

Welcome to DLC Training

Who we are

DLC Training is the UK's leading provider of distance learning courses. We are renowned for our industry expertise, our unrivalled support packages and our dedication to helping each and every learner achieve the qualifications they need to succeed. With a student pass rate of 98.6% our results speak for themselves. Choosing the right training provider is vitally important in ensuring you get the most out of your learning and benefit from studying towards a professional qualification. We work with leading professional institutes to provide the highest quality of training to our students. With qualifications from level 1 to level 7 we can support individuals at every stage of their professional development journey.

Studying with us

From the first time you speak with the DLC Training team, throughout your training and beyond, you can study safe in the knowledge that our team of experts are supporting you every step of the way. Our highly qualified course advisors will assist you with choosing the right course for you. When you begin your studies our experienced mentors are on hand to enhance your learning journey and our team of industry expert tutors, who have decades of experience in their specialist subjects, will use their knowledge and understanding to provide insight and explanations to any questions you may have, mark the work you submit, and produce detailed and constructive feedback to support you with your studies.



Why DLC?



Distance learning is quickly gaining prominence amongst adult learners, and it's easy to see why. Studying a distance learning course provides the opportunity to enhance your career prospects and expand your earning potential, whilst benefiting from freedom and flexibility.

Here are just a few of the reasons why you should choose flexible study with DLC Training;

- **Number 1 UK provider** of distance learning qualifications
- **Dedicated team of industry expert tutors** delivering qualifications from level 1 to 7
- Outstanding results with a student **pass rate of 98.6%**
- **Internationally recognised** qualifications
- Carefully selected **leading institutes**
- **Chosen training partner** for **world renowned** organisations
- Students actively studying in over **70 countries**



Your Course Information

CIPS Level 2 Certificate Procurement and Supply Operations

Aim of the course

The course is the first in a series of Chartered Institute of Purchasing and supply qualifications and is designed to give students a basic awareness and understanding of the subject. Upon completion of this qualification you will have core skills in recognising and describing key transactional processes of procurement and supply.

Is this course for me?

The course is ideal for learners who are just starting out in procurement or if purchasing or supply are part of your current role.

Passing the course, whats involved?

The course comprises of five compulsory units.

Learners must complete **all of the compulsory units** listed to achieve this qualification. Each unit is followed by an exam.

Details of the units of study can be found in this document.



Level 2 is equivalent to a GCSE Grade A*- C qualification

CIPS Exams

Each unit of study is assessed by a computer based exam. The exams are either constructive or objective response questions designed to test your understanding. The duration of the exam is dependent on the credit value of each unit.

Exams can be taken six times per year during designated examination periods at locations across the UK

***International exam centres are also available**

Support

Work Submission - Submit exam preparation assignments and activities to receive structured feedback from your expert Tutor. Our students also have the ability to answer self- test questions on the learning platform as often as they choose and access additional resources and support.

Mock Exams - You can carry out mock exams, which are graded by your Tutor, to better prepare yourself for your end of unit examination.



Your Course Information

CIPS Level 2 Certificate Procurement and Supply Operations

Compulsory Units

Introducing Procurement and Supply 6 Credits

- Understand the role of procurement and supply within organisations
- Understand the organisational impact of procurement and supply
- Know how products and services are received from suppliers and delivered to customers
- Know the stages of the sourcing process
- Understand the need for the effective and efficient administration of purchases made within external suppliers
- Know the importance of ethics and responsible procurement in organisations and supply chains

Stakeholder Relationships 3 Credits

- Know the stakeholders in procurement and supply
- Know the key market factors that impact on a procurement and supply function
- Understand the techniques associated with successful and effective communication in procurement and supply
- Know approaches for conflict resolution with stakeholders in procurement and supply

Inventory, Logistics and Expediting 3 Credits

- Know the key elements of effective inventory control
- Understand the principles and processes associated with effective logistics control
- Know how effective expediting can be achieved in procurement and supply

Procurement and Supply Operations 3 Credits

- Know the types of organisations and how they operate
- Know the components of contractual agreements
- Understand sources of information on suppliers and customers
- Understand pricing methods used for the purchasing of goods or services

Systems Technology 3 Credits

- Understand the use of systems technology and databases and how they contribute to procurement and supply
- Know the types of systems for supplier selection, ordering and payment
- Know why quality management is important in procurement and supply

Total qualification time (TQT) = 180 hours

- Guided learning hours (GLH) = 120 hours
- Self-study requirement (SSR) = 54 hours
- Assessment time = 6 hours

Your Course Information

CIPS Level 3 Advanced Certificate Procurement and Supply Operations

Aim of the course

The course enables students to develop knowledge and skills in purchasing and supply to tackle complex activities, evaluate and analyse information to make informed decisions, respond effectively to issues that arise and be able to select the best solutions from a range of procedures.

