

DP Training

Consultancy



BSB50120

# Diploma of Business

Your first choice training provider for quality training and education designed for an industry ready workforce

Study your Way with DP Training

[View Course Webpage](#) >

RTO Code - 31888



# Why Choose DP Training

DP Training forges partnerships Australia-wide to provide high-quality, accessible training and education programs in specific areas of the Vocational Education and Training (VET) sector to persons wanting to enter the workforce, to individuals wanting to retrain and continually upskill and to employers wanting to improve existing workers' skills.

## Business Industry Insights

By pursuing a degree in business, you gain valuable skills that help future-proof your career. As technology advances, industry standards advance along with it. Employers will be predominately looking for people with transferable skills such as, collaborators and critical thinkers.

### Priority Skills:

- Adaptability
- Analytical Thinking
- A proactive approach
- Empathy
- Resilience

### How much does a Business Manager make?

Updated 21 Mar 2022

 Very High Confidence

**\$90,000** /yr

Average Base Pay

491 salaries



base statistics show the national average salary for a business manager is \$100,000 per year in Australia (27 Oct 2021, Glassdoor.com.au).

# Course Information

A Diploma of Business (Operations) will develop your management skills and prepare you to become a valued business professional. This qualification applies to the Business Services Sector with emphasis made to reflect real work situations to develop skills in the 'employability skills' of this qualification. You will learn practical skills around Advertising, Human Resource Management, Marketing and Information Management to take your business skills to the next level.

This course is perfect for people who want to elevate their skills at a management or executive level by giving you the freedom to adapt your study to your own lifestyle.

## What does the course cover?

By pursuing this qualification, you will learn industry skills such as -

- Managing personal work priorities and professional development
- Human Resource Management skills, including recruitment, selection & induction processes
- How to be an effective leader and manage teams
- How to develop marketing campaigns and manage risks
- Conduct and organise meetings and conferences
- Ability to develop effective workplace policies and procedures

## Key Benefits

### Nationally Recognised

The course is nationally recognised under the Australian Qualifications Framework, so you can use it as pathway to university qualifications around Australia. When you choose DP Training for your career development you only move forward. You can start with this qualifications to build career opportunities and pathway towards Tertiary Education.

### Job Ready Training

At DP Training you get the opportunity to undertake practical-based learning and hands on experience and workplace-driven course content

## Entry Requirements

If you have the drive, motivation and passion to join the business world, we want to hear from you.

This course has the following entry requirements -

- Be over 15 years of age, who have finished or left secondary school.
- Have technological skills to undertake computer/online work and have access to a computer with up-to-date software.
- Complete Language, Literacy and Numeracy Skills Indicator.

## Enrolment Requirements

To enrol in this course, you must -

- Proof of ID: Colour copy of Passport or Driver's Licence.
- Unique Student Identification Number (USI)
- Colour copy of Certificates and Statement Results for any previously attained or partially completed qualifications completed in or recognised in Australia.

## Student Eligibility Requirements

To enrol in this course you must -

- Completed a Certificate IV in Business, or another relevant qualification and/or that you have experience in a range of work environment in the business industry.
- Intermediate (Year 12 equivalent) literacy skills as study will involve a range of reading comprehension activities, report writing and conducting and analysing research.
- Entry in the accelerated program is via an application process and it is recommended that individuals have at least 5 years' experience working in the areas of business or management.

## Job outcomes

After the completion of this course you will be ready to take on a variety of job role within the industry like -

- Executive Officers
- Business Development Manager
- Project Consultant
- Compliance Manager
- Office Manager
- Business Sales Team Leader
- Corporate Services Manager
- Administration Manager
- Team Leader
- Procurement Officer
- Unit Leader
- Project Coordinator
- Customer Service Manager
- Contract manager
- Environmental Compliance Officer

## Course Duration



12 months

## Study Options

This course is delivered via our DP Learning@Home Program , offering a mixture

- self-paced
- online
- blended
- on-the-job
- block or day release for apprentices
- a combination of the above

## Course Delivery

This course is delivered via DP Learnign@Home model, offering the opportunity to study your way

- Rolling intake, start anytime!
- Training Materials offered using electronic-based delivery,
- Trainers/Assessors are available to support you through email and/or telephone contact.
- 12 units of competency
- The opportunity to participate trainer-led study support sessions weekly
- Self-paced (up to 12 months to complete)



## RPL Delivery

Designed for existing workers who are able to demonstrate that they have already acquired through formal, non-formal and informal learning the course requirements.

- Any person currently working in the industry has the opportunity to apply for Recognition of Prior Learning (RPL) assessment only pathway, If you consider yourself to already have the knowledge and skills for the qualification.
- You will be required to successfully demonstrate that you have acquired the required knowledge and skills specified in the training package through formal, non-formal and informal learning. To demonstrate your knowledge and skills assessed via the RPL process, please take our skill assessment below and select RPL on your enrolment form.

Take a 60 sec Skill Assessment Check Now to determine your eligibility for RPL.





## Course Structure

12 units of competency must be completed for this qualification to be awarded.

Unit Code	Core Unit Name
BSBCRT511	Develop critical thinking in others
BSBFIN501	Manage budgets and financial plans
BSBOPS501	Manage business resources
BSBSUS511	Develop workplace policies and procedures for sustainability
BSBXCM501	Lead communication in the workplace
Unit Code	Elective Unit Name
BSBTWK503	Manage meetings
BSBOPS504	Manage business risk
BSBOPS502	Manage business operational plans
BSBPMG430	Undertake Project Work
BSBHRM525	Manage recruitment and onboarding
BSBOPS503	Develop administrative systems
BSBOPS601	Develop and implement business plans

*\*To receive an award for this qualification Students are required to complete all units listed above as competent within a period of 12 months.*

Students will be provided with all the Student training and assessment materials for each unit of competency required to complete the course.



## Our Campus

Online Delivery Nationally

### DP Training Campus

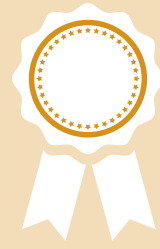
- Brisbane – 162 Abbotsford Road, Bowen Hills QLD 4006
- Gold Coast – Level 3, Unit 7, 52 Davenport Street, Southport QLD 4215

### Other Training and Meeting Rooms

- Adelaide – Level 2, 70 Hindmarsh Square from 97 Pirie Street, Adelaide, SA 5000
- Sydney – Level 17, Angel Place,
- 123 Pitt St, Sydney NSW 2000 Melbourne – Level 10, 440 Collins Street, Melbourne VIC 3000

### Training Locations

- Cairns
- Rockhampton
- Far North Queensland Northern Rivers
- Newcastle
- Far West New South Wales



Get the skills that employers really want.



Unrivalled support. Delivered with care.



Absolute flexibility. Your way, your terms.



## Course Fee

\*Full Fee for Service Program Fee: \$4250

\*Fee for Service Assessment ONLY (RPL): \$1500

\*Refer to the Student handbook for full fees policy and procedures - [www.dptraining.com.au](http://www.dptraining.com.au)



## We are excited to hear from you

Commence your BSB50120 Diploma of Business with DP Training today to take the next step forward in your career.



To discuss the course that's right for you call **1300 130 487**



To find out more information email **[info@dptrainingconsultancy.com](mailto:info@dptrainingconsultancy.com)**



To enrol, visit our website **[www.dptraining.com.au/](http://www.dptraining.com.au/)**

