



Dual Diploma - BSB50215 Diploma
of Business and BSB51415
Diploma of Project Management

Course Overview



Mentor
education

RTO 21683

www.mentor.edu.au

Why Mentor Education

www.mentor.edu.au



“I was extremely impressed with the quality of the training that you delivered”

Tony Read - Mentor Education Diploma Graduate

Established in 2003, we are Australia's largest privately owned training organisation focused on the Accounting, Financial Services & Business training market. Many of our graduates currently work for Australia's leading financial services institutions (including Big 4 Banks) and small businesses all around Australia.

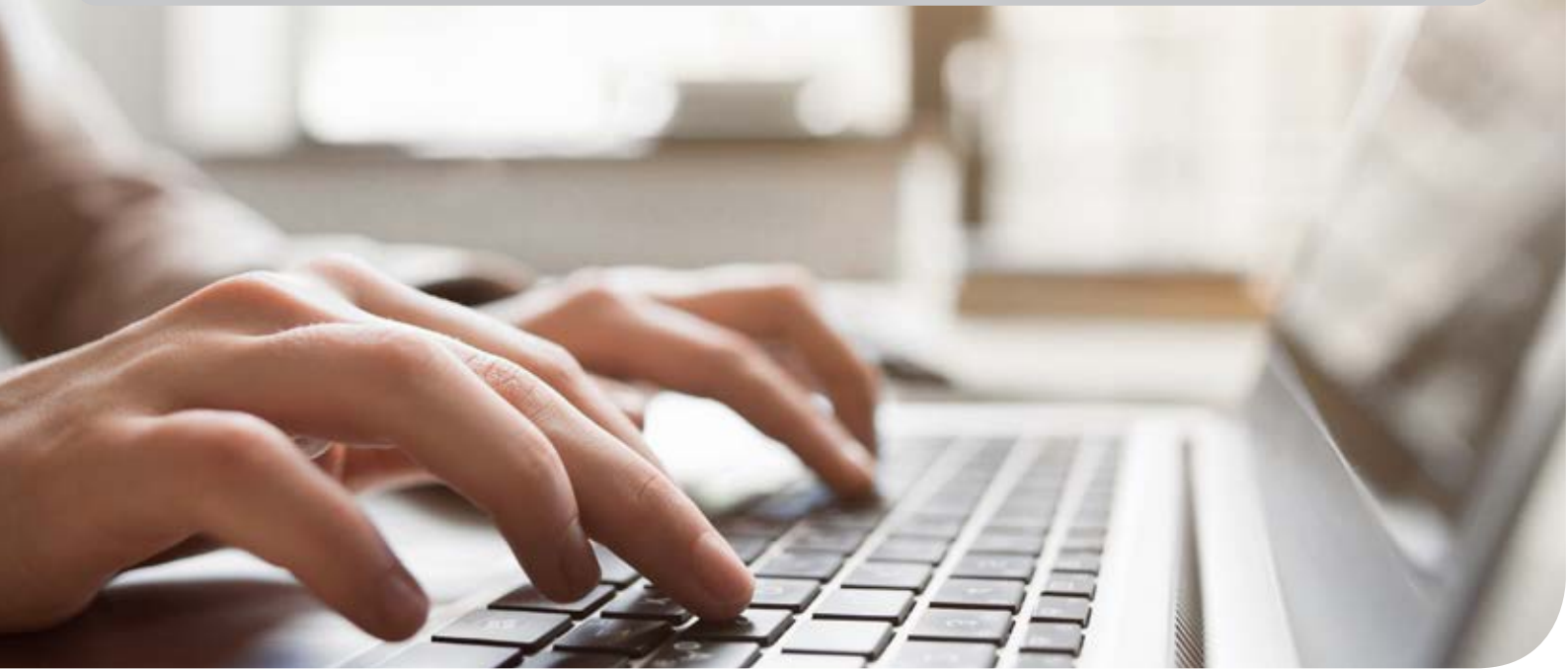
Building on the strong relationships we develop with learners completing our courses, our industry experts are available by arrangement to provide ongoing mentoring on an individual or organisation-wide basis.

Exemplary Student Support

Mentor Education has gained an enviable reputation as being able to deliver outstanding education and training coupled with personalised student support and customer service.

Our commitment to you

Our commitment is exemplified by the high level of student support received - our industry experts and assessors are available to personally respond to your questions and offer constructive feedback and guidance.



