



This College Africa Group course will enhance the user's skills on the subject and teaches fundamentals as well as strategies in an easy to follow, easy to understand format and includes practical exercises which will assist in developing your skills in the workplace.

## COURSE OUTLINE - Harnessing Innovation within Teams

### Course Specifications

**Course Number:** ELK88–824 | **Course Length:** 1.0 day(s)

### Course Description

**Course Objective:** You will create and maintain a business environment that capitalizes on the innovation and creativity of your team members.

**Target Student:** Managers new to their role who want to inspire and capitalize on innovations within their team and workplace.

**Prerequisites:** There are no prerequisites for this course.

### Hardware Requirements

If you wish to use the overheads provided on the interactive CD-ROM, you will need to set up a computer for yourself. If time allows and you wish to use the business simulations provided on the CD-ROM in the classroom, you will need to set up a computer for each student participating in the class.

- A Pentium® III with 500 MHz (or better), or Macintosh® Intel-based or PowerPC G4 (or better) processor.
- At least 512 MB of RAM.
- A monitor capable of 1024 x 768 screen resolution and 32-bit color display.

### Software Requirements

Each computer requires the following software:

- Microsoft® Windows Vista®, Windows® XP (Professional or Home Edition), Windows 2000, or Apple® Mac OS® X 10.4 (or higher).
- Microsoft® Internet Explorer® 7 (or higher), Mozilla® Firefox® 2 (or higher), or Apple® Safari® 2 (or higher), with pop-up blocking turned off.
- Adobe® Flash® Player 8 (current version recommended).

### Course Objectives

Upon successful completion of this course, students will be able to:

- Be an innovator within your team and workplace.
- Generate ideas using innovative practices.
- Put innovative ideas into practice.
- Manage innovation and innovators within your workplace.

## Course Content

### Lesson 1: Being an Innovator

- Topic 1A: Identify Creativity
- Topic 1B: Attain an Innovative Mindset
- Topic 1C: Evaluate the Issue from Multiple Perspectives

### Lesson 2: Generating Ideas

- Topic 2A: Brainstorm Ideas
- Topic 2B: Collaborate Creatively

### Lesson 3: Putting Ideas Into Practice

- Topic 3A: Experiment with New Ideas
- Topic 3B: Implement a Proven Idea

### Lesson 4: Managing Innovation

- Topic 4A: Establish an Innovative Environment
- Topic 4B: Hire Innovators
- Topic 4C: Sustain a Learning Organization

## ABOUT US

Established as EasyExcel, the company has been re-branded as College Africa Group. College Africa Group has been in operation since 2003 and has trained many corporate and professionals throughout Southern Africa. (For more info click here.) (<http://www.collegeafricagroup.com>)

## ACCREDITATION

College Africa Group is MICT SETA accredited and a Microsoft Partner. College Africa Group has more than 30 years' experience in Financial, Sales, Operations, Marketing and Administration Directorship and understands the problems and deadlines you face.

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Excel Intermediate 2013 [Ebook](#), workbooks, and solutions.  
Excel Advanced 2013 [Ebook](#), workbooks, and solutions.  
Excel comprehensive online courses, email for more details



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