

5 days

Knowledge Management

Unlock insights in your organisation

Find out how your organisation can learn from its people and its experiences to become more innovative, responsive and strategic:

- develop a culture that harnesses the know-how and experience of your people
- make knowledge accessible to everyone who needs it, by building knowledge sharing (KS) into everyday operations
- use knowledge management (KM) to achieve and support your strategic objectives.

Why choose this course

This course is relevant for professionals engaged in information and knowledge management, change management, project and programme planning, M&E and learning, communications and organisational development. No prior Knowledge Management experience is needed.

What you will learn

Through a mix of practical activities, theory and case study examples you will learn how to:

- advocate for effective knowledge sharing
- foster an enabling environment within your own organisation that encourages knowledge sharing
- conduct a knowledge management assessment of your organisation
- apply knowledge sharing tools and techniques in practice
- develop a knowledge management strategy to institutionalise KM practices within your organisation.

- explore the role of KM in an organisation
- identify where KM is situated in your organisation
- establish a framework and components for developing your knowledge management strategy throughout the course.

Day 2

Understanding context and taking stock

- understand the cultural and behavioural elements of knowledge management
- explore how to develop a conducive environment for knowledge sharing and overcoming challenges
- learn how to make the best use of organisational assessments.

Day 3

Actively learning from feedback loops

- examine supply and demand for knowledge
- capture and generate meaningful lessons learned
- recognise and maximise learning opportunities in the project cycle
- pool good practice examples.

Day 4

Pure KM tools and supporting practices

- explore and apply knowledge sharing techniques and processes
- share current examples of ICT and social media
- identify and work with knowledge champions.

Day 5

Knowledge management strategy

- develop steps for a knowledge management strategy
- validate components of your KM strategy with peer support
- share insights for overcoming challenges and recognising success in KM in your organisation.

How long: 5 days

Cost: £2350

Please note if your sponsor is registered in the UK, VAT will be added to this course fee at 20%. Which is reclaimable for all registered charities.

For the latest course dates, locations and booking deadlines please see our website or get in touch.

And for help and advice with planning your in-house training or consultancy needs contact us today.



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“ I would recommend this course to anyone taking on the KM role or already working on KM. The information I have learned on KM elements, tools, environment, etc. is invaluable. Do yourself a favour and sign up for the KM course with IMA! ”

**Jane Kahaki Njuguna,
Programme Officer
KM, AGRA (Alliance
for Green Revolution
in Africa)**



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SHORT COURSE PROVIDER



Daily Course Objectives

Subject to change to reflect participants' needs.

Day 1

Fundamentals

- understand the fundamentals and key concepts of knowledge management
- how to make a case for knowledge management

Book online at imainternational.com or call +44 (0) 1273 833030