

Commercial & Contract Management courses



Master commercial complexities and turn every contract into a strategic asset.



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Learning with WorldCC

We are dedicated to supporting our members from all around the world to achieve high performing and trusted trading relationships. A key pillar of that support is learning and development. We address the growing need across all private and public organizations for everyone to be able to prepare, understand and manage contracts, and be skilled at managing commercial relationships.

Invest in yourself

The world is changing. Fast. And it has never been more important to continue to develop the skills and knowledge that provide a competitive edge. Certification demonstrates your abilities and communicates your value.

Reduce friction costs by aligning around a core body of knowledge

Organizations live and die based on their ability to win and deliver contracts. Teams cannot afford to have disparate understanding of the contracting process or misaligned levels of integration and coordination. Teams must operate from the same core body of knowledge and incorporate best practices. Reduce friction points and create value by ensuring the same core understanding of the commercial and contracting process. Achieve this core understanding through team-wide certification, supporting individuals at the Associate level, through to Expert.

Build commercial excellence

Contracts and contracting processes are undergoing substantial change. Digital transformation underpins the evolution.

Training is the backbone to support the successful implementation of change. Beyond technical training on new systems and processes, a deeper transition must be supported. To achieve commercial excellence, teams must engage in re-skilling to learn how to effectively leverage contracts as business assets and vehicles for communication in their role. These various dimensions of training are critical to successful transformation.

We are committed to helping our members improve their capabilities, and to connect to share knowledge and leading practice. We are here to help you and your organization achieve success.



Sally Guyer
Global CEO, WorldCC



Tim Cummins
President, WorldCC

Overview

Excellence in commercial and contract management isn't just an advantage—it's essential for driving growth and mitigating risk. WorldCC, the global authority in commerce and contract management, brings you a suite of focused courses designed to arm you and your team with the next-level knowledge and real-world skills essential to drive profitability, enhance relationships, and confidently navigate complex deals.

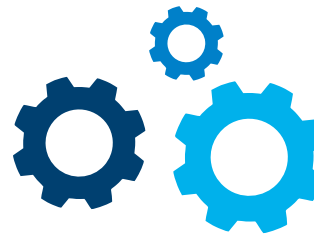
These individual courses are derived directly from the comprehensive Commercial & Contract Management (CCM) Practitioner Certification, allowing you to target specific areas of development while earning valuable Continuing Professional Development (CPD) points.

Benefits



Targeted learning:

Focus on the specific phases of the contract lifecycle that are most relevant to your current role or career aspirations.



Practical application:

Each course provides insights and techniques that can be immediately applied to your projects, improving performance and outcomes.



Expert-led content:

Benefit from the extensive knowledge and experience curated by WorldCC, a recognized authority in the field.



CPD recognition:4

Each course provides 14 CPD points, contributing to your professional development goals.



Flexible pathway:

While offering standalone value, these courses also serve as modules towards the full CCM Practitioner Certification.



Learn your way:

Our courses are designed for the modern professional – fully online and self-paced, giving you the flexibility to integrate learning seamlessly into your busy schedule.

Commercial & Contract Management courses

Frameworks for Commercial & Contract Management

Completion of the "Frameworks for Commercial & Contract Management" course is a prerequisite for all other CCM Practitioner courses (Initiate, Bid, Develop, Negotiate, and Manage). Please note this is not a standalone course.

This course ensures you have the core understanding and terminology necessary to maximize your learning in subsequent modules.

Throughout this course, you will explore World Commerce & Contracting's frameworks, which provide consistency of understanding, terminology, and method to the way we undertake and describe our work. These frameworks set the overall context for our work and provide insight into the areas where we should deliver value, manage uncertainties, and provide commercial models that align governance, relationships, and contractual obligations.

In this course, you will explore:

- **The VCU Framework for uncertainty management:** this framework helps us assess expected uncertainty levels to guide the selection and design of the most suitable contracting model.
- **The CGR Framework for holistic commercial models:** by balancing contract, governance, and relationship mechanisms, this framework aligns with and helps achieve desired outcomes.
- **Friction points optimization in the contracting lifecycle:** evaluating and optimizing friction points enhances the performance and outcomes of the contracting lifecycle.

Online, self-paced: The course consists of a combination of short videos, knowledge checks, case studies, and a final assessment.

To complete this course, you must score 80% to pass the assessment

Initiate

Throughout this course you will explore the critical considerations and activities that take place in the Initiate phase of contract and commercial management.

The Initiate phase is when you create the foundations for success in the contracting lifecycle. You'll consider buy versus manufacture decisions, cost analysis techniques and the roles and responsibilities in contracts and commercial management.

In this course, you will explore:

- Pre- and post-award contract management tasks.
- The role and importance of requirements definition.
- The foundations of cost-benefit analysis and financial decision-making.
- Inputs to the sourcing decision including models that can be employed to deliver a contract.
- How to undertake a terms audit.
- How to identify costs associated with a contract.

Benefits: Gain a foundational understanding of critical pre-contract activities, enabling you to set up successful contract outcomes from the very beginning. Learn to make informed decisions on sourcing and cost analysis.

Online, self-paced: The course consists of a combination of short videos, knowledge checks, case studies, and a final assessment. To complete this course, you must score 80% to pass the assessment

The course is intended to take approximately 10 hours to complete. You will have six months to complete the course.

CPD: Participants earn a Certificate of Completion and 14 points toward World Commerce & Contracting Continuing Professional Development.

