eLearning Modules

Prepared by:

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PROGRAMME OUTLINE

SIM

Module Title: Continuous Innovation with Lean Stack
Duration: 1 hour

Introduction

Continuous Innovation with Lean Stack helps innovators succeed in the market. It is an innovation accounting framework that supports the definition, measurement and communication of progress with your internal and external stakeholders.

The Lean Stack approach requires empirical evidence and is data-driven. Innovators will need to test and validate all their assumptions, risks and opportunities through experimentation. Through experimentation new insights are born, giving more credence to the business model. Innovators can stand up and pitch their ideas and innovations more confidently with the Lean Stack framework.

Learning Objectives:
- Explain the need for continuous innovation in today's business landscape
- Use the 3-factor framework for evaluating the potential of innovative ideas
- Identify the 3 basic principles of Lean Stack
- Explain the use of the Lean Canvas Business Model
- Breakdown your innovative ideas into the 9 building blocks of the Lean Canvas
- Evaluate the risks of your assumptions
- Identify the riskiest assumptions in your business plan
- Distinguish between low fidelity and high fidelity minimum viable products
- Design small experiments to test your assumptions and reduce risk

Content Outline:
- Module 1: Introduction to Continuous Innovation and Lean Stack
- Module 2: How to develop the Lean Canvas Business Model
- Module 3: Identifying risky assumptions
- Module 4: Testing your assumptions

SIM

> **Module Title: How Leaders can cultivate Innovative teams with Design Thinking**
> **Duration: 1 hour**

Introduction

If your company is not growing, your competitors or someone else will. As they grow, they gain greater access to more and better opportunities. They will be able to seize more of the new value created. Soon, you'll be unable to sustain your competitive advantage because your consumers have transitioned to new behaviours and beliefs.

Thinking that finding that one brilliant leader with a breakthrough idea will solve this challenge would be naïve. There is proof to suggest that the ability to organise and execute as a team plays a more pivotal role; and there are tools and techniques that give a much better chance for companies to sustain growth through innovation. In this course, instead of focusing on an individual's innovative capability, we will look at the critical role that leaders play and some ways in which they can cultivate innovative teams.

Learning Objectives:
• Strengthen team abilities to see and respond to the world through the eyes of users and customers
• Lead teams to learn and apply Design Thinking methodology, in order to solve user and customer problems in new, innovative ways
• Recognise the barriers of innovation faced by your organisation
• Be aware of the core logic of innovation and its three stages
• Identify the signs of dominant design in innovation
• Adopt ways to create psychological safety in your own teams
• Guide your team members to innovative behaviours
• Discover innovation opportunities from an ecosystem collaboration perspective

Content Outline:
• Module 1: Leading Design Thinking
• Module 2: The Fundamentals of Innovation
• Module 3: Nurturing an Innovative Culture

PROGRAMME OUTLINE

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Module Title: Introduction to Leading SAFe Agile
Duration: 1 hour

Introduction

This course will give you an introduction to the Scaled Agile Framework (SAFe). It will be a great place to start to get familiar with how scaling agile through an organisation can be beneficial and how to go about getting started on this journey.

The Scaled Agile Framework (SAFe) is a knowledge base of proven, integrated principles, practices, and competencies for achieving business agility using Lean, Agile, and DevOps.

Created by Dean Leffingwell, this framework effortlessly aligns and synchronizes for large-scale, multi-team Agile projects to develop and deliver enterprise-class technology-based solutions with high quality and faster time-to-market.

Learning Objectives:
- Explain the need for adopting the SAFe Framework
- Discuss the core competencies, values and principles of SAFe
- Differentiate the different out-of-the-box configurations for SAFe
- Explain the 12 steps to implementing SAFe
- Design a high-level plan for executing the SAFe Framework in your organisation

Content Outline:
- Module 1: Introduction to SAFe
- Module 2: Implementing SAFe

PROGRAMME OUTLINE

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Module Title: Introduction to Agile at Scale
Duration: 1 hour

Introduction

Agile at scale is the ability to drive agile at the team level, while applying the same sustainable principles, practices, and outcomes at other layers of the organisation. In this course, we shall look at an overview of three popular Agile at Scale frameworks, to better understand their foundations, principles and key processes. These will help you have a better idea of the possible issues and mindsets needed when you are implementing Agile in your organisation.

Learning Objectives:
- Explain the need for scaling Agile in an organisation
- Briefly describe the rules to follow when deciding to scale Agile in an organisation
- Briefly compare the three Agile at Scale frameworks being covered
- Describe briefly the foundation concept and principles of Large-Scale Scrum (LeSS)
- Identify the foundation concept and principles of Disciplined Agile (DA)
- Describe briefly the foundation concept and principles of SAFe

Content Outline:
- Module 1: Overview of Agile at Scale
- Module 2: Large-Scale Scrum (LeSS)
- Module 3: Disciplined Agile (DA)
- Module 4: Scaled Agile Framework (SAFe)

PROGRAMME OUTLINE

Module Title: Systems Thinking
Duration: 1 hour

Introduction

Most of the time when we are faced with problems, our first instinct is to search for solutions to resolve the issues. However, when we take a step back and take a systems perspective to look at the problem, typically, there is more than meets the eye. Systems thinking is an approach to problem solving. Achieving systems thinking requires us to have an understanding about the interconnectedness of wicked problems in real-life and to be able to see beyond the events level. In this course, we will introduce you to a systems thinking tool - The Iceberg, which will guide you to think systematically and see things differently. We will also share with you some tips for mapping and diagramming to help with visualising of complex problems and some examples of systems thinking application.