Can I enrol on this course?

You can enrol on this course if you work within a **supervisor role**, have a **level 2 qualification or higher**, or you have **relevant experience**.

Passing the course - whats involved?

The course comprises of 4 compulsory units and 1 elective unit.

Learners must gain a total of **30 credits** to achieve this qualification. Each unit is followed by an exam.

Details of the units of study can be found in this document.



Level 3 is equivalent to a AS and A Level qualification

CIPS Exams

Each unit of study is assessed by a computer based exam. The exams are either constructive or objective response questions designed to test your understanding. The duration of the exam is dependent on the credit value of each unit. Exams can be taken six times per year during designated examination periods at locations across the UK

***International exam centres are also available**

Support

Work Submission - Submit exam preparation assignments and activities to receive structured feedback from your expert Tutor. Our students also have the ability to answer self- test questions on the learning platform as often as they choose and access additional resources and support.

Mock Exams - You can carry out mock exams, which are graded by your Tutor, to better prepare yourself for your end of unit examination.



Your Course Information

CIPS Level 3 Advanced Certificate Procurement and Supply Operations

Compulsory Units

Procurement and Supply Environments 6 Credits

- Know the different sectors of procurement and supply
- Understand types of pricing arrangements in commercial agreements
- Know the external environment and its impact on procurement and supply
- Understand procedures that regulate procurement and supply

Ethical Procurement and Supply 6 Credits

- Know techniques that can achieve added value and its contribution to organisational success
- Know tasks associated with each stage of the sourcing process
- Understand the significance of ethics for procurement and supply
- Understand how operational performance of the procurement and supply function can be measured and improved

Contract Administration 6 Credits

- Know the administrative content and key tasks associated with commercial contracts
- Understand how to achieve competitive pricing and the role of negotiation in procurement and supply
- Know how effective tendering is achieved
- Understand how to measure contract performance

Team Dynamics and Change 6 Credits

- Know how the individual can support overall organisational success in procurement and supply
- Understand team dynamics and their influence on procurement and supply
- Understand the challenges associated with, and methods to achieve organisational change

Elective Units

Socially Responsible Procurement 6 Credits

- Understand the concepts of sustainability and Corporate Social Responsibility (CSR)
- Understand the environmental impact of procurement and supply
- Know the implications of CSR for the procurement and supply function
- Understand methods to monitor Corporate Social Responsibility (CSR) in procurement and supply

Socially Responsible Warehousing and Distribution 6 Credits

- Understand the concepts of sustainability and Corporate Social Responsibility (CSR)
- Understand the environmental impact of procurement and supply
- Understand methods for the storage and movement of inventory
- Understand the environmental impact of warehousing and distribution

Total qualification time (TQT) = 300 hours

- Guided learning hours (GLH) = 200 hours
- Self-study requirement (SSR) = 90 hours
- Assessment time = 10 hours

Your Course Information



CIPS Level 4 Diploma Procurement and Supply

Aim of the course

The CIPS Level 4 Diploma in Procurement and Supply is a vocational qualification designed for professionals working at, or aspiring to, an operational and managerial level within procurement. The course is broken down into eight units to provide insight into the key responsibilities of procurement specialists at a senior level, teaching you practical skills that you can transfer into the workplace.

Upon completion of the course you will have the knowledge and tactical abilities needed to succeed in a senior role within the procurement profession.

Selecting the most beneficial level for you

The level 4 is the perfect choice for those working within a supervisory role, who have a CIPS level 3 Advanced Certificate qualification or equivalent, or relevant experience within procurement (a minimum of two years is required).

This course is the most popular entry point for CIPS students and the only entry point available for the Diploma qualifications.

Passing the course - what's involved?

The course comprises of **eight mandatory core units**, each unit is assessed by an exam. Learners must achieve all 60 credits to achieve this qualification.



Level 4 is equivalent to NVQ Level 4 Higher National Certificate

What does the course cover?

The level 4 Diploma covers:

- Scope and Influence of Procurement and Supply
- Defining Business Need
- Commercial Contracting
- Ethical and Responsible Sourcing
- Commercial Negotiation
- Supplier Relationships
- Whole Life Asset Management
- Procurement and Supply in Practice

A more in-depth unit description can be found on the following pages within this brochure.



