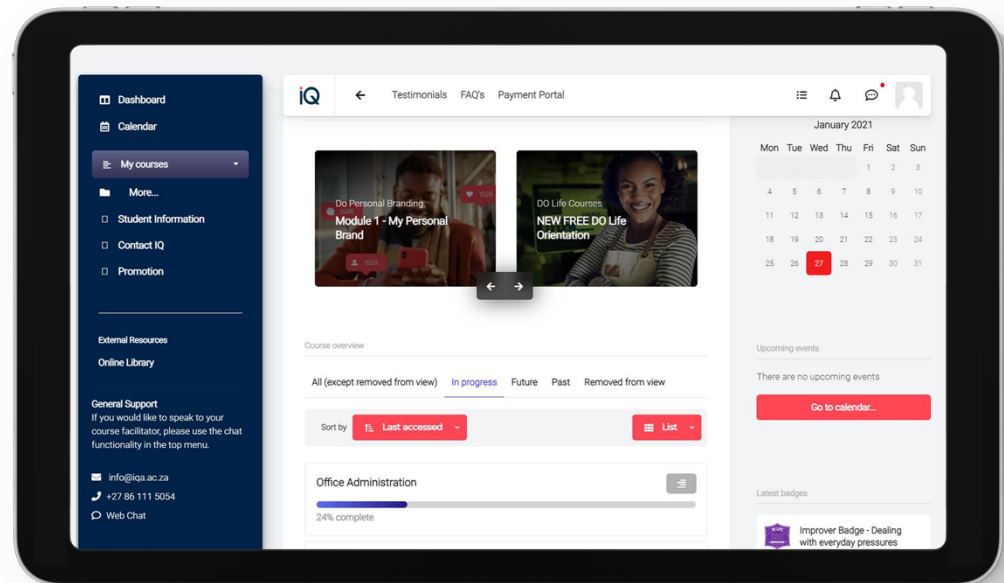
All course material is delivered online through our data-lite, student portal iCan which can be accessed from any internet connected device. Your Study Guide is also available in eBook format and can be downloaded for offline use.

During this course, you will have access to a Course Lecturer via iCan as well as administrative and technical support provided by our Student Experience and Support teams.

This course follows a teaching and learning plan where students are required to work through the online course materials according to the plan. The teaching and learning plan as well as the assignment due dates are made available to all students via the iCan Calendar.

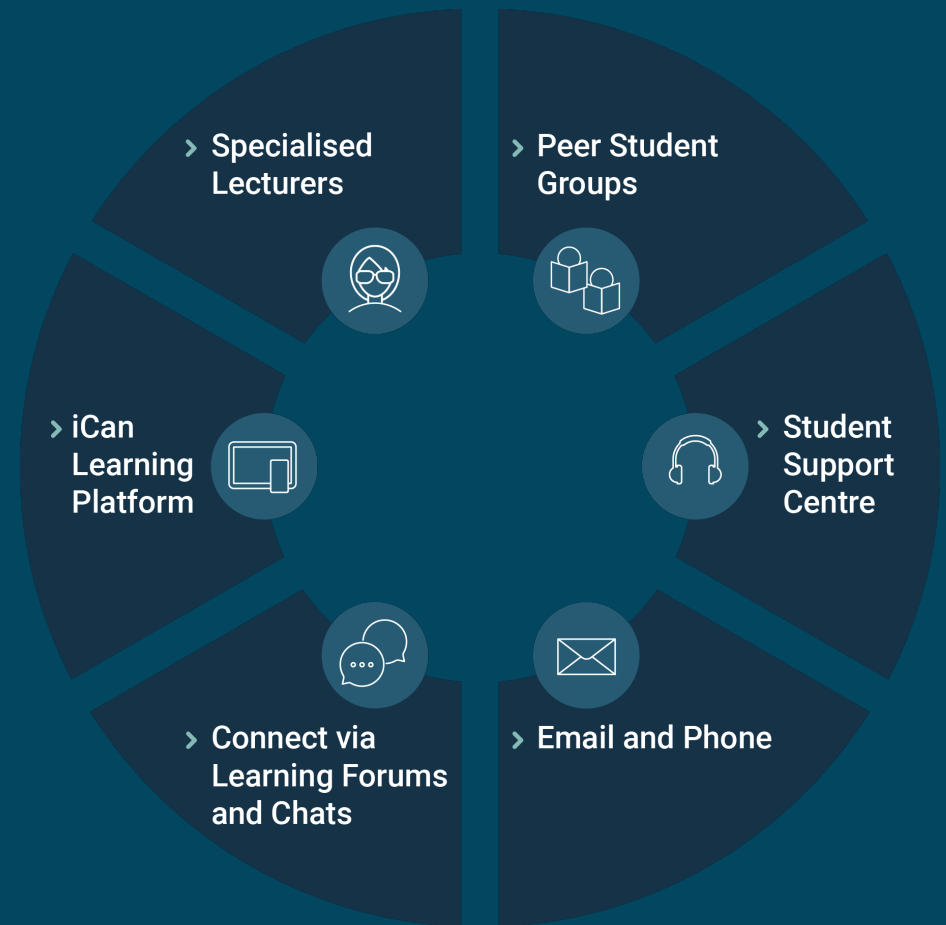
iCan is designed to give you a truly innovative online experience that makes learning easy and interactive.

- Integrated programme calendar
- Receive reminders and announcements
- Online assessments and access to results
- Multimedia learning activities
- Easily connect with lecturers and fellow students
- Partake in discussion forums
- Manage your profile
- All accessible from your PC, smartphone or tablet!



Teaching and learning support for success

To support your study, you will have access to an expert course lecturer through various support channels and you will have the opportunity to interact with fellow students who are studying the same course as you.



What Certification you will receive

Upon successful completion of this course, you will be awarded an iQ Academy Short Course Certificate. Your certificate demonstrates that you have acquired industry-relevant skills which can enhance your promotional and employment opportunities.

Our Short Course curricula are developed by leading academics and experts in the field. All courses are internally quality assured and approved by iQ Academy's Academic Board. iQ Academy is registered with the Department of Higher Education and Training as a Private Higher Education Institution. Our Short Courses are institutional learning programmes and are non-credit bearing.

Certificates are issued in the students legal name. Students must meet the qualifying criteria in order to receive this certificate (obtain minimum pass mark, fully paid up student account and submission of required documentation).

Plus get access to free courses

As a value addition, each registered student has free access to our DO Life micro-course series, designed to boost everyday life skills. Exciting topics include money matters, careers, personal branding and many more, all available on iCan. Each completed micro-course is awarded a Certificate of Participation which can be added to your CV.

“Over 7,000 students have completed a course and 97% agree they proved useful and valuable!”

DO Life Survey

Course fees

Our course fees are updated each year, please visit our website for the latest fee structure. We offer flexible payment options to suit most working individuals. Fees can be paid in various monthly instalment plans or in full on enrolment.

Enrolment process

> Step 1: Enquire

- Complete website contact form
- Speak to a Student Advisor
- Complete enrolment application

> Step 2: Register

- Submit documentation
- Pay your fees
- Receive student number

> Step 3: Start

- Access iCan
- Complete onboarding journey
- Engage with lecturer

Have questions? We are here to help

Get in touch with us

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