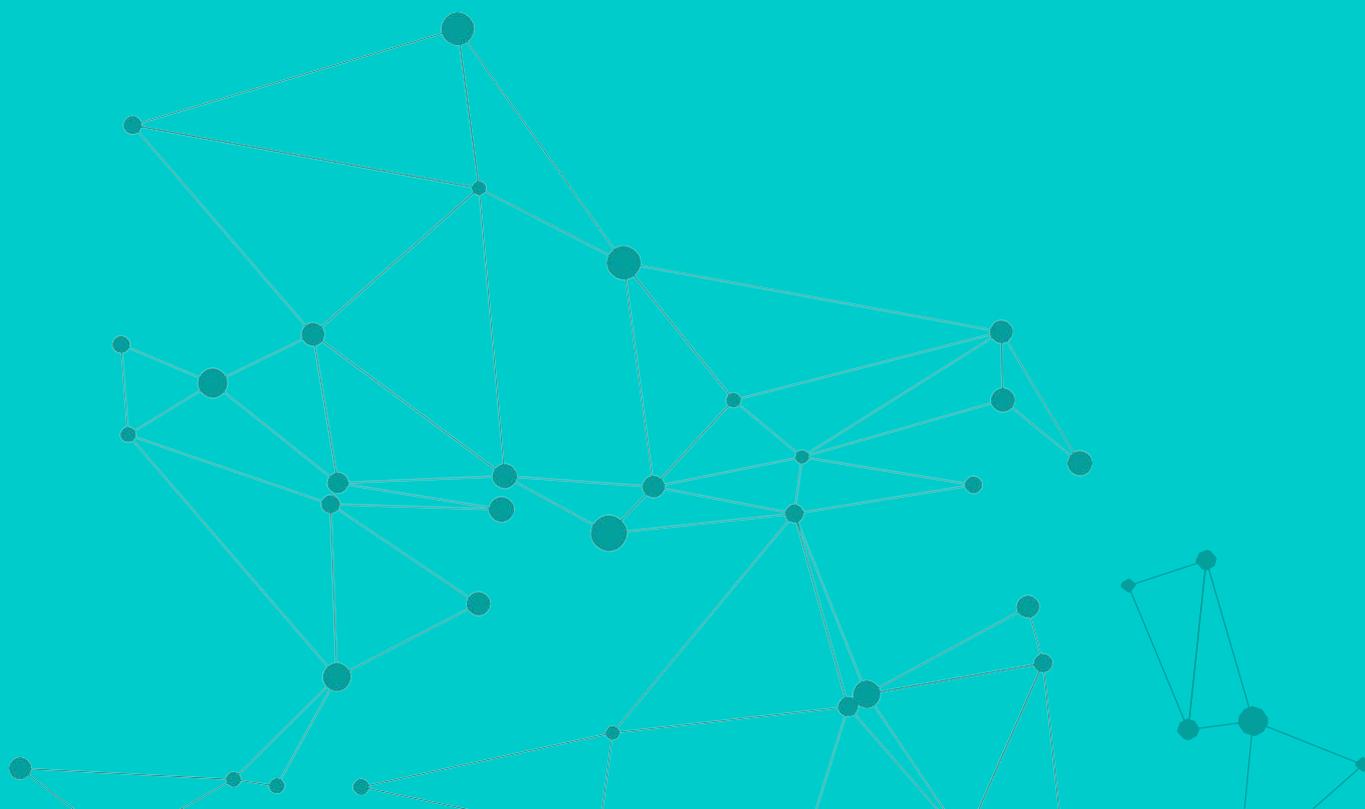


**AKT AS 1**  
**TRAINING SERVICES**

# **LEADING INTERCULTURAL INSTITUTE**



## **AKT AS 1 TRAINING SERVICES**

# **« WE BREAK MANAGEMENT, LANGUAGE AND COMMUNICATION BARRIERS TOGETHER »**

We are creating sustainable leaders & managers, Intercultural actors. We provide a highly practical perspective on one of today's most pressing business issues: how to lead in a complex, cross-border, multicultural environment.

### **Our training services:**

**Leading Management Training & Language & Cultural Training**



## **LEADING MANAGEMENT TRAINING**

Do you have gaps in your current business knowledge that are limiting your career development?

Our leading training programs bring you up to speed with accelerated learning in all the essential cross-functional skills and help you to integrate them into your business as a whole.

We train you to develop cross-functional business skills to become an effective manager / business leader.

You will progress through a cross-disciplinary exploration of the critical challenges faced by organizations and business leaders today. This will provide the context in which you develop your management skills and integrate the business fundamentals.