Your Course Information



CIPS Level 4 Diploma Procurement and Supply

CIPS Exams

Each unit of CIPS study is assessed by a computer based exam. CIPS Exams can be taken six times per year during designated examination periods at centres across the UK. International exam centres are also available.

The computerised exams are either objective or constructive response questions designed to test your understanding of the unit subject.

Objective response exam format (OR). These questions allow you to select a response from a list of possible answers. They may appear as multi-choice, drag and drop or fill in the blank questions. Objective response questions can be found at every level of the CIPS qualification.

Constructive response exam format (CR). These questions require you to create, or construct a response to the question, such as an essay or case study. Constructive response questions can be found at the diploma levels of the CIPS qualifications only.

Units with a credit value of 12 are assessed by constructive response (CR) exams and units with a credit value of 6 are assessed by objective response (OR) exams.

Within each CIPS examination series both CR and OR exams will be available however there will be a set timetable for each type of exam.

As constructed response exams will require more detailed answers, additional examination time is allocated. Students will have a three hour exam window.

As the only way to achieve the CIPS qualification is by passing each of the exams, here at DLC Training we have made sure we have all of the support you will need to help you to prepare.



**CIPS Level 4
Diploma is a
2 year course**

Expert Support

Studying for your diploma with DLC means you are supported throughout your course.

Work Submission - Submit exam preparation assignments and activities to receive structured feedback from your expert Tutor.

Our students also have the ability to answer self-test questions on the learning platform as often as they choose and access additional resources and support.

Mock Exams - You can carry out mock exams, which are graded by your tutor, to better prepare yourself for your end of unit examination.



Your Course Information



CIPS Level 4 Diploma Procurement and Supply



Units of Study

Scope and Influence of Procurement and Supply 12 Credits

A significant proportion of costs are accounted for by the purchases of products and/or services, hence organisations see procurement and supply as a key contributor to their value added strategies.

Equally, any organisation will also be managing the supply of products and/or services to their customers, be they internal or those from other external organisations, consumers or the general public.

This module is designed using the CIPS Procurement Cycle as its basis. It will provide those who are interested in developing an informed awareness of different perspectives or approaches within the discipline, an overview of the key stages associated with procurement and supply, and will serve as an introduction for those who are expected to address complex well-defined procurement and supply problems that are non-routine in nature.

Commercial Contracting 6 Credits

A significant element of the procurement and supply function is based around the contracting process. If they are to be successful, contracts must be clearly defined, be cognisant of legal requirements and contain key clauses and terms.

This module is designed for those working in the procurement and supply field, or those who have responsibility for the development of legally binding contracts with suppliers.

Defining Business Need 6 Credits

The development of a business case and the ability to analyse markets are key if an organisation is to successfully source activity from external suppliers. Similarly, the clear definition of specifications for through life contracts is crucial to overall business achievement.

This module is designed for those who are expected to analyse, interpret and evaluate information on the different types of markets utilised by procurement and supply. It explores a variety of elements that underpin the development of business cases and specifications and considers the options that should be explored when procurement and supply personnel are involved in defining requirements.

Ethical and Responsible Sourcing 6 Credits

A significant element of procurement and supply activity is based around decisions to internally conduct activity or to source from an external supplier. Hence, the selection of the correct external suppliers is a vital contributor to overall organisational success.

This module enables personnel with roles in procurement and supply to formulate selection criteria and sourcing strategies to ensure that the organisation will make the correct choice of external suppliers. It explains the main options for sourcing, and examines the key processes that can be applied to the analysis of potential external suppliers and to ensure the development of ethically and socially responsible sourcing agreements.

Your Course Information



CIPS Level 4 Diploma
Procurement and Supply



Units of Study (continued)

Commercial Negotiation

6 Credits

The creation of formalised agreements is a critical part of the success of any organisation. Those involved in procurement and supply activity will therefore be called upon to effectively negotiate with stakeholders and/or suppliers and to understand the methods associated with preparing for and carrying out commercial negotiations.

This module is designed for those who are faced with negotiations. It enables the learner to analyse approaches to the negotiation of agreements made with external parties, how to prepare for them and what techniques are available to ensure successful outcomes.

Supplier Relationships

6 Credits

A significant element of the procurement and supply function is based around decisions to source activity from external suppliers. Once agreements have been established the relationship established with the supplier is paramount to overall success. At its highest level outsourcing can take the form of a partnership or joint venture.

This module is designed for those who have responsibility for maintaining and managing relationships with stakeholders and suppliers and for those who may be faced with establishing and developing formal partnerships.

