



What is CM[®]?

The **Certified Manager Program** is a professional training program sponsored by the Institute of Certified Professional Managers (ICPM). The CM Program develops and enhances general management skills and prepares individuals to take the CM management certification exams. Those who successfully complete the CM exams achieve the CM certification, a prestigious credential that recognizes competency and professionalism of managers worldwide in all fields.

Why CM[®] Certification?

Certification has long been a mark of competency and credibility. Certified Managers have all successfully used certification in their respective fields to obtain professional recognition and distinguish themselves from their colleagues.

For Individuals, CM certification:

- Builds management knowledge and skills
- Reflects professional achievement
- Enhances career opportunities and advancement.

For Employers, CM Certification:

- Confirms management competence
- Demonstrates professional commitment
- Sets standards for quality management

About CM[®] Content and Preparatory Courses

- ❖ Training for the CM Exams is done through arranged classes and facilitated by setting flexible schedules.
- ❖ Training materials for the CM program include:
 - **Study Manuals:** Three manuals titled Management Skills I, II, and III contain core content, integrated case examples, application-based exercises, and management glossaries.
 - **Training Methodology:** The training sessions are held through the usage of power-point slides, practice quizzes, chapter reviews, and other study aids. The contents are delivered through real-life practical expertise.
- ❖ Content of the CM Program integrates contemporary management theory with the more traditional management approach of planning, leading, organizing, and controlling.

The content is organized as follows:

Management Skills I :

Foundation of Management

- Management Fundamentals
- Management Environment
- Ethical Behavior
- Social Responsibility
- Communication
- Information Systems
- Economic Systems

Management Skills II:

Planning and Organizing

- Planning and Strategy
- Operations Management
- Project Management
- Decision- Making
- Team Management
- Organizational Structure
- Human Resource Management

Management Skills III:

Leadership Principles

- Empowerment and Delegation
- Managing Change
- Conflict and Culture
- Operations Control
- Quality Management
- Financial Management

Eligibility Requirements

- ❖ Eligibility is determined by a point system based on Education and Experience.

Registration Requirements

- 2 Original Copies of Transcripts
- Proof of Educational Qualifications
- Proof of Identity (ID copy)
- 2 Passport-size photos
- CV
- Enrollment Fee (non-refundable)

Register NOW

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