

Hexagon Management Consultancy

INTERNATIONAL CONFERENCE AND SEMINARS IN THE UK



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HEXAGON MANAGEMENT

(Training & Development)



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HEXAGON MANAGEMENT

(Training & Development)



Introduction

The conference will benefit delegates looking to update their skills and knowledge of practical issues in the development, implementation and evaluation of fund management techniques and quality assurance.

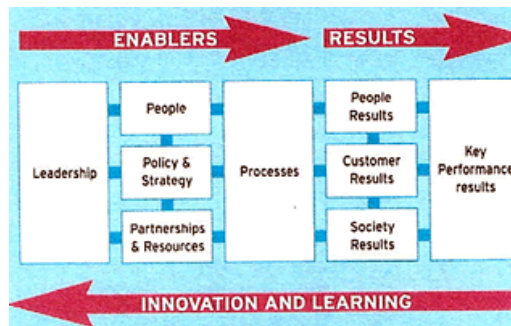
It will also provide knowledge and understanding of budgeting and costing and how it fits in the overall corporate strategy of an organisation.



Delegates will be able to understand how to identify problems of poor performance and various strategies available to deal with them.



Strategic Management



Course Overview

This course is design for staff that are responsible for strategic management planning and implementation.

Benefit to Delegate

It will help delegate understand the importance of strategic planning in local government and improve their planning and decision making skills.

Course Contents

The course objective is to delegate build capacity to turn strategic plan into delivering outcomes thus helping the community they provide services to.

- Delegate will be equipped with the ability and confidence to analyse and plan strategically.
- Covers critical keys for strategic thinking tools.
- Delegate will gain the ability to develop strategic option grid to deal with uncertainty and constraints.
- Covers the importance of strategic vision for short, medium and long terms planning.



STRATEGIC VISION TO FIT LONG RANGE PLANNING



Managing Policy Making, Planning and Evaluation

Course Overview

This course is design for staff that are responsible for formulating policy.

Benefit to Delegate

It will help delegate understand the tools needed for effective policy planning and evaluation.

Course Contents

At the end of the course, delegate will have a:

- Good understanding of the need for effective planning and how to design work plan for staff to achieve objectives.
- Greater understanding of the latest development in management planning and control.
- Good knowledge and be able to evaluate how new technology can facilitates good planning and management control.
- Good understanding of how self-development evaluation and plan can improve their effective policy planning.
- Good understanding of strong connectivity between resources available within plan and the actual performance.

PROPER!!!

PLANNING!!!

PREVENT!!!

POOR!!!

PERFORMANCE!!!

THE 5P'S



Fund Management

Course Overview

This course is design for staff that are responsible for managing fund.

Benefit to Delegate

It will help delegate understand the tools needed for planning and managing budget.

Course Contents

At the end of the course, delegate will be able to :

- plan, implement and manage budgetary policy.
- use framework for developing controls, which are effective and efficient to support value for money in conditions of rapid change.
- use accounting system that is available and used by a growing number of countries and large organisations for managing fund in the millennium.
- use appropriate tools and methodologies available for monitoring income and expenditure.



It's **red** all over



Reformation of Constructive Checks and Balances for Accountability

Course Overview

This course is design for staff that are responsible for implementing accountability policy.

Benefit to Delegate

It will help delegate understand the tools needed for planning, implementing and managing accountability policy.

Course Contents

At the end of the course, delegate will be able to :

- develop strategy for measuring various projects and how to communicate explicit priority on accountability to various personnel.
- apply conventional approaches and techniques to improve performance management public and private organisation council economy.
- use latest developments in corporate feedback for tracking strategic implementation.



Leadership

Course Overview

This course is design for local government staff that are responsible for managing staff.

Benefit to Delegate

It will help delegate develop and increase their skills in leadership, interpersonal, managing teams.

Course Contents

At the end of the course, delegate will be able to :

- develop strategy for managing teams effectively and use various leadership styles in different circumstances.
- use appropriate strategy for minimising friction amongst team member in order to foster co-operation within the team.
- create a climate based on trust, mutual aims, understanding and team spirit.
- explore behavioural and motivational skills required to improve team performance.