Whole Life Asset Management

6 Credits

Whole life costing takes into account the cost of a product or service over its lifetime, from concept through to disposal including purchase, hire or lease, maintenance, operation, utilities, training and disposal. It is important for those involved in procurement and supply to consider all elements when making decisions and comparing the costs of buying, renting or leasing equipment.

In most cases the purchase costs are a small proportion of operating costs, although there are numerous reasons why organisations elect to hold inventory.

This module is designed for those who will have responsibility for the whole life management of assets and enables learners to analyse the main methods for inventory movement and control and to analyse the concept of whole life cost.

Procurement and Supply in Practice

12 Credits

Procurement is the business function that ensures identification, sourcing, access and management of external resources that an organisation needs or may need to successfully fulfil its strategic objectives. It exists to explore supply market opportunities and to implement resourcing strategies that deliver the best possible supply outcomes to the organisation, its stakeholders and customers.

In today's volatile global trading environments, it is not enough for procurement and supply professionals to simply know the theory behind their profession; they must also be in a position to confidently and effectively apply that knowledge to the benefit of the whole organisation, its stakeholders and customers.

This module is designed to test the practical application of procurement and supply concepts and ideas within the practical environments in which professionals are expected to perform.

Entry Level

Entry Level

Highest Entry Level

Level 2
Certificate in
Procurement and
Supply Operations

Level 3
Advanced Certificate
in Procurement and
Supply Operations

Level 4
Diploma in
Procurement
and Supply

Level 5
Advanced Diploma
in Procurement
and Supply

Level 6
Professional
Diploma in
Procurement
and Supply

Your Course Information

CIPS Level 5 Advanced Diploma Procurement and Supply

Aim of the course

The CIPS Advanced Diploma in Procurement & Supply is a vocational qualification which has been designed to support Professionals working at or aspiring to managerial level roles within procurement and supply. Through your studies you will develop a higher level of practical, theoretical and technical knowledge and understanding of procurement and supply. The Advanced Diploma is the perfect opportunity to choose a career pathway that enables you to specialise in areas of technical expertise. Upon completion of the course you will have the skills to develop ways to address broadly defined, complex problems; analyse, interpret and evaluate relevant information, concepts and ideas and understand different perspectives, approaches and ideas within the profession.

Can I enrol?

The level 5 builds on the skills, understanding and practical knowledge you would have gained whilst studying for the CIPS Level 4 Diploma and therefore to enrol onto the Advanced Diploma students would need to have successfully completed the Diploma or be able to demonstrate an in depth understanding and vast experience of the topics covered within the Diploma.

Passing the course - whats involved?

The Advanced Diploma comprises of a combination of mandatory and elective units, enabling students to tailor their qualification to match their specialist area's within Procurement and Supply. Each unit is assessed by an exam.

Learners must achieve 60 credits to achieve this qualification.

Details of the units of study can be found in this document.



**Level 5 is
equivalent
to a HND
qualification**

What does the course cover?

The level 5 Advanced Diploma covers:

- Managing Teams and Individuals
- Advanced Contract and Financial Management
- Managing Supply Chain Risk
- Managing Contractual Risk
- Managing Ethical Procurement and Supply
- Category Management
- Achieving Competitive Advantage Through the Supply Chain
- Advanced Negotiation
- Project and Change Management
- Operations Management
- Logistics Management

A more in-depth unit description can be found on the following pages of this document.



Your Course Information

CIPS Level 5 Advanced Diploma Procurement and Supply

Cips Exams

Each unit of CIPS study is assessed by a computer based exam which can be taken six times per year during designated examination periods across the UK, International exam centres are also available.

The computerised exams are either objective or constructive response questions designed to test your understanding of the unit subject.

Objective response exam format (OR). These questions allow you to select a response from a list of possible answers. They may appear as multi-choice, drag and drop or fill in the bag questions. Objective response questions can be found at every level of the CIPS qualification.

Constructive response exam format (CR). These questions require you to create, or construct a response to the question, such as an essay or case study. Constructive response questions can be found at the diploma levels of the CIPS qualifications only.

Units with a credit value of 12 are assessed by constructive response (CR) exams and units with a credit value of 6 are assessed by objective response (OR) exams.

Within each CIPS examination series both CR and OR exams will be available however there will be a set timetable for each type of exam.

As constructed response exams will require more detailed answers, additional examination time is allocated. Students will have a three hour exam window.

As the only way to achieve the CIPS qualification is by passing each of the exams, here at DLC Training we have made sure we have all of the support you will need to help you to prepare.



