



IoSCM Management and Business Academy

WHY loSCM?

Guarantee success in your industry with IoSCM. We offer every student much more than just a qualification, we provide the opportunity to grow, learn and progress as a professional with our unrivalled support network.

- The most flexible distance learning package in the industry, adapt the course to study at your own pace and in your own time
- An easy to use, accessible online learning platform which provides unlimited access to customised resources and course materials
- Self-assessments, assignment preparation and tailored tutor feedback available at any time to provide you direction and guidance in your progress
- Access to premium revision and study tools such as timetables, planning guides, real life industry examples and useful websites
- Unlimited 1 to 1 support, guidance and feedback from IoSCM's industry expert tutor team
- First class study materials designed and developed by subject specialists
- Individually assigned Student Support Liaison dedicated to handling all enquiries or issues throughout your studies and acting as your personal mentor
- Communicate with your appointed support team through a range of methods including Whatsapp, Skype, Facetime, text, email or phone
- Free monthly 1 to 1 workshops available to attend in person or online
- An impressive 98% pass rate across all qualifications
- Connect with students and professionals across the globe, interact on forums, offer or receive peer support and expand your network with IoSCM's online platforms
- Access even more benefits when you become a certified member of the Institute of Supply Chain Management, including discounts and free short courses

Spend less time and less money when you study with IoSCM. We offer the best possible chance to pass your qualification first time. In fact, we're so confident in your ability to succeed, we guarantee that if you fall into the 2% that don't pass first time, you can re-sit your study period, fully inclusive of IoSCM's signature support package, for **FREE**.

Attend monthly workshops for additional study support and

1 TO 1 TUITION

available **free** of charge **to all students**

Communicate with your dedicated support team through

WHATSAPP, SKYPE, FACETIME, TEXT, EMAIL OR CALL

at any time











UNLIMITED
SUPPORT, GUIDANCE
AND FEEDBACK

from IoSCM's industry expert tutor team

All IoSCM qualifications are certified by SFEDI Awards and approved by Ofqual.





loSCM Level 2 Management and Business



ABOUT THIS COURSE

The IoSCM management an business academy is dedicated to helping those within the management industry develop and grow their knowledge and expertise. This level 2 qualification means whether you are new to the industry, or are at an operator level, here at IoSCM we can still develop and teach you valuable topics which you can apply to your career/business.

*Through completion of the IoSCM level 2 - Management you will receive certification from IoSCM and also a regulated qualification, Level 2 in Supply Chain and Operations, via our partnership with SFEDI Awards as the Ofqual regulated Awarding Organisation.

Course Breakdown

A Award Requirements

To gain the award you must complete 1 core unit

C Certificate Requirements

To gain the certificate you must complete 1 core unit and any other 2 units

D Diploma Requirements

To gain the diploma you must complete 1 core unit and any other 3 units

Equivalent

The level 2 qualification is of the same level as a GCSE Grade A*- C qualification.

All IoSCM qualifications are

INDUSTRY RECOGNISED









CUSTOMER CO-ORDINATOR £17,000

TEAM LEADER £15,000

JUNIOR PURCHASING ANALYST £14,000

> OFFICE ADMINISTRATOR £12,000

OFFICE ASSISTANT £12.000





Core Units

Team Leader



- Teams and groups
- Team development
- Team roles
- Leadership styles

Optional Units

Introduction to Sales





- Sales environments
- Characteristics of sales market
- Unique selling points
- Market position and competition
- Product, customer and sales focus
- Barriers to achieving customer focus
- Effective time management
- Role and use of IT in sales
- Different media used in customer communication

Introduction to Business



· Customer service



- Range of business
- Business functions and departments
- Communication in business
- Quality management systems
- The customer

Introduction to Customer Service



- Cultures of customers
- Points in a customer care policy
- Evaluating customer service
- Using customer feedback

Effective HR Practices



- Knowledge, skills and behaviour of effective HR
- **HR Services**
- Development needs
- Continuous Professional Development



