

## Description:

This course will provide a comprehensive understanding of change management, its models, frameworks, and methodologies. It will explain how to lead, build, and execute a successful Change Management Strategy and Plan.

Students will learn the value of change management and its criticality in delivering user adoption and benefit realization.

### Who will benefit

The course is designed for individuals who will be charged with leading change and who want a general overview.

Anyone with little to no change management leadership experience will benefit from this course.

**Time:** 6 Hours of Instruction

**Delivery:** Live Instructor-led Virtually or On-site

**Format:** Instruction, Practice Exercises, Pop Quizzes and Case Study

**Total Slides:** ~ 82 Slides

### Investment:

\$5,000 (Maximum course size 10 students)

**Expenses:** Onsite expenses are quoted at cost.

### Delivery:

One-day course (6 hrs. of instruction) or Two-day Course (3 hrs. of instruction each day)

### Licensing and Translation

To learn more about licensing jTask Change Leadership Training and translation, please contact Roger Watson (rwatson@jtask.com).

## Summary

- Course Overview
- Session 1: Change Management
- Session 2: Key Concepts
- Session 3: Leading Change
- Session 4: Case Study
- Course Review

## Course Detail

### Course Overview

- Student Introductions
- Course Description
- Who will benefit from this Course
- Agenda

Slides – 4

Time – 5 Minutes

Included – NA

### Session 1: Change Management

- What is Change Management
- Value of Change Management
- Change Management Roles and Responsibilities
- Terms and Definitions
- Change Management Frameworks, Models and Methodologies
- Change Maturity Models and Change Capacity

Slides – 19

Time – 85 minutes

Included – Exercise and Pop Quiz

### Session 2: Key Concepts

- Relationship to Strategic Planning
- Types of Organizational Change
- Relationship to Project Management
- Organizational Change and Individual Change
- Organizational Alignment and Change Management

Slides – 24

Time – 90 minutes

Included – Exercise and Pop Quiz

### Session 3: Leading Change

- Leading Change
- Developing a Change Management Strategy and Plan
- Setting up a Change Agent Network
- Executing Change Management Plan
- Complete Readiness Assessments
- Sustaining Change

Slides – 24

Time – 90 minutes

Included – Exercise and Pop Quiz

## **Session 4: Case Study**

- Customer Organization or jTask Change Management Case Study

Slides – 5

Time – 85 minutes

Included – Customer Case Study or jTask Case Change Management Study

### Case study activities

- Review Case for Change
- Evaluate Change Impact and Organizational Readiness
- Formulate Change Management Strategy
- Develop Change Management Plan
- Complete a Readiness Assessment

## **Course Review**

- Course Summary
- Additional Change Management help/resources and FAQs
- Course Survey

Slides – 5

Time – 5 minutes

Included – NA

**September 7, 2022**

**RJW – CCMP and PMP**

**jTask, Inc.**