**CIPS Level 5
Advanced
Diploma is a
2 year course**

Support

Studying for your advanced diploma with DLC means you are supported throughout your course.

Work Submission - Submit exam preparation assignments and activities to receive structured feedback from your expert Tutor. Our students also have the ability to answer self- test questions on the learning platform as often as they choose and access additional resources and support.

Mock Exams - You can carry out mock exams, which are graded by your Tutor, to better prepare yourself for your end of unit examination.



Your Course Information

CIPS Level 5 Advanced Diploma Procurement and Supply

Core Mandatory Units of Study - 42 Credits

Managing Teams and Individuals

12 Credits

Management is the administration of an organisation, whether it be a business, a not-for-profit organisation, or government body. Management includes the activities of setting the strategy of an organisation and coordinating the efforts of its employees or volunteers to accomplish its objectives through the application of available resources, such as financial, natural, technological, and human resources.

In keeping with other organisational functions, those who are called upon to manage procurement and supply activity must possess expertise in developing and fulfilling organisational and functional objectives. It is therefore, essential that learners gain a wider appreciation of theories and techniques that relate to managing teams and individuals involved with the procurement and supply function.

Managing Supply Chain Risk

6 Credits

Risk management is a central part of an organisation's strategy. It is a process whereby the organisation will identify, record and then address the risks associated with their activities with the aim of driving out or controlling those risks to the overall benefit of organisational efficiency and effectiveness. The supply chain is by its very nature a complex activity therefore, susceptible to risk and its associated impacts.

This module enables learners to examine the nature of supply chain risk and to evaluate available mitigation techniques as they deal with the associated challenges. They will undertake risk analysis and consider the advantages of a risk register as they apply a range of appropriate risk management tools and techniques to the supply chain.

Managing Ethical Procurement and Supply

6 Credits

The global economy and the associated advantages of sourcing from a global base of suppliers requires organisations to be prepared to address the ethical challenges that such approaches may present for procurement and supply activity. Similarly, the concept of sustainability and its impact on the supply chain should not be underestimated as organisations strive to be seen to play their part in the global agenda.

This module gives those with managerial responsibility for the procurement and supply function an understanding of ethical and sustainability impacts on the supply chain, and the opportunity to analyse initiatives to improve practice and ensure organisational compliance with international standards in respect of ethical and sustainable procurement and supply chain management.

Advanced Contract and Financial Management

12 Credits

A significant element of the procurement and supply function is based around the contracting process. Those involved in the formulation and management of contracts with external suppliers must therefore have a clear understanding of the strategic nature of contractual performance measures in procurement and supply. Financial management refers to the efficient and effective management of money (funds) to accomplish organisational objectives.

This module is designed for those working in the procurement and supply field, with responsibility for contracting elements of the procurement and supply function who must also have a strategic awareness of the impact of the main financial aspects of their discipline.

Managing Contractual Risk

6 Credits

As organisations outsource more and more activity it is vital that they ensure that the associated contracts deliver expected services and/or products. Hence, a fundamental area that those who are tasked with managing the procurement and supply function are faced with is the identification, monitoring and management of contractual risk.

This module is designed to enable learners to examine the nature of contract risk and the associated legal implications that relate to contract formation and non-conformance. They will also consider the impact of breach of contract and the main coping strategies to address such breaches.

Your Course Information

CIPS Level 5 Advanced Diploma Procurement and Supply

Elective Units of Study - 18 Credits

Category Management

6 Credits

Category Management involves applying the end-to-end procurement process to a specific range of goods or services. This involves preaward processes such as category analysis and demand management, sourcing and contract negotiation, and the post-award processes such as performance management. It is essential that those involved in managing procurement and supply activity can evaluate approaches to develop category management to create process plans ensuring category management success. This module is for those with responsibility for category management as it focuses on the differing approaches using available tools and techniques to assist with creating the associated processes for direct or indirect expenditure.

Advanced Negotiation

6 Credits

Those involved in procurement and supply activity will be called upon to create and manage formal agreements which will be critical to organisational success. Part of the developmental process for such agreements will rely upon effective negotiations with stakeholders and/or suppliers and also the ability to influence the individuals and groups involved. This module is designed for those managers who may be faced with preparing for and completing negotiations.

Operations Management

6 Credits

To ensure success an organisation must create and adopt processes that ensure the consistent production of products and/or services that meet customer demand, both in terms of quantity and quality. This is the responsibility of those who are called upon to manage the supply chain operations function. This module is designed to enable those involved in procurement and supply to assess the main techniques that are aimed at improving supply chain operations to the overall benefit of the organisation.

