

# ENHANCING BUSINESS INTELLIGENCE WITH BUSINESS ACUMEN

## NAVIGATION GUIDE

1. After you have purchased the [Enhancing Business Intelligence with Business Acumen](#) online course, and you are now logged into our learning platform, you will see the following information related to the online course:
  - a. Description of the online course,
  - b. Learning Objectives,
  - c. Course Modules & Duration
  - d. Certification Details, and
  - e. Navigation Guide.

2. In this case, you should scroll down and go to the **Course Content** section. Below is an illustration of how to follow the path to view the modules/topics of this online course.

The screenshot displays the 'Course Content' section of an online course. At the top left, the title 'Course Content' is shown in a dark blue font. In the top right corner, there is a red button with a white downward arrow and the text 'Expand All'. Below this, five module cards are listed vertically. Each card has a light gray border and contains the following information: a radio button icon, the module title, the number of topics (5 Topics), and a red 'Expand' button with a white downward arrow. The modules are: Module 1: Seeing the Big Picture, Module 2: KPIs (Key Performance Indicators), Module 3: Risk Management Strategies, Module 4: Recognizing Learning Events, and Module 5: You Need to Know These Answers and More.

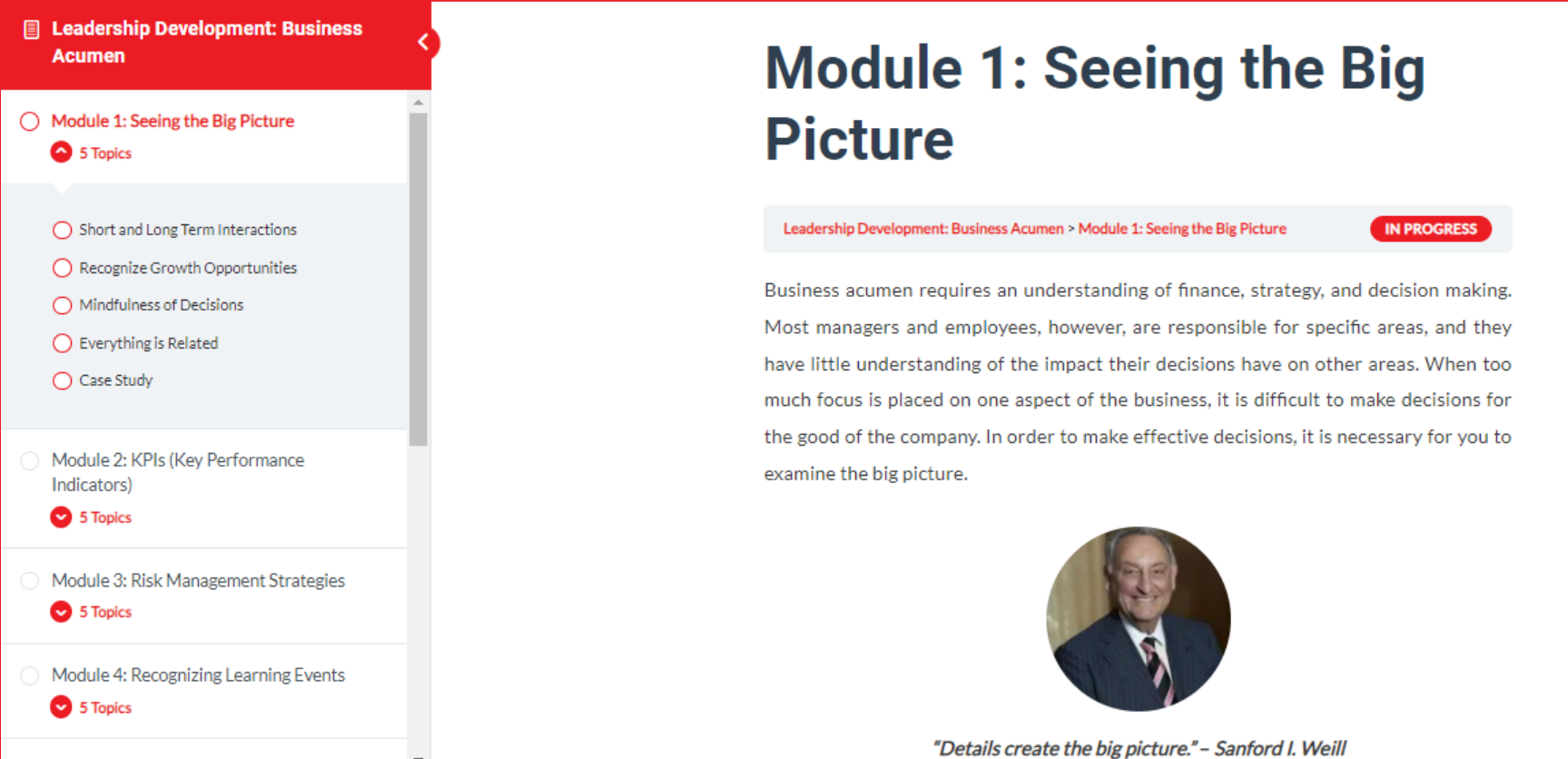
| Module Title                                      | Number of Topics | Action |
|---|------------------|--------|
| Module 1: Seeing the Big Picture                  | 5 Topics         | Expand |
| Module 2: KPIs (Key Performance Indicators)       | 5 Topics         | Expand |
| Module 3: Risk Management Strategies              | 5 Topics         | Expand |
| Module 4: Recognizing Learning Events             | 5 Topics         | Expand |
| Module 5: You Need to Know These Answers and More | 5 Topics         | Expand |

