

# Integrated Business Excellence – Mastering Negotiation, Task Management, Strategy, Critical Thinking, and Business Analysis Course

## Venue Information

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**Venue:** London UK

**Place:**

**Start Date:** 2025-09-08

**End Date:** 2025-09-12

## Course Details

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**Net Fee:** £4750.00

**Duration:** 12 Days

**Category ID:** MAL

**Course Code:** MAL-139

## Syllabus

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### Course Syllabus

#### Introduction

The "**Integrated Business Excellence**" course is meticulously designed to equip professionals with a comprehensive understanding and mastery over essential business competencies. It targets the core areas of negotiation, task management, strategy formulation, critical thinking, and business analysis.

Over the span of 10 days, this intensive program integrates theory with practical applications, ensuring that participants emerge with a holistic understanding of how these disciplines interconnect and how they can be leveraged to achieve business excellence. The course is tailored for aspiring leaders,

- Acquire advanced negotiation techniques to optimize outcomes and maintain relationships.
- Master task management strategies to enhance productivity and achieve project goals efficiently.
- Develop a deep understanding of strategic thinking to guide long-term business decisions.
- Cultivate critical thinking abilities to analyze complex situations and make informed decisions.
- Gain proficiency in business analysis tools and methodologies to drive data-driven decision-making.

## **Outlines**

### **Day 1: Introduction to Integrated Business Excellence**

- Overview of the course
- Establishing the importance of integrated skills in business success
- Introduction to negotiation principles

### **Day 2: Mastering Negotiation**

- Types of negotiation and selecting the appropriate strategy
- Psychological tactics in negotiation
- Negotiation simulation exercise

### **Day 3: Task Management Fundamentals**

- Principles of effective task management
- Prioritization techniques and tools
- Task delegation and monitoring

### **Day 4: Advanced Task Management**

- Overcoming common task management challenges
- Integrating technology in task management
- Practical task management exercise

### **Day 5: Strategic Thinking and Planning**

- Understanding the strategic management process
- Tools and models for strategic analysis
- Developing a strategic plan: group activity

### **Day 6: Strategy Execution and Evaluation**

- Implementing strategic plans effectively
- Monitoring and controlling strategic progress
- Case study analysis: Successful and failed strategies

### **Day 7: Foundations of Critical Thinking**

- Critical thinking importance and benefits
- Techniques to enhance critical thinking skills

- Creative problem-solving techniques
- Group exercise: Applying critical thinking to solve business challenges

### **Day 9: Introduction to Business Analysis**

- The role of a business analyst
- Key business analysis concepts and techniques
- Conducting a needs assessment

### **Day 10: Advanced Business Analysis Techniques**

- Advanced data collection and analysis methods
- Creating and presenting business analysis reports
- Final project: Comprehensive business analysis case study