

COURSE & PROGRAM DETAILS

COURSE CODE	BSB42015	COURSE TITLE	Certificate IV Leadership and Management	STAGE	Stage 1 – Stage 2
TERM DELIVERY	1	TERM DATES	14th January 2019 to 22nd March 2019	CLASS	CIVLM
NO. OF WEEKS	10	STUDY DAYS	Three (3): Thursday, Friday & Blended	TRAINER & ASSESSORS	Day 1: Sydgi Zannetos Day 2: Eleanor Layton

SCHEDULED TIMETABLE & ASSESSMENT PLAN

UNIT CODE	UNIT NAME	WEEK(S)	DAY 1: Thursday		DAY 2: Friday		DAY 3: Blended		ASSESSMENT DATE (Expected)	RE-ASSESSMENT DATE* (Expected)
			0900-1200	1245 -1630	0900-1200	1245 -1630	0900-1200	1245 -1630		
BSBLDR402	Lead Effective Workplace Relationships	1 - 10	Level 8, 8.15	Level 8, 8.15			LMS Support	Week 9	Week 10	
BSBLDR403	Lead Team Effectiveness									
BSBLDR404	Lead a Diverse Workforce									
BSBLDR401	Communicate Effectively as a Workplace Leader	1 - 10			Level 8, 8.15	Level 8, 8.15	LMS Support	Week 9	Week 10	
BSBMGT401	Show Leadership in the Workplace									
BSBWOR404	Develop Work Priorities									

Be advised in addition to the scheduled class hours above students must allocate a minimum of 6 hours a week for self-directed study, research and assessment preparations via <http://lms.aapoly.edu.net.au/>

Attendance at all timetabled classes is compulsory.

*Re-assessment Period: If students do not complete the nominated unit(s) successfully by the scheduled dates, students will be issued a Not Yet Competent (NYC) and they will need to enrol and complete the subject again.

*Academies Australasia Polytechnics reserves the right to amend the scheduled timetable.