Learning Objectives:
- Understand the importance of thinking ahead about the longer term effects of changing a system
- Understand that systems consist of feedback loops and time delays
- Discuss the disadvantages of reacting to situations that indicate a problem
- Describe the "why" and "what" of Systems Thinking
- Understand the cause and effect relationship between the parts of a system and how to leverage on it
- Discuss how systems thinking is being used to discover solutions, evaluate effects of potential change, and in business
- Describe the Iceberg Framework
- Understand the importance of seeing beyond the events level
- Discuss the application of the Iceberg Framework
- Explain the use of mapping in Systems Thinking
- Identify examples of mapping in Systems Thinking
- Understand the tips and guidelines for mapping and diagramming
- Identify applications of Systems Thinking
- Discuss certain applications of Systems Thinking
- Understand the advantages of applying Systems Thinking in these applications

Content Outline:
- Module 1: An Introduction to Systems Thinking
- Module 2: Why Systems Thinking?
- Module 3: The Iceberg - A Tool for Systems Thinking
- Module 4: Mapping and Diagramming in Systems Thinking
- Module 5: Applying Systems Thinking to ...

PROGRAMME OUTLINE

Module Title: Strategic Workforce Planning
Duration: 1 hour

Introduction
Workforce planning is a core business process to align changing organisational needs with people strategy. As companies and organisations strive to become more agile with a combination of full, part-time, permanent, contract and freelance workforce, the ability to plan effectively, forecast skill gaps, and understand the supply and demand of talent has never been more important.

Learning Objectives:
- Understand the impact of the future of work on businesses and the workforce
- Describe the importance of workforce planning for the organisation
- Appreciate the different types of workforce planning models
- Identify the common elements across the different workforce planning models
- Describe processes to collect workforce data
- Appreciate the different types of tools and techniques to analyse workforce data

Content Outline:
- Module 1: The Value of Workforce Planning
- Module 2: Workforce Planning Principles
- Module 3: Workforce Planning Data Collection and Analysis

PROGRAMME OUTLINE

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Module Title: Contingent Workforce Management
Duration: 1 hour

Introduction

Changes in population growth, social-economic trends and globalisation have resulted in many organisations embracing contingent workforce as part of their overall organisational resources. Together with the rise of the digital economy and impact from the VUCA world, there has been an increasing number of contingent workers across economies of the world. Selecting and including contingent workforce in your organisation may be tricky to manage. However, with the proper considerations and processes in place, organisations can tap into this growing resource pool to fill organisational needs at various points in the business cycle.

Learning Objectives:
• Define Contingent Workforce
• Discuss the pros and cons of Contingent Workforce
• Describe the necessary arrangements required in hiring contingent workforce
• Understand how performance standards are being set and evaluated
• Understand the considerations to take note of when sourcing and interviewing potential candidates
• List the areas to work on in order to engage contingent workforce effectively
• Discuss how to effectively engage contingent workforce

Content Outline:
• Module 1: What is Contingent Workforce and Why Hire them
• Module 2: Preparing to Hire and Evaluate the Performance of Contingent Workforce
• Module 3: Working with Contingent Workforce

PROGRAMME OUTLINE

Module Title: Leadership Coaching
Duration: 1 hour

Introduction

The most valuable resource in organisations are its people. Having employees adequately stretched to peak performance, makes it that much easier for the organisation to meet its goals and targets. When leaders take the time and invest in developing coaching relationships, the return can be multi-fold when employees are encouraged to be accountable for their development, are willing to spend time mentoring more junior employees, and to stretch to future roles quickly.

In this course, we shall learn the foundation of coaching and how to start and maintain coaching relationships in our teams.

Learning Objectives:
- Define Coaching
- Differentiate Coaching from Training and Mentoring
- State the value of coaching in an organisation
- Describe the four stages in the GROW coaching model
- Identify the skills that the coach needs to have for an effective coaching relationship
- Describe the three types of coaching conversations to have
- State the purpose of the tools and resources for coaching highlighted in this module
- Utilise the featured tools and resources to help you understand your coachee better and to aid you in your coaching journey
- State the three cornerstones of coaching
- Describe the key to coaching low and high performers
- Discuss how to overcome challenges to coaching

Content Outline:
- Module 1: Understanding Coaching
- Module 2: Starting the Coaching Journey
- Module 3: Coaching Resources
- Module 4: Maintaining the Coaching Journey

PROGRAMME OUTLINE

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Module Title: Developing and Engaging Your Team for Workplace Success
Duration: 1 hour

Introduction
Every team manager needs to work on developing their team's strengths and keep each member engaged and focused on their goals. It may not always be easy maintaining a high level of engagement within the team, especially when there are disengaged members or otherwise conflicting team members. As a manager, how do you put in place strategies to ensure high-performance in the team?

Learning Objectives:
- Describe how training and career development can be used for employee development
- Outline the elements of an effective Coaching relationship
- Explain the cornerstones of Coaching
- Define the 3 types of Coaching conversations you can have with your coachee
- Explain the value of Employee Engagement
- Describe the possible ways to engage employees
- Discuss the 4 factors of Employee Engagement
- Debunk the myths regarding Employee Engagement
- Craft a possible Employee Engagement strategy that you can adopt
- Explain how employee engagement can be measured through surveys
- Be able to manage disengaged employees

Content Outline:
- Module 1: Developing Your Team
- Module 2: Understanding Employee Engagement
- Module 3: Engaging Your Employees