Student Support

To help you thrive and achieve your study goals, expert teacher support is available to you



Phone Support
Available

1300 306 146

+61 3 8317 2953

Monday to Friday 9am to 5.00pm (AEST)



Email Support
Response within two business days

You can get one-on-one help from expert tutors via email and you are encouraged to share your work to receive feedback.

Payment Options

Mentor Education has assisted many students from a variety of backgrounds and needs.

Simply speak to your course adviser for a Payment Option that will work for you.



Course name	Dual Diploma - BSB50215 Diploma of Business and BSB51415 Diploma of Project Management
Delivery options	Online Learning
Course duration	12 - 18 months
Assessments	Assessment tasks may be a combination of Multiple choice, Short answer questions, Case study and Scenario responses, Projects, Portfolio, Research, Business Plans, IT Plans, Project Plans, Journal and Self-Reflection exercises
Nationally recognised	Yes

Potential jobs

- Current and prospective business leaders
- Middle-level managers
- Office managers
- Project officers, project managers
- Small business owners seeking a broad range of skills essential to project management, general management and business operations

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This Dual Diploma qualification caters to individuals working, or aiming to work as team leaders (remote team leaders and onsite team leaders), program consultants, program coordinators, project managers and those in general management or small business management roles.

Covering a diverse range of business, leadership and project management subjects, this dual qualification includes units of study in:

- Project management principles
- Financial activity reporting
- Human resource management
- Team effectiveness
- Facilitation of continuous improvement
- Professional development

Industry Endorsed and Trusted

Mentor Education's Dual Diploma - BSB50215 Diploma of Business and BSB51415 Diploma of Project Management course is a nationally recognised qualification, complying with the AQF standard and ASQA standards for Registered Training Organisations.

Entry requirements

There are no pre-requisites for entry to this course.

Who Should Enrol?

This qualification has been designed to accommodate both individuals with no formal training qualifications and those seeking an entry point for transition into further education. The course is suited to both experienced managers and aspiring leaders.

Course Outcomes

Upon successful completion of this course, you will be awarded the Dual Diploma - BSB50215 Diploma of Business and BSB51415 Diploma of Project Management qualification.

Assessment

Assessment tasks may be a combination of:

- Multiple choice
- Short answer questions
- Case study and scenario responses
- Projects, Portfolio, Research, Plans
- Journal and Self-reflection exercises

Course Outline

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Units of Competency

Core units

- BSBPMG511 Manage project scope
- BSBPMG512 Manage project time
- BSBPMG513 Manage project quality
- BSBPMG514 Manage project cost
- BSBPMG515 Manage project human resources
- BSBPMG516 Manage project information and communication
- BSBPMG517 Manage project risk
- BSBPMG521 Manage project integration

Elective Units

- BSBSUS501 Develop workplace policy and procedures for sustainability
- BSBWOR501 Manage personal work priorities and professional development
- BSBWOR502 Lead and Manage Team Effectiveness
- BSBMGT516 Facilitate continuous improvement
- BSBADM504 Plan and Implement Administrative Systems
- BSBHRM506 Manage Recruitment Selection and Induction Processes
- BSBFIA412 Report on Financial Activity
- BSBHRM501 Manage Human Resources Services

Study options

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Online learning

Study online at your own pace, giving you the flexibility to achieve a nationally recognised qualification whilst also fulfilling your other life commitments.

Unlimited e-mail and phone support

Unlimited e-mail and phone support is provided by our experienced student support team between Monday to Friday, 9am – 5pm, so you're never left to feel 'lost' or stuck during your studies.

Face-to-face Instructor-led Virtual Classroom

Virtual Classroom is the fastest way to achieve your qualification. Conducted via video conference and facilitated by industry professionals skilled at making the learning experience interactive.

How to Enrol

To enrol, you can complete one of the following options:



1300 306 146
(option 1 'new enquiries')



learn@mentor.edu.au



www.mentor.edu.au

Mail

Mentor Education
Level 5
33-45 St John Street
Windsor
VIC 3181 Australia

Phone

Aust: 1300 306 146
Int: +61 3 8317 2900

Fax

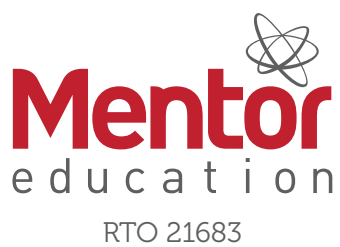
1300 366 170

Email

service@mentor.edu.au

Web

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