

Managerials Skills Toolkit

Description

Essential Managerial Skills Toolkit

Practical Management Skills Course That Make an Immediate Impact – for Aspiring Managers, Current Leaders, and the Entire Organization.”

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Essential Managerial Skills Toolkit

Course Overview

This hands-on course is designed for new or aspiring Managers, Team Leaders, and Supervisors who need to handle day-to-day challenges with confidence. It focuses on the practical skills every manager needs to succeed—communicating clearly, organizing work, motivating team members, and managing performance fairly and effectively.

Through real workplace examples and interactive activities, participants will develop the tools to lead with clarity, manage small teams efficiently, and make decisions that support both their team and the business.

Target Audience

- Managers
- Aspiring Managers
- Supervisors
- Team Leaders
- Business Leaders

Benefits For Employers

This course is ideal for:

- ? **MQA Approved, HRDC Refundable**
- ? Enhanced Productivity through cost-free changes
- ? Improved team adaptability and responsiveness
- ? A more motivated and change-ready workforce

Course Benefits

By the end of this course, participants will be able to:

- ? Understand the key differences between management and leadership, and apply both approaches appropriately in daily work.
- ? Demonstrate essential qualities of an effective manager, including communication, accountability, and problem-solving.
- ? Improved team communication and performance tracking.
- ? Apply basic time management techniques to prioritize tasks and meet deadlines more efficiently.
- ? Lead and manage small changes confidently, helping their teams adapt and perform better.
- ? Motivate and engage team members using practical techniques and reward strategies.
- ? Build stronger, more collaborative teams by applying effective management practices.
- ? Contribute to improving productivity and work quality within their teams and departments.

Course Content

What You'll learn:

- ? Manager vs. Leader – Understanding the Difference
- ? Qualities of a Manager
- ? Role of a Manager
- ? Communicate like a Leader
- ? Organising work and delegating
- ? Motivate and engage team members
- ? Handling difficult situations
- ? Leading with accountability and trust
- ? Time Management



MAURITIUS QUALIFICATIONS AUTHORITY



Course Features

- Certificate of Completion
- Entry Requirements – Any
- Flexible day and dates

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Benefits To The Learner

- ? Certificate of Completion
- ? **Leadership Clarity** – Learn when to manage vs. lead for better team results
- ? **Enhanced Communication** – Give clear instructions and reduce workplace misunderstandings
- ? **Effective Delegation** – Multiply your productivity without micromanaging
- ? **Team Motivation** – Build engagement and morale beyond just monetary incentives
- ? **Conflict Resolution** – Handle difficult situations and poor performance confidently
- ? **Trust Building** – Develop credibility and consistency as a leader

- ? **Time Management** – Organize your workload and team priorities effectively
- ? **Emotional Intelligence** – Improve self-awareness and people skills
- ? **Career Advancement** – Gain immediately applicable skills for promotion readiness
- ? **Stress Management** – Better handle your own stress while supporting your team

Why Enrol in this Course

Talk to Us!

[Contact Us Now](#)



Practical-Focused Curriculum

Designed by professionals for real-world application



Interactive Learning

Combination of theory with practical exercises and case studies



Flexible Study Format

Professional-friendly scheduling for working managers



Online Tutoring

Guidance and support providing one-on-one assistance and feedback online

pricing packages

Choose Your Pricing Plan

Flexible payment options designed to fit different budgets and learning needs, with various packages available to make quality management education accessible and affordable.

Mauritius

workshop

- MUR 15,000
- 8 hours
- MQA Approved
- HRDC Refundable
- Certificate of Attendance

standard

- MUR 50,000
- 24 Hours
- MQA Approved
- HRDC Refundable
- Certificate of Participation

premium (most popular)

- MUR 65,000
- 45 Hours
- MQA Approved
- HRDC Refundable

- Certificate of Completion
- Conducted in a Hotel
- All Comprehensive modules
- Highly Interactive Sessions
- Personal Development Plan
- Individual Coaching
- Advice/Guidance/Follow-up after Course

International

workshop

- USD 350
- 8 hours
- Online – Interactive sessions
- Certificate of Attendance

standard

- USD 1,150
- 24 Hours
- Online – Interactive sessions
- Certificate of Participation

premium (most popular)

- USD 1.425
- 45 Hours
- MQA Approved
- Certificate of Completion
- Conducted in a Hotel
- All Comprehensive modules
- Highly Interactive Sessions
- Personal Development Plan
- Individual Coaching
- Advice/Guidance/Follow-up after Course

Limited Promotion

Get up to 15% discount for registration in the Premium and Standard Packages this month!

Reviews



Fabien D.

Asst HR Manager – Moroil

I have learnt a lot of new things in this Key Managerial Skills course that make a think about myself, my career, my job and have a different approach to work. I really enjoyed the training as it was very interactive and the trainer shared a lot of practical solutions to work problems. I will recommend this course to other professionals, especially those aspiring to be Managers.



Irshaad E.

Senior Lab Technician – Natec

The Key Managerial course has totally transformed my way of thinking, I learnt a lot of new things that are going to be useful in my professional life as well as my personal life. The trainer shared so much information about what a manager should know to do his/her job properly. I really recommend this course to all Managers and aspiring managers.



Avish P.

Taylor Smith

The Managerial Skills course has enabled me to rethink about myself, my passion, the things which I had forgotten. I learnt a lot, especially how to manage more efficiently. I spent very nice time in the course as I would not have imagined the course to be so interactive. The trainer shared a lot with us. I recommend this course to all managers and aspiring managerial position.



Mattieu F.

Asst. Operations Manager Taylor Smith

I would not have thought that the Managerial Skills course could be that much interactive. The trainer listened to us, enlightened so much on many important things on the roles, qualities and skills of managers. She made us think about ourselves. Fantastic. I would recommend this course to all Managers and all those aspiring to Manager's position.

Contact Information

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Get in touch with us

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