



# Planning, Organizing & Follow - Up

## COURSE OUTLINE

- Planning Process
- Organization's Mission and Goals
- Formulating Strategies
- Formulating Corporate-level Strategies
- Formulating Business-level Strategies
- Formulating Functional-level Strategies
- Planning and Implementing Strategies
- The Elements of Organizing
- Designing Jobs
- Grouping Jobs: Departmentalization
- Authority and Responsibility
- The Nature of Organization Design
- Group Effectiveness and the Shape of Organizations
- Early Approaches to Organization Design
- Contingency Factors Affecting Organization Design
- Structural Configuration
- Forms of Contemporary Organization Design
- The Nature of Control
- Approaches to Control
- Establishing a Control System
- Effective Control
- Managing Control

### Who Should Attend

- *Managers, executives, business analysts and those involved in planning and/or implementing strategic initiatives*

**COURSE DURATION:** 6 Days

**TRAINING HOURS:** 30 hrs

**MINIMUM NO. OF TRAINEES:** 15

**LANGUAGE :** English /Arabic

