

## ADDITIONAL LEARNING

## Be a Better Manager with Harvard Business

**HARVARD**  
**ManageMentor**<sup>®</sup>  
**10**

Harvard, one of the most respected names in business publishing, are providing a number of learning resources to the MOD:

- **Harvard ManageMentor (HMM)** – a 'dip in' resource for all involved with management
- Three e-learning courses for any manager or anyone interested in becoming a manager
- A series of 'podcasts' – short audio clips – discussing key topics in management.

### How to access HMM

Although HMM is not e-learning, the topics have been loaded onto the Defence Learning Portal (DLP) – see page 216. Once you have logged in, you will find all the topics in a category called 'Harvard ManageMentor'.

### What are Harvard 'podcasts'?

Podcasts are short audio files (MP3) designed to be listened to on an iPod or other audio mobile devices or any computer. Each podcast is a short, 10–15 minutes recording of international business leaders and academics giving their insights on a specific topic. There are many subjects including strategic thinking, time management, change management, coaching and persuading others.

### How to access the podcasts

There are 40+ podcasts on Go-le@rn, our mobile learning portal. If you do not have an account for Go-le@rn, please visit your nearest DELC or contact the DELC service desk on 0845 330 9643 or at [delc.uk@logica.com](mailto:delc.uk@logica.com)

Once you have logged into Go-le@rn, click on the Search button and Search on the word 'Harvard' in the Description field and you will find a large number of podcasts to choose from.



## Harvard ManageMentor

With expert advice from world-renowned business leaders, your workforce will build on a broad base of management skills. You will have access to material addressing daily management responsibilities ranging from running a meeting to developing a strategy. HMM is an online resource delivering information, practical tools, steps and tips on more than 40 business topics including:

V420 Business Case Development

V421 Business Plan Development

V422 Career Management

V423 Change Management

V424 Coaching

V425 Crisis Management

V426 Customer Focus V1.0

V427 Decision Making V1.0

V428 Delegating

V429 Developing Employees

V430 Difficult Interactions

V431 Feedback Essentials

V432 Goal Setting

V433 Innovation and Creativity

V434 Innovation Implementation

V435 Leading and Motivating

V436 Managing Upward

V437 Marketing Essentials

V438 Meeting Management

V439 Negotiating

V440 New Manager Transitions

V441 Persuading Others

V442 Presentation Skills

V443 Process Improvement

V444 Project Management

V445 Retaining Employees

V446 Strategic Thinking

V447 Strategy Execution

V448 Stress Management

V449 Team Leadership

V450 Team Management

V451 Time Management

V452 Virtual Teams

V453 Writing Skills

V464 Stepping Up To

Management V1.0

V465 Developing as a Leader V1.0

V466 Leadership Transitions V1.0