



BSB50420 Diploma of Leadership and Management

Course Code: 242DLMGB **Day & time:** Fridays (Monthly) - 9:00 am - 4:00pm (13 sessions) **Trainer:** Simon Chodziesner

Delivery: Classroom based at Clayton Campus **Dates:** 4 October 2024 – 7 November 2025

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

***Please note: This course runs on a monthly 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 lunch breaks)	Suggested homework per week:	12 hours (per month)
Work Placement hours:	N/A	Final Assessment Due date:	5 December 2025

Contact Details			
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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		