BSB50420 Diploma of Leadership and Management

Course Code: 242DLMGAZ   **Day & time:** Monday (**Fortnightly**) - 6:00 pm - 9.15pm (26 sessions)

Trainer: Angel Pavithra Vijay Naidu   **Delivery:** Online via Zoom   **Dates:** 1 July 2024 – 11 August 2025

Session	Unit Code	Unit Name	Session Date	Assessment Due Date
1	BSBPEF501	Manage personal and professional development	1 July	**12 August**
2	BSBPEF501	Manage personal and professional development	15 July	
3	BSBLDR522	Manage people performance	29 July	**9 September**
4	BSBLDR522	Manage people performance	12 August	
5	BSBTWK502	Manage team effectiveness	26 August	**7 October**
6	BSBTWK502	Manage team effectiveness	9 September	
7	BSBOPS502	Manage business operational plans	23 September	**9 December**
8	BSBOPS502	Manage business operational plans	7 October	
9	BSBOPS502	Manage business operational plans	21 October	
		Break Day 4 November		
10	BSBOPS502	Manage business operational plans	11 November	**9 December**
11	BSBCRT511	Develop critical thinking in others	25 November	**6 January**
12	BSBCRT511	Develop critical thinking in others	9 December	
		Break Xmas 10 December till 2 February		
13	BSBHRM523	Coordinate the learning & development of teams & individuals.	3 February	**17 March**
14	BSBHRM523	Coordinate the learning & development of teams & individuals.	17 February	
15	BSBPEF502	Develop and use emotional intelligence	3 March	**14 April**
16	BSBPEF502	Develop and use emotional intelligence	17 March	
17	BSBLDR523	Lead and manage effective workplace relationships	31 March	**12 May**
18	BSBLDR523	Lead and manage effective workplace relationships	14 April	
19	BSBCMM511	Communicate with influence	28 April	**9 June**
20	BSBCMM511	Communicate with influence	12 May	
21	BSBSTR502	Facilitate continuous improvement	26 May	**14 July**
		Break Day 9 June		
22	BSBSTR502	Facilitate continuous improvement	16 June	**14 July**
23	BSBHRM415	Coordinate recruitment and onboarding	30 June	**11 August**
24	BSBHRM415	Coordinate recruitment and onboarding	14 July	
25	BSBTWK501	Lead diversity and inclusion	28 July	**8 September**
26	BSBTWK501	Lead diversity and inclusion	11 August	

==*Please note: This course runs on a fortnightly basis*==

This timetable and the order of units is subject to change

Students are required to attend a minimum of 85% of their timetable to be marked as competent. Excess absences may result in students needing to attend make up sessions

Total Classroom time:	84.5 hours (excludes breaks)	Suggested homework per week:	6 hours (per fortnight)
Work Placement hours:	N/A	Final Assessment Due date:	**8 September 2025**

Contact Details			
Email Address	msa-monashtraining@monash.edu	**Phone Number**	03 9905 3180
Office Address	Room 159, Level 1, 21 Chancellors Walk Monash University, Clayton Campus 3800	**Classroom Address**	7 Innovation Walk Monash University Clayton Campus 3800
Support Services	www.msatraining.edu.au/support-services/	**Parking Information**	www.monash.edu/people/transport-parking/parking/visitors
Zoom Information	If your class is being held on Zoom, you will be required to download this before class. You link and password will be emailed the day before each class. To learn more about Zoom, please visit: https://youtu.be/DDdDspdq21o		