



## Certified Business Leader (CBL)™

Leadership is vitally important in organizations today. The world is changing so fast that many organizations and even countries are getting left behind because they do not have true leadership. There is a scarcity of leadership in the world. Organizations have too few leaders.

We need leaders who can be role models and be willing to develop the leaders of tomorrow and not hold on to their power, but share it.

We need leaders who have vision and can inspire that vision in others. Those who can put that picture of the future that is in their mind into the mind of their followers.

We need leaders who will remove the obstacles out of the path of their followers and develop them – not trip them up.

We need leaders who are not afraid to ask the difficult questions. Those who challenge convention and do not always accept the status quo.

We need leaders who can create an environment that people want to work in; an environment where autonomy, feedback, job significance and job identity are the order of the day. Where employees feel welcome, wanted and valued for whom they are for and what they contribute.



## How is the International Institute of Leadership Studies Different?

### Our Values

The IILS encourages leadership that empowers and elevates every individual. By focusing on programs that develop personal awareness through the mastery of emotional, moral, and social intelligence we change how leadership evolves worldwide. Today leaders must consider not only profitability, but also the sustainability of planet and people as well. We believe a balanced approach that takes advantage of modern globalization can achieve all three of these goals.

### Our Network

By creating a global network of training partners who follow the IILS standards of excellence through a commitment to lifelong learning, we create a common curriculum that expands according to the input provided by our students, partners, members and educators. Our network directly contributes to our "global benchmark" that truly is international in nature and still relevant to the individual on a local level.

### Our Community

The IILS was established as an organization of learning where great minds could contribute to the global evolution of education and development through an expanding membership base worldwide. We strive to expand the benefits to our community of organizations, professionals and educators. There are many ways to connect online via [www.theglobalbenchmark.com](http://www.theglobalbenchmark.com)

### Online Learning Portals

An additional option is our online learning portals via our partnership with the Center for Leadership Certification (CLC)™ that can include exams, videos and other valuable resource materials that you provide or we create for you.

### Certification:

Exam – Achieved by passing three (3) online exams based on three separate training modules. Each exam focuses on the material in the specific module and consists of one hundred (100) multiple-choice questions. The questions are primarily behavior based, so a good understanding of the material is required to pass. Exams are timed and administered through our online partner – the Center for Leadership Certification™ (CLC).



## LEARNING OPTIONS



### OPTION 1 - Classroom

Three modules of five [5] consecutive days each. These three modules can be spread over several months – usually 3 to 4 weeks between modules. This offers the option of supported learning by a facilitator and interactive group discussions, allowing for a cross-pollination of ideas and concepts. There is an online exam after each module; normally about a week after the classroom experience.

### OPTION 2 - E-Learning

This offers candidates the freedom to complete the course through the online portal as each candidate can learn, study and take exams at their own pace. It is also three modules of an e-learning program, taking the candidates through the material with occasional voice-over and video clips. The candidates are free to explore these e-learning modules as many times as they wish. They can also download the e-book as a study tool. The candidates are free to take the three online exams at any time.

The International Institute of Leadership Studies offers a range of certifications for governmental organizations, business professionals, academics and those in the non-profit sector. These programs are available via in-house lectures as well as online self-study through our virtual campus provided by our partner, the Center for Leadership Certification™. Certification is met through online exams.

For more information visit:

[www.theiils.com](http://www.theiils.com)

Or email us at:

[learnmore@theiils.com](mailto:learnmore@theiils.com)



For online exams visit:

[www.clc-campus.com](http://www.clc-campus.com)

## Course Content

### Certified Business Leader I -

CBL1: The Pillars of Leadership

#### Part One:

##### Leadership Now

- Chapter 1: Building a sustainable Organization
- Chapter 2: Where Ethics meet Leadership
- Chapter 3: Contemporary Management
- Chapter 4: The Mind and the Human aspects of Leadership

#### Part Two:

##### The Dynamics of People

- Chapter 5: The Challenge of Working in a Multicultural society
- Chapter 6: Communication in Leadership

#### Part Three:

##### Growth and Progress

- Chapter 7: Growth Strategies
- Chapter 8: Growth through Innovative Leadership
- Chapter 9: Money makes the world go round

### Certified Business Leader II

CBL2: The Road Map for Leaders

#### Part One:

##### Strategy and Planning

- Chapter 1: The Leader as a Strategist
- Chapter 2: The Strategy Planning Model - Strategy Fills the Gap
- Chapter 3: Expansion Strategies – The World on our Doorstep
- Chapter 4: Decisions – The Leadership Advantage
- Chapter 5: Making the most of Meetings

#### Part Two:

##### Resources

- Chapter 6: Who does What and who Talks to Whom?
- Chapter 7: Charting the Organization
- Chapter 8: Leading Teams
- Chapter 9: Logistics and Supply Chain Management
- Chapter 10: Strategic Manpower Management

#### Part Three:

##### Project Management

- Chapter 11: Introduction
- Chapter 12: Basics of Project Management
- Chapter 13: Planning a Project
- Chapter 14: Implementing the Plan
- Chapter 15: Monitoring Performance

### Certified Business Leader III

CBL3: Reaching Leadership Goals

#### Part One:

##### Getting Profit from People

- Chapter 1: Leadership
- Chapter 2: Principles of Motivation
- Chapter 3: Coaching and Mentoring
- Chapter 4: Empowerment and Delegation
- Chapter 5: Leadership Tension and Conflict Control

#### Part Two:

##### Guiding Ourselves and our Activities

- Chapter 6: Proactively Implementing and Managing Change
- Chapter 7: Managing our Activities (Time Management)
- Chapter 8: Stress Management
- Chapter 9: Building our Emotional Intelligence

#### Part Three:

##### Setting Performance Standards

- Chapter 10: Organizational Performance
- Chapter 11: Financial Controls and Measurement
- Chapter 12: Operational Controls and Measurement
- Chapter 13: Leadership Building Blocks

\*More detailed descriptions of the above are available upon request.

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