



Middle Manager

SEHG-SV-4441 · Business · approx. 1 min seat time · English · 100% online, self-paced

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

COURSE DESCRIPTION

Welcome to the Middle Manager workshop. Traditionally, middle managers make up the largest managerial layer in an organization. Middle managers are responsible to those above them and those below them. They head a variety of departments and projects. In order for a company to operate smoothly, it is essential that those in middle management be committed to the goals of the organization and they understand how to effectively execute these goals. It is crucial for businesses to focus on these essential managers and provide them with the opportunities to succeed. No matter the organization's structure or size, it will benefit from employing well-trained middle managers.

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.

SKILLS & LEARNING OUTCOMES

Upon completion, the student will be able to:

- Define management
- Understand ethics in the workplace
- Manage information and make decisions
- Be familiar with the control process
- Use organizational strategies to facilitate change
- Create structures and processes to manage teams

WHAT'S INCLUDED

- 1 clock hour(s) of self-paced online learning
- 12 course modules
- 0 instructional videos — 0 minutes of total video runtime
- This syllabus (PDF), downloadable for reference
- Official SEHG Certificate of Completion upon finishing the course
- Language editions: English

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 — Introduction to Management**
 - What is Management?
 - What Do Managers Do?

- What Does It Take to Be a Manager?
- Why Does Management Matter?
- **Module 3 — Ethics and Social Responsibility**
 - What is Ethical Workplace Behavior?
 - What is Unethical Workplace Behavior?
 - How to Make Ethical Decisions
 - What is Social Responsibility?
- **Module 4 — Managing Information**
 - Why Information Matters
 - Strategic Importance of Information
 - Characteristics and Costs of Useful Information
 - Getting and Sharing Information
- **Module 5 — Decision-Making**
 - What is Rational Decision-Making
 - Steps to Rational Decision-Making
 - Limits to Rational Decision-Making
 - Improving Rational Decision-Making
- **Module 6 — Control**
 - Basics of Control
 - The Control Process
 - Is Control Necessary or Possible?
 - How and What to Control
 - Control Methods
- **Module 7 — Organizational Strategy**
 - Basics of Organizational Strategy
 - Sustainable Competitive Advantage
 - Strategy-Making Process
 - Corporate, Industry, Firm Level Strategies
- **Module 8 — Innovation and Change**
 - Organizational Innovation
 - Why Innovation Matters
 - Managing Innovation
 - Organizational Change
 - Managing Change
- **Module 9 — Organizational Structures and Process**
 - Departmentalization
 - Organizational Authority
 - Job Design
 - Designing Organizational Process
- **Module 10 — Managing Teams**
 - The Good and the Bad of Using Teams
 - Types of Teams
 - Work Team Characteristics
 - Enhancing Work Team Effectiveness
- **Module 11 — Motivation and Leadership**
 - Basics of Motivation
 - Equity Theory
 - Expectancy Theory
 - What is Leadership?
 - Situational Leadership
 - Strategic Leadership
- **Module 12 — Assessment**

COMPLETION & CERTIFICATION

Completion-based: a certificate of completion is issued after all course videos have been viewed.
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-SV-4441 · 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.