

BUSINESS MANAGEMENT	DURATION	Intra-company price	Group size
	3 to 4 days Days of 7h	Average Daily Rate - From 1000 € excl. taxes	1 to 8 persons

Customer Satisfaction : 84,25% ★★★★★

1 PUBLIC

This training is intended for companies in all sectors of activity who wish to increase the skills of their employees on the concepts and principles of **business management**.

This training can be part of the change support that CONCRET offers in the context of the deployment of new ERPs or projects to digitize the company's activities.

2 PREREQUISITES

There are no knowledge or qualification prerequisites to attend this training.

The public concerned must, as part of their professional activity, be involved in the various business functions.

3 TRAINING OBJECTIVES

The purpose of this module is to generally understand the techniques associated with Sales Administration activities.

At the end of the training:

- You will be able to:
 - Define the business management process
 - To configure the business management module in the new application.

4 TRAINING CONTENT

The content of the training, its duration will be personalized and adapted to meet your specific requirements and the case of your company.

- > **Objectives and business function situation in the company, the challenges**
- > **Situate the role of the business manager and the various “commercial” stakeholders**
 - Know the different phases of a case.
 - Identify the functions to be performed.
- > **The different activities of the business organization**
 - Their modes of operation, their results
 - The information track between the activities and with their internal environment, the data necessary for their efficiency.
- > **Write the offer, analyze the contract**
 - Analyse the call for tenders, understand the customer’s requirements.
 - Express requirements (Value analysis, functional analysis).
 - Develop specifications.
 - Build the proposal.
 - Estimate costs.
- > **Mesure the feasibility and methods of case choice**
 - Analyze the risks.
 - Analyze feasibility.
 - Analyze the profitability of a business.

5 TEACHING MEANS

- Illustrations and comments around examples already implemented and tested.
- Practical translation in the case and context of the Organization.

6 TECHNICAL MEANS

This training is carried out face-to-face or remotely with the actors.

Face-to-face, it will require the provision of a video projector and/or a screen, a paperboard.

Remotely, it will require the necessary infrastructure to support the use of ICT (secure connection, use of collaborative communication application (Team's)...).

7 ASSESSMENT OF LEARNING

The achievements of the training will be evaluated by practical situations within the company. A knowledge assessment will also be organized to measure progress.