

## BSB51107 Diploma of Leadership & Management

### Course Timetable and Duration

720 hours (52 weeks including holidays)

The classes are allocated 20 contact hours per week. Please contact Menzies Institute of Technology to find information on class timetable days.

All theoretical and practical sessions are done at the Menzies School of Management campus and involve face-to-face delivery, practical demonstrations, in class activities and assessments.

### Course Structure and Units of Competency

Code	Unit Title and Description	Delivery Hours
BSBLDR501	Develop and use emotional intelligence	60
BSBMGT517	Manage operational plan	60
BSBLDR502	Lead and manage effective workplace relationships	60
BSBWOR502	Lead and manage team effectiveness	60
BSBFIM501	Manage budgets and financial plans	60
BSBMGT502	Manage people performance	60
BSBMGT516	Facilitate continuous improvement	60
BSBR501	Manage risk	60
BSBHRM513	Manage workforce planning	60
BSBWRK510	Manage employee relations	60
BSBWOR501	Manage personal work priorities and professional development	60
BSBPMG522	Undertake project work	60