Diploma of Leadership and Management BSB50420 | DP-BT21

Semester 2/2024 Timetable: Monday 29 July to Friday 6 December (17 weeks)

TERM 3 & 4

CIT Campus: Reid

TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
In the Classroom Evening **17:30** **—** **21:00**	**17:30-20:30 TERM 3** (9 weeks) BSBTWK501 – BUSN560 Lead diversity and inclusion **CRN 53742 Room B107** **17:30-20:45 TERM 4** (8 weeks) BSBOPS504 – BUSN472 Manage business risk **CRN 50710 Room B111**	**17:30-21:00 TERM 3** (9 weeks) BSBHRM525 – BUSN327 Manage recruitment and onboarding **CRN 50691 Room B103** **17:30-20:30 TERM 4** (8 weeks) BSBSUS511 – BUSN541 Develop workplace policies and procedures for sustainability **CRN 50709 Room B103**	**17:30-20:30 TERM 3** (11 weeks) BSBTWK502 – BUSN561 Manage team effectiveness **CRN 50688 Room B103** **(Clustered – delivered together) [1]** BSBXCM501 – BUSN586 Lead communication in the workplace **CRN 50690 Room B103**	**17:30-21:00 TERM 3** (9 weeks) BSBCRT511 – BUSN292 Develop critical thinking in others **CRN 50687 Room B103**	**Private Study Day [4]**

Online Study Options [5] (These subjects are available online in Semester 2/2024)

1. BSBCMM511 – BUSN278 Communicate with influence
2. BSBTWK502 – BUSN561 Manage Team effectiveness **(Clustered) [1]**
   BSBXCM501 – BUSN586 Lead communication in the workplace **(Clustered) [1]**
3. BSBSUS511 – BUSN541 Develop workplace policies and procedures for sustainability
4. BSBCRT511 – BUSN292 Develop critical thinking in the workplace
5. BSBHRM525 – BUSN327 Manage recruitment and onboarding
6. BSBPEF502 – BUSN485 Develop and use emotional intelligence **(Clustered) [2]**
   BSBLDR523 – BUSN388 Lead and manage effective workplace relationships **(Clustered) [2]**

Please Note:
If you are enrolled in an Online subject, DO NOT attend any of the scheduled classes above. Online means 'online only'.

The remaining subjects for this course are currently in development for the **Online Study Option**.

Note: If enrolling into all face-to-face evening classes, use the Block Code: DP-BT21.

Clustered – two subjects are delivered together.

Enrol in both to complete both subjects at the same time; or enrol in one if you have already completed the other.

[1] BSBTWK502 and BSBXCM501; [2] BSBPEF502 and BSBLDR523; [3] BSBOPS502 and BSBOPS501

[4] **Private Study Day** – no classes are scheduled on these days.

[5] **Online Study Options** – for details please email Sabina Foster via Infoline@cit.edu.au or phone (02) 6207 3557. Alternatively please contact CIT Student Services (below).

If you have completed some Certificate IV in Business or Certificate IV in Leadership and Management subjects, some of these subjects may be credited towards Diploma of Leadership and Management. Please talk to your teacher or admin to find out if you are eligible.

Note: This timetable may change. Classes are only available if numbers permit. Classes are filled on a first come first served basis.
Subject duration may change depending on internal/external circumstances.
For assistance, contact CIT Student Services on **(02) 6207 3188 or infoline@cit.edu.au**

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Timetables: Diploma of Leadership and Management BSB50420 | DP-BT21

Semester 202420: Monday 29 July to Friday 6 December

- **Term 3 – Monday 29 July to Friday 27 September** (9 weeks)
- **Holiday Break – Monday 30 September to Friday 11 October**
- **Term 4 – Monday 14 October to Friday 6 December** (8 weeks)

Please note:

- Students are encouraged to bring their own electronic device or laptop to class.

Subject Support

Monday 10:00 am – 12 noon (virtual)
Thursday 10:00 am – 12 noon (face-to-face)
Friday 10:00 am – 12 noon (virtual)

Please contact Sabina Foster via infoline@cit.edu.au
to make an appointment for the times above; or make an individual appointment with your teacher via eLearn.

SUBJECT	Online Study Option	2024 SEMESTER 2	2025 Proposed for SEMESTER 1
To complete the Diploma of Leadership and Management, enrol in the 12 SUBJECTS below			
CORE – Complete all 6 CORE subjects			
BSBTWK502 – BUSN561 Manage team effectiveness **(Clustered)** [1]	ONLINE	Evening **TERM 3** (11 weeks)	ONLINE
BSBPEF502 – BUSN485 Develop and use emotional intelligence **(Clustered)** [2]	ONLINE	ONLINE	CLASSROOM or ONLINE
BSBLDR523 – BUSN388 Lead and manage effective workplace relationships **(Clustered)** [2]	ONLINE	ONLINE	CLASSROOM or ONLINE
BSBCMM511 – BUSN278 Communicate with influence	ONLINE	ONLINE	CLASSROOM or ONLINE
BSBCRT511 – BUSN292 Develop critical thinking in others	ONLINE	Evening **TERM 3** (9 weeks)	ONLINE
BSBOPS502 – BUSN470 Manage business operational plans **(Clustered)** [3]	TBA	In development	CLASSROOM or ONLINE
ELECTIVE – Complete 6 ELECTIVE subjects			
BSBXCM501 – BUSN586 Lead communication in the workplace **(Clustered)** [1]	ONLINE	Evening **TERM 3** (11 weeks)	ONLINE
BSBHRM525 – BUSN327 Manage recruitment and onboarding	ONLINE	Evening **TERM 3** (9 weeks)	ONLINE
BSBOPS501 – BUSN469 Manage business resources **(Clustered)** [3]	TBA	In development	CLASSROOM or ONLINE
BSBOPS504 – BUSN472 Manage business risk	TBA	Evening **TERM 4** (8 weeks)	ONLINE
BSBTWK501 – BUSN560 Lead diversity and inclusion	TBA	Evening **TERM 3** (9 weeks)	ONLINE
BSBSUS511 – BUSN541 Develop workplace policies and procedures for sustainability	ONLINE	Evening **TERM 4** (8 weeks)	ONLINE

Clustered – two subjects are delivered together.
[1] BSBTWK502 and BSBXCM501; [2] BSBPEF502 and BSBLDR523; [3] BSBOPS502 and BSBOPS501

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