

RISOVENT

Workplace Intrapreneurship

Training Title:

Workplace Intrapreneurship

Training Provider Details:

- **Company Name:** RISOVENT LTD
- **Company Address:** White Building Studios, 1-4 Cumberland Place, Southampton, UK, SO15 2NP
- **Email:** contact@risovent.com
- [Click here to read more about the trainer.](#)

Detailed Description of the Training:

1. Training Summary

This training workshop delves into intrapreneurship within the corporate environment, focusing on how employees can harness their entrepreneurial spirit to foster innovation and drive organizational growth. Participants will learn strategies to initiate and manage innovative projects within their roles, leveraging both internal and external resources effectively.

2. Training Aim

To empower employees to act as intrapreneurs by equipping them with the necessary tools and knowledge to innovate within their existing roles. The workshop focuses on cultivating a proactive, innovative mindset that aligns with corporate goals and enhances business development.

3. Learning Outcomes

- **Identify Intrapreneurial Opportunities:** Participants will identify and describe potential areas for innovation within the company, showing an understanding of strategic alignment with corporate goals.
- **Develop Intrapreneurial Skills:** Participants will apply critical intrapreneurial skills such as creativity, strategic planning, and problem-solving to manage and implement projects effectively.

- **Navigate Corporate Structures:** Participants will analyze and evaluate corporate structures and culture to identify effective strategies for advocating and implementing innovative changes.
- **Leverage Resources:** Participants will synthesize information from internal and external sources to develop comprehensive strategies that utilize resources for intrapreneurial success.

4. Overview of the Training

- **Introduction to Workplace Intrapreneurship:** Explore the concept and purpose of intrapreneurship, examining how employees can become drivers of innovation and growth within their organisations.
- **Recognizing Opportunities for Innovation within your role:** Learn to identify, analyse, and evaluate opportunities for improvement and innovation aligned with organisational goals and market needs.
- **Developing Intrapreneurial Skills:** Practice essential intrapreneurial skills, including creativity, problem-solving, strategic thinking, and initiative-taking.
- **Navigating Corporate Structures and Cultures:** Analyse how organisational systems, hierarchies, and cultural dynamics influence innovation and learn strategies to build internal support for new ideas.
- **Leveraging Internal and External Resources:** Understand how to access and coordinate internal assets and external partnerships to strengthen intrapreneurial projects and ensure sustainability.

Pre-Contractual Information:

- **Business Name, Contact Details, and Address:** As provided above.
- **Description of Services:** Our training workshop combines lectures, interactive exercises, group discussions, scenarios and problem-solving activities. Participants will engage in self-assessment, collaborative exercise, and practical application to achieve the learning outcomes. More details are available above in points 1 to 4.
- **Price and Taxes:** The total price, including all applicable taxes (if any and where applicable), is detailed on our [Pricing Page](#). The service fee is transparent, with no hidden charges.

Please note that for face-to-face training only, additional expenses such as transportation and accommodation are not included and will be charged separately if applicable.

- **Payment Methods:** Payment must be made via bank transfer to RISOVENT LTD's business bank account. Account details will be provided upon issuing and sending you an invoice.
- **Consumer's Obligation to Pay:** By confirming this service and signing the contract via email, you agree to the payment terms and acknowledge your obligation to pay the total amount due within 10 days of receiving the invoice via email.
- **Immediate Confirmation:** Following your agreement to proceed, you will receive an email confirmation of your intent to engage our services.
- **Contract Delivery Timing and Procedure:** The contract will be delivered via email once the service is confirmed by email. This ensures that the contract includes all terms before any party signs. The service terms and conditions, along with the contract and any other supporting documents, will be provided to the client via email.
- **Contract Format:** Sent in a PDF or Word format that you can easily save and print.
- **Opportunity for Questions and Modifications:** We strongly encourage you to review the contract details and any supporting documents, request modifications, and ask questions before signing. Please confirm acceptance by signing the contract and returning it via email.
- **Acknowledgment of Receipt:** Required from clients to ensure you have received and understood all contractual documents.
- **Cancellation Rights:** You have the right to cancel this contract within 14 days of signing, without providing any reason. To exercise the right to cancel, you must inform us of your decision through a clear statement by filling the contact form on <https://risovent.com/contact> or by sending an email to contact@risovent.com

