



## ★ BSB51107 Diploma of Management ★

### Overview

The Diploma of Management reflects the role of individuals who are currently engaged to manage or lead the work of others. As a nationally accredited training qualification, the BSB51107 Diploma of Management will develop the knowledge and skills required to be an effective people and business manager and enhance manager opportunities for career progression.

### Units of Study

The full qualification requires the successful completion of 8 units of competency, 5 units selected from core unit options and 3 electives selected from the remaining core unit options or the elective unit options:

#### Core unit options:

- BSBCUS501A Manage quality customer service
- BSBFIM501A Manage budgets and financial plans
- BSBLED501A Develop a workplace learning environment<sup>2</sup>
- BSBMGT502B Manage people performance
- BSBMGT515A Manage operational plan
- BSBMGT516A Facilitate continuous improvement
- BSBOHS509A Ensure a safe workplace<sup>3</sup>
- BSBPMG510A Manage projects
- BSBRSK501A Manage risk<sup>3</sup>
- BSBWOR501A Manage personal work priorities and professional development
- BSBWOR502A Ensure team effectiveness

#### Elective unit options:

- BSBADM502B Manage meetings
- BSBADM504B Plan or review administration systems
- BSBHRM402A Recruit, select and induct staff<sup>1</sup>
- BSBHRM501A Manage human resources services
- BSBHRM503A Manage performance management systems<sup>3</sup>
- BSBINN502A Build and sustain an innovative work environment<sup>3</sup>
- BSBLED401A Develop teams and individuals<sup>1,2</sup>
- BSBLS502A Lead and manage a sales team

### Delivery

This program is available online offering candidates a flexible, practical and convenient solution to their learning and development needs. Students are guided and assisted through the program with continuous trainer access, progress monitoring and support meetings, either face to face or via telephone.

### Award

Following successful completion of the 8 units of competency, students will receive the BSB51107 Diploma of Management qualification. The issuing RTO is Performance Edge Systems Pty Ltd (RTO Number: 90068).

### Information and Bookings

Please phone Plum Results on 02 6495 2656 or email [admin@plumresults.com.au](mailto:admin@plumresults.com.au) to request more information, check current fee structure or to make a booking.

<sup>1</sup> BSBHRM402A & BSBLED401A are Certificate IV level units. Only one level IV unit may be selected as part of the 8 units required for the full Diploma qualification.

<sup>2</sup> BSBLED401A and BSBLED501A are not to be selected together due to duplication of outcomes.

<sup>3</sup> These units are not available for online delivery. Paper-based learner guides only are available. All other units available in online.