

For the 1st time in KSA

You are invited to join the professionals and gain a

Master Entry Diploma

PROGATE
Global Academy of Technology and Education



MASTER Entry Diploma

Course Duration : 1 year

Study Sessions : 2 days/week

Location : Dammam - KSA

Entry Requirements:

No formal entry qualifications are required. Entry to the Certificate is available for all those who can demonstrate that they will benefit from it. The programme is however designed to meet the needs of newly appointed first-line managers or team leaders and as such demands the ability to relate learning to the workplace. Candidates will therefore normally be practicing managers or have recent relevant experience

Mode

Online—Distance Learning

PROGATE

Okland wood 5Hatfield- UK
AL-1084 /+447570578983
Email: info@progate.org.uk

KSA-Dammam

Novotel Business Park
Dammam-Khobar Highway
Telefax :+96638474173
Email:daniel@progate.org.uk



Course Description

This course is designed to meet the needs of HR managers in many different types of organization and as such, demands the ability to relate learning to the workplace. It is aimed at practicing managers and those who have recent relevant experience.

Assessment

You will complete five assessments in total: a case study; work based coursework, management report and a 24 hour assessment which places you under time pressure to complete a series of examination type questions

Course Content (Modules)

Comprises five modules:

1. Leading Teams

- Theories of leadership
- Team dynamics
- Motivation
- Performance evaluation

2. Satisfying the Customer

- Customer satisfaction management process
- Quality management theories
- Continuous improvement
- The marketing mix
- Marketing planning

3. Managing Finance

- Financial statements
- Interpretation of financial statements
- Business forms
- Project evaluation

4. Management Development

- Time management
- Project management
- Introduction to research methodology
- *The 'management toolkit'

5. Independent Study

You will undertake an independent research project which will demand some academic analysis in the context of an organisational problem.

What's Included

- **Study materials** - Access electronic copies of your learning materials and important information, such as assessment instructions, whenever and wherever you are.
- **Tutor support** - Tutors use live chats and forums to stimulate discussions, request input and highlight external sources.
- **External resources** - Links to external sources can include key journal articles, your university's online library, sites of topical interest, etc. thoughts and ideas and you can initiate topics that you want to discuss with your fellow students.

Workload

We recommend an average of 10-12 hours study time per week for this programme.

Exemptions

No exemptions are allowed for this programme.

How to Apply

In addition to a completed application form:

- Copies of your relevant certificates and/or transcripts
- Two suitable references. Please note we can only accept academic and/or professional work references.
- Copy of your CV detailing your work history (covering the last five years).



**Saudi Arabian Cultural
Bureau in UK**