



BSB50120 – Diploma of Business

Course Overview (Domestic Students)

TMG College Australia's (TMG) Diploma of Business program has been designed to allow students the ability to gain real work experience whilst furthering their working knowledge and skills of the business management Industry.

Students will be introduced to the following main learning areas within this qualification:

- ✓ **Business Operations Including Finance Management**
- ✓ **Team Leadership**
- ✓ **Health, Safety & Risk Management**
- ✓ **Staff Recruitment & Onboarding**
- ✓ **Staff Performance Development & Management**

All of which we have you ready for multiple areas of employment possibilities within business management sector.

*Thinking of a Career Change and want to make a difference?
Why not choose a career in Business Management Today!*

Entry Requirements

This program has an entry requirement of year 10 Reading, Writing and Comprehension level and/or (ACSF Level 2) + basic computer skills for formative assessment activities and assessment submissions.

Course Duration

This course is delivered over 26 to 52 Weeks depending on enrolment type.

Course Date

We have multiple intakes yearly, so call or email us today to help get you started.

Delivery Mode

This course is delivered within a blended delivery mode, consisting of face-to-face classroom sessions + structured online learning.

Licensing

This course does not have a direct licence outcome.

Course Packaging

To achieve this qualification, you are required to successfully complete 12 units of competency, 5 Core + 7 Electives.

Core Units

BSBCRT511 Develop critical thinking in others
BSBFIN501 Manage budgets and financial plans
BSBOPS501 Manage business resources
BSBSUS511 Develop workplace policies and procedures for sustainability
BSBXCM501 Lead communication in the workplace

Elective Units

BSBHRM525 Manage recruitment and onboarding
BSBMKG541 Identify and evaluate marketing opportunities
BSBOPS503 Develop administrative systems
BSBOPS505 Manage organisational customer service
BSBPEF501 Manage personal and professional development
BSBPMG430 Undertake project work
BSBTWK503 Manage meetings

Note: Elective units may vary depending on the student individual requirements.

We Specialise in Industry-based Qualifications,
So Contact Us Today for Your FREE Consultation.

Your Assessment

To achieve this qualification, you (the student) are required to complete the following Assessment Tasks:

Knowledge based questions/activities:

True/False questions
Match the correct answer/s
Multiple Choice questions
Open and Closed questions
Research projects

Skill based activities:

Scenario based roleplays
Simulated Workplace Activities

Work Placement

NA

Career Opportunities

Occupational positions may include:

Office Manager | Department Section Manger | HR Manager | Site Manager

Course Investment (Fees)

\$4.990 (Inclusive of Non-Tuition fees)

Your course investment (fee) includes a Non-Refundable enrolment fee of **\$350**, plus all materials/resources required for your course's completion. **Payment options are available, speak to our friendly staff today!**

Education Pathway

After successful completion of this qualification, students are eligible to enter into Advanced Diploma programs i.e. Advanced Diploma of Business and/or Leadership and Management.

Australian Certification

On successful completion of this program, you will be issued with an Australian Nationally Recognised Qualification and a Statement of Results. If you are unable to successfully complete the full qualification, you will be issued with a Statement of Attainment (SOA) for the unit/s successfully completed.

