



# BSB50420 Diploma of Leadership and Management

**Course Code:** 251DLMGAZ **Day & time:** Monday (**Fortnightly**) - 6:00 pm - 9.15pm (26 sessions) **Trainer:** Angel Pavithra Naidu

**Delivery:** Online via Zoom **Dates:** 5 May 2025 – 15 June 2026

Session	Unit Code	Unit Name	Session Date	Assessment Due Date
1	BSBPEF501	Manage personal and professional development	5 May	30 June
2	BSBPEF501	Manage personal and professional development	19 May	
3	BSBLDR522	Manage people performance	2 June	4 August
<b>INDEPENDENT STUDY DAY – No class on 9 June</b>				
4	BSBLDR522	Manage people performance	23 June	4 August
5	BSBTWK502	Manage team effectiveness	7 July	1 September
6	BSBTWK502	Manage team effectiveness	21 July	
7	BSBOPS502	Manage business operational plans	4 August	27 October
8	BSBOPS502	Manage business operational plans	18 August	
9	BSBOPS502	Manage business operational plans	1 September	
10	BSBOPS502	Manage business operational plans	15 September	
11	BSBCRT511	Develop critical thinking in others	29 September	24 November
12	BSBCRT511	Develop critical thinking in others	13 October	
13	BSBHRM523	Coordinate the learning and development of teams & individuals.	27 October	22 December
14	BSBHRM523	Coordinate the learning and development of teams & individuals.	10 November	
15	BSBPEF502	Develop and use emotional intelligence	24 November	19 January
16	BSBPEF502	Develop and use emotional intelligence	8 December	19 January
<b>Break Xmas 9 December till 1 February</b>				
17	BSBLDR523	Lead and manage effective workplace relationships	2 February	30 March
18	BSBLDR523	Lead and manage effective workplace relationships	16 February	
19	BSBCMM511	Communicate with influence	2 March	27 April
20	BSBCMM511	Communicate with influence	16 March	
21	BSBSTR502	Facilitate continuous improvement	30 March	25 May
22	BSBSTR502	Facilitate continuous improvement	13 April	
23	BSBHRM415	Coordinate recruitment and onboarding	27 April	22 June
24	BSBHRM415	Coordinate recruitment and onboarding	11 May	
25	BSBTWK501	Lead diversity and inclusion	25 May	27 July
<b>INDEPENDENT STUDY DAY - No class on 8 June</b>				
26	BSBTWK501	Lead diversity and inclusion	15 June	27 July

**\*Please note: This course runs on a fortnightly 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*



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<b>Total Classroom time:</b>	84.5 hours (excludes breaks)	<b>Suggested homework per week:</b>	6 hours (per fortnight)
<b>Work Placement hours:</b>	N/A	<b>Final Assessment Due date:</b>	<b>27 July 2026</b>

Contact Details			
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<b>Office Address</b>	Room 159, Level 1, 21 Chancellors Walk Monash University, Clayton Campus 3800	<b>Classroom Address</b>	7 Innovation Walk Monash University Clayton Campus 3800
<b>Support Services</b>	<a href="http://www.msatraining.edu.au/support-services/">www.msatraining.edu.au/support-services/</a>	<b>Parking Information</b>	<a href="http://www.monash.edu/people/transport-parking/parking/visitors">www.monash.edu/people/transport-parking/parking/visitors</a>
<b>Zoom Information</b>	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: <a href="https://youtu.be/DDdDspdq21o">https://youtu.be/DDdDspdq21o</a>		