

About IMC Singapore

The Institute of Management Consultants (IMC) Singapore is an independent non-profit organisation. Its prime objective is to promote the skills and knowledge of, and the adoption of the highest standards of conduct by, members of the management consulting profession. It is a full member of the International Council of Management Consulting Institutes (ICMCI). Through the Institute's membership with ICMCI, Certified Management Consultants will have reciprocal recognition in USA, UK and other participating countries worldwide.

About ICG

IMC Consulting Group (ICG) is a fully owned subsidiary of the Institute of Management Consultants (IMC) Singapore. It was formed to provide consulting services and training programmes, utilising the combined resources of 6 levels of IMC's memberships:

- Fellow of the Institute of Management Consultants (FIMC)
- Fellow Certified Management Consultants (FCMC)
- Certified Member - Certified Management Consultants (CMC)
- Ordinary Member – Member of the Institute of Management Consultants (MIMC)
- Associate Member – Associate of the Institute of Management Consultants (AIMC)
- Student Member

a full member of



CMC is a designation awarded by national members of the ICMCI to individuals who meet the highest international standards of consulting and adhere to the ethical canons of the profession



IMC Consulting Group

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Graduate Certificate in Management Consultancy (GCMC)



**Our Recognition,
Your Assurance**

COURSE OBJECTIVES

The Institute of Management Consultants (IMC) Singapore has been conducting its Management Consulting Skills Seminar since 1992. This seminar later developed into a Post-Graduate Certificate Course in Management Consultancy. The Graduate Certificate in Management Consultancy (GCMC) is specially designed:

- To meet the needs of participants intending to acquire added specialist knowledge and skills relevant to professional management consulting.
- To achieve high standards of competence in areas of specialisation and professional recognition, that confers upon the recipient an accredited status of having achieved the requisite quality of knowledge and skills relating to professional management consulting.
- To help fulfill his/her professional commitment of Continuous Professional Development and to enhance his/her knowledge and expertise that will benefit both the consultant and his/her client.

WHO SHOULD ATTEND?

This programme is designed for individuals who wish to pursue a career in management consulting and aim to achieve a high benchmark level of competence in consulting practices.

Managers and executives who wish to achieve an in-depth understanding in management issues may also attend.

GCMC PROGRAMME OUTLINE

M1 Management Consulting Skills

1. Business of Management Consulting
2. IMC Code of Professional Conduct
3. Consultancy Project Management
4. Consultancy Tools and Techniques
5. Identifying Management Problems and Issues
6. Writing Consultancy Proposals
7. Writing Consultancy Reports
8. Managing Client-Consultant Relationship
9. Facilitating Solution Seeking
10. Developing and Implementing Recommendations

E2 Management Research and Analysis

1. Literature and Internet Research
2. Applied Statistics in Management Research
3. Questionnaire Survey Research
4. Mystery Shopper Research
5. Participant Observation Research
6. Conducting In-depth Interviews
7. Conducting Focus Group Discussions
8. Case Study Research

E3 Business Process Reengineering and Improvement

1. Process-Centric Organisation
2. BPR Process
3. Envisioning
4. Process Analysis
5. Process Redesign
6. Change Management
7. Implementation
8. Periodic Review

E4 Development and Implementation of Strategic Business Plans

1. Strategic Planning Process
2. Establishing Vision and Mission
3. Environmental Scanning
4. Organisation Assessment
5. Competition Analysis
6. Strategy Development
7. Writing the Strategic Plan
8. Implementation Issues

ADMISSION CRITERIA

Only applicants with a degree or equivalent professional qualification acceptable to the Institute may register for the Graduate Certificate in Management Consultancy. Other applicants may register for individual modules and receive Certificates of Attendance for the modules attended.

AWARD OF CERTIFICATION CRITERIA

To qualify for the award of the Graduate Certificate in Management Consultancy, the candidate must:

- Attend at least 75% of the lecture hours for each module
- Sit for and achieve a pass in a written examination and class participation for each of the modules.

COURSE DURATION

- 2 ½ days per module
- Full-time Intensive Programme: 2 weeks
- Part-time Programme: One module per month

COURSE FEES

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| GCMC Programme (4 modules) | S\$4700.00 |
| Student Membership* | S\$32.10 |
| Individual Module Fee | S\$1300.00 |
| <i>10% discount for 3 or more registrations from the same organisation</i> | |

- Fees are inclusive of course materials and refreshments.
- Fees paid are non refundable.
- Cheques to be made payable to "IMC Consulting Group".

* Cheques to be made payable to "Institute of Management Consultants (Singapore)".