

The UIMPROVE In-House Licence

What is a UIMPROVE In-House Licence?

A **UIMPROVE** In-House Core Licence allows you to run *Improve Your Projects* and *Universal Improvement Skills* within your organisation. These are 2-day and 3-day courses with a 15 year pedigree that cover the cornerstones of organisational improvement, including project management, process improvement and improvement tools and techniques. The Licence also enables you to run a portfolio of six practical facilitated events.

A **UIMPROVE** In-House Complete Licence adds the *Strategic Improvement Programme* and *Facilitator Development Programme* along with *Universal Leadership Skills* and *Strategy Development Events* to your portfolio. We recommend an organisation starts with a Core Licence and upgrades to a Complete Licence as experience is gained.

What will UIMPROVE do for your organisation?

Training your people in **UIMPROVE** will have a rapid impact. Some of the immediate changes you will see are that people will be better organised, run better meetings, set up and run better projects and be able to work more participatively in groups. Your organisation will not only gain a common language, but also a common approach to improvement.

UIMPROVE will help you to move forward major and complex projects throughout the organisation and align activity with corporate strategy and objectives.

UIMPROVE has been used by many organisations at all levels - from front-line staff to Chief Executive - and one of the things that differentiates it from other approaches is its accessibility, no matter what your role or previous experience. Not only does **UIMPROVE** get results, people also enjoy using it.

What you get with a licence

Handy Notes

Handy Notes are a Licence Holder's best friend. They provide detailed session-by-session instructions about how to run each course. The level of detail is second-to-none as we have developed the Handy Notes over a period of many years with the help of existing Licence Holders.

Manuals

Ever been on a course where you get a few photocopies of the presenter's PowerPoint presentation? **UIMPROVE** goes to the other extreme. Each of your participants will receive *The Complete Guide to Improvement* - our comprehensive manual covering everything you need to know about improvement.

What you get with a licence

Other support materials

Your Licence provides you with everything you need to run the courses. This includes remits for the exercises within the courses, worksheets for use both during training and back in the workplace, overviews to send out to participants so they know what to expect and an assortment of supporting documents such as room layout specifications and packing checklists.

Accessories

There is a comprehensive range of accessories - notebooks, pens, certificates, bags, flipchart cases and wallcharts.

Training and support

We provide one day of 'open the box' training for Licence Holders where we will take you through how to use the Handy Notes, what's in the manual, how to use the website and answer any questions you might have. Experience has shown that this one day of training is more than enough to get you started. We offer a high level of personal service and are always available for ongoing advice and support.

We can also run any **UIMPROVE** courses or programmes for you if required. For example, if you take a Core Licence and also want to train Facilitators, we can run this programme for you.

What are the advantages of running training in-house?

There are many advantages to running training in-house, the most important of which are:

- (1) Knowledge stays in the organisation
People who run this training get to know their organisation inside out. That's because they help a wide range of people to work on their projects and processes.
- (2) The skills of the people running the training are developed
Not only do the people running the training become better trainers, but the nature of the training develops them as Facilitators and Consultants.
- (3) Running courses internally is financially effective
There is a simple equation around how much it costs to buy externally versus the cost of internal provision. This makes your business case easy to build.

Licence structure

Licenses are available for 1, 2 or 3 year periods. If you are interested, contact us and we'll come along with sample manuals, Handy Notes and other course materials for you to have a look at. We'll assess your needs, the number of people you want to train and what you want to achieve. Then we'll put together a proposal with the best package for you. Obviously there is no charge for this initial diagnostic work.

Commercial Licences are also available for organisations that wish to sell **UIMPROVE** products.