

# MANAGEMENT FAST-TRACK CERTIFICATE



A Program Overview of the Business & Professional Services Area of Study

Updated as of May 2018



## Programs At-A-Glance

### **Management Fast-Track Certificate**

Available at LSC-Montgomery  
and LSC-University Park

[LoneStar.edu/Management-Wokforce-Certificate](http://LoneStar.edu/Management-Wokforce-Certificate)

**'Entry-level wages vary by industry**

**T**he Management Fast Track program prepares entry-level supervisors to succeed as an effective organization leader. This six-week program supports the participant's need to acquire skills that will allow them to effectively support their organization's goals. Lone Star College provides an optimal learning environment for participants to become professionals who are capable of working in teams and communicating ideas effectively.

Our program will introduce the fundamentals of supervision and leadership. The program includes introductory supervision skills such as communications, team building, performance review, and an overview of common legal issues. Participants will also learn effective meeting leadership skills and introduce supervisors to basic human resource functions.

### **FOR MORE INFORMATION:**

Please contact [CorporateCollege@LoneStar.edu](mailto:CorporateCollege@LoneStar.edu)

'Wage Data' is based on annual salaries from Bureau of Labor Statistics, U.S. Department of Labor, Occupational Employment Statistics, 2016, [www.bls.gov/oes](http://www.bls.gov/oes).

**[LoneStar.edu/Management-Wokforce-Certificate](http://LoneStar.edu/Management-Wokforce-Certificate)**

# MANAGEMENT FAST-TRACK CERTIFICATE



## Management Fast-Track Certificate

48 Contact Hours

Corporate  
College

Supervision, Introduction

Communication Skills for Managers

Team Building in the Workplace

Lead Effective Meetings

Employee Performance Review

Legal Issues for Supervisors

Professional development opportunities are available for additional training and licensure.



Representative career titles and job positions for this program plan include:

- **Job titles vary by industry<sup>2</sup>**

<sup>1</sup>Entry-level wages vary by industry

<sup>1</sup>Wage Data is based on annual salaries from Bureau of Labor Statistics, U.S. Department of Labor, Occupational Employment Statistics, 2016, [www.bls.gov/oes](http://www.bls.gov/oes).

<sup>2</sup>Position titles vary by employer and location.

**Complete your  
Management Fast-Track  
Certificate in 6 weeks!**

For more information on gainful employment, visit [LoneStar.edu/GainfulEmployment](http://LoneStar.edu/GainfulEmployment).

05.01.18.03

**[LoneStar.edu/Management-Workforce-Certificate](http://LoneStar.edu/Management-Workforce-Certificate)**