KOENIG SOLUTIONS · COURSE OUTLINE

Change Management: Lewin, ADKAR & Kotter Models

Learn to plan, lead and sustain organisational change using the Lewin, ADKAR and Kotter models.

3 Days	13	34	6
24 HOURS	MODULES	TOPICS	HANDS-ON ACTIVITIES

3 Sessions

COURSE OVERVIEW

This course examines the foundations of change management, including why organisations change and the drivers behind it, before covering the Lewin, ADKAR and Kotter models alongside the psychology of change and resistance. It then addresses leadership, stakeholder analysis, communication planning and techniques for managing resistance, including a workshop to design a change plan. The final part covers implementation strategies, measuring change success, embedding and sustaining change, and supporting tools and technology, concluding with a capstone simulation of an end-to-end change initiative.

WHO THIS COURSE IS FOR

- **Change Managers**
- **Project Managers**
- **Team Leaders**
- **HR Professionals**
- **Organizational Development Specialists**

LEARNING OBJECTIVES

- Explain the definition, scope and importance of change management
- Identify drivers and types of organizational change
- Compare the Lewin, ADKAR and Kotter change models
- Describe the psychology of change and the change curve
- Apply stakeholder analysis and engagement strategies
- Plan change communication messages and channels
- Assess strategies for managing and overcoming resistance
- Evaluate approaches to measuring and sustaining change

COURSE SYLLABUS

13 Modules, 34 Topics

DAY 1 Foundations of Change — 8 hours

01 — 1 hour

Introduction to Change Management

TOPICS

- Definition, scope, and importance
- Why organizations need change management
- Difference between change management & project management

02 — 1.5 hours

Understanding Change

TOPICS

- Drivers of change (internal & external factors)
- Types of organizational change (strategic, structural, process, cultural)
- Examples from industry

03 — 2 hours

Change Management Models & Frameworks

TOPICS

Lewin's 3-Step Model · ADKAR Model · Kotter's 8-Step Change Model · Pros & cons of each

04 — 1.5 hours

Psychology of Change

TOPICS

Human response to change · Change curve (Kubler-Ross model) · Overcoming resistance

Case Study & Group Activity

2 hours · 2 Group Activities

DAY 2 Tools, Techniques & Communication — 8 hours

01 — 1 hour

Role of Leadership in Change

TOPICS

Change leadership vs. change management · Leader as a change agent

02 — 2 hours

Stakeholder Analysis & Engagement

TOPICS

Identifying stakeholders · Stakeholder mapping & influence matrix · Strategies for engagement

03

2 hours

Change Communication

TOPICS

- Principles of effective communication during change
- Communication planning & channels
- Crafting key messages

04

1.5 hours

Role-play exercise

Managing Resistance

TOPICS

Sources of resistance · Practical strategies to handle resistance

05

1.5 hours

Group Activity

Workshop: Designing a Change Plan

TOPICS

Elements of a successful change plan

DAY 3

Implementation & Sustaining Change

8 hours

01

2 hours

Change Implementation Strategies

TOPICS

Phased vs. Big Bang approach · Pilot testing · Monitoring progress

02

1.5 hours

Measuring Change Success

TOPICS

KPIs for change management · Feedback loops & performance metrics

03

2 hours

Embedding & Sustaining Change

TOPICS

Institutionalizing new behaviors · Culture alignment · Continuous improvement

04

1 hour

Change Management Tools & Technology

TOPICS

Digital tools for change tracking · Collaboration & project management tools

Capstone Activity & Simulation

1.5 hours

2 Capstone Activities

HANDS-ON ACTIVITIES

Practise What You Learn

#	MODULE	ACTIVITY
05	**Case Study & Group Activity**	GROUP ACTIVITY ■ Real-world organizational change case ■ **Group discussion:** Mapping change using models
04	**Managing Resistance**	**Role-play exercise:** Role-play exercise
05	**Workshop: Designing a Change Plan**	**Group Activity:** Create a mini change plan
05	**Capstone Activity & Simulation**	CAPSTONE ACTIVITY ■ **Group simulation:** Managing a change initiative end-to-end ■ Presentations & peer feedback

WHAT IS INCLUDED

Everything You Need to Succeed

- Koenig course material for every module
- Delivery by certified instructors and subject matter experts
- Hands-on exercises throughout the course
- Course completion certificate from Koenig

ABOUT KOENIG

Who We Are

Established in 1993, Koenig Solutions is a globally recognised training provider with 35+ technology partnerships, 5,000+ training programmes and a network of certified instructors and subject matter experts, supporting individuals and enterprise teams worldwide.

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