Achieving Competitive Advantage Through the Supply Chain

6 Credits

Competitive advantage is associated with the processes and procedures that an organisation has at its disposal to outperform its competitors. Many organisations see their supply chains as a significant source of achieving competitive advantage. It is therefore important that those with responsibility for managing the supply chain have a clear understanding of the approaches and techniques that are available to leverage the supply chain to achieve competitive advantage. This module is designed for such managers responsible for formulating plans and approaches to achieve competitive advantage for their organisations through the supply chain.

Project and Change Management

6 Credits

The speed of development and the drive for maintaining organisational competitiveness mean that change is inevitable in the modern workplace. Consequently, those who work and manage in organisations will be expected to deal with change initiatives and to manage those projects which are generated as a direct consequence. This module is designed for those who are involved in the procurement and supply function, who must recognise the wider environment in which they work and be prepared to apply the tools and techniques that will ultimately lead to the successful management of projects and change initiatives.

Logistics Management

6 Credits

In order to ensure success an organisation must create and adopt processes that ensure the consistent delivery of products and/or services that meet customer demand, both in terms of quantity and quality. This is the responsibility of those who are called upon to manage the supply chain logistics function. This module is designed to enable those involved in procurement and supply to assess the main techniques that are aimed at improving supply chain logistics to the overall benefit of the organisation.

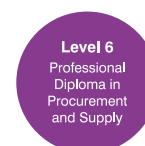
Entry Level



Entry Level



Highest Entry Level



CIPS Level 6 Professional Diploma Procurement and Supply

Aim of the course

The CIPS Professional Diploma in Procurement & Supply is a vocational qualification which has been designed to support Professionals working at or aspiring to senior managerial level roles within procurement and supply.

Building on existing knowledge and skills, upon completion of the Professional Diploma you will be able to demonstrate strategic knowledge and leadership skills and find solutions to complex problems. Through your studies you will develop transferable workplace skills such as excellent communication and the ability to work in and lead a team. The ability to think strategically and lead and influence policy and thinking are critical skills identified by employers as essential for progression, these abilities are explained and demonstrated throughout the Advanced Diploma. This is the final level of qualification for students working towards MCIPS Chartered Professional status.

Can I enrol on this course?

The CIPS level 6 course builds on the skills, understanding and practical knowledge you would have gained whilst studying for the CIPS Level 5 Advanced Diploma and therefore to enrol onto the Professional Diploma students would need to have successfully completed the Advanced Diploma.

Passing the course - whats involved?

The Professional Diploma comprises of a combination of mandatory and elective units, enabling students to tailor their qualification to match their specialist area's within Procurement and Supply. Each unit is assessed by an exam.

Learners must achieve 60 credits to achieve this qualification. Upon completion of the course, successful students can apply for the highly coveted MCIPS status.

Details of the units of study can be found within this document.



**Level 6 is
equivalent to
a Bachelor's
degree**

What does the course cover?

The level 6 Professional Diploma covers:

- Strategic Ethical Leadership
- Global Strategic Supply Chain Management
- Global Commercial Strategy
- Future Strategic Challenges for the Profession
- Strategic Programme Leadership
- Innovation in Procurement and Supply
- Commercial Data Management
- Supply Network Design
- Global Logistics Strategy

A more in-depth unit description can be found on the following pages of this document.



Your Course Information

CIPS Level 6 Professional Diploma Procurement and Supply

Cips Exams

Each unit of CIPS study is assessed by a computer based exam which can be taken six times per year during designated examination periods across the UK, International exam centres are also available.

The computerised exams are either objective or constructive response questions designed to test your understanding of the unit subject.

Objective response exam format (OR). These questions allow you to select a response from a list of possible answers. They may appear as multi-choice, drag and drop or fill in the bag questions. Objective response questions can be found at every level of the CIPS qualification.

Constructive response exam format (CR). These questions require you to create, or construct a response to the question, such as an essay or case study. Constructive response questions can be found at the diploma levels of the CIPS qualifications only.

Units with a credit value of 12 are assessed by constructive response (CR) exams and units with a credit value of 6 are assessed by objective response (OR) exams.

Within each CIPS examination series both CR and OR exams will be available however there will be a set timetable for each type of exam.

As constructed response exams will require more detailed answers, additional examination time is allocated. Students will have a three hour exam window.

As the only way to achieve the CIPS qualification is by passing each of the exams, here at DLC Training we have made sure we have all of the support you will need to help you to prepare.



