**Timetables: Diploma of Hospitality SIT50422 ] DP-TS50**    **Application Type:** Standard    **Block Code:** DIPHOSP3

**Canberra Institute of Technology**
RTO Code 0101 | CRICOS No. 00001K

# Diploma of Hospitality (from Certificate III Patisserie) SIT50422| DP-TS50

**Semester 2 2024 Timetable:** Term 1: 22/7/24 – 27/9/24  TERM 2: 14/10/24 – 6/12/24       **CIT Campus:** REID

| WEEKS | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY |
|---|---|---|---|---|---|
| Week 1 | | | | Manage finances budget 0930-1130<br>Manage conflict 1230-1630 | |
| Week 2 | Plan cooking ops 0930-1230 | | | Manage finances budget 0930-1130<br>Manage conflict 1230-1630 | |
| Week 3 | Plan cooking ops 0930-1230<br>Lead and manage 1300-1600 | Enhance customer service 0930-1230<br>Establish bus. Relationships 1300-1600 | Plan cooking ops 0800-1530 | Manage finances budget 0930-1130<br>Manage conflict 1230-1630 | |
| Week 4 | Plan cooking ops 0930-1230<br>Lead and manage 1300-1600 | Enhance customer service 0930-1230<br>Establish bus. Relationships 1300-1600 | Plan cooking ops 0800-1530 | Manage finances budget 0930-1130<br>Manage conflict 1230-1630 | |
| Week 5 | Plan cooking ops 0930-1230<br>Lead and manage 1300-1600 | Enhance customer service 0930-1230<br>Establish bus. Relationships 1300-1600 | Plan cooking ops 0800-1530 | Manage finances budget 0930-1130<br>Manage work ops 1230-1630 | |
| Week 6 | Plan cooking ops 0930-1230<br>Lead and manage 1300-1600 | Enhance customer service 0930-1230<br>Establish bus. Relationships 1300-1600 | Plan cooking ops 0800-1530 | Manage finances budget 0930-1130<br>Manage work ops 1230-1630 | |
| Week 7 | Lead and manage 1300-1600 | Enhance customer service 0930-1230<br>Establish bus. Relationships 1300-1600 | Plan cooking ops 0800-1530 | Manage finances budget 0930-1130<br>Manage work ops 1230-1630 | |
| Week 8 | Lead and manage 1300-1600 | Enhance customer service 0930-1230<br>Establish bus. Relationships 1300-1600 | Plan cooking ops 0800-1530 | Manage finances budget 0930-1130<br>Manage work ops 1230-1630 | |
| Week 9 | Manage finances budget 1300-1600 | Enhance customer service 0930-1230<br>Establish bus. Relationships 1300-1600 | Plan cooking ops 0800-1530 | Manage finances budget 0930-1130<br>Manage work ops 1230-1630 | |
| Week 10 | Manage finances budget 1300-1600 | | Plan cooking ops 0800-1530 | Manage finances budget 0930-1130 | |

**Term Break: (Insert Term Break Dates)**

| WEEKS | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY |
|---|---|---|---|---|---|
| Week 11 | Identify legal risks 0930-1200<br>Implement WH&S 1330-1630 | Roster staff 0930-1230<br>Legal risks with law 1400-1630 | Prepare & monitor budgets 1000-1230<br>Dev quality customer service 1330-1630 | | |
| Week 12 | Identify legal risks 0930-1200<br>Implement WH&S 1330-1630 | Roster staff 0930-1230<br>Legal risks with law 1400-1630 | Prepare & monitor budgets 1000-1230<br>Dev quality customer service 1330-1630 | | |

**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**

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| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Week 13 | Identify legal risks | 0930-1200 | Roster staff | 0930-1230 | Prepare & monitor budgets | 1000-1230 | |
| | Implement WH&S | 1330-1630 | Legal risks with law | 1400-1630 | Dev quality customer service | 1330-1630 | |
| Week 14 | Identify legal risks | 0930-1200 | Roster staff | 0930-1230 | Prepare & monitor budgets | 1000-1230 | |
| | Implement WH&S | 1330-1630 | Legal risks with law | 1400-1630 | Dev quality customer service | 1330-1630 | |
| Week 15 | Identify legal risks | 0930-1200 | Roster staff | 0930-1230 | Prepare & monitor budgets | 1000-1230 | |
| | Implement WH&S | 1330-1630 | Legal risks with law | 1400-1630 | Dev quality customer service | 1330-1630 | |
| Week 16 | Identify legal risks | 0930-1200 | Legal risks with law | 1400-1630 | Prepare & monitor budgets | 1000-1230 | |
| | | | | | Dev quality customer service | 1330-1630 | |
| Week 17 | Identify legal risks | 0930-1200 | Legal risks with law | 1400-1630 | Prepare & monitor budgets | 1000-1230 | |
| | | | | | Dev quality customer service | 1330-1630 | |
| Week18 | Identify legal risks | 0930-1200 | Legal risks with law | 1400-1630 | Prepare & monitor budgets | 1000-1230 | |
| | | | | | Dev quality customer service | 1330-1630 | |

| SUBJECT TITLE | CIT SUBJECT NUMBER | NATIONAL CODE |
|---|---|---|
| Enhance customer service experiences | EVNT135 | SITXCCS015 |
| Establish and conduct business relationships | HOSP241 | SITXMGT005 |
| Lead and manage people | HOSP237 | SITXHRM009 |
| Manage finances within a budget | HOSP231 | SITXFIN009 |
| Monitor work operations | HOSP240 | SITXMGT004 |
| Manage conflict | HOSP229 | SITXCOM010 |
| Plan cooking operations | COOK279 | SITHKOP013 |
| Identify and manage legal risks and comply with law | HOSP234 | SITXGLC002 |
| Implement and monitor work health and safety | HOSP245 | SITXWHS007 |
| Develop and manage quality customer service | HOSP228 | SITXCCS016 |
| Prepare and monitor budgets | HOSP232 | SITXFIN010 |
| Roster staff | HOSP236 | SITXHRM008 |
| Maintain ethical and professional standards when using social media and online platforms | RETL300 | SIRXOSM002 |
| Manage risk to organisational reputation in an online setting | TOUR256 | SIRXOSM007 |

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