

BSB61015 Advanced Diploma of Leadership and Management

Packaging Rules: 4 Core Units PLUS 8 Elective Units

(4 elective units must be selected from the listed electives. 4 elective units may be selected from the listed electives or from any currently endorsed Training Package or accredited course at Advanced Diploma level.)

| Core Unit Codes | Core Unit Title | Task Types | Available |
|---------------------|--|---|-----------|
| BSBFIM601 | Manage finances | Task 1 – Theory: Short Answer Questions Task 2 – Practical: Review Budgets Task 3 – Practical: Allocate Funds Task 4 – Oral Questions Task 5 – Evidence Record | ✓ |
| BSBINN601 | Lead and manage organisational change | Task 1 – Theory: Short Answer Questions Task 2 – Practical: Identify Change Requirements Task 3 – Practical: Develop Change Management Strategy Task 4 – Theory: Implement Change Management Strategy Task 5 – Role Play: Consult with Stakeholders Task 6 – Evidence Record | ✓ |
| BSBMGT605 | Provide leadership across the organisation | Task 1 – Theory: Short Answer Questions Task 2 – Case Studies Task 3 – Practical: Leadership Survey and Personal Improvement Task 4 – Oral Questions | ✓ |
| BSBMGT617 | Develop and implement a business plan | Task 1 – Theory: Short Answer Questions Task 2 – Practical: Develop Business Plans Task 3 – Theory: Monitoring the Plan Task 4 – Practical: Respond to Performance Data Task 5 – Evidence Record | ✓ |
| Elective Unit Codes | Elective Unit Title | Task Types | Available |
| BSBDIV601 | Develop and implement diversity policy | Task 1 – Theory: Short Answer Questions Task 2 – Practical: Research Diversity Task 3 – Practical: Draft Diversity Policy Task 4 – Theory: Implement the Diversity Policy Task 5 – Practical: Review the Diversity Policy Task 6 – Evidence Record | ✓ |
| BSBHRM602 | Manage human resources strategic planning | Task 1 – Theory: Short Answer Questions Task 2 – Research: Analysis and Forecasting Task 3 – Practical: Create a Strategic Human Resources Plan Task 4 – Role Play Task 5 – Evidence Record | ✓ |

Qualification Mapping

| Elective Unit Codes | Elective Unit Title | Task Types | Available |
|---------------------|--|---|-----------|
| BSBHRM604 | Manage employee relations | Task 1 – Theory: Short Answer Questions Task 2 – Project: Employee Relations Strategy and Policy Development Task 3 – Theory: Building and Maintaining a Productive Culture Task 4 – Theory: Resolving Employee Relations Problems Task 5 – Practical: Manage Diversity Task 6 – Role Play: Negotiation Task 7 – Role Play: Conflict Resolution Task 8 – Evidence Record | ✓ |
| BSBINM601 | Manage knowledge and information | Task 1 – Theory: Short Answer Questions Task 2 – Practical: Obtain Information Task 3 – Practical: Analysis of Information Task 4 – Practical: Making the Decisions Task 5 – Project: Disseminate the Information Task 6 – Practical: Presentation Task 7 – Evidence Record | ✓ |
| BSBMGT608 | Manage innovation and continuous improvement | Task 1 – Theory: Short Answer Questions Task 2 – Practical: Use of Creative Tools Task 3 – Oral Presentation: Improvements Task 4 – Practical: Develop Options Task 5 – Evidence Record | ✓ |
| BSBMGT615 | Contribute to organisation development | Task 1 – Theory: Short Answer Questions Task 2 – Practical: Prepare an Organisational Development Plan Task 3 – Practical: Conduct a Brainstorming Session Task 4 – Practical: Address the Team as Their Leader / Manager Task 5 – Evidence Record | ✓ |
| BSBMGT616 | Develop and implement strategic plans | Task 1 – Theory: Short Answer Questions Task 2 – Practical: Develop Strategic Plan Task 3 – Role Play Task 4 – Evidence Record | ✓ |
| BSBMKG609 | Develop a marketing plan | Task 1 – Theory: Short Answer Questions Task 2 – Project: Plan and Research the Marketing Plan Task 3 – Practical: Produce the Marketing Plan Task 4 – Practical: Present the Marketing Plan Task 5 – Evidence Record | ✓ |
| BSBRISK501 | Manage risk | Task 1 – Theory: Short Answer Questions Task 2 – Practical: Risk Management Plan Task 3 – Evidence Record | ✓ |

| Elective Unit Codes | Elective Unit Title | Task Types | Available |
|---------------------|--|---|-----------|
| BSBSUS501 | Develop workplace policy and procedures for sustainability | Task 1 – Theory: Short Answer Questions Task 2 – Practical: Develop a Sustainability Policy and Procedures Task 3 – Practical: Presentation: Communicate the Workplace Sustainability Policy Task 4 – Practical: Implement the Policy Task 5 – Project: Implement and Review Policy Task 6 – Evidence Record | ✓ |