- **Standard Cancellation Form:** Available via email or contact form upon request.
- **Accessibility of Information:** Alternative formats of training materials and pre-contractual information are available upon request. Please contact us for more information.
- **Technical Requirements for Online Participation:** To participate in the online training via Microsoft Teams, you will need:
 - A computer or tablet with audio and video capabilities.
 - A stable internet connection.
 - The latest version of Microsoft Teams installed.
 - A compatible operating system (Windows 10 or later, macOS 10.13 or later).
 - Recommended: A headset with a microphone for optimal audio quality.
- **Complaint Handling Policy:** We are committed to providing quality services. If you have any complaints, please contact us at contact@risovent.com. We aim to acknowledge all complaints within 2 business days and resolve them as soon as possible. Please refer to our [Complaint Handling Policy](#) for more details.
- **Need to Make a Change:** If you need to make any changes or correct any errors, please contact us at contact@risovent.com
- **Duration and Termination Conditions:** The contract includes the duration of the training workshop and any agreed-upon post-training support. Either party may terminate the contract under the conditions specified in the Service Terms and Conditions. The service terms and conditions, along with the contract and any other supporting documents, will be provided to the client via email.
- **Contents of the Service Agreement**

The formal Service Agreement will outline the full terms of engagement, which may include details such as the training scope, total fees, payment terms, delivery schedule, client responsibilities, confidentiality, intellectual property, cancellation, and termination conditions, as well as any content or materials related to the provided RISOVENT service. The exact terms may

vary depending on the service provided. This document will be sent to the client for review and signature before any payment is made or service delivery begins. The Service Agreement will also incorporate RISOVENT LTD's Service Terms and Conditions, which will be shared with the client at the time of contract preparation.

Certificates of Attendance:

- **RISOVENT LTD** issues certificates of attendance to all participants who successfully complete the training workshop. It is important to note that these certificates are not accredited by any external body. Their sole purpose is to only confirm that participants have attended the workshop, and they do not imply any professional qualification or endorsement. Additionally, issuance of the certificate of attendance is optional and will only be provided to participants upon their request.

Contract Delivery and Client Interaction:

- **Contract Delivery Timing and Procedure:** The contract will be delivered via email after the service is confirmed, ensuring that the contract reflects all the terms before any party signs.
- **Opportunity for Questions and Modifications:** Strongly encouraged before signing the contract. Clients can review the contract details, request modifications, and confirm acceptance via email.
- **Acknowledgment of Receipt:** Required from clients to ensure that you have received and understood all contractual documents.

Target Audience:

- **Employees and team members** who wish to identify and act on opportunities that improve existing processes, services, or products.
- **Managers and supervisors** looking to foster intrapreneurial thinking and lead innovative initiatives within their teams.
- **Project leaders and business development professionals** seeking to align innovative projects with organisational goals.
- **HR and learning professionals** responsible for embedding innovation and intrapreneurship into employee development strategies.
- **Aspiring entrepreneurial employees** within corporate environments who want to gain confidence in initiating and managing internal innovation projects.

Duration and Scheduling

- Three hours training workshop.

Training Format and Location

- Online via Microsoft Teams or face-to-face* at the client's workplace

Participant Capacity

- Maximum of 30 individuals per session.

Financial Information

- **Payment Terms:** Due within 10 days of sending the invoice via email.

Total Price

- [Please read the price page by clicking here.](#)

Cancellation Policy

- You have the right to cancel the service and contract within 14 days of signing, without providing any reason.

Privacy Policy

- To learn more about RISOVENT LTD's Privacy Policy, please [click here](#).

Additional Notes

- Both online and face-to-face* training are available for clients based in the United Kingdom (UK).
- For organisations or companies based outside the UK, online training is available worldwide.
- Face-to-face training for international clients may also be available depending on RISOVENT LTD physical availability and travel capacity.
- If face-to-face delivery is not possible, the training can still be delivered online.
- **** For face-to-face training delivered to clients, please note that the training fee does not cover additional expenses such as transportation and accommodation.***

More Information

- For additional details, please visit the **FAQ** page on the RISOVENT website by [clicking here](#). If you have further questions, feel free to contact us at contact@risovent.com

Outline schedule – *The following plan can be updated or modified at anytime*

Duration	Session Segment	Format
10 minutes	Welcome & Introduction	Workshop overview
20 minutes	Introduction to Workplace Intrapreneurship	Mini-lecture and discussion

Duration	Session Segment	Format
25 minutes	Recognising Opportunities for Innovation	Mini-lecture and short activity
10 minutes	Break 1	Coffee/Tea
30 minutes	Developing Intrapreneurial Skills	Mini-lecture and discussion
30 minutes	Navigating Corporate Structures and Cultures	Mini-lecture and reflection
15 minutes	Break 2	Coffee/Tea
20 minutes	Leveraging Internal and External Resources	Mini-lecture and discussion
70 minutes	Main Exercise: <i>The Intrapreneurship Challenge – Mentor-Led Innovation</i>	Main workshop exercise
10 minutes	Wrap-Up & Q&A	Summary and final reflection
4 hours in total		