



BSB50120

Diploma of Business

Business skills are required for all industry types and are easily transferrable. This qualification will enhance current skills and knowledge and lift the culture within any business.

Who is the course for?

This qualification is suitable for those currently working within a Business environment who would like to broaden their skills and knowledge across a broad range of contexts, such as Leadership, Writing Skills and Finance to name a few.

Course Overview

- ★ Delivered over 12 units (6 core, 6 electives)
- ★ Online learning resources available 24/7
- ★ Face to face classroom training



Course Outline

The BSB50120 Diploma of Business includes training and assessment in the following units of competence:

Core	Title	Unit Type	Course Date
BSBCRT511	Develop critical thinking in others	Core	13 Sep 2023
BSBXC501	Lead communication in the workplace	Core	11 Oct
BSBFIN501	Manage budgets and financial plans	Core	15 Nov
BSBSU511	Develop workplace policies and procedures for sustainability	Core	13 Dec
BSBOPS501	Manage business resources	Elective	14 Feb 2024
BBTWK502	Manage team effectiveness	Elective	20 Mar
BSBTWK503	Manage meetings	Elective	10 Apr
BSBPEF501	Manage personal and professional development	Elective	15 May
BSBLDR522	Manage people performance	Elective	19 Jun
BSBLDR523	Lead and manage effective workplace relationships	Elective	17 Jul
BSBOPS502	Manage business operational plans	Elective	7 Aug
BSBBEF502	Develop and use emotional intelligence	Elective	11 Sep

October 2024 Graduation

Outcomes

Suitable for individuals who want to build on existing knowledge and gain broad understanding of a wide range of business functions in order to carry out moderately complex tasks in a specialist field.



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