



EdWay Online

The Certificate in Management Studies

The Certificate in Management Studies is perfect for a business owner, entrepreneur or anyone seeking to learn the essentials in business and management. If you are thinking of starting a business or pursuing an MBA you want to learn the essentials of accounting, management, marketing, tax, law, operations and strategy. The Certificate in Management Studies consists of 11 courses.



FM901 Financial/Accounting Management

This course will provide you an understanding of financial and accounting terms, even if you have no financial background. The course covers the foundational principles of: interpreting financial statements, determining company profitability and measuring cash flow.

MM901 Marketing Management

This course focuses on the principles and techniques of marketing by exploring the issues that are necessary in the management of the marketing process. The course will detail the entire marketing process and include the role of ethics and technology. The basic principles of advertising and public relations will also be covered in this course.

SM901 Strategic Management in Operations

This course develops the practical and managerial skills necessary to successfully plan for operational success. The course covers the basic details for developing an operational plan and designing the strategic direction necessary to achieve these goals.

LI901 Legal Issues in Operations

In today's legal environment there are many issues that a business encounters in operating successfully. These issues include employment law, compliance and regulatory requirements, as well as licensing, permits and taxes. This course will explore some of the more important topics in running the operations of a business in accord with legal requirements.

LC02 Legal Aspects of Contracts

It is seldom that a business person does not encounter a contract. This course will focus on the basics of business contracts so as to draw attention to important business points that are found in every day business contracts. No legal knowledge is necessary for this course and this course will not equip you to evaluate the law but rather understand the legal and business issues in most business contracts.

TI902 Tax Issues

This course covers the basic tax issues that are important to business; whether the business is a sole proprietorship, partnership or corporation. The basic tax issues in operating a business will be covered in this course along with tax strategies for business planning.

OD902 Organizational Development & Change

Since most business organizations are social systems, this course will focus on the organizational culture and how it influences the way people work so as to maximize the long-term health of the organization and its people. This course will explore the developmental process and how to be successful in effectuating change.

NS902 Negotiating Strategies

The business environment and culture of any business relationship is often the product of a negotiation. This course will explore the process of negotiating, evaluate negotiation styles and consider successful negotiation strategies for most environments. There will be an opportunity to role-play a negotiation.

BP902 Business Best Practices

Best practices are important in achieving excellence and success. This course focuses on several best practice models from various industries and integrates some of the common themes into a game plan for business success.

OL902 Organizational Leadership & Decision-Making

The leaders in an organization often set the tone and establish the benchmarks for success. In this course the focus is on developing a successful leadership style so as to facilitate team-building, collaboration and a corporate culture that promotes success. Different decision-making techniques will be explored in the context of successful leadership styles.

MD907 Seven Management Disciplines

The seven management disciplines essential to management and business success are discussed in the context of all areas of business operation and management. This course provides a round-table opportunity to evaluate real-life business issues.