

# Business Acumen Certificate

Program Duration: 4 days



**Participants will walk away as strategic business contributors with an understanding of operations, profitable growth, and overall organizational strategy.**

XLC's Business Acumen Certificate gives you skills to manage with a strategy that is understood and can be implemented at all levels, along with a strong foundation of how business operates, makes money, and sustains profitable growth. You will learn tools to effectively manage and engage the workforce. You will gain knowledge in planning, organizing, directing and controlling the activities of an organization in order to satisfy customer's needs. The requirements to earn this certificate and digital badge are:

- Attending the following one-day programs within the same semester (Fall or Spring):
  - Finance for Non-Financial Managers
  - Managing Human Capital
  - Driving Strategy at Any Level
  - Foundations of Operations Management
- Completing a facilitator evaluated post-program project to demonstrate proof of knowledge of the concepts gained from the business acumen programs included in this certificate.

## **Participants will walk away with these skills:**

- Knowing financial tools and how to use and interpret these tools
- Understanding how the work you do impacts the bottom line, and making appropriate choices based on this understanding
- Utilizing tools to align operations to your company's business model and competitive priorities
- Understanding how HR functions affect the bottom line of the organization
- Using guidelines to facilitate writing and implementing a strategic plan that gets results

### **Audience**

Professionals at any level who want to increase their business acumen.

### **Cost**

\$2,200.00 General Registration

\$1,980.00 Xavier Alumni, Military/Govt./Non-profit

**2.4 CEUs will be issued for this program**

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## Module 1: Finance for Non-Financial Managers

This session helps you understand finance, the language of business, so you can speak with your peers using the correct terms, concepts and appropriate foundational knowledge. In this one-day program you will develop an understanding of the key financial documents, how to interpret them, and why they are important. Financial terms and calculations will be explained in a way that makes sense for non-financial business professionals. Finally, you will also be challenged to apply what you learn in class by analyzing how your work and your decisions are related to the overall performance of the company.

## Module 2: Managing Human Capital

Management of the people side of business is essential to the success of any organization. The role and responsibility of leadership includes retaining and developing their human capital. Employees are more engaged when they are provided with measurable goals as well as constructive and relevant feedback. Additionally, employees who receive appropriate training and professional development that provides the skills needed to perform the work are most likely to be retained. Top leaders are skilled in guiding their employees. This program provides key resources and tools for leaders to communicate their department's impact on the bottom line from a human resource perspective.

## Module 3: Driving Strategy at Any Level

Strategic planning is deciding the most important things that need to get done. Implementation is executing the key activities to achieve your strategic goals. To win in business, you need to master both. Participants leave energized and ready to implement their strategic plans. In this program, you will learn to design a plan your team can implement, create a vision to direct your time and resources, and decide your priorities. Moving to implementation you will learn tools to transform you and your organization, work past procrastination to stay focused on what's important, and build assessments to gauge where there is still room for improvement.

## Module 4: Foundations of Operations Management

The business practices of turning the organization's materials and labor into goods and services quite often creates the highest costs. Strong operational management including strategy, planning, implementation, supervision, and continuous improvement effectively become key elements for ensuring your company manages and improves its profitability. This course will introduce the key elements of operations and tools that will help you manage operations to create improved financial performance. You will also learn ways to measure the outcomes of your efforts to create optimal processes.

## Digital Badge:

Xavier Leadership Center is proud to offer each participant a digital badge once participants have met program completion criteria. Digital badges include a direct link to view program credentials, and can be utilized by participants on social media and digital resumes.

