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KMI  
KM INSTITUTE™



# CERTIFIED KNOWLEDGE MANAGER COURSE

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The CKM Course enables participants to:

- Engage in Interactive Discussions
- Focus on Practical Application of KM Concepts
- Implement Quick Win projects
- Develop customized KM strategy

7 – 11 October 2024

Live Instructor Based Online Session



# CERTIFIED KNOWLEDGE MANAGER

**The “CKM®” is the Flagship Certification from the KM Institute;** the top choices for Practitioners, Leaders and Managers of KM Initiatives. Whether public or private sector, large or small – the CKM is the international standard for all KM Professionals.

## Learn to...

- Perform KM using proven tips/tools anyone can use!
- Build Collaborative Environments; better communication, spark innovation.
- Transform your organization into a rapid-learning environment.
- Develop innovative ways to do Knowledge Mapping.
- Create the KM Vision for your company, including a solid strategy to get there.
- Discover usable, real-world KM principles and keys to success.
- Initiate with KM projects.

## Who should attend?

- Knowledge Managers
- Content Managers
- Intranet/Database Managers
- HR/Professional Development
- Organizational Development
- Library Managers
- IT & KM cross units
- SharePoint & Proprietary Admin
- Talent Manager
- Program/Project Managers
- Learning/Quality Managers

# CONVINCE YOUR LEADERSHIP

Why should your top management consider 'certifying' your staff with KMI?



## Industry Best Practices

The CKM program teaches the best-known practices delivered by top organizations.

## Proven Methods

Popular techniques such as the "Knowledge Cafe" or "Knowledge Transfer" are taught in the KMI Certification program



## Diversity & New Perspective

Public classes average 20 students per class, adding different perspectives representing public & private sectors, international organizations & a full spectrum of experience from newcomers to seasoned pros.

## Continuous Learning

The training does not end on the final day of class, rather it's just the beginning of KMI's commitment to your continuous learning.



# COURSE CONTENT

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## Day 1

- Welcome & General Overview
- Introduction Exercise (Name, Role, Expectations)
- **Objective 1 : Call to Action Exercise:**  
Small Group Exercise
- **Objective 2 : Define KM Exercise:**  
Small Group Exercise



## Day 2

- Feedback on Day One  
(How do you feel about the content, pace, interactivity?)
- **Objective 3 : KM Metrics (Measure KM Success)**  
Exercise: KM Maturity Models
- **Objective 4 : The KM Methodology**  
Exercise: Case Study and Methodology design
- **Objective 5 : Awareness Campaign - Communication Plan**  
Exercise: Slides and group discussion
- Exercises assigned before next session: Watch certain modules from the eCKM (online) Program regarding KMI Methodology, prepare questions for in-class review.



# COURSE CONTENT

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## Day 3

- **Objective 6 : Awareness Plan - Learning Plan**  
Exercise: Slides and group discussion
- **Objective 7 : Quick Wins**  
Exercise: 1-2-4-all liberating structure (ref. homework)
- **Objective 8 : Transformational Change Management**  
Exercise: Slides and group discussion, plus “folding hands” exercise



## Day 4

- **Objective 9 : KM Solutions Matrix**  
Exercise: Strategy examples and group discussion
- **Objective 10: Knowledge Transfer & Retention**  
Exercise: Practice Knowledge Transfer & Retention
- **Objective 11: Governance/KM Team Charter**  
Exercise: Strategy examples and group discussion



# COURSE CONTENT

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## Day 5

- **Objective 12: Overcome Barriers**

Exercise: Knowledge Café

- **Objective 13: Get Started (Way Forward)**

*What*

*specifically are you going to do when you get back to your team and organization?*

Exercise: Practicum 13: Capstone KM Strategic Planning Canvas activity

KM Strategy Conclusion – Next steps, more live feedback /  
Exam review : Cover slides, field any questions

Conclusion : “Appreciation circle”



# STEPS TO OBTAIN CKM® CERTIFICATION



**Enrol & Register**



**Online SelfStudy**

- Registration for online modules.



