



Diploma of Management BSB51107

Overview:

The diploma is designed for those people managing a business or Department with a team of staff.

The 8 unit program is conducted within 12 months part time or can be offered in house in a time frame to suit your business. The attainment of competency is a combination of practical activities and assessment projects.

Course units are covered one per month over a 12 month period:

- Manage Quality Customer Service
- Manage Budgets & Financial Plans
- Manage Personal Work Priorities & Professional Development
- Manage People Performance
- Manage Operational Plan
- Manage Projects
- Facilitate Continuous Improvement
- Ensure Team Effectiveness

Process:

The workshops are conducted each month and participants can attend most of the workshops in any order. However there are some units which require prior knowledge, so please check the schedule if your business needs will mean you miss one month.

This program can be offered in-house and this will provide businesses with customised case studies and work related assessment projects to use in their day to day operations. The units can be scheduled to suit the business needs.



NATIONALLY RECOGNISED
TRAINING

Length

Part time – 2 days per month
Within 12 mths

Location

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