- Duties of account management
- Attributes of a key account
- Role of an account manager
- Account management language
- Client/consultant life cycle
- Common problems and difficult clients
- Strategy for key accounts
- SWOT client analysis
- Setting goals and objectives

Introduction to Supply Chain



- Supply chain
- Successful supply chains
- Relationships between the links of a supply
- Roles organisations play







IoSCM Level 2 Management and Business



UNIT SELECTION

Optional Units

Introduction to Warehousing and Inventory

- Inventory
- Control inventory levels
- Types of costs
- Location coding

Introduction to Purchasing

Stages of the life cycle

Supplier development



Introduction to Movement of Goods



- Warehouse

Functions of a purchasing system

Stages of the purchasing process

Methods used to gain information

Types of goods



- Safe handling of goods
- Movement methods
- Appropriate modes of transport

Introduction to Manufacturing Planning and Control



Introduction to Logistics





- Business core function
- Manufacturing process components
- Support functions
- Manufacturing requirements
- Information required
- Production planning
- Improvement technique

- · Logistics type
- Service Supply chain in a logistics environment
- Types of logistics activities

Introduction to International **Trade and Freight**



- Trade
- Freight
- Goods identification
- Freight organisations
- Trade legislation and regulations





ABOUT THIS COURSE

The loSCM management academy is dedicated to helping those within the management industry develop and grow their knowledge and expertise. This level 3 qualification means whether you have previously studied a lower level qualification or have experience working as a team leader, here at loSCM we can still develop and teach you valuable topics which you can apply to your career/business.

*Through completion of the IoSCM level 3 - Management you will receive certification from IoSCM and also a regulated qualification, Level 3 in Supply Chain and Operations, via our partnership with SFEDI Awards as the Ofqual regulated Awarding Organisation.

Course Breakdown

A Award Requirements

To gain the award you must complete 1 core unit

C Certificate Requirements

To gain the certificate you must complete 1 core unit and any other 2 units

D Diploma Requirements

To gain the diploma you must complete 1 core unit and any other 3 units

Equivalent

The level 3 qualification is of the same level as an A Level qualification.

All loSCM qualifications are

INDUSTRY RECOGNISED









JUNIOR PRODUCTION
MANAGER

£25,000

LOGISTICS AND OPERATIONS TEAM LEADER

£21,000

FACILITIES
MAINTENANCE
SUPERVISOR
£20,000

WAREHOUSE AND TRANSPORT SUPERVISOR

£19,000

PRODUCTION CONTROLLER

£18,000





Core Units

Business Improvement Techniques



The need and application of business improvement

- Improvement Activities
- Improvement Activities Resources
- Communication

Business



- Range of Business
- **Business Functions and Departments**
- **Quality Management Systems**
- Communication
- Legislation
- Health and Safety
- Marketing

Optional Units

Leadership



- Leaders
- **Objectives**
- Leadership Theory
- Leaders mistakes/challenges
- Communication

Improving Team Performance

Effective characteristics

Team Development

Issues encountered



Customers

Customer Service

- Standards
- Improvements
- Policies and procedures
- Barriers to dealing with customer complaints

Sales Fundamentals









- Benefits and risks of information sources
- Limitations of sales related information
- Sources of information
- Collation of information
- Analytical protocol
- Provision of sales related information for target audiences

HR Management

Team building

Team evaluation



- The Meaning and the Role of Human Resource Planning (HRP) in Organisations
- The Meaning of Human Resource Development (HRD)

Resource Management (HRM)

The Recruitment and Selection Process

- · Learning and Development preparation
- Positive environment
- Communication techniques
- Engagement of learners
- Monitoring

All IoSCM qualifications are certified by SFEDI Awards and approved by Ofqual.





