Principles of Management Certificate

Certificate: 97-196-2

Campus: Beaver Dam, Fond du Lac, West Bend and Online

Description

This certificate develops students' management and leadership skills. These five, three-credit classes provide supervisors and those who want to be supervisors the tools to be more effective. Students study and apply various management concepts, such as leadership skills and styles, motivation, conflict resolution and team building.

This certificate allows students to take associate of applied science degree courses without the time commitment of a full-time program—the credits can later be applied toward a degree if the student desires. In addition, graduates or students currently enrolled in a program may find they have already completed some of the certificate's requirements.

These classes are offered in the accelerated format and are designed for employed adults. Classes meet for six weeks, four hours per week. Extensive out-of-class work is required.

Courses in this certificate can be customized for on-site company training.

Outcomes

- Practice team-building and problem-solving strategies.
- Examine the changing environment of organizations.
- Examine demographic changes taking place in the workplace.
- Examine personal values and perspectives that relate to the workplace.
- Examine how personal values impact legal, social, ethical and political constraints.

Career Opportunities

Many people interested in this certificate are presently employed in the field of management. These classes provide formal education and networking for employed adults. This is a growth area for many large employers.

Note: For those interested in moving from a technical role to management, this certificate provides skills necessary for success as a first-time supervisor.

Admission Process

- Submit the college admission application.
- Submit the $30 one-time fee.
- Meet with an admissions specialist to determine the best course sequencing and prerequisites (strongly encouraged).

The Final Steps

When you are in the last semester of coursework, complete the graduation candidacy form and submit it with the $25 fee to the Registration Office.

For additional information, visit
www.morainepark.edu

Beaver Dam
700 Gould Street
Beaver Dam, WI 53916-1994

Fond du Lac
235 North National Avenue
Fond du Lac, WI 54935-2884

920-924-3207

West Bend
2151 North Main Street
West Bend, WI 53090-1598

TTY 920-929-2109

1-800-472-4554

Moraine Park Technical College Is an Equal Opportunity/Access Employer and Educator.

Course Number	Course Title	Year Cr.	2009-2010 S	F	W	P	2010-2011 S	F	W	P
Core Courses										
196-164	Personal Skills for Supervisors	3								
196-169	Diversity and Change Management	3								
196-189	Team Building and Problem Solving	3								
196-190	Leadership Development	3								
196-191	Supervision	3								
	Total	**15**								

Schedule a Course

Academic Planner

Semester Codes: S - Summer F - Fall W - Winter P - Spring

For course descriptions, please visit our Web site at www.morainepark.edu.