



Advanced Diploma of Hospitality Management SIT60316 [26 Weeks / Two Terms]

****Packaged with DHM SIT50416**

COURSE OUTLINE 2023

| Total number of units = 33 | |
|----------------------------|-----------------------------|
| CRTs from DHM – 23 | Under ADHM - 10 |
| | Core - 4 Electives - 6 |

| Term 1 2023 | 09 January 2023 – 19 March 2023 (10 Weeks) | |
|------------------|--|----------|
| 09 Jan to 29 Jan | BSBFIM601 Manage Finances 60 | Core |
| 30 Jan – 12 Feb | BSBMGT617 Develop and Implement a Business Plan 40 | Core |
| 13 Feb* – 26 Feb | SITXFIN005 Manage Physical Assets 40 | Core |
| 27 Feb – 12 Mar | SITXWHS004 Establish and Maintain a Work Health and Safety System 40 | Core |
| 13 Mar – 19 Mar | SITXCCS004 Provide Lost and Found Services 20 | Elective |

Term Break: 20 March 2023 - 09 April 2023 (3 weeks)

* Enrollment for the Mid-Term Intake will commence on February 13, 2023 – Week 6 *

| Term 2 2023 | 10 April 2023 – 18 June 2023 (10 Weeks) | |
|------------------|--|----------|
| 10 Apr – 30 Apr | BSBHRM604 Manage Employee Relations 60 | Elective |
| 01 May – 14 May | SITXCCS002 Provide Visitor Information 40 | Elective |
| 15 May* - 28 May | SITXMPR001 Coordinate Production of Brochures and Marketing Materials 40 | Elective |
| 29 May – 11 Jun | SITXMPR004 Coordinate Marketing Activities 40 | Elective |
| 12 Jun – 18 Jun | BSBITU402 Develop and Use Complex Spreadsheets 20 | Elective |

Term Break: 19 June 2023 - 09 July 2023 (3 weeks)

* Enrollment for the Mid-Term Intake will commence on May 15, 2023 – Week 6 *

| Term 3 2023 | 10 July 2023 – 17 September 2023 (10 Weeks) | |
|------------------|--|----------|
| 10 Jul – 30 Jul | BSBFIM601 Manage Finances 60 | Core |
| 31 Jul – 13 Aug | BSBMGT617 Develop and Implement a Business Plan 40 | Core |
| 14 Aug* - 27 Aug | SITXFIN005 Manage Physical Assets 40 | Core |
| 28 Aug – 10 Sep | SITXWHS004 Establish and Maintain a Work Health and Safety System 40 | Core |
| 11 Sep – 17 Sep | SITXCCS004 Provide Lost and Found Services 20 | Elective |

Term Break: 18 Sep 2023 - 01 Oct 2023 (2 weeks)

* Enrollment for the Mid-Term Intake will commence on August 14, 2022 – Week 6 *

| Term 4 2023 | | 2 October 2023 – 10 December (10 weeks) | |
|--|--|--|----------|
| 02 Oct – 22 Oct | BSBHRM604 Manage Employee Relations 60 | | Elective |
| 23 Oct – 05 Nov | SITXCCS002 Provide Visitor Information 40 | | Elective |
| 06 Nov* - 19 Nov | SITXMPR001 Coordinate Production of Brochures and Marketing Materials 40 | | Elective |
| 20 Nov – 03 Dec | SITXMPR004 Coordinate Marketing Activities 40 | | Elective |
| 04 Dec – 10 Dec | BSBITU402 Develop and Use Complex Spreadsheets 20 | | Elective |
| Break: 11 December 2023 – 07 January 2024 (4 weeks) | | | |
| * Enrollment for the Mid-Term Intake will commence on Nov 06, 2022 – Week 6 * | | | |