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IoSCM Level 3 Management and Business



UNIT SELECTION

Optional Units

Key Account Management

- Strategic, relationship, tactical development
- · Team facilitation
- Leadership
- Loyalty
- Sustainability
- · Long term business relationship
- Resource Management
- Strategic direction
- Team development

Basic Finance Costing

- The role of Costing systems in organisations
- Recording and Analysing Cost Information
- · Apportion Costs

Warehousing Operations

- Warehouse Departments
- Bridge Between Supply and Demand
- Warehouse Management Systems (WMS)
- · Types of Warehouses
- Warehouse Location Factors

Transport Planning Operations

- Role of Transport
- Transport
- Principles of Transport Planning
- · Legislation & Regulations
- · Health & Safety Measures
- Transport Equipment

Supply Chain Operation

- The Supply Chain Relationships
- Supply Chain Components
- Logistics
- Integrated Systems

Purchasing Processes



- Relationships
- Markets
- External Factors
- Purchasing

Ports and Shipping

- Types of Ports
- Port Functions
- Seaport connection and transhipment
- · Maritime network considerations
- Port considerations

Manufacturing and Production

- Organising production
- Level of Demand
- Competitors
- Sales forecasting
- Production planning
- Planning using Buffer Stocks

Logistics

- Logistics services
- · Aim of logistics
- Transport
- Policies and influence

Inventory Processes

- Inventory
- Purpose of Inventory
- Inventory Control Process
- Alternatives to holding Inventory

Freight

- Role of freight
- Transport
- Route Plan
- Environmental External influences
- Legislative







ABOUT THIS COURSE

The IoSCM management academy is dedicated to helping those within the management industry develop and grow their knowledge and expertise. This level 5 qualification means whether you have previously studied a lower level qualification or have experience working as a senior manager, here at IoSCM we can still develop and teach you valuable topics which you can apply to your career/business.

*Through completion of the IoSCM level 5 - Management you will receive certification from IoSCM and also a regulated qualification, Level 5 in Supply Chain and Operations, via our partnership with SFEDI Awards as the Ofqual regulated Awarding Organisation.

Course Breakdown

A Award Requirements

To gain the award you must complete 1 core unit

C Certificate Requirements

To gain the certificate you must complete 1 core unit and any other 2 units

D Diploma Requirements

To gain the diploma you must complete 1 core unit and any other 3 units

ED Extended Diploma Requirements

To gain the extended diploma you must complete 1 core unit and any other 5 units

Equivalent

The level 5 qualification from IoSCM is of the same level as a HND or Foundation Degree.

All IoSCM qualifications are **INDUSTRY RECOGNISED**









Level 5 job title and salary expectations:

NEW PRODUCT DEVELOPMENT MANAGER £40,000

LOGISTICS AND STORES MANAGER

£40,000

KEY ACCOUNT MANAGER £35.000

SUPPLY CHAIN MANAGER £32.000

PURCHASING MANAGER £27,000





Core Units

Operation Management Processes





- Operations processing
- Relationship between operations management and strategic planning
- Operations improvement techniques
- Organisational challenges

Business



- Strategic development
- Business relationships
- Human resource management
- Management of finance
- Government legislation
- Marketing strategies

Optional Units

Management



Finance Management



Range of business

Business



- Leadership and management
- **Decision making**
- Managing and implementing change
- Risk management processes
- Project management

Costing information



- Standard costing and performance Techniques used to measure performance
- and manage costs Estimation techniques
- Business functions and departments Quality management systems
- Communication

Sales Management







- Legal requirements and codes of practice
- Social and ethical concerns
- Contract law and penalties for misinterpretation
- Coaching, expert help and training
- The value of marketing planning
- Setting objectives and formal/informal communication

- Advanced Key Account Management
- Limiting key accounts Pursuit of key accounts
- Key account management plan
- **Development of strategies**
- Stakeholders and their involvement
- Winning and developing accounts
- Decision making processes
- Interfunctional co-ordination
- **Dominant brands**



- Managing Customer Relationships
- **Customer Focused Culture**
- **Customer Satisfaction**
- **Managing Customer Complaints**

Warehousing



- Warehouse policies
- Requirements
- Inventory strategy
- Legislation

Transport Management



- Nature and purpose of transport planning
- Land use
- Sustainability
- Transport demand Movement of freight

Supply Chain Management



- Effective management and control
- Physical and information flows
- Why a supply chain may not function correctly
- Strategic and operational planning
- Impact of technology

All IoSCM qualifications are certified by SFEDI Awards and approved by Ofqual.







