

Take the next step in your career

Great Opportunity for
MBA

students to achieve an
International Certification in
Leadership & Management

ILM Level 3 Certification in
Leadership and Management

from

ILM UK

Institute of Leadership & Management.

Institute of Leadership & Management - UK

- ILM is UK's leading leadership & management training and certification provider having over 50 years of experience.
- Over 1 million learners have completed ILM programs.
- Over 2,500 approved centers deliver ILM qualifications in 48 countries.
- Every year ILM qualify over 70,000 leaders and managers, helping them develop the critical skills to succeed.
- The ILM is dedicated to improving leadership development, both in the UK and worldwide, ensuring businesses and individuals are equipped for the working world now and in the future.
- ILM leadership development enables you to...
 - Unlock potential
 - Push boundaries
 - Build and sustain agile businesses
 - Stand out from your competitors and colleagues
 - Attracts and retains skilled, high performing people, etc.

50
YEARS
EXPERIENCE

1
MILLION
LEARNERS

2,500
CENTERS

48
COUNTRIES

70,000
LEADERS AND MANAGERS
EVERY YEAR

TRACEZ Global – Muscat, Kochi & Delhi

TRACEZ Global



- TRACEZ India is an approved center for delivering ILM qualifications
- TRACEZ India, is a division of TRACEZ Global, an international Training and capability development company Operating in the Middle East and India.
- TRACEZ is one of the leading organisations in the Asian region providing training and related services to Develop, Assess & Certify Human capabilities, for all types of industries and Engineering & Management educational institutions.
- Provide experiential Learning and induces the right behavioral changes in learners by case studies, assignments & role plays.
- Highly experienced trainers available for leadership & management training and assessments.



The key benefits of an ILM qualification

Internationally recognized management training qualification

Learning is focused on real organizational application and improvement

Structured learning means very little time away from workplace responsibilities

Strengthened skill-set equips manager to succeed in the constantly evolving workplace

Free 12-month ILM membership for each student / learner

Development is recognised and bench-marked.

Learn the leadership Management practices that are current and successful.

Differentiates you from the competition and broadens your reach

Raises your profile to an international level

Can be customised as per specialisation or work area requirements, etc.

Training and Certification Process

- Online Live Classroom Training (case studies, activities, interactive discussions, etc.)
- Online assessments
- Online support from TRACEZ (till certification)
- Certification by ILM, UK.
- Evaluation by TRACEZ team (assessments & projects reports)
- Project assignments
- Evaluation by ILM, UK
- Access to ILM Library for additional learning materials

List of Units and selection criteria as per branch of study

ILM Qualifications Structure

- ILM Level 3 qualification is structured into 2 groups.
- There are no mandatory units.
- A wide range of optional units available.
- Learners must attain a the minimum number of credit values to achieve a qualification.

Options and Progression

ILM Qualifications are provided @ 3 levels depending up on the number of credit values achieved by the candidate as specified.

- ILM Award
- ILM Certificate
- ILM Diploma

Rules of combination of units for various levels of Certification

Award

Minimum 4 credits, maximum 12 credits
Minimum two units
All units must be taken from Group 1

Certificate

Minimum 13 credits, maximum 36 credits
Choice of optional units from Groups 1 and 2
Maximum of 6 credits from Group 2

Diploma

Minimum 37 credits
Choice of optional units from Groups 1 and 2
Maximum of 18 credits from Group 2

