

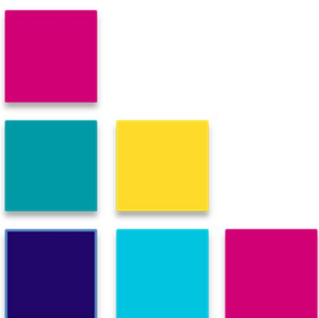
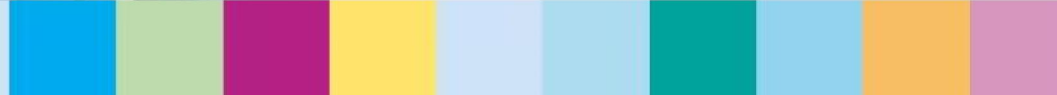


# BLUEPRINT

Education and Training Services Limited



L5 Professional Consulting Qualifications



## Introduction

Before starting a course that leads to a management consultancy qualification it is important to choose the correct level of study. Your decision will need to take into account a number of different factors:

- current job role
- previous experience
- general standard of education
- time availability

If you are uncertain please contact us for further guidance on 0845 8620 140 or [customerservices@managers.gb.com](mailto:customerservices@managers.gb.com).

## THREE STEPS TO CONSULTING SUCCESS

1. Choose the correct level
2. Select your qualification type
3. Enrol

## About us

**As a top-quality training provider we are accredited by the Chartered Management Institute and the Institute of Consulting to offer a full range of nationally and internationally recognised management and consulting qualifications.**

## The Blueprint Service

At Blueprint we provide high-quality supported distance learning that meets the needs of busy people. We understand that today's hectic world demands never a sense of work-life balance.

We also know that managers and consultants are always "on the go" and highly mobile so being able to access study resources 24/7 through the **i-cademy** learning portal is a real bonus.

## Our Fees

We believe in straight talking and transparency when it comes to money. What you see is what you pay. There are no "hidden" extras like VAT, registration, Certification, or assignment marking.

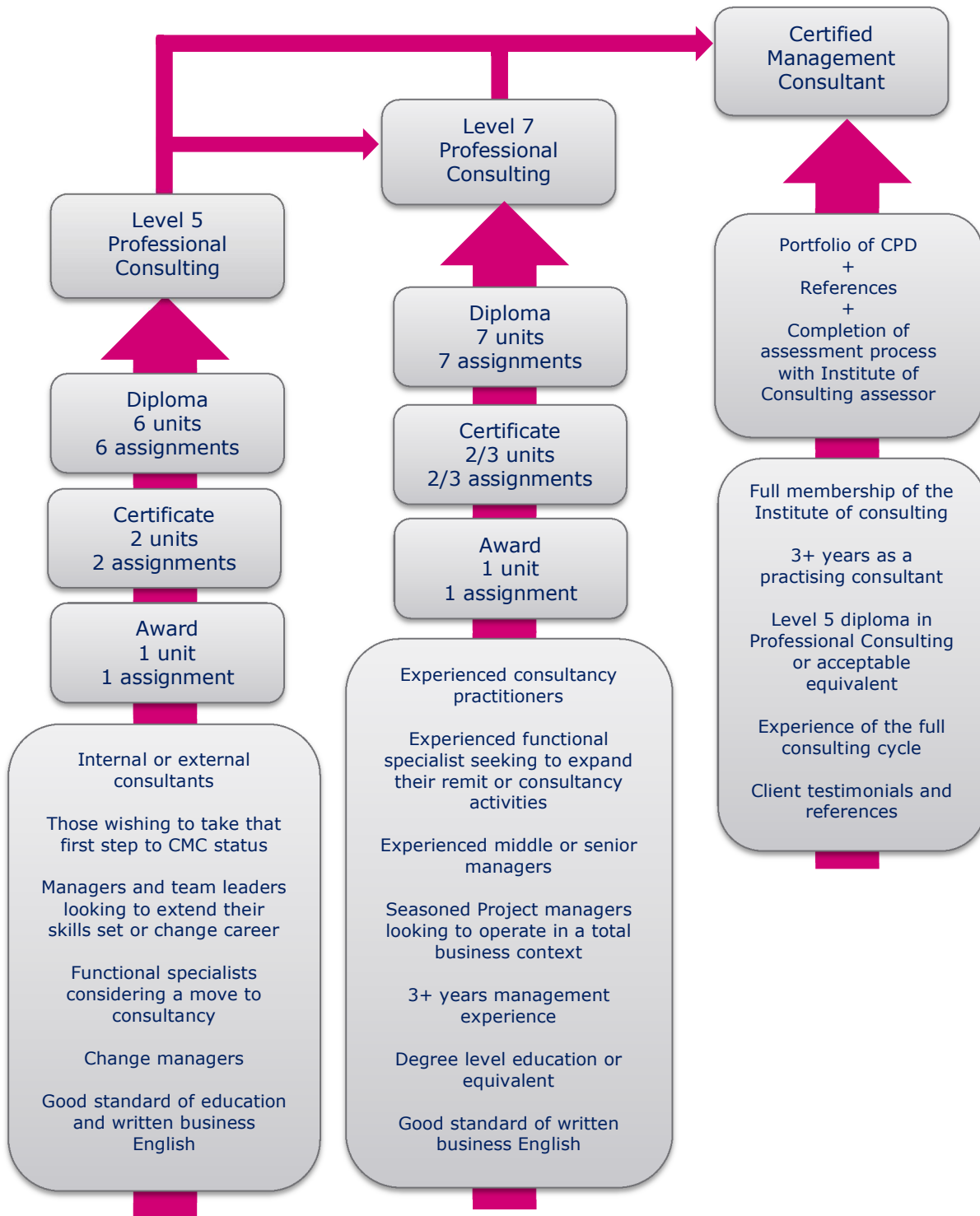
Everything is included – all learning resources, study texts, tutor support and we even pay for a studying membership of the Institute for you. The fee list is at the back of the brochure.

