MIME Solutions Limited
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MIME Solutions – Training Courses

The following training courses are available to be offered to management teams at various levels within an organisation and for a variety of sizes of organisation. Prices are available upon request and are dependent on:

- The level of customisation required to match the needs of the specific management group
- The number of delegates
- The location of the course
- The duration of the course
- The extent of the handout material (specific courses do have more material and the costs reflect this)

Training Course	Description	Who should attend
A. GENERAL MANAGEMENT		
A.1 Managers Toolkit	Introduction to a basic management toolkit containing a variety of tools and techniques relating to business planning, people management, operational effectiveness and business change, etc.	Personnel involved in day to day decision making, control of finances and personnel.
A2. Business Planning Toolkit	Introduction to a structured process and toolkit for the generation of a business plan	Managers involved in business planning
A.3 Business Performance Measurement	Based around the concept of the balanced scorecard, lean metrics and the development of a strategic dashboard	Managers involved in business performance management
A.4 Risk Management	Introduction to the concept of risk, its assessment and management through the use of a series of methods and tools.	Personnel involved in day to day decision making with an impact on operational and financial performance.
A.5 Problem Solving	Practical use of a variety of industry standard tools and techniques.	Personnel involved in day to day decision making and longer term strategic planning.