**Front cover**

**BEFORE COMPLETING THIS DOCUMENT, PLEASE ENSURE YOU HAVE READ THE FREQUENTLY ASKED QUESTIONS DOCUMENT ALSO SAVED ON THE PORTAL**

Please include the following:

**Unit 501 – Principles of Management and Leadership in an Organisational Context.**

**Your full name as given when at point of registration with CMI**

**Your CMI registration number**

**Total word-count** (excluding, Statement of Context, Contents Page, Headings, Diagrams, Charts and Graphs, Information contained within references and Bibliographies)

**Contents Page**

Refer to frequently asked questions prior to completing

**Unit 501 –** Principles of Management and Leadership in an Organisational Context.

Statement of context:

Please provide us with a brief insight into your role within the organisation, and your responsibilities as a manager. This provides useful context for the assignment. No more than 200 words required.

This section is not included in your word count and is for background only, it is not part of the assessment.

**Task 1**

For the first task, you should create a profile of a manager who has operational or departmental responsibilities. The aim of this task is to present the knowledge, skills and behaviours required to be effective in the management and leadership role.

To complete the profile you are required to:

1. Assess the essential knowledge and skills required for a management and leadership role (AC3.1)
2. Evaluate factors which impact on the selection of communication techniques required to be effective in a management and leadership role (AC3.2)
3. Analyse the core behaviours required to be effective in a management and leadership role (AC3.3)

Approx 750 words

**Task 2**

You are required to write a report entitled ‘The application of management and leadership theories in an organisational context’.

To complete this report, you are required to:

1. Evaluate the relationship between management and leadership (AC2.1)
2. Analyse how the use of different management and leadership styles impact on individuals and teams (AC2.2)
3. Discuss the influence of culture and values on the selection of management and leadership styles (AC2.3)
4. Examine how management and leadership styles can be adapted in different situations (AC2.4)

Approx 1400 words

**The application of management and leadership theories in an organisational context:**

**Task 3**

You are required to write a report entitled ‘The factors which impact on an organisation’s internal environment’.

To complete this report you are required to:

1. Examine how the legal status of an organisation impacts on the way it is governed (AC1.1)
2. Examine how different organisational structures impact on management roles (AC1.3)
3. Analyse the purpose of an organisation’s mission and vision statements (AC1.2)
4. Discuss the impact of organisational values and ethics on management decision making (AC1.4)

Approx 1400 words

**The factors which impact on an organisation’s internal environment:**

**Task 4**

Write a proposal which outlines how you would develop an approach for building a culture of mutual trust, respect and support with teams and individuals. (AC3.4)

Approx 450 words

**References**



Example from Harvard Referencing (document attached with full guidance). Please delete above example before submitting your assignment.