

BPP Professional Education
Essential business skills

Managing Change

Wednesday 8 February 2012 13.00 hrs – 16.15 hrs
Venue: BPP Premises, Swatar

Course Objectives:



Organisational change is important for survival and development in a changing world. If organisations are to grow and maintain their competitive advantage they must be open to change. This course combines change theory, techniques and strategies along with practical experience.

Course Agenda:

13.00 – 14.30	Managing Change: Part 1
14.30 – 14.45	Coffee Break
14.45 – 16.15	Managing Change: Part 2

Course Outline:

- Understanding the need for change and its causes
- Identifying the affects of major change and how to cope
- Encouraging a positive response to change in yourself and others
- Planning and preparing action plans for change
- Ways to communicate change with those affected by it

CPE Hours:

This event has been accredited with 3 hours of structured CPE qualifying under Professional Development competency as per MIA CPE Regulations.

Speaker Profile: Ian Lucas



Ian Lucas joined BPP in April 2007 as a Tutor for the Essential Business Skills programme and is now the Programme Manager for EBS.

Ian previously worked as the Training Manager for a leading National Retailer with stores throughout the UK. In this role Ian was responsible, with his team, for analysing, planning and delivering training for 600 retail staff across over 150 stores, 400 distribution staff across 9 depots and over 100 Head Office staff in a variety of departments. Courses covered included: induction, sales techniques, time management, customer service, recruitment, team building, supervisory skills, appraisals and performance management, leadership skills including a course developing potential leaders of the future as part of the company Talent Management Scheme. Ian has also set up and delivered a successful Management NVQ programme for a leading UK training provider. Ian tutors on CMI , Essential Business Skills, ICSA and CAT.

Booking Information

This event costs € 32.50 + VAT (€ 38.35)

For bookings kindly fill in the Registration Form and send it by post along with payment. Cheques should be made payable to BPP Malta.

Registration Form
– Managing Change –
08.02.2012

Name & Surname	
ID Number	
Mailing Address	
Tel Number	
Mobile Number	
E-mail Address	

Duly filled in application form along with payment are to be sent by post to:

BPP Malta Limited
Tower Business Centre
Tower Street
Swatar

Closing date for application is Tuesday 7 February 2012.