

Dear Valued Client,

Greetings from Business Maker Academy, Inc.----a training center for business, finance, human resources & leadership that has served more than 150,000 clients since 2003 and is an accredited learning institution of the Civil Service Commission (CSC) & PHILGEPS.

You are cordially invited you to attend our training program on:

ORGANIZATION DEVELOPMENT

Date: _____
Time: _____

Attached below are the Registration Form & the Course Brochure. We look forward to a fun and rewarding learning experience with you. Feel free to contact us for any questions or clarifications.

Thank you very much,
BMA Management

REGISTRATION FORM

Please submit via: Email to info@businessmaker-academy.com | Viber: (0912) 2231826

Booking Officer Name: _____
Position: _____
Company: _____
Company TIN: _____
Industry: _____
Tel No: _____
Cel No: _____
Email Address: _____

Total Number Attendee(s) for Enrollment: _____
Note: Please indicate full name below:

Attendee 1: _____
Cel No: _____
Email Address: _____

Attendee 2: _____
Cel No: _____
Email Address: _____

Attendee 3: _____
Cel No: _____
Email Address: _____

Attendee 4: _____
Cel No: _____
Email Address: _____

Attendee 5: _____
Cel No: _____
Email Address: _____

(More than 5 participants, pls attach extra sheet)

Would you like to request for billing statement? Yes No
How did you find us? _____
Use Promo Code: _____

ENROLLMENT DETAILS

SCHEDULE:

- Pls visit <https://businessmaker-academy.com/training-schedule/>

WEBINAR:

- Duration: 2 sessions x 4 hrs.
- Time: AM Sched: 8:30am to 12:30pm
PM Sched: 1:30 to 5:30 pm
- Venue: Zoom

SEMINAR:

- Duration: 2 days x 8 hrs
- Time: 9am to 5pm
- Venue: 1503A West Tower, Tektite Bldg, Exchange Rd., Ortigas Center, Pasig City Philippines

TRAINING FEE:

- Webinar Fee = Php 4500+VAT
- Seminar Fee = Php 8500+VAT

MODE OF PAYMENT:

- Bank Deposit:
Account: Business Maker Academy, Inc.
BPI SA# 4013-0306-64
BDO SA# 000-280-622-422
Landbank CA# 3732114830
- Paypal: pls contact us
- Dragonpay: pls contact us
- Gcash: pls use QR code below



BUSINESSMAKER ACADEMY & HR CLUB PHILIPPINES



ORGANIZATION DEVELOPMENT

**“Developing Employees to Transform,
Survive & Thrive in the Changing Work
Environment”**

Seminar: 2 days x 8 hrs. (total of 16 hrs)

Webinar: 2 sessions x 4 hrs. (total of 8 hrs)

COURSE DESCRIPTION:

As the business environment changes rapidly, HR professionals are faced with the challenge of developing long term efforts to prepare their people and improve the organization's problem-solving and renewal processes. This course explains the strategies involved in leading an organization-wide response to change that is intended to transform the beliefs, attitudes, values, and structure of an organization so that it can better adapt to new technologies, markets, challenges, and the dizzying rate of change itself. Participants will explore organizational development processes and programs that will bring about a particular kind of result that is beneficial for the organization and its people.

WHO SHOULD ATTEND:

HR Managers, Officers and Specialists, OD Practitioners, Administrative Managers & Officers, Department Heads, Senior Managers and Business Owners.

PERFORMANCE OBJECTIVES:

Upon completion of this course, participants should be able to plan organizational improvements and interventions for managing change in the organization to align individuals and teams with the organization's development plan.

LEARNING OBJECTIVES:

By the end of this course, the participants shall be able to:

- Recognize the importance of OD in improving the overall performance of your company
- Identify the roles & competencies of an effective OD practitioner
- Examine & understand the OD process
- Discuss appropriate tools & models in diagnosing the organization's functions to be able to build effective teams

COURSE TOPIC HIGHLIGHTS:

1. Overview of OD
2. What is OD, Its Goals & Characteristics?
3. Why is OD Important?
4. Key Benefits of OD
5. Differences among OD, Training & Change Management
6. Conditions that Call for OD Efforts
7. Who are OD Practitioners?
8. Types of OD Practitioners
9. Roles & Competencies of OD Practitioners
10. The OD Process
11. Entering & Contracting
12. Diagnostic Tools & Models
13. Planning, Implementing & Managing Change
14. Designing Interventions
15. Leading & Managing Change
16. Evaluating & Institutionalizing Change
17. Why the Need to Build a Team?
18. Models of Team Effectiveness
19. Stages of Team Development
20. How to Ensure Team Success

TRAINING INCLUSIONS:

- Live Webinars are conducted via Zoom and includes eCertificate of Completion. Printed Certificates may be requested with minimal processing fee of Php100 plus shipping fee.
- Live Seminars are conducted at BMA Training Center and includes: Certificate of Completion, Seminar Kit, Meals and Drinks. Plus: non-transferable one-time refresher seminar session within one year.

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