3. You should click on **Module 1: Seeing the Big Picture** Refer to the image below for more clarification.

The image shows a 'Course Content' section with a list of five modules. Each module entry includes a radio button, the module title, the number of topics, and an 'Expand' button with a dropdown arrow. The first module, 'Module 1: Seeing the Big Picture', is highlighted with a red rectangular box, and a red arrow points from the right side of the box towards the text. In the top right corner of the 'Course Content' header, there is a red button labeled 'Expand All' with a dropdown arrow.

| Module Title                                      | Topics   | Action |
|---|----------|--------|
| Module 1: Seeing the Big Picture                  | 5 Topics | Expand |
| Module 2: KPIs (Key Performance Indicators)       | 5 Topics | Expand |
| Module 3: Risk Management Strategies              | 5 Topics | Expand |
| Module 4: Recognizing Learning Events             | 5 Topics | Expand |
| Module 5: You Need to Know These Answers and More | 5 Topics | Expand |

4. After you have clicked on [Module 1: Seeing the Big Picture](#) the page below appears on your screen.



The screenshot shows a course interface with a red header bar containing the text "Leadership Development: Business Acumen". On the left is a sidebar menu with four modules, each with a radio button and a "5 Topics" indicator. The first module, "Module 1: Seeing the Big Picture", is selected. The main content area features the title "Module 1: Seeing the Big Picture" in large blue font. Below the title is a breadcrumb trail "Leadership Development: Business Acumen > Module 1: Seeing the Big Picture" and a red "IN PROGRESS" button. The main text explains that business acumen requires understanding of finance, strategy, and decision making, and that most managers focus on specific areas. Below the text is a circular portrait of Sanford I. Weill and a quote: "Details create the big picture." - Sanford I. Weill.


**Leadership Development: Business Acumen**

- Module 1: Seeing the Big Picture**  
5 Topics
- Short and Long Term Interactions
- Recognize Growth Opportunities
- Mindfulness of Decisions
- Everything is Related
- Case Study
- Module 2: KPIs (Key Performance Indicators)  
5 Topics
- Module 3: Risk Management Strategies  
5 Topics
- Module 4: Recognizing Learning Events  
5 Topics

# Module 1: Seeing the Big Picture

Leadership Development: Business Acumen > Module 1: Seeing the Big Picture **IN PROGRESS**

Business acumen requires an understanding of finance, strategy, and decision making. Most managers and employees, however, are responsible for specific areas, and they have little understanding of the impact their decisions have on other areas. When too much focus is placed on one aspect of the business, it is difficult to make decisions for the good of the company. In order to make effective decisions, it is necessary for you to examine the big picture.



*"Details create the big picture." - Sanford I. Weill*

5. This is a short description of [Module 1: Seeing the Big Picture](#) In this case, you should read the content (if any), and scroll down and click on [Short and Long Term Interactions](#) to view the first topic of this module.

