

# MIDDLE MANAGEMENT CERTIFICATION

As per International Standards



## UNICHROME

# Unichrone Training **Advantages**

- ✓ 1 Day Interactive Instructor-led Online/Classroom or Group Training
- ✓ Course study materials designed by subject matter experts
- ✓ Mock Tests to prepare in a best way
- ✓ Highly qualified, expert & accredited trainers with vast experience
- ✓ Enrich with Industry best practices and case studies and present trends
- ✓ Middle Management Training Course adhered with International Standards
- ✓ End-to-end support via phone, mail, and chat
- ✓ Convenient Weekday/weekend Middle Management Training Course schedule



# About Unichrone

✓ We are a professional training institute with an extensive portfolio of professional certification courses. Our training programs are meant for those who want to expand their horizons by acquiring professional certifications across the spectrum. We train small- and medium-sized organizations all around the world, including in USA, Canada, Australia, UK, Ireland and Germany.



Guaranteed Quality



Handpicked Trainers



Global Presence



Online Training Option

### We've trained professionals across global companies

PHILIPS      AXCESS FINANCIAL PRODUCT MANAGEMENT      CLARIANT

AkerSolutions      WÜRTH      baycoat

DU PONT      DASHTI      GlobalSign

TriskeleLabs      مصرف الراجحي Al Rajhi Bank      DHL

ARASCO      أراسكو

## Importance of Middle Management Training

- ✓ Middle Management Certification validates professionals' comprehensive understanding of Middle Management responsibilities. They understand the responsibilities and challenges of Middle Management roles. Moreover, they possess practical skills for effective leadership and communication. The certification demonstrates a professional's expertise in managing teams, streamlining operations, and driving organizational success. It equips individuals with the tools to lead effectively, resolve conflicts, and implement strategies that align with business goals.
- ✓ Middle Management Training focuses on providing imperative advancement for professionals with a precise awareness of the mid-tier management in an organization. The course provides thorough knowledge of various leadership styles and approaches and of making integrity-driven decisions. It pertains to high-performing team building and how to engage the teammates practically. It aids aspirants to develop active listening skills and effective communication skills. The course helps professionals understand prioritization and time management techniques, improving competitive advantage.

## ELIGIBILITY CRITERIA

- ✓ Aspirants need not meet any requirements to pursue Middle Management Training Course. However, having prior knowledge is beneficial.

## WHO SHOULD ATTEND

- ✓ Any individual who wants to gain skills in Middle Management can enroll in the Middle Management Training course.

# MIDDLE MANAGEMENT CERTIFICATION ADVANTAGES



CERTIFIES  
YOUR TALENT



HELPS  
BUILDING  
VALUES



GLOBAL  
RECOGNITION



PERFECT  
EXECUTION



BUILDS  
CUSTOMER  
LOYALTY



MORE  
EMPLOYABILITY  
OPTIONS

# Syllabus of Middle Management Training

## Lesson 01 – Introduction to Middle Management

1.	Role of a Middle Manager
2.	Responsibilities and Expectations
3.	Transitioning from Frontline to Middle Management
4.	Challenges in Middle Management
5.	Effective Communication for Middle Managers

## Lesson 02 – Leadership and Decision-Making

1.	Leadership Styles and Approaches
2.	Building and Maintaining Trust
3.	Ethical Decision-Making
4.	Handling Difficult Decisions and Conflicts

# Syllabus of Middle Management Training

## Lesson 03 – Team Building and Motivation

1.	Building High-Performing Teams
2.	Team Dynamics and Roles
3.	Motivation Techniques for Middle Managers
4.	Employee Engagement Strategies
5.	Recognising and Rewarding Excellence

## Lesson 04 – Effective Communication

1.	Active Listening Skills
2.	Constructive Feedback and Criticism
3.	Non-verbal Communication
4.	Communicating Upwards and Downwards
5.	Handling Challenging Conversations



# Syllabus of Middle Management Training

## Lesson 05 – Time Management and Productivity

1.	Prioritisation and Time Management Techniques
2.	Delegation Strategies
3.	Goal Setting and Monitoring Progress
4.	Managing Workload and Stress
5.	Enhancing Productivity in the Team

## Lesson 06 – Performance Evaluation and Feedback

1.	Setting Performance Expectations
2.	Monitoring and Evaluating Employee Performance
3.	Conducting Performance Appraisals
4.	Providing Constructive Feedback
5.	Performance Improvement Plans

# Syllabus of Middle Management Training

## Lesson 07 – Change Management

1.	Understanding Change in Organisations
2.	Leading and Managing Change
3.	Overcoming Resistance to Change
4.	Communicating Change Effectively
5.	Continuous Improvement and Innovation

## Lesson 08 – Strategic Planning and Decision Support

1.	Strategic Thinking and Planning
2.	Aligning Middle Management with Organisational Goals
3.	Budgeting and Resource Allocation
4.	Data-Driven Decision-Making
5.	Supporting Senior Management in Decision Support

# Exam Format of Middle Management Certification

Examination Format	
Exam Name	Middle Management Exam
Exam Format	Multiple Choice
Total Questions & Duration	30 Questions, 1 Hour
Passing Score	Minimum passing score of 70%
Exam Cost	Included in training fee

To get you fully prepared with the knowledge and skills for Middle Management, a training session at Unichrone gives immense importance to mock questions at the end of every module and problem-solving exercises within the session. Prepared by certified faculty, the practice tests are a true simulation of the Middle Management exam.

# Contact Us

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<https://unichrone.com/>