## About our courses

**Our distance learning courses have been specifically designed and produced to meet the needs of today's practitioner. It is possible to enrol on these programs at any time – no waiting for the beginning of the academic year. You get instant access to all your study resources through our online learning portal [www.i-cadamey.org](http://www.i-cadamey.org)**

# Consultancy qualification pathway

The simplest way to decide which qualification is best is to match your current experience and levels of ability to the qualification requirements, and then to check the full course details to make your final decision. Don't forget to think about your time availability of the speed with which you wish to obtain a qualification.



## Level 5 Professional Consulting

The Level 5 programme is aimed at individuals currently employed as internal or external consultants.

It is also very suitable for those who are considering a move in to the profession from a functional discipline, or who wish to obtain insight to the skills and knowledge needed in the field of consultancy.

### Participants

- Internal or external consultants
- Managers
- Functional specialists
- Project managers
- Managers seeking a career change
- Individuals wishing to boost their CV and demonstrate their ability to add real value

### Assessment demands

Each unit of learning has a written assignment of 2.500 words.

Most people take 4-6 weeks to complete a unit.

## Qualifications available

Three qualifications are available.

Award = 1 unit

Certificate = 2 units

Diploma = 6 units (3 core + 3 optional)

## Level 5 Award

The Award provides a good understanding of consulting essentials. Content include Unit 5029 Introduction to consulting essentials

Study method: Distance Learning      Tuition support period: 3 months

## Level 5 Certificate

The Certificate can be obtained by completing two units. Unit 5029 Introduction to consulting essentials will be studied together with a choice of either one further unit from the permitted list.

Core units: 5029 + one from 5030, 5032, 5033, or 5034

Study method: Distance Learning

Tuition support period: 4 months

## Level 5 Diploma

To achieve the Diploma six units must be studied.

There are three mandatory units and three units from the optional choice list. Core units: 5030, 5032, 5034

Option units: Three from 5029, 5031, 5033, 5009,

Study method: Distance Learning

Tuition support period: 12 months

### Delivery method

Distance learning with excellent personal tutor support.

Instant access to the ground-breaking i-cademy learning portal.

24/7 access to web based learning resources means you can study when it suits you.

## Table of units available

The following table shows the units within the programme range and the rules relating to unit choices for all three qualifications.

- ✓ = Available for Award and Certificate
- M = Mandatory units for Diploma
- O = Optional unit choices for Diploma only.

Unit Title	Permitted units		
	Award	Cert	Dip
<b>5030 Planning and managing consultancy interventions</b> Content includes: identifying correct consultancy approach, identification of risks and challenges, deploying project management skills, and undertaking data analysis	✓	✓	M
<b>5032 The client relationship</b> Content includes: techniques for creating effective client relationships, effective use of negotiation and influencing skills	✓	✓	M
<b>5034 Problem-solving, tools and techniques for consultants</b> Content includes: : understanding tools of analysis used for effective problem diagnosis, situation analysis, problem solving and decision making and how to use them in a structured way	✓	✓	M
<b>5029 Introduction to consulting essentials</b> Content includes: understanding the consulting industry, how to use the consultancy cycle and techniques for creating impact and credibility with clients	✓	✓	O
<b>5033 Communication for consultants</b> Content includes: enhancing interpersonal skills, client communications, presentations, report writing, and developing effective proposals	✓	✓	O
<b>5031 The roles and responsibilities of a consultant</b> Content includes: understanding the role of a consultant, career opportunities within consulting, in-depth personal consulting skills review and action plan	X	✓	O
<b>5009 Project development and control</b> Content includes: understanding the project life cycle, writing business proposals, effective use of project management techniques, stakeholder analysis, and risk management	X	X	O
<b>6003 Managing the change process</b> Content includes: change management models, understanding the impact of change, plan, manage and gain support for change.	X	X	O