The screenshot displays a course interface for "Leadership Development: Business Acumen". On the left, a sidebar lists four modules, each with a "5 Topics" indicator. The first module, "Module 1: Seeing the Big Picture", is selected. The main content area features a quote at the top: "Details create the big picture." – Sanford I. Weill. Below the quote is a "Lesson Content" section with a progress indicator of "0% COMPLETE | 0/5 Steps". A list of five topics is shown, with the first topic, "Short and Long Term Interactions", highlighted by a red box and a red arrow. The other topics are "Recognize Growth Opportunities", "Mindfulness of Decisions", "Everything is Related", and "Case Study". A "Back to Course" link is located at the bottom of the main content area.

6. If you have clicked on [Short and Long Term Interactions](#) as instructed, the content below appears. You need to go through the content by reading, memorizing, and scrolling down.

The screenshot displays a course interface for 'Leadership Development: Business Acumen'. On the left is a sidebar menu with four modules, each with a radio button and a '5 Topics' indicator. The first module, 'Module 1: Seeing the Big Picture', is selected. Within this module, the topic 'Short and Long Term Interactions' is selected. The main content area on the right features a large title 'Short and Long Term Interactions' and a breadcrumb trail: 'Leadership Development: Business Acumen > Module 1: Seeing the Big Picture > Short ...' followed by a red 'IN PROGRESS' button. Below the breadcrumb is a paragraph of text explaining the importance of considering both short-term and long-term interactions. A second paragraph further elaborates on long-term interactions.

**Leadership Development: Business Acumen**

- Module 1: Seeing the Big Picture  
5 Topics
  - Short and Long Term Interactions
  - Recognize Growth Opportunities
  - Mindfulness of Decisions
  - Everything is Related
  - Case Study
- Module 2: KPIs (Key Performance Indicators)  
5 Topics
- Module 3: Risk Management Strategies  
5 Topics
- Module 4: Recognizing Learning Events  
5 Topics

## Short and Long Term Interactions

Leadership Development: Business Acumen > Module 1: Seeing the Big Picture > Short ... **IN PROGRESS**

When looking at the big picture, it is necessary to consider the long-term as well as short-term interactions. Short term interactions are immediate, single exchanges, and they are necessary for the company to survive. Without looking at the big picture, however, short term interactions may hinder long term success. For example, you may damage a business relationship by using aggressive sales techniques, costing you sales in the future.

Long term interactions are processes or relationships that are essential to growth. Long term business success requires long term interactions. The relationships with customers, vendors, and employees need to be carefully cultivated. Failure to cultivate relationships occurs when there is a lack of communication or communication is not respectful. Long term relationships help guide the future of the business.

7. When you have completed reading and memorizing the topic, you should click on the **Mark Complete** button to complete this particular topic.

**Leadership Development: Business Acumen**

- **Module 1: Seeing the Big Picture**  
5 Topics
  - Short and Long Term Interactions
  - Recognize Growth Opportunities
  - Mindfulness of Decisions
  - Everything is Related
  - Case Study
- Module 2: KPIs (Key Performance Indicators)  
5 Topics
- Module 3: Risk Management Strategies  
5 Topics
- Module 4: Recognizing Learning Events  
5 Topics

damage a business relationship by using aggressive sales techniques, costing you sales in the future.

Long term interactions are processes or relationships that are essential to growth. Long term business success requires long term interactions. The relationships with customers, vendors, and employees need to be carefully cultivated. Failure to cultivate relationships occurs when there is a lack of communication or communication is not respectful. Long term relationships help guide the future of the business.

*Improving Long Term Interactions:*

- **Build relationships:** Relationships must be based on mutual trust, respect, and support.
- **Use feedback:** Request feedback and listen to complaints.
- **Offer value:** Provide value in the product, services, and compensation.

Back to Lesson

**Mark Complete** ✓

8. To complete the first module that you are already learning, you should click on the **Mark Complete** button – this means that you have completed the first module. You should do this for all the **Modules & Topics** of the **Enhancing Business Intelligence with Business Acumen** until the last part, which is the **Final Quiz**.

