

# TQUK Certificate in Principles of Team Leading



Course Level: Level 2

Campus: Both

Subject Type: Accounting, Business, Esports, Computing & Travel

## Course Overview:

Start or develop your journey into team leading and management with this FREE online course. This is a knowledge-based and a nationally recognised qualification, aimed at students looking to develop an understanding of the Principles of Team Leading to enhance their CVs and accelerate their career opportunities.

## What's Covered:

This course is a knowledge-based and a nationally recognised qualification, aimed at students looking to develop an understanding of the Principles of Team Leading.

To be awarded this qualification, learners are required to successfully complete 3 mandatory units and 5 optional units.

- Unit 01 Principles of team leading
- Unit 02 Understand business
- Unit 03 Understand how to communicate work-related information
- Optional units:
- Unit 04 Understand how to manage performance and conflict in the workplace
- Unit 05 Understand customers
- Unit 06 Understand how to deliver customer service and resolve problems
- Unit 07 Principles of equality and diversity in the workplace
- Unit 08 Understand how to develop working relationships with colleagues
- Unit 09 Understand health and safety procedures in the workplace
- Unit 10 Understand how to develop and deliver a presentation
- Unit 11 Introduction to coaching
- Unit 12 Introduction to mentoring
- Unit 13 Understand personal development

## Entry Requirements:

This qualification is designed to provide learners with the knowledge and understanding required to successfully lead a team.

There are no specific recommended prior learning requirements for this qualification. However, learners may find it helpful if they've already achieved a Level 1 qualification.

Entry is at the discretion of the centre. However, learners should be aged 16 or above to undertake this qualification.

## Assessment Information:

This course will be delivered online and via the skills network platform. Please ensure to have laptop or tablet and internet connectivity..

To achieve this qualification learners must successfully demonstrate their achievement of all learning outcomes of the units as detailed in this qualification specification.

**Fees and Financial Support:**

This course is FREE to adult learners aged 19+ who have been a UK/EU Resident for 3 years or more.

**Progression:**

Learners who achieve this qualification could progress to:

- NCFE Level 3 Certificate in Principles of Management
- NCFE Level 3 Diploma in Management

## How do I find out more?

Contact: Becky Sargeant for further information on [becky.sargeant@nscg.ac.uk](mailto:becky.sargeant@nscg.ac.uk)