

LEADERSHIP AND MANAGEMENT COURSE AND PROGRAM DETAILS

COURSE	BSB50420 Diploma of Leadership & Management	STAGE	4	CLASS	DLM
TERM	Term 4 2024 (23 September 2024 to 22 November 2024)	NO. OF WEEKS	9	STUDY DAYS	Monday & Thursday

SCHEDULED TIMETABLE

DAY	TIME	WEEK	SUBJECT CLUSTER	UNIT CODE	UNIT NAME	ONLINE ACTIVITY	ROOM
Monday	8.30am - 12.30pm	1-9	Workplace Relationships	BSBLDR523	Lead and manage effective workplace relationships	-	Level 7 Room 7.24
	1.00pm - 5.00pm		Communication	BSBCMM511	Communicate with influence	4 hours	
Thursday	8.30am - 5.00pm	1-9	Work Health and Safety	BSBWHS521	Ensure a safe workplace for a work area	-	Level 8 Room 8.20

Level 1, 7 & 8, 628 Bourke Street, Melbourne, Victoria 3000

Formal classes start on **23rd September 2024**.

All students must complete enrolment by **23rd September 2024**.

All students must endeavour to attend 20 contact hours a week. "Contact hours" is defined as the total number of hours scheduled for teaching purposes, course-related information sessions and examinations.

Important

Students are responsible for ensuring that they attend and successfully complete every one of the subjects * that make up the course that they are enrolled in by the end date of their course. If you are in your last term of study and cannot find a required subject for completion in the list above, please look for that subject on other related course timetables. If you cannot locate that subject, please make an appointment to meet your course coordinator.

* Excludes subjects for which they have been granted exemption (Recognition of Prior Learning).