Optional Units

Quality Management

- 2
- Quality management systems
- Advantages of quality management systems
- Tools and techniques
- Improve organisational performance

Purchasing Management



Production Management



- Key roles of management
 - Impact of legislation
 - Working relationships with suppliers

Principles and Practices in relation to the

Characteristics of goods and the impact on

Considerations that influence the flow of

Effective negotiating skills

Production planning

- Production planning, sales planning and forecasting
- Master Scheduling terminology
- Development of manufacturing and control
- Improve planning performance

Port and Shipping Management



- Shipping and international trade
- Business strategy in shipping
- Port operations management
- Agile ports

Movement of Goods

their handling

Movement of Goods



- Logistical requirements of a supply chain
- Customer needs

Logistics

- Optimise use of logistics
- Modes of transport
- Technology, Information & communication technology

Inventory



- Purpose of inventory management
- Fixed period & fixed quantity models
- Effect of inventory management on supply
- Modern inventory systems







- Minimising stock level





IoSCM Level 6 Management and Business Strategy



ABOUT THIS COURSE

The IoSCM management academy is dedicated to helping those within the management industry develop and grow their knowledge and expertise. This level 6 qualification means whether you have previously studied a lower level qualification or have experience working as a senior manager, here at IoSCM we can still develop and teach you valuable topics which you can apply to your career/business.

*Through completion of the loSCM level 6 - Management and Strategy you will receive certification from loSCM and also a regulated qualification, Level 6 in Supply Chain and Operations, via our partnership with SFEDI Awards as the Ofqual regulated Awarding Organisation.

Course Breakdown

A Award Requirements

To gain the award you must complete 1 core unit

C Certificate Requirements

To gain the certificate you must complete 1 core unit and any other 2 units

Diploma Requirements

To gain the diploma you must complete 1 core unit and any other 3 units

EXTENDED Extended Diploma Requirements

To gain the extended diploma you must complete 1 core unit and any other 5 units

Equivalent

The loSCM Level 6 is of the same level as a Bachelor's Degree but without the long hours and years to complete, giving you more time to concentrate on getting that new future.

All loSCM qualifications are INDUSTRY RECOGNISED









AREA MANAGER £45,000

MERCHANDISE
PLANNING MANAGER
£37,000

RETAIL AREA MANAGER £29,000

SAP CONSULTANT £28,000





Core Units

Management and Leadership



- · Process of Management Activities
- Impact of Leadership and Management Techniques
- Risk Management
- Organisational Cultures
- Factors Impacting Time Management

Optional Units

Business



- Internal and External Environment
- Operating a Marketing System
- **Financial Documentation**
- **Change Management Processes**

Cash Management



- Prepare cash budgets
- Use cash budgets to monitor cash flow
- Manage cash balances
- Managing liquidity and the UK financial
- Raising finance from the bank
- Investing surplus funds
- Statistical techniques

Project Management



- **Principles of Project Management**
- Identify and Justify a Management Project
- Conducting Research and Analyse Data
- Monitor, Review and Evaluate

Inventory



Human Resource Management



Operations Management



- · Strategic Role of Inventories
- **Inventory Cost on Business Performance**
- Managing Order Levels
- **Inventory Control**

Production

HRM Processes and Practices

HRM and Performance Management

Methods of Managing Employment

Responsibilities of HRM



Operational Strategy



- Managing People and change in the work
- Methods of Managing Capacity Operational Scheduling and Process Management
- Managing Quality

Production Management

Production Strategy

Manufacturing

Production



Supply Chain Management

Reward Management

Relationships



- **Effective Supply Chains**
- Meeting Strategic Objectives of an Organisation
- Value of 3PL and 4PL
- Cause of Supply Chain Failures
- **Developments in Information Technology**

Finance Management



- Balance Sheets, Income Statements and
- Cost vs. Value of Developing a Project
- Financial Analysis and Impact on Short and Long Term Business Plans
- Mergers and Acquisitions

Purchasing and Inventory Management

Forecasting, Planning and Scheduling of

Requirement of Product Design and

Location, Layout and Productivity of

All loSCM qualifications are certified by SFEDI Awards and approved by Ofqual.







