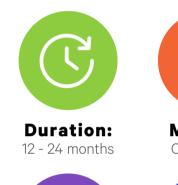


Learn for Life

Diploma of Business (General)

Elevate your career and support key aspects of business operations at an office management or executive level, learning advanced business skills.





Payment: Upfront, Pay Per Unit



Funding: Certificate 3 Guarantee



What can I expect?

Do you want to become an experienced business professional? With the Diploma of Business, you can solidify your business operational skills and become confident in carrying out complex tasks. Gaining skills in strategic management, business information analysis, and project management, you can broaden your knowledge across a wide range of business functions.

Enhance your knowledge of key business strategies and risk management practices, applying specialised skills and expertise to drive business outcomes to success. This high-level qualification will help you build your knowledge and experience to further develop your skills across a wide range of business functions.

Career Pathway Potential







Office Manager







Program Coordinator



Total Number of Units: 12



5 Core Units





Core Units:

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

Elective Units:

BBSBOPS504

Manage business risk

BSBINS512 Monitor business records systems

BSBMKG541 Identify and evaluate marketing opportunities

BSBHRM531 Coordinate health and wellness programs

BSBTEC403 Apply digital solutions to work processes

BSBTEC404 Use digital technologies to collaborate in a work environment

BSBMKG546 Develop social media engagement plans



Workplace Requirement

Not applicable

Entry Requirements:

Not applicable



Visit our website <u>caledulau</u> or call us on 07 3255 0506 for more information and current pricing. All information is correct at the time of printing. While every attempt is made to ensure that information is updated and accurate, some changes may occur without notice. V24.0

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