**5 Day Online Session**

- KM Theory.
- KM Practical Concepts.
- Mini Project based on KM tools & templates.



**Post Classroom  
Assessment**

- Multiple questions based on theory.



**Earn your Certificate of  
Completion issued by  
Knowledge Management  
Institute, USA**

**Certificate of  
Attendance  
issued by  
Sharma  
Management  
International**



# TESTIMONIALS

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## ***Amilia, PETRONAS***

"To practice the knowledge immediately after a module finished. Save time to allocate the final day for presentation preparation and important to gauge the participant comprehension."



## ***Saliza, MNPC***

"Even though it's a tough class, but it provides deeper understanding on KM and how to implement at the workplace."



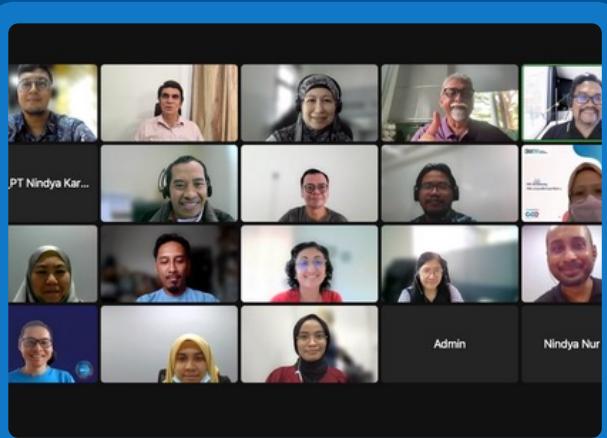
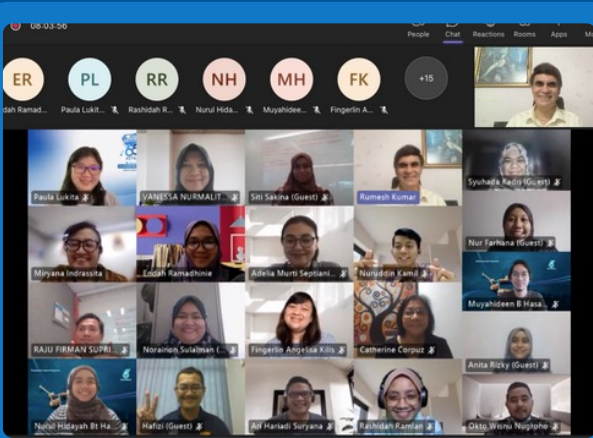
## ***Fairus, ExxonMobil***

"Obtained the CKM from this training provider. Smooth registration process and exceptional trainer."





# OUR PAST CKM® SESSIONS



# FACILITATOR'S PROFILES

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## DR. RUMESH KUMAR

Dr. Rumesh is specialized in the areas of project management, knowledge management and organizational diagnostics. His dissertation topic for the doctorate program he undertook with the University of South Australia in 2004 was on Knowledge Management and Organizational Learning.

He was trained in Knowledge Management under Douglas Weidner, the founder of Knowledge Management institute and has been approved to conduct the Knowledge Manager Certification programs by Knowledge Management Institute, USA.



## DOUGLAS WEIDNER

Douglas Weidner is a respected KM trainer, consultant, columnist, conference speaker and mentor. Douglas developed the internationally acclaimed Certified Knowledge Manager (CKM) and Master CKM Certification Programs, based on his KM consulting and training experiences.

He has trained, certified and advised KM leaders in almost every US Government Agency and all major US military services and joint combatant commands, non-governmental organizations, and over one thousand commercial firms worldwide.

# REGISTRATION



<b>Introductory Early Bird Price</b> Registration before 6 September 2024 <i>(Per Participant)</i>	<b>Normal Price</b> <i>(Per Participant)</i>
<b>RM 8,000</b>	<b>RM 9,000</b>

\*The fees stated above do not include 8% SST tax.



## 100% HRDC Claimable

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