



## Curriculum

Units	Lectures	Content
<b>1. Welcome</b>	Welcome	<i>A word from your teachers</i>
	Small Business, Big Picture	<i>A closer look at the grooming industry and where you see yourself</i>
<b>2. Clear Thinking</b>	Vision and Mission Statement	<i>Understanding the difference between the two and developing clear statements</i>
	Planning	<i>Planning your planning!</i>
	Social Styles	<i>What are some of the social styles you will come across in business and in your team</i>
<b>3. Building a Small Team</b>	Identifying Roles withing your Team	<i>Understanding who does what</i>
	Building a Small Team	<i>How to</i>
	Invest in your Team	<i>Valuing your team members</i>
	Take an Interest in your Team Members	<i>Get to know who you are working with</i>
<b>4. Qualities of a Leader</b>	Leader vs Manager	<i>Understanding the difference in these roles</i>
	Qualities of a Leader	<i>What are they?</i>
	Vision	

	Energizing	
	Effective Communication	
	Commitment	
	Listening	
	Humility	
<b>5. Qualities of a Manager</b>	What makes a Good Manager?	<i>What qualities will you need <b>as a manager</b> of a team and the business</i>
	Accountability	
	Communication	
	Decision Making	
	Delegator	
	Informed	
	Versatility	
<b>6. Business Challenges</b>	Managing Difficult Employees	<i>A look at effective ways of communicating with difficult employees</i>
	7 steps to Problem Solving	<i>Problem solving 101</i>
<b>7. Reflection</b>	Self Investment	<i>And reflection</i>
	Further Reading	<i>A look at some excellent books and resources to further your learning</i>
	Staff Training Resources	<i>A look at igroomhub's online courses for staff training</i>