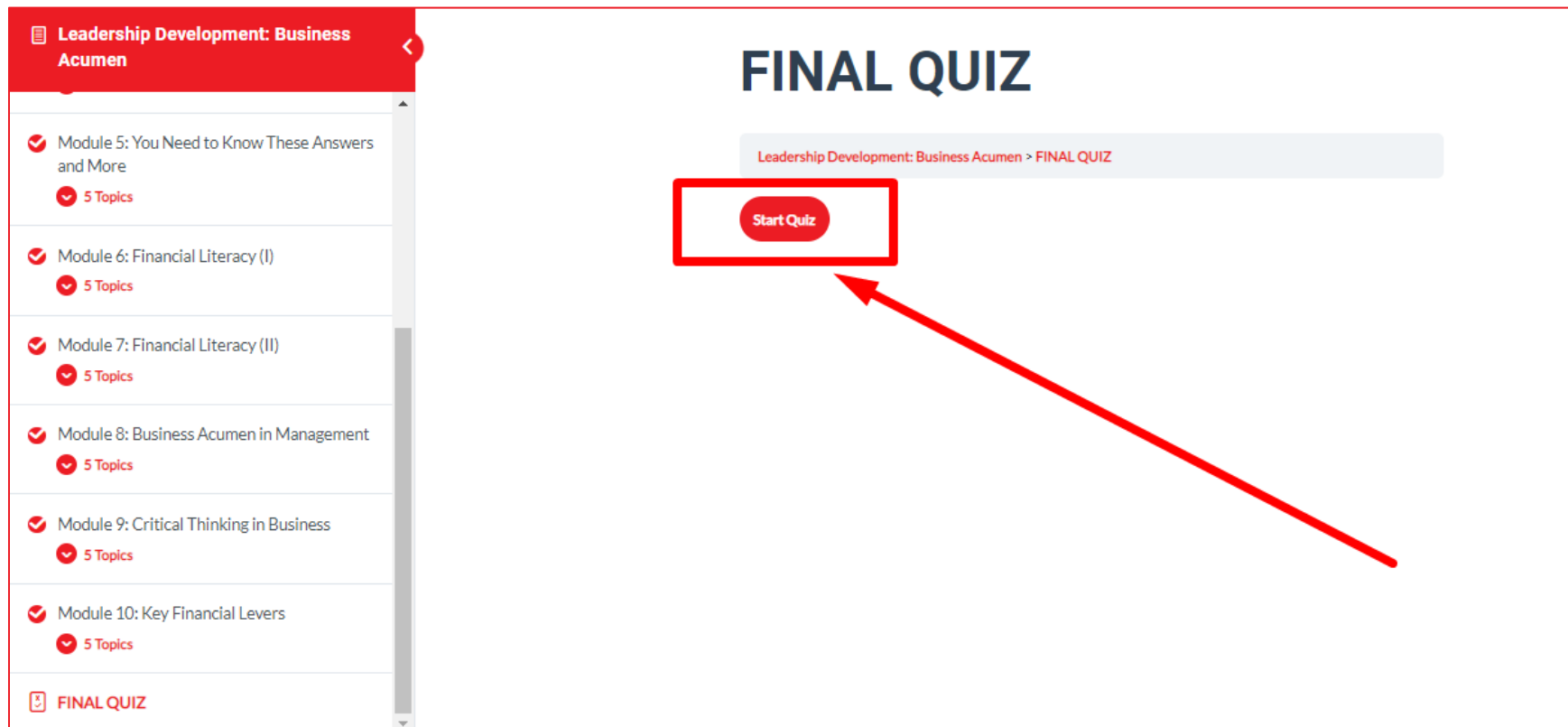
The screenshot displays a course interface for "Leadership Development: Business Acumen". On the left, a sidebar lists four modules, each with a "5 Topics" indicator. The first module, "Module 1: Seeing the Big Picture", is selected. The main content area features a quote: "Details create the big picture." – Sanford I. Weill. Below the quote is a "Lesson Content" section with a red header indicating "100% COMPLETE | 5/5 Steps". This section lists five topics, each with a red checkmark: "Short and Long Term Interactions", "Recognize Growth Opportunities", "Mindfulness of Decisions", "Everything is Related", and "Case Study". At the bottom right, a "Back to Course" link is visible, and a red box highlights a "Mark Complete" button with a checkmark icon. A red arrow points from the "Back to Course" link towards the "Mark Complete" button.



9. The image below shows how you have completed the first module in this case, **Module 1: Seeing the Big Picture**. As stated above, you should do this process for every **Module & Topic**.

