

BSB50120

Diploma of Business (Release 1)



Integrity RTO Solutions

RTO #46406

Phone: 0400 657 381

Email: ceo@integrityrtosolutions.com.au

Address: 463 Upper Brookfield Rd, Upper Brookfield, QLD 4069



BSB50120 —Diploma of Business (Release 1)

Start training in BSB50120 Diploma of Business!

The BSB50120 Diploma of Business is the latest nationally accredited qualification that provides you with the skills and knowledge of individuals in a variety of Business Services job roles who may have frontline management accountabilities.

This qualification will help you learn how to develop critical thinking in others, manage budgets and financial plans, and lead communication in the workplace.

Perfect for learners who want to become:

- Compliance Manager
- Internal Auditor
- Risk Manager
- Quality Facilitator

Integrity RTO Solutions offers the nationally recognised BSB50120 Diploma of Business qualification with high quality course materials and premier student support to deliver a unique learning experience.

Integrity RTO Solutions will deliver training that is customised to meet student, industry and where relevant, employer needs in line with the delivery strategy for the qualification.

When you enrol in our courses, you will study under expert trainers with decades of experience in the industry. So what are you waiting for? Enrol now!



Integrity RTO Solutions

RTO #46406 | ABN 67 669 731 659

Email: ceo@integrityrtosolutions.com.au

Phone: 04 0065 7381

Address: 463 Upper Brookfield Rd, Upper Brookfield QLD 4069





Course Outline and Structure

Training Delivery

Training is delivered via **Online Distance** to be completed in up to **52 weeks** (including holidays) with approximately **1,210 hours** of study, depending on learner's skills, knowledge, and experience.

Assessment Methods:

- **Observation** during on-the-job or role play/simulation
- **Questioning** may include self-assessment, verbal answers, written questionnaires, activity modules or interview
- **Structured Activities** may include Projects, Case studies, presentations, role play, demonstration, progressive tasks

What are the entry requirements?

There are no pre-requisites to enter this training program. However, Integrity RTO Solutions screens students according to the following criteria:

- Are 16 years of age or over
- Have successfully completed at least Australian high school year 10, or equivalent
- Have basic computer skills
- Have sound Language, Literacy and Numeracy skills*
- Have a National Police Clearance that does not have any disclosures that would impact them in gaining employment in the sector
- Currently employed in a relevant role (RTO to check suitability)

*Learners who do not meet the LLN requirements of the course may still enrol into the course provided the enrolment has been endorsed by the trainer and corresponding additional support strategies have been put in place.



Integrity RTO Solutions

RTO #46406 | ABN 67 669 731 659

Email: ceo@integrityrtosolutions.com.au

Phone: 04 0065 7381

Address: 463 Upper Brookfield Rd, Upper Brookfield QLD 4069

www.integrityrtosolutions.com.au

Course Outline and Structure

Course Resources

CHC50120 learning and assessment suite which includes:

- Learner Guides
- Assessment Workbooks
- Templates for Projects and other activities;
- Simulated resources to provide students with simulated assessment pathways, such as:
 - Workplace documentation and resources, including those on:
 - Sustainability and sustainable practices
 - Performance evidence
 - Previous quality audit reports and checklists
 - Risk management plans and audit plans
 - Workplace policies and procedures, including those on:
 - Managing meetings
 - Workplace information, including:
 - Budgets and financial plans
 - Organisational structure
 - Goals, objectives and plans
- Relevant legislation, regulations, standards and codes of practice, including those related to:
 - Corporate sustainability
 - Compliance requirements
- Additional course readings and resources recommended by trainers.

Students to provide access to resources required to access the course, including:

- Computer/laptop with relevant software such as, but not limited to, the following:
 - Internet access

- Web browsing software (e.g. Google Chrome)
- MS Word and PowerPoint
- PDF Reader
- Notepad/Notes/note-taking software
- Access to digital search services (e.g. Google search, DuckDuckGo, Bing, etc.)
- Webcam
- Headphones/speakers w/ microphone

Is Recognition of Prior Learning (RPL) available?

Integrity RTO Solutions has a Recognition of Prior Learning (RPL) Policy, to ensure that an individual's prior learning, achieved through formal and informal training, work experience or other life experiences, is appropriately recognised. This recognition may assist Learners to progress faster through the qualification, or allow the student full credit.

What are the qualification pathways after taking the course?

Students enrolled in this course may also choose to study other courses that will support them in their Business Services skills. Other options available for students may include the following qualifications:

- BSB50920 – Diploma of Quality Auditing
- BSB50420 – Diploma of Leadership and Management
- TAE40122 – Certificate IV in Training and Assessment*

**These units/courses are not offered by Integrity RTO Solutions*



Integrity RTO Solutions

RTO #46406 | ABN 67 669 731 659

Email: ceo@integrityrtosolutions.com.au

Phone: 04 0065 7381

Address: 463 Upper Brookfield Rd, Upper Brookfield QLD 4069



Course Units

This **BSB50120 Diploma of Business** course covers **12 units** of competency
(5 core units and 7 elective 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

BSBTWK503 (Group A)	Manage meetings
BSBSTR50 (Group A)	Develop organisational policy
BSBAUD411 (Group D)	Participate in quality audits
BSBAUD513 (Group D)	Report on quality audits
BSBAUD514 (Group D)	Interpret compliance requirements
BSBAUD515 (Others)	Evaluate and review compliance
BSBCMM511 (Others)	Communicate with influence

Integrity RTO Solutions

RTO #46406 | ABN 67 669 731 659

Email: ceo@integrityrtosolutions.com.au

Phone: 04 0065 7381

Address: 463 Upper Brookfield Rd, Upper Brookfield QLD 4069





Enrol Now!

BSB50120

Diploma of Business (Release 1)

**Enrol now for only \$4,500.00
Initial payment of \$1,500 with 11 monthly
installments of \$272.73**

Please read the **Integrity RTO Solutions Student Handbook on our [website](#) containing the Refund Policy, Appeals, Complaints, and other student and course information prior to enrolling.*



Integrity RTO Solutions

RTO #46406 | ABN 67 669 731 659

Email: ceo@integrityrtosolutions.com.au

Phone: 04 0065 7381

Address: 463 Upper Brookfield Rd, Upper Brookfield QLD 4069