

ATHE Level 4 Extended Diploma in Business and Management (QQI Level 6)

Qualification Start: 23 rd September 2021		Virtual Classroom – 9.30am to 5pm		
Unit Title	Unit Credit Value	Tutor Directed Workshop Dates	Assignment Submission Dates	Last Date for Tutor Assistance
Unit 1A: Qualification Introduction, Research Skills and Assignment Writing	--	Thursday 23rd September 2021	--	--
Unit 1: The Business Environment	15	Thursday 14th October 2021	22 nd November 2021	18 th November 2021
Unit 2: People in Organisations	15	Thursday 25th November 2021	17 th January 2022	13 th January 2022
Unit 3: Communication Skills for Business	15	Thursday 20th January 2022	28 th February 2022	24 th February 2022
Unit 4: Financial and Management Accounting Techniques for Managers	15	Thursday 3rd March 2022	11 th April 2022	7 th April 2022
Unit 5: Resource Management	15	Thursday 14th April 2022	23 rd May 2022	19 th May 2022
Unit 6: Managing Operations	15	Thursday 26th May 2022	4 th July 2022	30 th June 2022
Unit 7: Customer Relationship Management	15	Thursday 7th July 2022	19 th September 2022	15 th September 2022
Unit 8: The Marketing Mix	15	Thursday 22nd September 2022	24 th October 2022	20 th October 2022
Total	120			

SEC01/V00/2021

**Students are required to complete all classroom sessions,
Unit pre-reading, self-directed learning hours,
and one Assessment per Unit.**