

Diploma of Event Management SIT | DP-TS20

202110 Timetable

TERM 1: 1/2/2020 – 2/4/2020 & TERM 2: 19/4/2020 – 18/6/2020

CIT Campus: Reid

Term 1	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Week 1 Date: 1/2		Research & Comply Lead and manage 0900-1130 1300-1600	Research & Comply Lead and manage 0900-1130 1300-1600	Event cluster 1200-1500	
Week 2 Date: 8/2	Event cluster 0930-1230	Research & Comply Lead and manage 0900-1130 1300-1600	Research & Comply Lead and manage 0900-1130 1300-1600	Manage projects Event cluster 0930-1130 1200-1500	
Week 3 Date: 15/2	Event cluster 0930-1230	Research & Comply Lead and manage 0900-1130 1300-1600	Research & Comply Lead and manage 0900-1130 1300-1600	Manage projects Event cluster 0930-1130 1200-1500	
Week 4 Date: 22/2	Event cluster 0930-1230	Research & Comply Lead and manage 0900-1130 1300-1600	Research & Comply Lead and manage 0900-1130 1300-1600	Manage projects Event cluster 0930-1130 1200-1500	
Week 5 Date: 1/3	Event cluster 0930-1230	Research & Comply 0900-1130	Research & Comply 0900-1130	Manage projects Event cluster 0930-1130 1200-1500	
Week 6 Date: 8/3		Research & Comply Manage finances budget 0900-1130 1300-1600	Research & Comply Manage finances budget 0900-1130 1300-1600	Manage projects Event cluster 0930-1130 1200-1500	
Week 7 Date: 15/3	Event cluster 0930-1230	Research & Comply Manage finances budget 0900-1130 1300-1600	Research & Comply Manage finances budget 0900-1130 1300-1600	Manage projects Event cluster 0930-1130 1200-1500	
Week 8 Date: 22/3	Event cluster 0930-1230	Research & Comply Manage finances budget 0900-1130 1300-1600	Research & Comply Manage finances budget 0900-1130 1300-1600	Manage projects Event cluster 0930-1130 1200-1500	
Week 9 Date: 29/3	Event cluster 0930-1230	Research & Comply Manage finances budget 0900-1130 1300-1600	Research & Comply Manage finances budget 0900-1130 1300-1600	Manage projects Event cluster 0930-1130 1200-1500	

Note: This timetable may change. Classes are only available if numbers permit. Classes are filled on a first come first served basis.

For assistance contact CIT Student Services on (02) 6207 3188 or infoline@cit.edu.au

Term 2	MONDAY	TUESDAY	WEDNESDAY	THURSDAY
Week 10 Date: 19/4	Event cluster 0930-1230	Establish & conduct bus. Dev & implement social 0930-1230 1300-1600	Establish & conduct bus. Dev & implement social 0930-1230 1300-1600	Manage projects Event cluster 0930-1130 1200-1500
Week 11 Date: 26/4		Establish & conduct bus. Dev & implement social 0930-1230 1300-1600	Establish & conduct bus. Dev & implement social 0930-1230 1300-1600	Manage projects Event cluster 0930-1130 1200-1500
Week 12 Date: 3/5	Event cluster 0930-1230	Establish & conduct bus. Dev & implement social 0930-1230 1300-1600	Establish & conduct bus. Dev & implement social 0930-1230 1300-1600	Manage projects Event cluster 0930-1130 1200-1500
Week 13 Date: 10/5	Event cluster 0930-1230	Establish & conduct bus. 0930-1230	Establish & conduct bus. 0930-1230	Manage projects Event cluster 0930-1130 1200-1500
Week 14 Date: 17/5	Event cluster 0930-1230	Enhance customer service 0930-1230	Enhance customer service 0930-1230	Manage projects Event cluster 0930-1130 1200-1500
Week 15 Date: 24/5	Event cluster 0930-1230	Enhance customer service 0930-1230	Enhance customer service 0930-1230	Manage projects Event cluster 0930-1130 1200-1500
Week 16 Date: 31/5		Enhance customer service 0930-1230	Enhance customer service 0930-1230	Manage projects Event cluster 0930-1130 1200-1500
Week 17 Date: 7/6		Enhance customer service 0930-1230	Enhance customer service 0930-1230	Event cluster 1200-1500
Week 18 Date: 14/6				Event cluster 1200-1500

SUBJECT TITLE	CIT SUBJECT NUMBER	NATIONAL CODE
Lead and manage people	MGNT131	SITXHRM003
Manage finances within a budget	ACCT117	SITXFIN003
Research and comply with regulatory requirements	LEGL102	SITXGLC001
Manage projects	MGNT125	SITXMGT003
Establish and conduct business relationships	COMM130	SITXMGT002
Enhance customer service experiences	MKTG327	SITXCC2007
Develop and implement social media	TOUR252	SITXES002

SUBJECT TITLE	CIT SUBJECT NUMBER	NATIONAL CODE
Manage event staging components	TOUR184	SITEEVT008
Manage on-site event operations	TOUR141	SITEEVT010
Prepare and present proposals	COOK251	SITXMPR008
Obtain and manage sponsorship	TOUR116	SITXMPR006
Select event venues and sites	TOUR175	SITEEVT007
Identify hazards, assess, and control safety risks	OHSS458	SITWHS002
Monitor work operations	MGNT126	SITXMGT003