

## **Level 3 Diploma in Management**

### **Who is this course for?**

This qualification is designed for those taking an Advanced Apprenticeship in Management. It reflects the skills and knowledge required of those in a management role.

### **What we will cover**

A number of mandatory and optional units such as:  
Manage team performance  
Principles of people management  
Manage individuals' development in the workplace  
Collaborate with other departments

### **Assessments**

You will be required to produce a portfolio and will also be assessed through a variety of methods which best demonstrate your skills. For example a discussion, observation or questioning.

### **How will Femaura teach the course and am I required to complete homework?**

Femaura will use a variety of activities to deliver the course such as role play, discussions, Q&A's and case studies. There will be set homework and feedback given by Femaura.

### **What will I achieve by the end of the course?**

At the end of the course, you will be able to provide leadership, recruitment, planning and implementing change, manage a budget, manage a project, marketing and customer service.

### **Can I enrol straight away?**

You will be required to book an interview with Femaura so we can ensure you're currently undertaking have volunteer or paid employment and whether this meets the criteria for the units.

### **Can I get extra support during the course?**

Femaura will provide information and signpost you to other services including further opportunities for education and work, book and video references, deaf and disability support, dyslexia support, counseling, or any support you require during the course. We deliver English and Maths OCR qualifications if you would like to improve your skills in literacy and numeracy.

### **Can I do other Femaura courses alongside this course?**

We recommend our Deaf Way Level 1 course and British Sign Language Level 1 and 2 courses to enable you to communicate with Deaf people at both beginners and intermediate level.

### **What next?**

At the end of the course you will have the opportunity to discuss the next steps available to you with your tutor and complete an evaluation form.

### **Further progression**

We recommend you progress onto our Team Leading and Business Administration courses.