Course Duration
130 hrs



ILM Level 3 – Units and Credit Values

Group	Ref. Number	Program Title	Credit Value
Group 1	8600-300	Solving Problems and Making Decisions	2
	8600-301	Understanding Innovation and Change in an Organisation e	2
	8600-302	Planning Change in the Workplace e	2
	8600-303	Planning and Allocating Work	2
	8600-304	Writing for Business	1
	8600-305	Contributing to Innovation and Creativity in the Workplace	2
	8600-306	Understanding Customer Service Standards and Requirements	2
	8600-307	Giving Briefings and Making Presentations	2
	8600-308	Understanding Leadership	2
	8600-309	Understand How to Establish an Effective Team	1
	8600-310	Understanding How to Motivate to Improve Performance	2
	8600-311	Developing Yourself and Others	2
	8600-312	Understanding Conflict Management in the Workplace	1
	8600-313	Understanding Stress Management in the Workplace	1
	8600-314	Understanding Discipline in the Workplace	1
	8600-315	Understanding Recruitment and Selection of New Staff in the Workplace	2
	8600-316	Understanding the Induction of New Staff in the Workplace	1
	8600-317	Understanding Training and Coaching in the Workplace	2
	8600-318	Understanding Quality Management in the Workplace	2
	8600-319	Understanding Organising and Delegating in the Workplace	1
	8600-320	Managing Workplace Projects	2
	8600-321	Understanding Health and Safety in the Workplace	2
	8600-322	Understand the Organisation and its Context	2
	8600-323	Understanding Performance Management	2
	8600-324	Understanding Costs and Budgets in an Organisation	1
	8600-325	Understanding How to Manage the Efficient Use of Materials and Equipment	2
	8600-326	Understanding the Communication Process in the Workplace	2
	8600-327	Understanding Negotiation and Networking in the Workplace	1
	8600-328	Understand How to Lead Effective Meetings	2
	8600-329	Understanding Workplace Information Systems	1
	8600-330	Understanding Marketing for Managers	1
	8600-331	Understanding Support Services Operations in an Organisation	3
	8600-332	Understanding Sustainability and Environmental Issues in an Organisation	3
	8600-333	Understanding Procurement and Supplier Management in the Workplace	2
	8600-334	Understanding and Developing Relationships in the Workplace	2
	8600-335	Understand How to Manage Contracts and Contractors in the Workplace	2
	8600-336	Understanding Incident Management and Disaster Recovery in the Workplace	2
	8600-337	Understanding Security Measures in the Workplace	2
	8600-338	Understanding How to Manage Remote Workers	2
	8600-339	Understanding Good Practice in Workplace Coaching	3
	8600-340	Understanding Good Practice in Workplace Mentoring	3
	8600-341	Leading and Motivating a Team Effectively	2
	8600-342	Developing Own Leadership Capability Using Action Learning (Diploma only)	10
	8600-343	Understanding Mental Health in the Workplace	2

ILM Level 3 – Units and Credit Values

Group	Ref. Number	Program Title	Credit Value
Group 2	8600-201	Improving Performance of the Work Team e	1
	8600-202	Planning and Monitoring Work	2
	8600-203	Developing the Work Team	1
	8600-204	Induction and Coaching in the Workplace	2
	8600-205	Meeting Customer Needs	2
	8600-206	Working Within Organisational and Legal Guidelines	1
	8600-207	Providing Quality to Customers	1
	8600-208	Using Information to Solve Problems	1
	8600-209	Understanding Change in the Workplace e	2
	8600-210	Maintaining a Healthy and Safe Working Environment	1
	8600-211	Diversity in the Workplace e	1
	8600-212	Using Resources Effectively and Efficiently in the Workplace	1
	8600-213	Communicating with People Outside the Work Team	1
	8600-214	Briefing the Work Team	1
	8600-215	Workplace Communication	1
	8600-216	Workplace Records and Information Systems	1
	8600-217	Business Improvement Techniques	2
	8600-218	Leading Your Work Team	2
	8600-219	Managing Yourself	1
	8600-220	Enterprise Awareness	3
	8600-221	Working With Customers Legally	1
	8600-222	Setting Team Objectives in the Workplace	2
	8600-223	Gathering, Interpreting and Utilising Data in the Workplace	1
	8600-224	Methods of Communicating in the Workplace	1
	8600-225	Satisfying Customer Requirements	1
	8600-226	Understanding Effective Team Working	1
	8600-227	Building an Awareness of Waste Management	2
	8600-228	Effectively Selling to Customers	2
	8600-229	Understanding Sales in the Workplace	2
	8600-230	Developing Yourself as an Effective Team Member	3
	8600-400	Understanding the Management Role to Improve Management Performance	4
	8600-401	Planning and Leading a Complex Team Activity	4
	8600-402	Managing Equality and Diversity in Own Area e	4
	8600-403	Managing Risk in the Workplace e	3
	8600-404	Delegating Authority in the Workplace	3
	8600-405	Developing People in the Workplace	5
	8600-406	Developing Your Leadership Styles	4
	8600-407	Understanding Financial Management	3
	8600-408	Management Communication	4

*'Learning changes behaviours,
otherwise learning has not taken place'*



Training and Consultancy Services

www.tracezglobal.com

TRACEZ Global- Kochi

TRACEZ Training & Consultancy Services
4th Floor, Asset Tower, Tripunithura
Near Varma Hospital, Ernakulum, Kerala. India.
Phone: 0484 4033937, 9207748853
booking@tracezglobal.com , jisha@tracezglobal.com

TRACEZ Global- Delhi

TRACEZ Training & Consultancy Services
239, Pocket – 40, CR Park, New Delhi, India
Phone: 011 41051810, 9871869662
anurag@tracezglobal.com, techdirector@tracezglobal.com

TRACEZ Global- Muscat

TRACEZ Training & Consultancy Services
Corporate Office
104, Global Money exchange building
Phone: 00968 24218342, 99312306,
baburaj@tracezglobal.com , ceo@tracezglobal.com

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