

## **Diploma of Human Resources Management 2018 Schedule – Commencing 1<sup>st</sup> March 2018**

### **UOS 1**

1. BSBHRM501 [Manage Human Resource services \(HRM\)](#)
2. BSBWHS401 [Implement and monitor WHS policies procedures and programs to meet legislative requirements \(WHS/RSK\)](#)
3. BSBLED501 [Develop a workplace-learning environment \(LD\)](#)

### **UOS 2**

4. BSBWHS501 [Ensure a safe workplace \(WHS/RSK\)](#)
5. BSBHRM513 [Manage workforce planning \(HRM\)](#)
6. BSBHRM506 [Manage recruitment selection and induction processes \(HRM\)](#)

### **UOS 3**

7. BSBRSK501 [Manage Risk \(RSK / WHS\)](#)
8. BSBHRM512 [Develop and manage performance-management processes \(PM\)](#)
9. BSBWRK510 [Manage employee relations \(IR/HRM/PM/LD\)](#)

***Completion Date for all course requirements and assessment submissions and completions – 10<sup>th</sup> March 2019***

**Semester 1**

Session #	Date of session	UOC	Unit #	T/A*	Assessment Submission / completion Date	Duration between delivery and first assessment date
Thursday 1 <sup>st</sup> March 2018		<b>Induction and Commencement</b>				
1.	Thursday 8 <sup>th</sup> March 2018	BSBHRM501 Manage Human Resource services (HRM)	1	Training	3/5/2018	8 Weeks
2.	Thursday 15 <sup>th</sup> March 2018					
3.	Thursday 22 <sup>nd</sup> March 2018	BSBWHS401 Implement and monitor WHS policies procedures and programs to meet legislative requirements (WHS/RSK)	2	Training	24/5/2018	9 Weeks
4.	Thursday 29 <sup>th</sup> March 2018					
5.	Thursday 5 <sup>th</sup> April 2018	BSBLED501 Develop a workplace-learning environment (LD)	3	Training	31/5/2018	8 Weeks
6.	Thursday 12 <sup>th</sup> April 2018					
Thursday 19 <sup>th</sup> April 2018		<b>Holiday</b>				
Thursday 26 <sup>th</sup> April 2018		<b>Holiday</b>				

**Semester 2**

7.	Thursday 3 <sup>rd</sup> May 2018	BSBHRM501 Manage Human Resource services (HRM)	1	Assessment	G1 - To be finalised by 10 <sup>th</sup> March 2019	
8.	Thursday 10 <sup>th</sup> May 2018	BSBWHS501 Ensure a safe workplace (WHS/RSK)	4	Training	5/7/2018	8 weeks
9.	Thursday 17 <sup>th</sup> May 2018					
10.	Thursday 24 <sup>th</sup> May 2018	BSBWHS401 Implement and monitor WHS policies procedures and programs to meet legislative requirements (WHS/RSK)	2	Assessment	G1 - To be finalised by 10 <sup>th</sup> March 2019	
11.	Thursday 31 <sup>st</sup> May 2018	BSBLED501 Develop a workplace-learning environment (LD)	3	Assessment	G1 - To be finalised by 10 <sup>th</sup> March 2019	
12.	Thursday 7 <sup>th</sup> June 2018	BSBHRM513 Manage workforce planning (HRM)	5	Training	26/7/2018	7 weeks
13.	Thursday 14 <sup>th</sup> June 2018					
14.	Thursday 21 <sup>st</sup> June 2018	BSBHRM506 Manage recruitment selection and induction processes (HRM)	6	Training	30/8/2018	9 weeks
15.	Thursday 28 <sup>th</sup> June 2018					
16.	Thursday 5 <sup>th</sup> July 2018	BSBWHS501 Ensure a safe workplace (WHS/RSK)	4	Assessment	G1 - To be finalised by 10 <sup>th</sup> March 2019	
17.	Thursday 12 <sup>th</sup> July 2018	BSBRSK501 Manage Risk (RSK / WHS)	7	Training	6/9/2018	8 weeks
18.	Thursday 19 <sup>th</sup> July 2018					
19.	Thursday 26 <sup>th</sup> July 2018	BSBHRM513 Manage workforce planning (HRM)	5	Assessment	G1 - To be finalised by 10 <sup>th</sup> March 2019 G2 – To be finalised by 12 <sup>th</sup> July 2019	
Thursday 2 <sup>nd</sup> August 2018		<b>Holiday</b>				
Thursday 9 <sup>th</sup> August 2018		<b>Holiday</b>				

**Semester 3**

20.	Thursday 16 <sup>th</sup> August 2018	BSBHRM512 Develop and manage performance-management processes (PM)	8	Training	18/10/2018	9 weeks
21.	Thursday 23 <sup>rd</sup> August 2018					
22.	Thursday 30 <sup>th</sup> August 2018	BSBHRM506 Manage recruitment selection and induction processes (HRM)	6	Assessment	G1 -To be finalised by 10 <sup>th</sup> March 2019	
23.	Thursday 6 <sup>th</sup> September 2018	BSBRSK501 Manage Risk (RSK / WHS)	7	Assessment	G1 - To be finalised by 10 <sup>th</sup> March 2019	
24.	Thursday 13 <sup>th</sup> September 2018	BSBWRK510 Manage employee relations (IR/HRM/PM/LD)	9	Training	25/10/2018	7 weeks
25.	Thursday 20 <sup>th</sup> September 2018					
26.	Thursday 27 <sup>th</sup> September 2018	Training / Assessment Support Workshop	all	Training/ Assessment	G1 - To be finalised by 10 <sup>th</sup> March 2019	
27.	Thursday 4 <sup>th</sup> October 2018	Holidays	all	Training/ Assessment	G1 - To be finalised by 10 <sup>th</sup> March 2019	
28.	Thursday 11 <sup>th</sup> October 2018	Holidays	all	Training/ Assessment	G1 - To be finalised by 10 <sup>th</sup> March 2019	
29.	Thursday 18 <sup>th</sup> October 2018	BSBHRM512 Develop and manage performance-management processes (PM)	8	Assessment	G1 - To be finalised by 10 <sup>th</sup> March 2019	
30.	Thursday 25 <sup>th</sup> October 2018	BSBWRK510 Manage employee relations (IR/HRM/PM/LD)	9	Assessment	<b>FINAL SESSION G1</b> - To be finalised by 10 <sup>th</sup> March 2019	

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