



**Quick Bytes**  
BY CPD FOR ACCOUNTANTS

 **CPDForAccountants**  
Self-Paced E-Learning Courses



**QUICKBYTES**

# LEADERSHIP INSIGHTS – BUILDING ESSENTIAL SKILLS

**Learn. Transform. 100 modules. 15 minutes at a time.**

CPD For Accountants presents the QuickBytes 'Leadership Insights – Building Essential Skills' Program, designed to support the holistic development of professionals transitioning into management and leadership roles.

## PROGRAM OVERVIEW

The 'Leadership Insights - Building Essential Skills' Program is designed to equip professionals with the knowledge and skills they need to successfully transition into management and leadership roles.

This program provides a comprehensive and flexible learning experience, allowing busy professionals to develop their leadership capabilities in short, focused bursts.

With each module lasting just 15 minutes, learners can integrate professional development into their daily routines without disrupting their work schedule.

Whether you're looking to improve specific skills or undertake a broader leadership journey, this program provides the tools and flexibility to suit your needs.

**100 Modules** Each module is concise, taking approximately 15 minutes to complete, ensuring learning can be seamlessly integrated into your busy schedule.

**Personalized Learning** Learners are guided to identify SMART actions that they can implement to accelerate their professional development.

**Flexibility** Complete modules in any order and at a pace that suits you.

**CPD Hours** The program provides 25 CPD Hours of accredited professional instruction.

**SMART Actions** Develop your SMART action list to incorporate within your personal professional development plan.

Register at [cpdforaccountants.com.au/product/leadership-insights](https://cpdforaccountants.com.au/product/leadership-insights)

## KEY FOCUS AREAS

The program is structured around key focus areas that are essential for leadership development. These areas have been carefully selected to ensure that learners gain a well-rounded understanding of leadership and management principles.

From building critical career success skills and enhancing communication to fostering emotional intelligence and driving transformation, each focus area is designed to help you grow as a leader.

## PROGRAM CONTENT

The 'Leadership Insights - Building Essential Skills' Program consists of the following courses:

**11 Courses**

**100 Modules**

**25 CPD Hours**

### 4. Emotional Intelligence

Improve self-awareness, manage emotions, and enhance your relationships both in and out of the workplace.

**7 modules, 1.75 CPD Hours**

### 8. Knowledge Retention

Learn techniques to capture, share, and preserve essential knowledge within your organization for long-term success.

**5 modules, 1.25 CPD Hours**

### 1. Career Success

Build the foundation for long-term success with essential career skills; time management and effective decision-making.

**10 modules, 2.5 CPD Hours**

### 5. Empathy

Foster stronger connections by learning the power of empathy in both professional and personal interactions.

**11 modules, 2.75 CPD Hours**

### 9. Leading Transformation

Equip yourself with the tools to lead change, adapt to challenges, and foster innovation within your team.

**10 modules, 2.5 CPD Hours**

### 2. Communication

Enhance your communication abilities with practical modules on public speaking, active listening, and clear, professional writing.

**6 modules, 1.5 CPD Hours**

### 6. How to be Intelligent

Explore intellectual virtues like curiosity and reflection, empowering you to make informed, thoughtful decisions.

**10 modules, 2.5 CPD Hours**

### 10. Learning Agility

Stay ahead of the curve by developing an agile mindset that enables quick adaptation to new challenges and opportunities.

**10 Modules, 2.5 CPD Hours**

### 3. Critical Thinking Institute

Develop the ability to think critically by learning how to evaluate arguments, recognize patterns, and make data-driven decisions.

**12 modules, 3 CPD Hours**

### 7. Inclusion Institute

Gain insights into creating inclusive environments through diversity, allyship, and equitable practices.

**10 modules, 2.5 CPD Hours**

### 11. Mental Health

Prioritize your well-being and mental health with modules on resilience, stress management, and mindfulness practices.

**9 modules, 2.25 CPD Hours**

## WHY CHOOSE THIS PROGRAM?

The 'Leadership Insights - Building Essential Skills' Program is specifically tailored for busy professionals who need flexible, actionable, and relevant content.

With 100 modules, learning can be seamlessly integrated into your busy schedule. Each module is designed to be completed in just 15 minutes, ensuring that learners can easily fit professional development into their schedules.

The program's focus on SMART actions ensures that what you learn can be immediately applied in the workplace, making each lesson practical and impactful. With its wide range of topics and accessible format.

- **Flexible Learning:** Designed for busy professionals, each module can be completed in just 15 minutes, allowing you to learn at your own pace.
- **SMART Actions:** Each module is aligned with clear, actionable goals to ensure learners can directly apply their new skills in real-world scenarios.
- **Comprehensive Topics:** Covering the critical areas needed for leadership success, QuickBytes prepares you for every challenge you'll face on your leadership journey.
- **25 CPD Hours of Training:** You will receive progressive CPD Certificates as you complete each course.

## WHO SHOULD ENROL?

The QuickBytes 'Path to Leadership' Program is designed for professionals in accounting and other professional service environments, including:

- **Accountants**
- **Administrators**
- **Managers**
- **Partners**
- **Directors**

This program is ideal for those looking to enhance their personal management and leadership skills to drive success in their current roles and future leadership positions.

## START YOUR LEADERSHIP JOURNEY TODAY

Visit CPD For Accountants for more information or to enrol in the QuickBytes 'Leadership Insights - Building Essential Skills' Program