**CIPS Level 6
Professional
Diploma is a
2 year course**

Support

Studying for your advanced diploma with DLC means you are supported throughout your course.

Work Submission - Submit exam preparation assignments and activities to receive structured feedback from your expert Tutor. Our students also have the ability to answer self- test questions on the learning platform as often as they choose and access additional resources and support.

Mock Exams - You can carry out mock exams, which are graded by your Tutor, to better prepare yourself for your end of unit examination.



Your Course Information

**CIPS Level 6 Professional Diploma
Procurement and Supply**



Core Mandatory Units of Study - 42 Credits

Strategic Ethical Leadership

12 Credits

Globalisation and the ever changing markets in which organisations operate require effective leaders who are able to think and act in a strategic manner. This is particularly true for those who lead the procurement and supply function ensuring that it makes a positive contribution to overall organisational success. Strategic Leadership is the ability to make and communicate decisions that enhance the prospects for the organisation's long-term success while maintaining long-term financial stability.

This module is designed for those professionals who are expected to deliver effective and efficient procurement and supply. It emphasises the leadership skills and behaviours required for the achievement of the objectives and improvements sought by the organisation and enables students to understand the influence that ethical practices and standards have to play in their decision making.

Global Strategic Supply Chain Management

12 Credits

One of the significant impacts of globalisation has been a marked increase in the complexity of the supply chain and associated networks. These challenges require procurement and supply leaders to develop and lead modern day supply chains and understand the vital role that they have in the overall success of corporate and business strategy.

This module is designed for such professionals as it focuses on the development, implementation, monitoring and optimisation of global supply chains and on the strategic influence of such chains on the achievement of competitive advantage.

Global Commercial Strategy

12 Credits

The global agenda is becoming more and more prevalent in organisational success. As organisations increase overseas development, investment and sourcing, business leaders are called upon to formulate and implement global commercial strategies.

This module is designed for professional procurement and supply chain leaders and takes as its focus the development; configuration and implementation of global commercial strategy to enable such leaders to help organisations achieve competitive advantage.

Future Strategic Challenges for the Profession

6 Credits

The volatile global environment poses a threat to traditional concepts of international trade and presents strategic challenges to the procurement and supply function and profession. Strategic procurement and supply leaders require knowledge of the present challenges for their function and profession, and must be able to look ahead to prepare themselves for the future strategic challenges that they will undoubtedly be faced with.

This final module for those learners studying on the CIPS Level 6 Professional Diploma in Procurement and Supply is designed to challenge professional procurement and supply leaders to look ahead and to identify and consider ways to address the future strategic challenges that they and their professionals will face.

Entry Level

Entry Level

Highest Entry Level

Level 2
Certificate in
Procurement and
Supply Operations

Level 3
Advanced Certificate
in Procurement and
Supply Operations

Level 4
Diploma in
Procurement
and Supply

Level 5
Advanced Diploma
in Procurement
and Supply

Level 6
Professional
Diploma in
Procurement
and Supply

Your Course Information

CIPS Level 6 Professional Diploma Procurement and Supply



Elective Units of Study - 18 Credits

Strategic Programme Leadership

6 Credits

Major programmes are a key element in any organisational strategy, hence the successful leadership of them is a significant contributor to overall success.

This module is designed for those procurement and supply professionals who will be expected to develop and lead the implementation and monitoring of contracts from the strategic standpoint requiring a practical knowledge of the associated issues and approaches to programme and project control.

Commercial Data Management

6 Credits

Until recently big data was seen as a technical issue that had to be addressed; however, organisations now view it as a business opportunity that can significantly contribute to competitive advantage and are now exploiting big data in all of its forms to discover facts that they did not know before. Given this propensity for data and the associated gathering and storage activity, supply chain cyber security is now a key requirement.

This module is designed for procurement and supply leaders who require clear knowledge of the concept of big data and of the impact of data integrity and cyber security.

Global Logistics Strategy

6 Credits

Globalisation generates significant opportunities as well as increased risks for organisations. This means that global logistics strategy, the flow of resources and information between a business or source and the consumer is regarded as a key element of organisational success. Personnel responsible for leading and developing global logistics strategy are seen as significant contributors to competitive advantage and overall business success.

This module is designed for procurement and supply leaders who are responsible for global logistics strategy who require knowledge and understanding of the associated challenges, governance and requirements for successful strategic implementation.

Innovation in Procurement and Supply

6 Credits

To support organisational success procurement and supply has a significant role to play in influencing strategic suppliers to adopt innovative approaches and to continue to develop. Professional procurement and supply leaders are therefore expected to identify areas which offer the opportunity to improve and innovate and to lead and implement the associated processes.