Commercial & Contract Management courses

Bid

This course will guide you through the critical considerations and activities that take place in the Bid phase of commercial and management.

The Bid phase is when suppliers decide how they will respond to an opportunity. Many factors drive those decisions, and it is important to appreciate these factors from both the buyer's and supplier's perspectives.

In this course, you will explore:

- The differences between RFI, RFP, RFQ and other sourcing methods.
- The factors that influence the bid/no-bid decision.
- The bid process and the rules that govern it.
- The influence of laws on the bid process.
- How to establish evaluation criteria.
- How to manage stakeholders in the bid process.

Benefits: Develop a comprehensive understanding of the bidding process from both buyer and supplier perspectives. Learn to navigate the complexities of sourcing methods, legal influences, and stakeholder management to secure favourable outcomes.

Online, self-paced: The course consists of a combination of short videos, knowledge checks, case studies, and a final assessment. To complete this course, you must score 80% to pass the assessment

The course is intended to take approximately 10 hours to complete. You will have six months to complete the course.

CPD: Participants earn a Certificate of Completion and 14 points toward World Commerce & Contracting Continuing Professional Development.

Develop

Throughout the Develop course you'll gain insights into the critical considerations and activities that take place in the Develop phase of commercial and management.

Business relationships take many forms. Before appropriate terms can be established, it is critical to determine the type of relationship that will best match the capabilities and goals of the parties involved, this is the Development phase of commercial and contract management..

In this course, you will:

- Identify the primary types of contracts in use for purchasing or supplying products and services.
- Explain the key differences between contract types and when to use them.
- Recognize the challenges of complex services contracts.
- Identify the risks inherent to different contract and relationship types and how terms can mitigate them.

Benefits: Master the art of tailoring contractual relationships to specific business needs. Understand various contract types, their applications, and how to mitigate risks by establishing appropriate terms from the outset.

Online, self-paced: The course consists of a combination of short videos, knowledge checks, case studies, and a final assessment. To complete this course, you must score 80% to pass the assessment

The course is intended to take approximately 10 hours to complete. You will have six months to complete the course.

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Negotiate

The Negotiate course navigates the activities that take place in the Negotiate phase of commercial and management.

Negotiation is a skill, a process, and a balancing act, and the extent to which we approach the subject as a skill and a process to be mastered, rather than relying on personality and charisma, will determine our relative success in our contract management endeavors.

In this course, you will:

- Identify best practices in planning and implementing negotiations.
- Identify the organizational weaknesses that affect negotiations, and how to deal with them.
- Apply different negotiation styles, approaches and techniques.

Benefits: Enhance your negotiation skills, moving beyond innate talent to a structured, process-driven approach. Learn to identify weaknesses, apply diverse techniques, and achieve more successful outcomes in your commercial interactions.

Online, self-paced: The course consists of a combination of short videos, knowledge checks, case studies, and a final assessment. To complete this course, you must score 80% to pass the assessment

The course is intended to take approximately 10 hours to complete. You will have six months to complete the course.

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Manage

This course focuses on the key considerations and activities that take place in the Manage phase of commercial and contract management.

Today, it is widely understood that effective contracting outcomes, including delivery of value, require proactive management of the entire contract lifecycle. For your company to meet its objectives and margin targets and to ensure compliance, it must have the necessary competence to manage contracts while creating and building effective relationships.

In this course, you will explore:

- Recognize the goals of contract management in the post-award phase.
- Identify the contract management activities that will help to achieve contract goals.
- Recognize the advantages of using contract management software.
- Identify how to plan and execute a successful handover and create a contract briefing document.
- Apply a planned management approach that includes analysis of the contract, effective communication, risk assessment and mitigation, rigorous monitoring and consistent documentation.

Benefits: Develop robust post-award contract management strategies. Learn to proactively manage contracts, leverage technology, and ensure compliance and value delivery throughout the contract lifecycle.

Online, self-paced: The course consists of a combination of short videos, knowledge checks, case studies, and a final assessment. To complete this course, you must score 80% to pass the assessment.

The course is intended to take approximately 10 hours to complete. You will have six months to complete the course.

CPD: Participants earn a Certificate of Completion and 14 points toward World Commerce & Contracting Continuing Professional Development.

Commercial & Contract Management certification

While each course offers valuable standalone knowledge, they also form the building blocks of the highly respected WorldCC Commercial & Contract Management (CCM) Practitioner Certification.

To achieve certification as a WorldCC Commercial and Contract Management (CCM) Practitioner, you must complete all six learning phases (Frameworks, Initiate, Bid, Develop, Negotiate, and Manage) followed by this Final Assessment. The assessment evaluates your understanding and application of the knowledge gained throughout the program. You will be presented with 120 randomized questions covering the full curriculum. A minimum score of 80% is required to pass and earn your CCM Practitioner certification.

Take the next step in your professional journey. Whether you choose to focus on specific areas or pursue the full certification, WorldCC is here to support your growth.

Price

Member

Commercial & Contract Management Course
(10 hours / 14 CPD)



Non-member

Commercial & Contract Management Course
(10 hours / 14 CPD)



CCM Certification - Practitioner Exam

\$200 Membership is required for certification



Find out more and enroll



About WorldCC

World Commerce & Contracting is a not-for-profit association dedicated to helping its global members achieve high performing and trusted trading relationships.

With 75,000 members from over 20,000 companies across 180 countries worldwide, the association welcomes everyone with an interest in better contracting: business leaders, practitioners, experts and newcomers.

It is independent, provocative and disciplined, existing for its members, the contracting community and society at large.