

The **General Management Certificate Course** Business are more in need of managers who have good knowledge on strategic priorities, develop and lead effective teams and establish sustained competitive advantage in an organisation. This course will build your skills to develop and implement corporate strategy, manage complex stakeholder relationships, improve operational and strategic agility and drive performance. Transforming students into a great business leaders through the challenging and inspiring learning experience offered here.

#### Entrance Requirements

Grade 10/ Standard 8 or an equivalent qualification

#### Course Duration

12 months

#### Subjects

- Cross-Cultural Business Communication
- Business Ethics
- Business Finance
- Risk Management
- Conflict Management
- Strategic Decision Making



#### Certification

General Management  
Advanced Certificate Course  
graduates receive a Skills  
Academy Advanced  
Certificate in General  
Management

#### Message From The Principal

You are making the right choice. This is the point where you change your life. Let us help you!



#### Magic Info About This Course

The course is structured to meet the demands of the South African Industry and build capabilities for leading cross-border teams across functions and countries.

#### Your Lecturer

Hi there my name is **Edison Mutematemi** and I am your lecturer for **General Management**. I have a Bachelor of Technology in Business Management specialising in



Entrepreneurship. I am an activist interested in many areas that affect human life, but most notably areas to do with entrepreneurship and business. I hope to use all my talents, knowledge, and strength, for the benefit of mankind at large, especially the poor and the underprivileged in our societies.

#### Who Is Skills Academy?

Everybody has the Right to Study. Once you have started your studies; we make sure that you finish it successfully.

**The right advice before you start** - chat to a friendly Course Expert, who will make sure you register on the right course for you.

**We love helping students** - your tutors and lecturers are full-time employees at Skills Academy. With lots of experience and expertise in helping adult students.

**Online study groups** for daily help with your studies, contact with other students and one-on-one sessions with your lecturers so that you can...

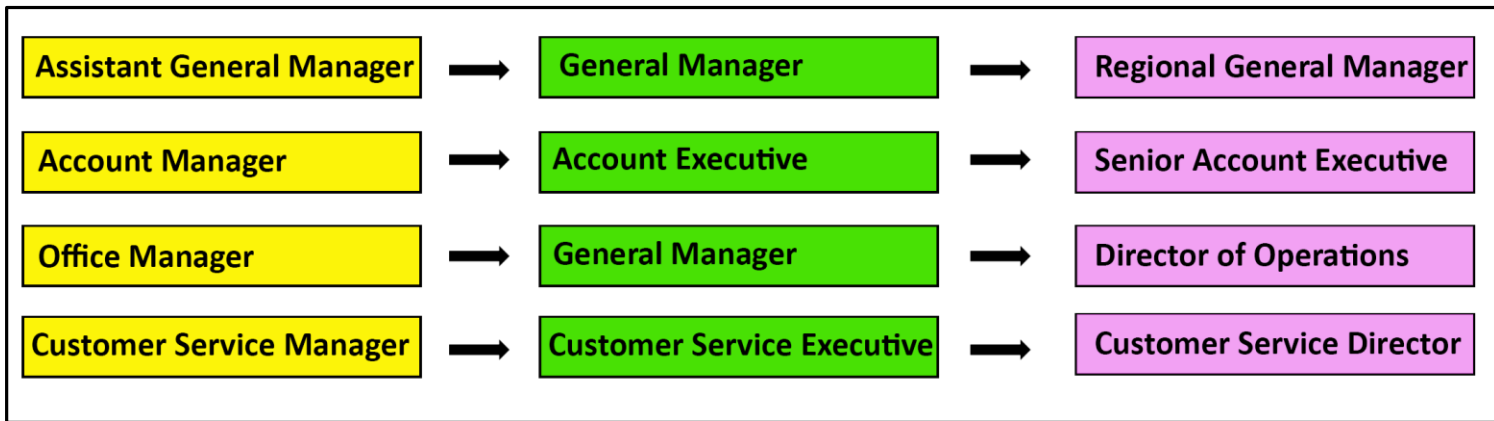
**Study at the speed that works for you** – we will keep motivating and helping you to finish. And if you need a little more time, we will make sure you get that time.

**Great study Notes** - our study notes are developed by experts who really understand Home Study. Just the materials you need, when you need them; and nothing more. We give you help and feedback, and you can re-submit your assignment to get a better mark.

#### Skills Academy History

Skills Academy is part of the Home Study Group, with over 30 years' experience in home study or distance learning. Our team includes people who have been involved in home study for over 25 years. We are accredited by both the ICB (Institute of Certified Bookkeepers), as well as FASSET (the SETA for Finance, Accounting and Management Consulting).

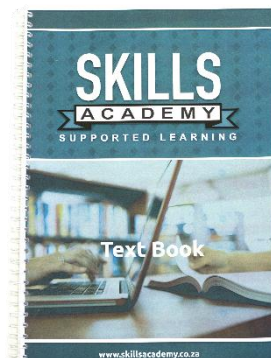
## General Management Career Path Options



### Course Material

Students will receive the following material with this course:

- Orientation Guide
- Cross-Cultural Business Communication Textbook and Study Guide
- Business Ethics Textbook and Study Guide
- Business Finance Textbook and Study Guide
- Risk Management Textbook and Study Guide
- Conflict Management Textbook and Study Guide
- Strategic Decision Making Textbook and Study Guide



We always have our students at heart so we don't just send you books, we also provide you with worked examples and videos that will assist you - our students - to understand more about the subjects.

### Career Options

Graduates can find management positions at various levels within a business environment such as:

- Line Assistant Manager
- Middle Manager / Supervisor
- Hospital Administrator
- Health Services Assistant Supervisor
- Small To Medium-Sized Projects Manager

### TWP Study Groups



Together We Pass is an online study group resource for students. TWP takes the loneliness out of home study by facilitating learning through peer-to-peer study groups, helping you to pass your course easily. TWP offers you these great features:

- Your lecturer is online daily to help you
- 1 Hour response time to your queries
- Resource tab for sharing extra resources
- Chat forum for extra help and support
- Admin and general support
- Discuss assignments and get help with assessments
- Daily emails to let you know what is happening in your study group

Call Skills Academy on 0800 39 00 27 for more info



# CALL SKILLS ACADEMY TODAY!

## 0800 39 00 27