IPI Academy

MANAGEMENT forum



Presented by
Management Forum

Understanding and Improving Business Processes

This highly focussed course will give you the knowledge and skills to evaluate and optimise your organisations strategies for understanding and improving business processes.

Format:
Bespoke training

CPD:
6 hours for your records (depending on your requirements)

Certificate of completion

Course overview

Business processes are a way for companies to prevent errors, increase the speed at which employees work and ensure everyone is on target. Often, they have evolved in an unplanned way, to meet changing demands of a marketplace, customers and other stakeholders. Over time they can become inefficient, ineffective and uneconomic. In today's climate it's especially important to make sure business processes are as efficient and effective as possible.

Understanding how work is undertaken and mapping it out clearly is a great way to start evaluating where you and your team could be more efficient and cost effective.

Understanding current business processes and practices is a necessary precursor to document automation and greater efficiencies. By analysing business processes and learning about the stages of a comprehensive review, this course will give you the skills and knowledge to take back to your organisation to start instigating change for the better.

The expert trainer will take you through all the latest best practice and give you the latest tips and techniques to optimise your organisations strategies for understanding and improving business processes. This in turn can bring greater efficiencies across the business, more work satisfaction and a morale boost within your team and the company as a whole.

Benefits of attending

By attending this course you will:

- **Understand** how to capture current legal and management processes
- **Learn** how to analyse current processes and practices
- **Get to grips** with re-designing current processes where required and / or creating completely new ways of working
- **Explore** and learn how to drive and manage change initiatives to ensure all new and updated processes are implemented properly
- **Create** a culture of improvement and efficiency within the team and across your business as a whole

This course works well alongside the change management, project management and writing business cases workshops.

Who should attend?

This course will be of particular interest and help to:

- Managers and leaders in all areas of a business
- Commercial and business development managers
- Business process managers
- In-house lawyers and heads of legal departments

Run this programme in-house for your whole team

Coming to IPI Academy for your in-house training provides an all-inclusive service which gives you access to a wide variety of content, learning platforms and delivery mechanisms as well as your own personal training adviser who will work with you from the initial enquiry through to feedback and follow-up after the programme.

With over 600 trainers, all practitioners and experts across a huge range of fields, we can provide the training you need, where you need it, when you need it, and at a price which suits your budget. Our approach to tailored learning and development consists of designing and delivering the appropriate solution for each client.

For your FREE consultation and to find out more about how we can work with you to solve your training needs, please contact our training advisers:



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IPI Academy

IPI Academy is a training initiative of Falconbury and Management Forum; leading providers of industry training for over 30 years, based in the UK.

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