



Business Succession Planning

SEHG-HR-5874 · Business · approx. 36 min seat time · English · 100% online, self-paced

Accreditation & industry alignments: none verified on record — institutional accreditor mapping pending

COURSE DESCRIPTION

Human Resources course covering business succession planning. Self-paced lessons with applied exercises.

WHO THIS COURSE IS FOR

Working professionals, team leads, and career-changers who want practical, job-ready Business skills — no prior coursework required. Teams and organizations can enroll groups for consistent, measurable upskilling.

WHAT'S INCLUDED

- 1 clock hour(s) of self-paced online learning
- 12 course modules
- 9 instructional videos — 9 minutes of total video runtime
- 27 knowledge-check questions, auto-graded
- This syllabus (PDF), downloadable for reference
- Official SEHG Certificate of Completion upon finishing the course
- Language editions: English · Español

Delivered 100% online and self-paced in the SEHG learning platform. This section lists the materials currently delivered for this course.

MODULE MAP

- **Module 1 — Introduction**
 - Course Objectives
- **Module 2 — Succession Planning Vs. Replacement Planning**
 - What is Business Succession Planning?
 - What Is Replacement Planning?
 - Differences Between
 - Deciding What You Need
 - Knowledge Check
- **Module 3 — Preparing for the Planning Process**
 - How to Set Parameters for the Planning Process
 - Should You Establish a Committee?
 - How to Gather Operational Data
 - Knowledge Check
- **Module 4 — Initiating Process**
 - Develop a Mission Statement
 - Develop a Vision Statement
 - Choosing to Be a Mentor
 - Knowledge Check
- **Module 5 — The SWOT Analysis**

- Identifying Strengths
- Identifying Weaknesses
- Identifying Opportunities
- Identifying Threats
- Knowledge Check
- **Module 6 — Developing the Succession Plan**
 - Prioritize What the Succession Plan Will Address
 - Set Goals and Objectives
 - Develop a Strategy for Achieving Goals
 - Draft the Plan
 - Knowledge Check
- **Module 7 — Executing the Plan**
 - Assign Responsibility and Authority
 - Establish a Monitoring System
 - Identifying Paths
 - Choosing Your Final Approach
 - Knowledge Check
- **Module 8 — Gaining Support**
 - Gathering Data
 - Addressing Concerns and Issues
 - Evaluating and Adapting
 - Knowledge Check
- **Module 9 — Managing the Change**
 - Developing a Change Management Plan
 - Developing a Communication Plan
 - Implementing the Plans
 - Providing Constructive Criticism
 - Encouraging Growth and Development
 - Knowledge Check
- **Module 10 — Overcoming Roadblocks**
 - Common Obstacles
 - Re-Evaluating Goals
 - Focusing on Progress
 - Knowledge Check
- **Module 11 — Reaching the End**
 - How to Know When You've Achieved Success
 - Transitioning
 - Wrapping it All Up
 - Knowledge Check
- **Module 12 — Assessment**
 - Post-Test

COMPLETION & CERTIFICATION

Pass/Fail: passing requires a score of 70% or higher on the course knowledge checks.
 The certificate of completion is non-credit. This course does not currently carry academic credit or CEUs.

OFFICIAL SEHG CERTIFICATE

Graduates receive the official Synergy University Education Certificate of Completion — issued by the Office of the Registrar with a unique credential ID, shareable to LinkedIn and verifiable online.

Every certificate carries a unique credential ID — verify at:

SynergyEducation.AI/verify

SUPPORT, ACCESS & POLICIES

- Support: CEO@SynergyEducation.AI
- Accessibility: ADA/WCAG 2.1 AA-first delivery; accommodations available on request.
- Academic integrity and refund policies: per SEHG student handbook.

Enroll Today

Tuition per learner (Essentials tier) — enroll online with the course code below.

\$49 · SEHG-HR-5874 · SynergyEducation.AI

Also available: instructor-led workshop kits for teams — in-person training agendas, playbooks, and facilitator materials built on this course. Contact CEO@SynergyEducation.AI.