**AKT AS 1's Strategic Leading Management Training includes themes as:**

- General Management
- Strategy & Leadership
- Innovation & Entrepreneurship
- Intercultural & Leading Management

OUR MOST POPULAR QUALIFICATIONS here below



## **PROJECT MANAGEMENT**

### **We train you as to:**

- Provide leadership in the advancement of knowledge and practice in the management of complex projects, so as to facilitate the adoption of new and emerging knowledge and practice by individuals and organizations.
- Deliver educational training for individuals and organizations, across all fields to enhance Complex Project Management knowledge, skills and capability in delivering complex projects and programs.
- Our programs have been developed to outline and define the project management paradigm (mindset), behaviours and knowledge as well as the special attributes required to operate effectively within the complex project environment.

### **Learn with us how to:**

- Select leadership techniques to increase your odds of success
- Apply the concepts of complexity science to project management
- Use Strategy Execution's Complexity Indicator to assess your project's complexity level
- Create an innovative framework for managing project complexity using Strategy Execution's Complex Project Model and Process

### **Apply our knowledge in:**

- Understanding Complexity in Projects
- The Complex Project Model and Process
- Determining Project Complexity
- Communicating Project Complexity
- Designing for Complex Projects
- Leading Complex Projects
- Best Practice Frameworks designed for Managing Project Complexity
- Managing Large Projects & High-Uncertainty Project
- Situational Leadership
- Developing an Action Plan



## AKT AS 1 TRAINING SERVICES

### LEADING BUSINESS MANAGEMENT

FOR HEADS OF BUSINESS UNITS, INNOVATION BOARD MEMBERS, SENIOR EXECUTIVES

#### Strategic innovation: Creating sustainable growth

- Insight in strategic industry cycles
- Insight in business model innovation
- Skills to lead projects over several budget rounds
- Insights in innovation upscaling)

FOR JUNIOR AND FIRST LINE MANAGERS:

#### TEAM LEADING

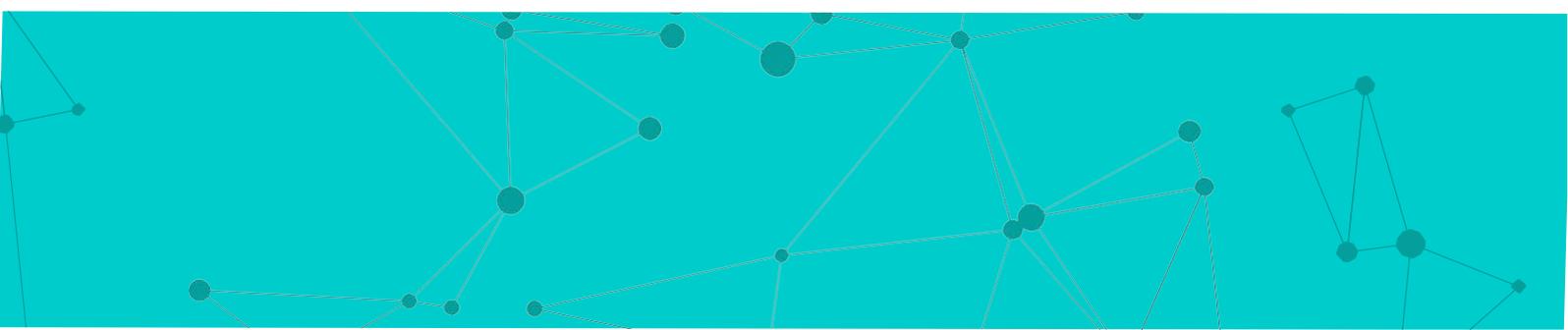
- Role of the team leader
- Developing yourself
- Effective communication
- Planning and allocating work to the team
- Working with others
- Team performance
- Providing customer service

#### FIRST LINE MANAGEMENT

- Personal development
- Resource planning
- Meeting stakeholders needs
- Managing and communicating
- Developing individuals and needs
- Conducting a management project

#### MANAGEMENT & LEADERSHIP

- Information-based decision making
- Resource management
- Meeting stakeholders and equality needs
- Conducting and managing a project
- Being a leader



## AKT AS 1 TRAINING SERVICES

### FOR MIDDLE MANAGERS:

**Management & Leadership/Insights :** An introduction to staff inspection techniques

- Managing team dynamics
- Managing equality & diversity
- Management report writing
- Managing and guide interviews
- Introducing organisational culture, values and behaviour)

