



THE UNIVERSITY
OF THE
WEST INDIES
GLOBAL CAMPUS

Continuing & Professional Education Programme
SEMESTER II - SHORT COURSES
ACADEMIC YEAR 2025/2026

APPLICATION DEADLINE: MAY 15, 2026

COMMENCEMENT WEEK: MAY 26, 2026

10-WEEK SHORT COURSES (unless otherwise stated)

Effective Management and Leadership

COURSE STRUCTURE:

- Concepts of Managing
- Concepts of Leadership
- Leadership vs Management
- Human Resources Management
- Motivation & Reward
- Conflict Resolution
- Managing Self

This course is one of three in the **Entrepreneurship & Small Business Management** programme!

Day/Time: Tuesdays & Thursdays, 5:30 PM -7:00 PM

Delivery: ONLINE

Tuition Fee: \$650 XCD

Financial Management Essentials

COURSE STRUCTURE:

- Corporate Finance
- Economics of the World Today
- Basic Accounting Principles
- Investments in today's Economy
- The Role of Finance in Management

Day/Time: Mondays & Wednesdays, 5:30 PM - 7:00 PM

Delivery: ONLINE

Tuition Fee: \$650 XCD



**APPLY NOW
VIA WEBSITE /
FACEBOOK**

Customer Service Management

COURSE CONTENT:

- Improving Customer Service
- Customer Loyalty
- Stress and Anxiety
- Handling Customers and Conflict
- Reducing Miscommunication
- Complaints and Business Relations
- Resolving Internal Problems

Day/Time: Mondays & Wednesdays, 5:30 PM - 7:00 PM

Delivery: ONLINE

Tuition Fee: \$650 XCD

Entrepreneurship and Business: Theory and Practice

COURSE STRUCTURE:

- Entrepreneurship and Small Business Theories
- Business Ownership Versus Entrepreneurship
- Competitive Strategy and Customer Satisfaction
- Market Segmentation
- Marketing and Brand Management
- Communication Skills
- Business Plan Development

This course is one of three in the **Entrepreneurship & Small Business Management** programme!

Day/Time: Mondays and Wednesdays, 5:30 PM - 7:00 PM

Delivery: ONLINE

Tuition Fee: \$650 XCD

Introduction to Human Resources Management

This course is one of four in the **Fundamentals of Business Administration** programme!

COURSE CONTENT:

- Human Resource Planning and Development
- Recruiting Human Resources
- Selecting Human Resources
- Performance Review
- Training and Development
- Employee Morale, Compensation and Benefits
- Industrial Relations

Day/Time: Mondays and Wednesdays, 6:00 PM - 7:30 PM

Delivery: ONLINE - 10 weeks

Tuition Fee: \$650 XCD

*Delivery of course subject to availability of tutor and required number of students

Page 1

WEBSITE: www.global.uwi.edu/antigua_barbuda/local-programmes



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Project Management

COURSE CONTENT:

- Identify project components
- Developing the project charter
- The use of computers for MS Project

DESCRIPTION:

Project Management is recognized as one of the fastest-growing professions today. This course provides the basics for project managers by introducing essential project management concepts and methods to help plan and control their businesses.

Day/Time: Tuesdays and Thursdays, 5:30 PM - 7:30 PM

Delivery: ONLINE

Tuition Fee: \$800 XCD

Management Essentials

This course is one of four in the **Fundamentals of Business Administration** programme!

COURSE CONTENT:

- Introduction to Management
- Management Theorists
- The Environment of Management
- Managerial Planning
- Managerial Decision Making
- Leadership
- Motivation
- Communication

Day/Time: Tuesdays and Thursdays, 5:30 PM - 7:00 PM

Delivery: ONLINE

Tuition Fee: \$650 XCD

Supervisory Management I

COURSE CONTENT:

- Roles and Challenges
- Planning, Decision-Making and Problem Solving
- Organizing and Delegating Authority
- The Supervisor as a Leader
- Motivation and Work Attitudes
- Organizational Communication
- Handling Discipline, Grievance & Appraising Employee Performance

Day/Time: Mondays and Wednesdays, 5:30 PM - 7:00 PM

Delivery: ONLINE

Tuition Fee: \$650 XCD

Real Estate Economics and Appraisal

This course is one of three in the **Property and Real Estate Management** programme!

COURSE CONTENT:

- The Economics of Real Property
- Mathematics for Real Estate
- Property Appraisal

Day/Time: Mondays, 5:30 PM - 7:30 PM

Delivery: ONLINE

Tuition Fee: \$750 XCD

Working with Family and Community

COURSE CONTENT:

- Role of The Early Childhood Institutions
- Family Structures
- Parent and Parent Education
- Parenting Styles
- Values and Beliefs of Parents
- Roles and Responsibilities of Parenting
- The Rights of the Child
- Working with Home, School and Community
- Promoting Good Home and School Relationship
- Classroom Management and Record Keeping

This course is one of six in the **Early Childhood Education Care And Development (ECED)** programme!

Day/Time: Mondays and Wednesdays 5:30 PM - 7:00 PM

Delivery: ONLINE

Tuition Fee: \$650 XCD



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Page 2

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