

# Change Management Boot Camp

## Part 1: Course Information

### Facilitator Information

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### Course Description

In this engaging LIVE virtual Change Management Boot Camp, participants use a case study and the ACMP Change Standard, to demonstrate how to successfully plan and execute organizational change, use behavior to trigger, action and reinforce change, mitigate change resistance and change saturation and plan for and measure change adoption, proficiency and sustainment all while gaining 22.5 credits for the full CCMP™ educational requirement!

Facilitated by a change management strategist and thought leader with 18+ years proven business experience, CCMP™ and Proscar ADKAR certifications and an engaging learning style, participants walk away from the ChangeFit 360 Change Management Boot Camp with learning that can immediately be put into practice while also preparing for the CCMP™ Exam!

### What You Gain

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- Live instructor led facilitation from a CCMP™ certified change professional allowing for full participant interaction

- Focus on the critical role that behavior plays in triggering, actioning and reinforcing change
- Stress practical application that can immediately be put into use while also preparing for the CCMP™ Exam. Includes calculators, job aids and more!
- Compliments key change industry frameworks including the ACMP Change Standard & Prosci
- 22.5 PDU/CDU for the full CCMP™ educational requirement, and/or PMI and SHRM Recertification
- Verifiable achievement through a digital badge
- \$200 CCMP™ Exam discount code

**Who You Are**

Mid to senior level professionals executing organizational change. Any professional looking to obtain or maintain their CCMP™ certification.

**Part 2: Learning Outcomes****What Participants Will Learn**

1. Position change management as a strategic business competency
2. Effectively assess the impact of a change
3. Recognize and capitalize on the critical behaviors needed to trigger, action, reinforce and sustain change
4. Coach key change agents for improved performance including people leaders and change champions
5. Build engagement for change via communications plus engaging experiences
6. Measure and optimize the ROI of change
7. Transition change to business for sustainment

**Part 3: Schedule**

Day	Standard	Topic	Exercises	Content
1	<b>Process Group 1: Evaluate Change Impact and Organizational Readiness</b>	<ol style="list-style-type: none"> <li>1. Welcome and Need to Know</li> <li>2. Why Change Matters</li> <li>3. Process of Change</li> <li>4. Introducing ACMP Standard and Process Groups</li> <li>5. ACMP Standard Process Group 1</li> <li>6. Analyze Change Impact</li> <li>7. Summary and Close</li> </ol>	<ul style="list-style-type: none"> <li>• Assembly Line and Change</li> <li>• Your Response to Change Assessment</li> <li>• Organizational Change Maturity Assessment</li> <li>• Action Plan</li> <li>• Change Impact – Manual</li> <li>• Change Impact – Calculator Tool</li> </ul>	<ul style="list-style-type: none"> <li>• Day 1 Course Content</li> <li>• Action Plan</li> <li>• Change Process Models &amp; Organizational Maturity Model</li> <li>• “Making Change Work While the Work Keeps Changing” IBM Article</li> <li>• ACMP Change Standard</li> <li>• Project Rewards Project Charter</li> <li>• Change Impact Worksheet</li> <li>• ChangeFit 360 Change Impact &amp; Sustainment Calculator Tool</li> </ul>

<p><b>2</b></p>	<p><b>Process Group 2: Formulate the Change Strategy &amp; Process Group 3: Create Change Plan</b></p>	<ol style="list-style-type: none"> <li>1. Recap Day 1</li> <li>2. ACMP Standard Process Group Fit</li> <li>3. ID &amp; Analyze Stakeholders</li> <li>3. Leader and Change Agent Roles to Drive Change</li> <li>4. Define &amp; Differentiate Change Standard and Plan</li> <li>5. Understand the role that behavior has in change and a behavior model to employ</li> <li>6. Define how to build awareness for change through communication and engagement</li> <li>7. Workplace Generations and Change Considerations</li> <li>8. Summary and Close</li> </ol>	<ul style="list-style-type: none"> <li>• Leader Behavior Change Assessment</li> <li>• Map the Stakeholders for Case Study</li> <li>• Pinpoint Behavior for Change</li> <li>• Action Plan</li> <li>• Build Your Change Story for Case Study</li> </ul>	<ol style="list-style-type: none"> <li>1. Day 2 Course Content</li> <li>2. Project Rewards Project Charter Behavior and Change</li> <li>3. Leader Change Map &amp; Guide</li> <li>5. Map the Stakeholders Worksheet</li> <li>6. Change Story Technique</li> </ol>
<p><b>3</b></p>	<p><b>Process Group 2: Formulate Change Strategy &amp; 3: Create Change Plan</b></p>	<ol style="list-style-type: none"> <li>1. Recap Day 2</li> <li>2. ACMP Standard Process Group Fit</li> <li>3. Change Resistance Management                             <ul style="list-style-type: none"> <li>• Change Risks and Readiness</li> </ul> </li> <li>5. Change Measurement</li> </ol>	<ul style="list-style-type: none"> <li>• Change Resistance Types and Mitigation Strategies</li> <li>• Change Readiness Exercise for Case Study</li> <li>• ID Change Metrics for Case Study</li> </ul>	<ol style="list-style-type: none"> <li>1. Day 3 Course Content</li> <li>2. Project Rewards Project Charter</li> <li>3. Change Readiness Calculator</li> <li>4. Change Resistance Scenarios and Strategies</li> <li>5. Action Plan</li> </ol>

<p><b>4</b></p>	<p><b>Process Group 4: Execute the Change &amp; Process Group 5: Complete Change Effort</b></p>	<ol style="list-style-type: none"> <li>1. ACMP Standard &amp; Process Group Fit</li> <li>2. Measuring Change Effectiveness</li> <li>3. Process of Change Sustainment</li> <li>4. Change Execution Myths</li> <li>5. Change Outcomes</li> <li>6. CCMP Preparation</li> <li>7. Boot Camp Overview</li> </ol>	<ul style="list-style-type: none"> <li>• Change Sustainment Exercise</li> <li>• We Want Results for Case Study Outcomes Exercise</li> <li>• Pen Closing Exercise</li> </ul>	<ol style="list-style-type: none"> <li>1. Day 4 Course Content</li> <li>2. ChangeFit 360 Change Impact and Sustainment Calculator</li> <li>3. We Want Results Worksheet</li> </ol>
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## **Part 4: Sample Testimonials**

*I loved the program, facilitation was awesome, and all topics I was expecting to be covered, were covered.*

*Michelle did an **amazing job equipping all of us to be better Org Change practitioners.***

***By far the best change management training I've attended!***

*Gave me the real-life tools I needed to bring to my clients. I am already **seeing positive effects from bringing what I learned into my work** with leadership clients. **You simply cannot ask for a better training resource!***

*Michelle is a **true champion of change management.** If you are considering a **Change Management Professional certification, or are involved in rolling out a new change initiative in your organization, I highly recommend the ChangeFit 360 Change Management Boot Camp!***

*I attended the Change Management Boot camp eager to strengthen my basic knowledge of Change Management. **It exceeded my expectations!** I am confident that **I can approach my Senior Leadership Team to demonstrate how and why Change Leadership is vital to project success.***