IoSCM Level 6 Management and Business Strategy



UNIT SELECTION

Optional Units

International Freight Management



- Strategic Importance of Creating an International Supply Chain
- Multimodal Freight Movement Operation
- Legislation of the International Movement of Freight
- Alternatives to Moving International Freight

Logistics Management



Ports and Shipping Management



- **Key Requirements of Logistics** Management
- Setting up a Logistic Operation
- **Benefits of Different Transport Modes**

Warehouse Requirements of Business

Warehouse Layout for Specific Business

Important Considerations of a Warehouse

Services of 3rd Party Distributors

- Methods of Rationalising Logistic Operations
- Technology in Logistics



- Shipping and Globalisation
- Value of Operating and Agile Ports
- Resource Requirements
- **Containerised Shipping Operation**

Purchasing Management



- **Purchasing Environment**
- **Purchasing Strategy**
- IT in the Purchasing Process
- Supplier Assessment and Performance
- Support Tools for the Purchasing Process

Warehouse Management



Characteristics of Quality

Quality Management



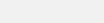


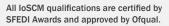
- **Quality Management Systems**
- Total Quality Management Systems in an Organisation
- **European Foundation for Quality** Management (EFQM) Excellence Model

Transport Management Planning



- Transport Planning and Economic Development
- Transport within a Supply Chain Infrastructure
- Methods of Trip Distribution Modelling
- **Effective Transport Policy**
- International Movement of Freight













The IoSCM Level 7 Management Academy is dedicated to helping those within the management industry further develop and grow their knowledge and expertise. This level 7 qualification means whether you have previously studied a lower level qualification or have experience working as a senior manager, here at IoSCM we can still develop and teach you valuable topics which you can apply to your career/business.

*Through completion of the loSCM level 7 - Management you will receive certification from loSCM and also a regulated qualification, Level 7 in Supply Chain and Operations, via our partnership with SFEDI Awards as the Ofqual regulated Awarding Organisation.

Course Breakdown

C Certificate Requirements

To gain the certificate you must complete 3 core units in order of listing

D Diploma Requirements

To gain the diploma you must complete 3 core units in order of listing and any 1 optional unit

ED Extended Diploma Requirements

To gain the extended diploma you must complete 3 core units in order of listing and any 3 optional units

Equivalent

The level 7 from IoSCM is of the same level as a Master's Degree but developed to help you gain skills required to succeed and make a difference in the workplace.

All loSCM qualifications are
INDUSTRY RECOGNISED



AREA MANAGER £45,000

MERCHANDISE
PLANNING MANAGER
£37,000

SAP CONSULTANT £28,000





Core Units

Strategic Management Principles



- · Strategic Management
- Formulate Organisational Strategy
- Strategic Effects of Organisation Plan
- Communicate Organisational Plan

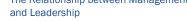
Business Research





- Philosophies and Approaches
- Plan Project Reports
- Research
- Compare Research Outcomes with Specifications
- Present Report

The Relationship between Management



- Effective Leadership
- Theories of Management and Leadership in Organisational Contexts
- Management and Leadership Skills
- The Enterprise Culture and the Characteristics of Different Entrepreneurs

Optional Units

Global Procurement in Supply Chain

Objectives for a Procurement Strategy

Effectiveness of a Procurement Strategy



Production

Manufacturing

Production



Role of Corporate Finance Manager



Corporate Finance

- **Evaluating Investment**
- **Company Shares**
- Dividends
- **Business Capital**

Selecting Effective Procurement Methods

Quality Management



2

Entrepreneurship in Business

Manufacturing Production



Change Management



- The Concept of Quality Management
- **Embedding Quality Management**
- Systems that Support Quality Management







- Entrepreneurship in Today's Economy
- Developing Successful Business Ideas

Product Design and Production Strategy

Forecasting, Planning and Scheduling of

Purchasing and Inventory Management

Location, Layout and Productivity of

- Strategy Planning
- Planning Future Growth

Background of Change Management



- **Proposing Change**
 - Managing the Change Process

Logistics and Transport



- Principles and Concepts of Marketing
- **Develop a Marketing Strategy**

Principles of Marketing

Analyse Competitive Advantage



- Logistics and marketing interface
- Costs and performance within Logistics
- Concept of lead time
- Transport planning
- The impact of traffic

Ports and Shipping



- Maritime Operations in a Business Context
- Planning Process for Maritime Operations
- Maritime Resource Management
- Maritime Law

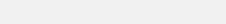
All IoSCM qualifications are certified by

SFEDI Awards and approved by Ofqual.

