

EMPL6003 – Workshop 1

Activity Sheet: Introduction to Change Management

Module: Leading and Implementing Change

Week: 1 – Session 2

Learning Outcomes:

- Explain the meaning of change and change management
- Identify internal and external triggers for organisational change
- Analyse the impact of change on employees and organisations
- Evaluate the importance of managing change effectively

Activity 1: Understanding Change (Individual – 10 minutes)

1. What does the term 'change' mean to you?

change mean to make something different or to become different

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2. Why do organisations need to change?

.....organisation needs change because the world around them is constantly changing ,
if an organisation dose not change, it may fall
behind.....

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3. List two positive and two negative reactions people may have to change.

Positive:

1. excitement, people may be excited about new opportunities or ways of working.....
2. ...motivation, people may feel motivated to learn new skills and improve.....

Negative

1. ,fear, people may worry about losing their job or being unable to cope with the changes.....
2. ...resistance, people may refuse or be unwilling to accept the change because they prefer the way things were before.....

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Activity 2: Triggers for Change

Identify internal and external triggers for organisational change and provide examples.

Internal Triggers:

- _new management, example, a new manager introduce different working methods_____
- poor performance, example, sales are falling, so the organisation changes its marketing strategy._____

External Triggers:

- changes in customer needs, example, customers start preferring online shopping , so a business creates an online store._____
- _competition, example, a competitor offers cheaper products, so the organisation changes its prices._____

Activity 3: Opportunities and Barriers

A. Opportunities change can bring:

- _business growth_, the organisation may enter new market or attract new customers_____
- increased profit, changes can reduce costs or increase sales_____

B. Barriers to change:

- _lack of money, change can be expensive, and the organisation may not have enough funds_____
- _lack of skills, employees may not have the skills needed to adapt to new system or processes._____

Activity 4: Impact of Change

Explain one impact of change on employees and one impact on the organisation.

impact on employees, Employees may feel stressed or anxious because they have to learn new skills or adapt to new ways of working.

impact on the organisation, change can lead to increased productivity, as new technology or improved processes can help employees work more efficiently.