The screenshot displays a learning management system interface. On the left is a sidebar with a red header 'Leadership Development: Business Acumen'. Underneath, 'Module 1: Seeing the Big Picture' is marked as completed with a red checkmark and '5 Topics'. A red box highlights five topics under Module 1: 'Short and Long Term Interactions', 'Recognize Growth Opportunities', 'Mindfulness of Decisions', 'Everything is Related', and 'Case Study'. Below this, 'Module 2: KPIs (Key Performance Indicators)' is marked as 'IN PROGRESS' with a red circle and '5 Topics'. Underneath are five topics: 'Decisiveness', 'Flexible', 'Strong Initiative', 'Being Intuitive', and 'Case Study'. A red arrow points from the 'Short and Long Term Interactions' topic in the sidebar to the main content area. The main content area has a large heading 'Module 2: KPIs (Key Performance Indicators)'. Below the heading is a breadcrumb trail 'Leadership Development: Business Acumen > Module 2: KPIs (Key Performance Indicat...' and a red 'IN PROGRESS' button. The main text explains that understanding when goals are reached is a necessary aspect of business acumen and that KPIs are metrics that show when goals are met. Below the text is a circular portrait of Arthur C. Nielson and a quote: 'The price of light is less than the cost of darkness.' - Arthur C. Nielson.

10. When you have completed all the Modules & Topics of the Enhancing Business Intelligence with Business Acumen online course, the Final Quiz appears immediately on your screen. In order to answer the questions of this online course, you should click the Start Quiz.



11. After you have clicked on the **Start Quiz**, you will see the below-presented page and all the questions prepared for this online course. You should click **Next** when you answer a question.

The screenshot displays a user interface for a final quiz. On the left, a sidebar lists modules from 5 to 10, each with a checkmark and '5 Topics'. The main content area is titled 'FINAL QUIZ' and includes a breadcrumb trail: 'Leadership Development: Business Acumen > FINAL QUIZ'. Below this, a question asks for the definition of a short-term interaction, with five radio button options: 'An immediate exchange', 'Building a relationship', 'Growth', and 'Interest'. A red arrow points to a red 'Next' button in the bottom right corner.

12. After you have answered all the questions presented to you, the button [Click Here to Continue](#) appears. Also, on this page, you can see the percentage of your answers. As we have stated in our description the passing score is [60%](#). In addition, click on the [Click Here to Continue](#) button.

**Leadership Development: Business Acumen**

- ✓ Module 5: You Need to Know These Answers and More  
5 Topics
- ✓ Module 6: Financial Literacy (I)  
5 Topics
- ✓ Module 7: Financial Literacy (II)  
5 Topics
- ✓ Module 8: Business Acumen in Management  
5 Topics
- ✓ Module 9: Critical Thinking in Business  
5 Topics
- ✓ Module 10: Key Financial Levers  
5 Topics
- FINAL QUIZ

# FINAL QUIZ

Leadership Development: Business Acumen > FINAL QUIZ

## Results

19 of 20 Questions answered correctly

Your time: 00:00:52

You have reached 19 of 20 point(s), (95%)

Restart Quiz   **Click Here to Continue**

13. In order for CUNITECH Institute to improve this online course, we kindly ask you to complete the [Course Evaluation Survey](#). Please let us know what do you think about this online course. When you finish answering your questions regarding the online course, please [Click Here to Continue](#) button.

The screenshot shows a course interface for 'Leadership Development: Business Acumen'. On the left, a sidebar lists modules 5 through 10, each with a checkmark and '5 Topics'. Below these is 'FINAL QUIZ' and 'COURSE EVALUATION SURVEY'. The main area features the title 'COURSE EVALUATION SURVEY' and a breadcrumb trail. A red box highlights a 'Start Quiz' button, with a red arrow pointing to it.

14. After clicking the button [Click Here to Continue](#), you will be re-directed to the page where you can download your [Certificate of Achievement](#). As we have stated before, you should pass [60%](#) of the questions in order to be able to get your [Certificate of Achievement](#). The certificate can be downloaded by clicking on the [Download Certificate](#) button.

The screenshot shows a course completion interface. At the top, the title "Leadership Development: Business Acumen" is displayed in large red font. Below the title, a notification box contains a document icon and the text "You've earned a certificate!". To the right of this notification is a red button labeled "Download Certificate" with a download icon. A red arrow points from the notification area to the "Download Certificate" button. Below the notification box is a progress bar that is 100% complete, with the text "100% COMPLETE Last activity on 1 April 2022 9:07 am" and a "COMPLETE" button. At the bottom of the page, the course title "Leadership Development: Business Acumen" is repeated in red text.

# THANK YOU FOR YOUR ATTENTION!

If you have any questions or require further support, please do not hesitate to contact us at: [operations@cunitech.ca](mailto:operations@cunitech.ca)