Import and Export



- Key Elements of Export Strategies
- **Key Elements of Import Strategies**
- Third Party Intermediaries







Management and Business Academy Support



SUPPORT



Unlimited Access to Industry Expert Tutors

IoSCM's Tutor Team are an amalgamation of some of the industry's finest talent. All experts within their field, the team provide preparation for your distance learning experience, assistance with your qualification and support you during each unit. Because we have tutors specialising in every sector of the industry, we have a strong perception of the requirements needed to succeed and progress within every field.



Accessible Online Delivery and Assessment

You'll gain access to a customised learning platform in which you can take mock tests, utilise a huge library of resources and interact with other students across the globe. As well as unlimited first class materials, there are self-assessments available online show the results immediately to give you direction on what you're doing well and what you might need to take another look at. You can take and retake the practise self-tests as many times as you like. By doing this, we're increasing your confidence in your ability to succeed and therefore, also ensuring you pass first time.



Flexibility and Study Methods

Because IoSCM qualifications can be studied entirely online, you can study in your own time and in the comfort of your own home. You can revisit materials and resources as often as required, simply log in to your personal learning platform. We do however, offer free monthly face to face or online workshops for you to attend if necessary. We understand that every individual is different, so we encourage you to learn at your own pace and in a way that suits you.



Pass First Time

Our support package is so important, not only because there isn't currently anyone who offers such a high level, but because we're dedicated to changing the industry statistics, IoSCM's current pass rate across our qualifications is 98%. With the unbeatable support we provide, you can spend less time and less money by increasing your chance of gaining your qualification first time. Our entire approach to learning is to guarantee your success.

INDUSTRY EXPERT TUTOR



MANAGEMENT TUTOR PROFILE

A 25 Year Career in Management

- Level 7 Qualified in Leadership
- SFEDI Verification Course
- Education in Training Level 5
 Certificate

"I'm passionate about supporting our learners throughout their distance learning journey. The level of support we provide, teamed with our customised approach and flexibility, guarantees success."





GUARANTEE

IoSCM are honoured to hold a reputation as an influential institution representing the supply chain. Renowned for the quality, expertise and talent behind our qualifications, we're determined to continue our success. Which is why we strive to preserve our impressive **98% pass rate** with an unrivalled support package for every professional.

loSCM are confident in the standard of our qualifications, the delivery of our curriculum and the support from tutors and mentors combined with your hard work; we know it will lead you to success, first time around. So much so, that we can guarantee that if you are unsuccessful in the passing of your course, we will offer you a second opportunity to achieve your qualification free of charge

There are some conditions to the IoSCM qualification guarantee:

- You must have submitted all assignments on time
- You must have monthly contact with your assigned student mentor to ensure we have given you our full support throughout your course
- You have two years from beginning your distance learning course in order to be eligible for this guarantee. If you have studied for longer than two years, you do not qualify for a free retake
- You must book your free course within 6 weeks of your first unsuccessful attempt
- Institution fees including membership renewal and any possible examination fees are not covered by this guarantee
- · Course materials will not be re-issued
- · IoSCM's interpretation of these conditions shall be binding
- We reserve the right to change or withdraw this offer at any given time

We strive to preserve our impressive

98% PASS RATE

with an unrivalled support package for every professional

UNBEATABLE GUARANTEE

With the achievement of each level, you will

EXPAND YOUR
EARNING POTENTIAL
AND EVOLVE YOUR
CAREER.

Speak to us today about our progression routes on 0800 1422 522