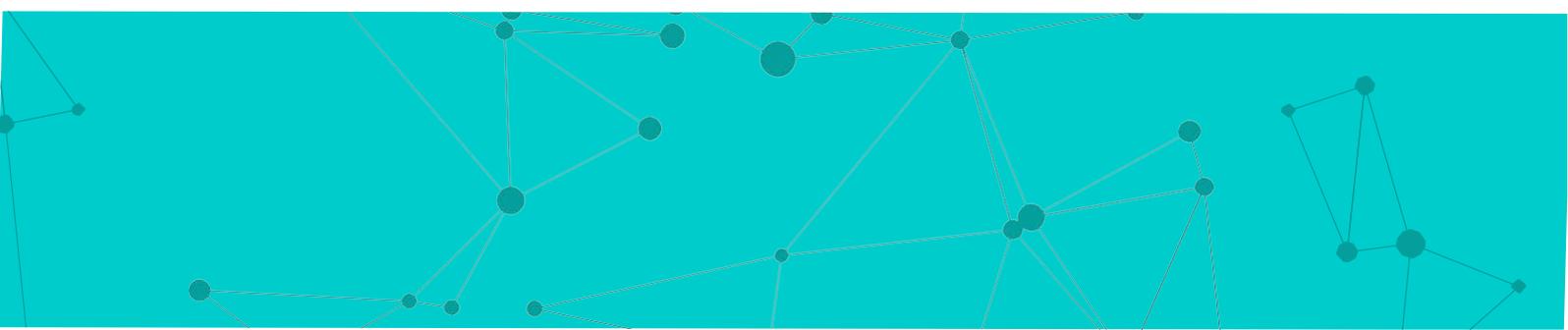
### FOR SENIOR MANAGERS:

**Strategic Management & Leadership/Insights:** Personal development

- Strategic performance management
- Financial management
- Strategic information management
- Conducting a strategic project
- Organisational direction)

**Strategic Direction & Leadership/Insights :** Personal development

- Personal development as a strategic leader
- Collective strategy development
- Inter-organisational strategic planning
- Inter-organisational strategic direction
- Strategic leadership practises)
- Strategic culture



## AKT AS 1 TRAINING SERVICES

**Aspiring Coaches & Mentors/Insights :** Principles, skills and impact of coaching and mentoring on teams :

- Coaching and mentoring operational processes
- Coaching and mentoring relationships
- Coaching and mentoring for individual and team needs
- Managing team dynamics

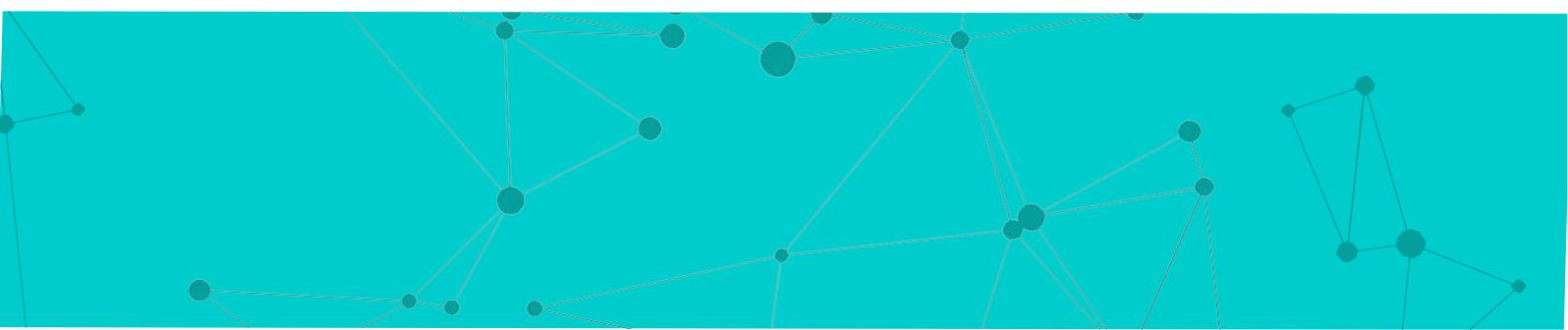
### FOR GENERAL MANAGERS

#### General Management

Specifically, you will learn how to:

- Respond to shifts in customer needs
- Drive business model innovation
- Manage complex organizations
- Leverage globalization
- Identify industry and business trends
- Manage uncertainty
- Integrate technological evolutions and their impact on business

AKT AS ONE's unparalleled training covers the most up-to-the-minute topics, provides proven results and sustainable practices, and delivers the information needed to be successful in today's organizations.



# LANGUAGE & CULTURAL TRAINING

## Linguistical thinking

In today's global business environment, understanding other cultures provide a real competitive advantage: Negotiators can accelerate their discussions by minimizing communication hurdles, marketers can more effectively engage with target audiences in specific countries or regions, and product managers can make appropriate localization decisions.