This module is designed for procurement and supply leaders who require a clear knowledge of tools and techniques available to them to achieve improvement and innovation as well as an appreciation of the environmental factors which affect such initiatives.

Supply Network Design

6 Credits

Organisations are part of an interconnected network of other businesses and organisations; termed as the supply network. At a strategic level the design and leadership of such networks is crucial to the effectiveness and efficiency of the associated supply chains, it is the operations processes which form a fundamental element of an organisation's strategic advantage. If materials and/or information are to flow smoothly through the supply network and add value as a result, effective resource planning and control are essential.

This module is designed for procurement and supply leaders who require knowledge and understanding of the strategic supply network concepts, its configuration and influence and be able to assess the impact of operational strategy and resource planning and control.

Your CIPS Membership



Chartered Institute of Procurement and Supply (CIPS) qualifications are recognised around the world as leading qualifications in Supply and Procurement.

CIPS Membership is designed to help you succeed.

A CIPS Membership is a personal investment; one that is sure to pay for itself several times over. Not only will you receive significant value for money but you'll see a remarkable effect on your career.

Your membership will see that you gain exclusive access to a huge library of tools and resources, a global network of over 200,000 members as well as legal and study support. All of which is there to ensure that you are equipped with everything that you need to progress your career in procurement.

CIPS is the internationally recognised standard for a procurement professional, marking you out as being at the top of your game, significantly enhancing your career and earning prospects.

Being a member of CIPS can make you more marketable to employers too.



Your Membership Includes:



- Comprehensive online **knowledge and information resource** covering key topics
- Free **magazine from the institute** which includes news, job opportunities and current developments in purchasing and supply
- Free **helpline via CIPS**, this is a **UK legal helpline** and is available to all members
- **CIPS updates** which include a selection of **newsletters**, the **latest resources**, procurement **events** and **vacancies**
- **CIPS Ethical Procurement and Supply e-learning course** which can be completed online
- **Past papers**, sample **questions** and **exam technique guides**
- **CPD** which keeps a record of your activities on your course and gains you **greater recognition** for your learning
- **NUS Extra Student card** giving you discounts across many popular high street stores discounted access to the Supply Business
- Access to **membership events** held throughout the UK and featuring **expert speakers**
- **Online search facility** accessible with membership and completion of CIPS Ethical Procurement and Supply E-learning

Your DLC Support Package

Support

Here at DLC Training, we pride ourselves on providing a 5* distance learning experience for every student. We have built an unrivalled support package customised to meet the needs of our learners. As well as a dedicated student mentor team, each student has unlimited access to industry expert tutors who will share their experience and understanding of the industry to provide an outstanding learning journey, ensuring every learner achieves their individual development aims.

The student support team can be contacted by email, phone, Skype and Facetime, as well as through our superior learning platform where you can direct message any member of team. With so many methods of contact available, the only difficulty will be choosing which way is best for you.

What's included?

- **Student Support Team** - We have a dedicated enrolment team who are on hand to ensure your enrolment is as quick and easy as possible. We understand you want to start your studies as soon as possible without any hassle and the enrolment team are here to make sure that is exactly what happens.
- **Industry Expert Tutors** - We believe our Tutors are one of the many reasons we have a student pass rate of 98.6%.
- **Mentor Support** - Every student studying with DLC Training has a Mentor on hand to offer support and guidance throughout your studies. The Mentors are a vital part of the distance learning experience.
- **Exam and Assignment Support** - Depending on the course you have selected, you may be required to take exams or write assignments. The exam and assignment support means you never have to worry about being unprepared.

Freedom to study in your own way

The main advantage of distance learning is the ability to work at your **own pace**, in your **own time** and in the comfort of your **own home**. This means that with the right planning and schedule in place, you can get a great balance between your studies and other commitments, and even earn while you learn.

Resources

Unlike a classroom course, with our distance learning courses you don't have to rely on your notes to pass units or assignments. You can **revisit your study materials** and **online resources** at any point to refresh your understanding.



Unbeatable Support Package

We guarantee the best support package on the market with industry experts here to support you through your studies.



Outstanding Performance

We are proud of our 98.6% pass rate and so we guarantee you are in safe hands when enrolling on a course with DLC.



Recognised Certification

Upon completion of your studies you will receive globally recognised certification of achievement.



Flexible Study

We understand that every single professional is unique, that's why we build our courses to enable you to study in the way that suits you and your needs.