



COTHMOnline
Business School



**ONLINE
COURSES**



Level 3
60 Credits

INTRODUCTION TO MANAGEMENT DIPLOMA

MANAGEMENT DIPLOMA
OR MBA FROM
UK UNIVERSITIES | AFFORDABLE ONLINE
DISTANCE LEARNING
COURSES

Package Includes:

- ✔ University Undergraduate (Level 3) Full Course Materials and Exams

Also includes

- ✔ Recognised Ofqual Qualification
- ✔ Unlimited tutor support

Programme Eligibility Criteria:

- ✔ The eligibility criteria of a Level 4 programme includes,
 - ✔ Age not less than 18
 - ✔ Secondary Education (Complete)
- ✔ The eligibility criteria of a Level 5 programme includes,
 - ✔ Level 4 (Complete)





About This Course

Introduction to Management Diploma (level 3) is a total 60 credit hours course which falls under university foundation programme. This qualification is equivalent to one A Level which is specifically designed for students who desire to pursue their education in university or it is being designed for professionals who wish to get promotion or wish to get better knowledge about their field. This diploma is a best choice for on job professionals who seek to jump on the next step of their management career. It is an additional qualification for the entry level graduates who already have studied Business subjects in their L2/3 qualification. This is a right choice for them to learn different management skills related to different management related sections. Industry experts consider management training and leadership knowledge as an essential part to attain growth in business especially in high tech and fast business environments where rapid response is needed to handle evolving business environment. This can only be attained by those having right communication and leadership skills which are not commonly found and are considered important in achieving organizational success. This course is comprised of total 6 modules and same number of assignments. Each module is almost equal to 40 GLH (Guided Learning Hour). During diploma completion students will be provided access to study material in the form of webinars, tutor guidance, learning forum and some extra material to assist students in completing the graduate course. Students will earn a Qualifi Level 3 Diploma in Introduction to Management after course completion; which is regulated by Ofqual. Afterwards they can apply for admission in a complete Undergraduate Degree in different universities or they can choose our Level 4/5 diploma (Extended Diploma in Management) which will lead them towards top up Undergraduate programme completion in different UK Universities.

What is Included in the Cost of My Course?



All course material, including online modules and written assignments



Personal tutor support with 1-2-1 Skype sessions



Dedicated student support



Access to an online social learning forum



Assignment marking and feedback



Free CV writing help on completion of the course



Level 3 Module Listing:

- **An introduction to finance:**

In this module students will learn about financial reporting methods and practical accounting which are used in business organizations by managers.

- **An introduction to leadership skills:**

In this module, learners will be introduced with leadership skills and how these skills can be identified and are developed to be a reason of motivation for others.

- **Managing business operations:**

In this module learners will learn about basic business elements and how these elements operate under internal and external business environment. They will further learn to control the operations, sound practices and best business policies to attain organizational quality outcomes.

- **Organisational culture:**

This module will focus on the learning of organizational culture, its impact on different activities and overall management. Ethical business approach will also be analyzed in this context.

- **Working in teams:**

In this module students will learn about roles performed by teams in an organization and how the individuals interact with each other. This unit will focus on the idea of team formation. Team value and their working in a group will also be analyzed.

- **Workplace welfare:**

In this module students will learn about employee's workplace welfare. They will also learn about employees benefits and their value for working in an organization.



University Top-up

On completion of this course students will have the opportunity to apply for admission onto a full BA degree programme from a range of UK universities. Alternatively, students can opt to study our Level 4/5 Extended Diploma in Management and then go on to complete a BA top up at a range of UK universities.

UNIVERSITY NAME	PROGRAMME OFFERED
University of Sunderland – On Campus	BA (Hons) Business and Management (Year 3)
Birmingham City University – On Campus	BA (Hons) Marketing (Professional Practice) Full Time 3 years BA (Hons) Business – progression from Level 3 Diploma in Business, Full time 3 years / Sandwich 4 years BSc (Hons) Business Accountancy,(international), Full time 3 years / Sandwich 4 years

Note: Prices may vary, please check at the time of admission

Written Assignment


The Level 3 Diploma in Business has 6 modules and 6 written assignments. On completion of the modules, students will be given access to the assignments. The assignments are approximately 5,000-8,000 words each. Students are provided support on the modules and assignments via the 'Tutor' section of the learning platform.

The assignment unit titles that students need to complete for the level 3 course are:

- 1.An introduction to finance
- 2.An introduction to leadership skills
- 3.Managing business operations
- 4.Organisational culture
- 5.Working in teams
- 6.Workplace welfare

Course Overview

The level 3 course is made up of 6 modules and 6 written assignments. Each module consists of 40 guided learning hours of material with an additional 30-50 hours worth of optional materials that comprise of recommended exercises, recommended readings, Internet resources, and self-testing exercises.



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