Although a certain amount of cultural knowledge can be acquired through personal experience or trial and error, it is often more effective and efficient to gain it through what is referred to as **“cross-cultural training,” “cultural sensitivity training,” or “intercultural training.”** These types of cultural education programs go much deeper than simple do's and don'ts; they focus on providing the cultural knowledge and skills to address the practical challenges of working globally. And while intercultural training has taken many forms—and even many names—it has actually been around for quite some time.

## Communication skills

“Language is above all communication. We believe that successful communication is to be able to comprehend, speak and understand the culture. Leading your team is above all inspiring motivation, leaders motivate team members by appealing to them at an individual level and by inspiring them to contribute to the overall vision.”

Our training workshop and labs will enable you to communicate in daily situations with the language you have learned. You will also gain a good understanding of how the language works, so that you can use it with confidence. Finally, you will be introduced to the rich and complex cultures of the peoples who use the language.

Our instructors are experts in language and teaching methodologies, with many years of experience and wide cultural knowledge to give depth to your learning. You will find language learning at AKT AS 1 a challenging and rewarding experience.



## **AKT AS 1 TRAINING SERVICES**

### **LANGUAGE & CULTURAL TRAINING**

Our proficiency or performance-based approach to language training focuses on communication first and foremost. Progress is assessed based on Interagency Language Roundtable (ILR) proficiency levels. Our programs cover all levels, from total beginner to advanced students, from initial acquisition to maintenance/sustainment and enhancement.

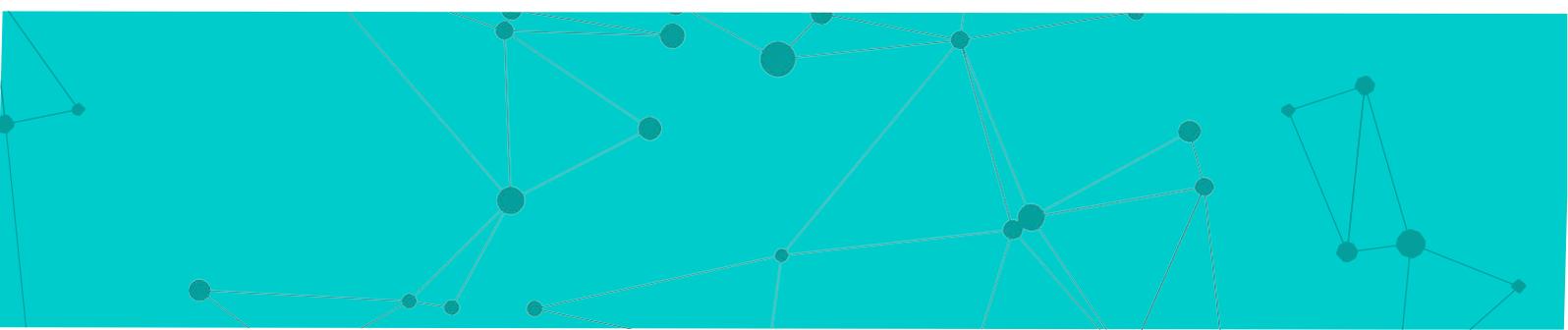
**Our Leading services:**

#### **CURRICULUM DEVELOPMENT**

We serve both government and business clients with an elite team of curriculum development subject matter experts, target language developers, project managers, and production experts. All members of the curriculum development team have experience in instructional design and foreign language education. Our work is tailored specifically for your needs as our client and we will work closely with you to ensure the curriculum is tightly aligned with your course objectives.

#### **DISTANCE LEARNING**

Video conferencing platform and online learning portal that connects you to highly-qualified language instructors from anywhere in the world. Meet your instructor in real-time for your class session and seamlessly collaborate via an on-screen, interactive whiteboard, web-cam, and instant file, screen, and web sharing capabilities.



## AKT AS 1 TRAINING SERVICES

### TRANSLATION & INTERPRETATION

We provide translation and interpretation services to a variety of government agencies as well as to clients in the private sector. We provide professional translation and interpretation services in English, Romanian and Spanish languages, and all of our pre-screened translators and interpreters are professional, native-speaking linguists who have extensive experience in their respective fields.

### LINGUIST SUPPORT

(We are able to provide qualified linguist. We support both CONUS and OCONUS requirements, and our linguists' experience ranges from language and cultural training to translation and interpretation, from analysis to curriculum development and role playing.) We provide expert support in the following areas :

- Interpretation/Translation/Document Exploitation
- Gisting/Analysis
- Subject Matter Experts/Technical Expertise
- Language Instruction/Role Players
- Language Testing (Tests for speaking, listening, reading, and translation skills)