Managing People

Course Overview

This course is design for delegates that are responsible for managing staff.

Benefit to Delegate

It will help delegate develop and increase their skills in personnel management.

Course Contents

At the end of the course, delegate will be able to :

- use various strategy available for managing people effectively from recruitment to retirement stage.
- plan, design and implement appropriate policy for work allocation, delegation, motivation, supervision and appraisal of personnel.
- develop an effective stress management and human relations skills.



Managing Information for Action in Strategic and Policy Making

Course Overview

This course is design for staff that are responsible for strategic information management.

Benefit to Delegate

It will help delegate develop and increase their skills in managing information for strategic action and policy.

Course Contents

At the end of the course, delegate will be able to :

- develop strategic plan, implement and manage an information and communication technology (ICT) systems using available budgetary allocations.
- identify and assess the risk of losing information and develop an appropriate security management solutions to minimise risk to the local government ICT systems.
- develop an effective ICT document storage and assets management systems.





Responding to Poor Performance

Course Overview

This course is design for staff that are responsible for collating, improving and managing key performance indicators.

Benefit to Delegate

It will help delegate develop and increase their skills in collating and improving key performance indicators.

Course Contents

At the end of the course, delegate will be able to :

- identify areas of operations that needs performance measurement and set appropriate targets.
- develop appropriate strategic for improving poor performance. Understand the importance of gap analysis and how to use the re-engineering tools to respond positively and effectively to poor performance.





Account and Corporate Finance Management

Course Overview

This course is design for staff that are responsible for managing account and corporate finance.

Benefit to Delegate

It will help staff develop and increase their skills in corporate finance management.

Course Contents

At the end of the course, delegate will be able to :

- Prepare and present the financial statements
- Analyse and interpret financial statements
- Compare and contrast the control systems required for materials, labour and overheads
- Analyse data according to various cost classifications and the effect of volume on costs
- Describe and explain how cost systems differ by activity i.e. job, process and contract costing
- Describe and explain costs for short-term decision making
- Explain the purpose of budgetary control
- Explain the purpose of standard costing and variance analysis



Aviation Maintenance Management

Course Overview

This conference and seminar will benefit delegates looking to update their skills and knowledge of practical issues in the development, implementation and evaluation of various management and maintenance techniques and quality assurance.

Benefit to Delegate

Delegates will be able to identify problems of poor performance, maintenance and various strategies available to deal with them.

Course Contents

At the end of the course, delegate will be able to:

- Examine the fundamentals of best practice management within the aviation sector
- Explore the best techniques for successful aviation equipment maintenance and management
- Evaluate and analyse the system operations of successful and profitable aviation industry(using Europe and the UK as a case study)
- Explore best ideas which can be practically implemented in order to improve aviation systems and operation for success and profitability in delegate's home country.





Other Courses

Health and Safety Management

Security and Protocol Management

Administration Management

Secretarial Management



Booking Form

Seminar can be booked online at http://www.hexagonmanagement.co.uk/online_booking.htm

Terms and Conditions

Cancellation Policy

If cancellation is made in writing within 14 days prior to the conference date Hexagon will refund the subject fee less 25% to cover the administration expenses

No refund for any other cancellation.

Transfer Policy

Any transfer request to another conference date will incur 20% of subject fee. Such request must be received within 14 days before the subject start date. Payment must be made through our authorised agents in your country.

An invoice will be issued upon request

Reservation

To reserve a place on any one of the conference please visit our website at hexagonmanagement.co.uk. Click on apply online to complete the booking form and submit.

You will receive a feedback to make payment within a particular period in order to reserve a place. However individual can make arrangement with Hexagon for alternatives.

Visa

Individual will be responsible for obtaining the right visa before travelling to the UK for the conference. A letter of confirmation will be sent out after receiving payment from individual delegate.



Contact Us Information

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