

Focus Awards Level 5 Diploma in Management and Leadership (RQF)

Overview

The Level 5 Diploma in Management and Leadership (RQF) is designed to help middle managers and aspiring senior managers to strengthen their skillsets. The level 5 online qualification recognises management and leadership skills and expertise, enabling learners to apply this knowledge and skills to the national standard required by employers while demonstrating competence in their job. You will learn about strategic decision making, management planning, leadership principle, and more. By completing this level 5 online management course, you will be able to boost your career profile and progress onto more advanced courses (see "Progression" for details). The Level 5 Leadership and Management course is accredited by UK OFQUAL and is delivered 100% online with tutor support. For more information or clarification, please contact our team for free and comprehensive advice.

Duration and Delivery

This Level 5 Diploma in Management and Leadership (RQF) is designed to be completed online at the pace that suits you the best. This fast track level 5 management qualification can take as little as 2 months of full-time study or 9 months of part-time study to become a Certified Business Specialist. The level 5 Diploma in Leadership and Management online is delivered through our Virtual Learning Environment (VLE), which refines your business administration skills. Our online tutor support is there to facilitate you to achieve your success rate accordingly.

Assessment & Verification

All units within this Level 5 Management and Leadership qualification are internally assessed by our qualified assessors and externally verified by the awarding organisation. The assessment takes the form of written assignments, detailed guidance for which will be provided by the tutor. You will receive tutor support once you are enrolled on our online portal to assist you in reaching your goals.

Eligibility Criteria

- Learners must be 18+
- Learners must have sufficient management experience, literacy, and numeracy skills to complete this course

Progression

This is a level 5 diploma for leaders and managers qualification, making it an equivalent to completing your 2nd year of a bachelor's degree. Successful completion of this leadership and management qualification enables learners to proceed to level 6 diplomas such as the **OTHM Level 6 Diploma in Business Management** or **OTHM Level 6 Diploma in Accounting and Business**, as well as various other level 6 qualifications in different sectors. This management course will also help you enhance your career profile and can count towards your continuous professional development.

192	Guided Learning Hours
400	Total Quality Time
13	Units
40	Credits

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Unit Structure

- ✓ Develop a Presentation
- ✓ Deliver a Presentation
- ✓ Communicate in a Business Environment
- ✓ Manage Personal and Professional Development
- ✓ Manage Individuals' Performance
- ✓ Manage Team Performance
- ✓ Manage an Office Facility
- ✓ Manage the Work of An Administrative Function
- ✓ Resolve Administrative Problems
- ✓ Promote Equality of Opportunity, Diversity and Inclusion
- ✓ Support Environmental Sustainability in a Business Environment
- ✓ Negotiate in a Business Environment
- ✓ Monitor Information Systems