*\* Units 5017 and 5019 are not offered by Blueprint Education and Training Services Limited.*

## Delivery method

Our courses are delivered through highly supportive distance learning using a combination of personal tutor support and access to i-cademy our online learning portal. On enrolment you gain instant access to i-cademy where you will find all your learning materials and other study resources available for viewing and download.

You will be allocated a personal tutor who will guide you through your course, undertake telephone tutorials and assess all of your course assignments.

You will need a PC, Laptop or Notebook with sound, internet access, and meet minimum browser requirements of: Firefox 4+, Internet Explorer 8, Safari 5, Google Chrome 11, or Opera 9. You will need to disable pop-up blockers and enable cookies for the learning portal.

If you would prefer not to use our online portal and use traditional distance learning with physical workbooks and learning materials please let us know as we can provide this.

## What the Chartered Management Institute said about us:

**“All workbooks contain first-rate knowledge and understanding... It is rare to see candidate support material of such high quality”**

## Testimonial:

**I chose to study my diploma in management consultancy through Blueprint, and I am now qualified thanks to the excellent support from my tutor.**

**From the start Blueprint was very quick to send me through all my study material, and very soon after they arrived I received a call from my tutor to talk me through my studies. She offered on-going support and made me feel as though I could pass all of the assignments, despite the long period of time since I had last studied.**

**I can honestly say that it was the motivation provided by my tutor that saw me through to passing the diploma, and she was a huge source of encouragement for me. The feedback on all of the assignments was constructive, and always given to me very quickly after submission.**

**Without a doubt if I were to consider studying in the future I would use Blueprint based on the quality of the material and the quality of the tutors. Thank you Blueprint for all of your support.**

**Julie Jones  
Financial Sector Management Consultant**

## How to enrol

You can enrol online, by email, phone or by post. For questions about any of our courses, phone 0845 8620 140 or email: [enquiries@managers.gb.com](mailto:enquiries@managers.gb.com)

You just need to enrol online at [www.managers.gb.com](http://www.managers.gb.com) or [www.consultancytraining.org.uk](http://www.consultancytraining.org.uk). You will also be asked to complete an enrolment form with your unit choices.

If your employer wishes to sponsor your learning, we are happy to send them the invoice for payment. However, we will need to have an official company purchase order number first, which you can insert into the relevant box on the enrolment form.

Before enrolling please make sure you have read our terms and conditions, these can be found on our website [www.managers.gb.com](http://www.managers.gb.com).

## Course Fees

The table below details the fees for each course.

The price shown is fully inclusive of VAT.

There are NO hidden additional fees to pay such as registration or certification

Our instalment option is for individuals paying their own fees. Companies do not qualify.

Course	Fee £	Instalment option	Deposit £	Number of instalments	Instalment £
Level 5 Award Professional Consulting	612	Y	240	2	216
Level 5 Certificate Professional Consulting	996	Y	240	4	204
Level 5 Diploma Professional Consulting	1800	Y	300	9	173.33
Level 7 Award Professional Consulting	720	Y	300	2	240
Level 7 Certificate Professional Consulting – two units	1200	Y	300	4	240
Level 7 Certificate Professional Consulting – three units	1500	Y	360	4	300
Level 7 Diploma Professional Consulting	2820	Y	480	9	266.66

Our instalment plan includes a £60 set up fee. There are no interest charges.

Instalment options are only available when paying by a debit or credit card or by using PayPal.

Instalments are taken on a 30 day cycle – every 30 days from the date of purchase.

The fee table shows the deposit + number of 30 day instalments

For Example: Level 7 Diploma in Professional Consulting =

$$1 \times \text{Deposit } \pounds 480 + 9 \times \pounds 266.66$$



# BLUEPRINT

Education and Training Services Limited



**Guide to Consulting Qualifications**



**Blueprint Education and Training  
Services Limited**

**186 Kempshott Lane**

**Basingstoke**

**RG22 5LB**

**0845 8620 140**

**[www.managers.gb.com](http://www.managers.gb.com)**

