		Acader	nic Calendar - Level 5-Diploma in Business Adminstration التقويم الاكاديمي - المستوى الخامس- دبلوم ادارة الاعمال				
Group	Course / Units	NQ Code	قائمةالمواد باللغة العربية وعدد المواد لكل مجموعة	Group Date	Assessor Availability for Discussion with Learners		
1	Apply Business Ethics in the Workplace Use Business Ethics in the Workplace	BNS05009NU17 BNS05001NU17	مجموعة الاخلاقيات المهنية في بيئة العمل - مادتين	13.Dec 2021 to 12.Jan.2022			
		and Final Desions by	Asssessor	During the course	Morining (10 am to 11 am Daily Mon to Fri) Evening (8 pm to 9 pm Daily Mon to Fri )		
	Internal Varevica	Internal Varevication Sampling Process by IV		During the course			
2	Evaluate Corporate Social Responsibility and Sustainability initiati Supervise Workplace Sustainability	BNS05005NU17 HLT05001NU17	مجموعة الاستنامة والمسؤولية الاجتماعية-مادتين	17.Jan.2022 to 16.02.2022	Morining ( 10 am to 11 am Daily Mon to Fri)		
		and Final Desions by	Asssessor	During the course	Evening ( 8 pm to 9 pm Daily Mon to Fri )		
_		ation Sampling Proces	is by IV	During the course			
3	Apply Business Communication in the Workplace Use Effective Business Communications	LOG05002NU17 LOG05001NU17 ADM04003NU17	مجموعة التواصل في بيئة العمل - 3 مواد	21.Feb.2022 to 23.Mar.2022	Morining ( 10 am to 11 am Daily Mon to Fri) Evening ( 8 pm to 9 pm Daily Mon to Fri )		
	Facilitate Effective Workplace Communication Assessment Review	and Final Desions by	Asssessor	During the course			
		ation Sampling Proces		During the course	-		
4	Use Budgets and Forecasts in Business Environment Prepare Budgets Develop Budgets and Forecasts	FIN05003NU17 FIN05004NU17 FIN05001NU17	مجموعة الموازذات والتنبؤات - 3 مواد	28.Mar.2022 to 08.Jun.2022	Morining ( 10 am to 11 am Daily Mon to Fri)		
		and Final Desions by	Asssessor	During the course	Evening ( 8 pm to 9 pm Daily Mon to Fri )		
		ation Sampling Proces		During the course	-		
5	Supervise for an Effective Team Ensure Team Effectiveness Lead and Develop an Effective Team	BNS05011NU17 ADM05005NU17 BNS05002NU17	مجموعة ادارة فريق العمل - 3 مواد	20.Jun.2022 to18.Jul.2022	Morining ( 10 am to 11 am Daily Mon to Fri) Evening ( 8 pm to 9 pm Daily Mon to Fri )		
		and Final Desions by	Asssessor	During the course			
	Internal Varevica	ation Sampling Proces	ss by IV	During the course			
6	Conduct and Facilitate Meetings Supervise Meetings Organise Meetings	ADM05002NU17 ADM05006NU17 ADM04012NU17	مجموعة أدارة الاجتماعات - 3 مواد	25.Jul.2022 to 17.Aug.2022	Morining ( 10 am to 11 am Daily Mon to Fri) Evening ( 8 pm to 9 pm Daily Mon to Fri )		
		and Final Desions by	Asssessor	During the course			
	Internal Varevica	ation Sampling Proces	ss by IV	During the course			
7	Implement the Information System Supervise Business Document Design and Development Implement and Monitor Information Systems Use ICT Applications for Business	ADM05003NU17 BNS05014NU17 ADM05007NU17 ENG04001NU17	مجموعة ادارة تكتولوجيا المعلومات والوثائق - 4 مواد	22.Aug.2022 to 12.Oct.2022	Morining ( 10 am to 11 am Daily Mon to Fri) Evening ( 8 pm to 9 pm Daily Mon to Fri )		
		and Final Desions by	by Asssessor	During the course			
	Internal Varevica	ation Sampling Proces	ss by IV	During the course			
8	Use Problem Solving and Decision Making Techniques Use Decision Making Tools in the Workplace	BNS05012NU17 BNS05008NU17	مجموعة حل المشكلات وإتخاذ القرارات - مادتين	31.Oct.2022 to 30.Nov.2022	Morining ( 10 am to 11 am Daily Mon to Fri)		
	Assessment Review						
				During the course	Evening ( 8 pm to 9 pm Daily Mon to Fri )		
		ation Sampling Proces	ss by IV	During the course			
9	Develop Business-to-Business Relationships	ation Sampling Proces RET05011NU17	s by IV تطوير علاقات الشركات B2B - مادة واحدة	During the course 12.Dec. 2022 to 4.Jan.2023	Evening ( 8 pm to 9 pm Daily Mon to Fri ) Morining ( 10 am to 11 am Daily Mon to Fri)		
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