

2023 EDITION

BUSINESS IN SCHOOLS

BSB30120 CERTIFICATE III IN BUSINESS +
SIT20116 CERTIFICATE II IN TOURISM



HOW DOES IT WORK

Students facilitate projects and services within their school community.

Projects include:

- › Ecotourism in Australia
- › Customer service at the Go! Travel Retail Store

Students participate in a Tourism industry discovery and are also exposed to Binnacle Boss - an Entrepreneurship Program for secondary school students.



WHAT DO STUDENTS ACHIEVE?

- › BSB30120 Certificate III in Business + SIT20116 Certificate II in Tourism (Maximum 8-10 QCE Credits)
- › Successful completion of the Certificate III in Business may contribute towards a student's Australian Tertiary Admission Rank (ATAR)



SKILLS ACQUIRED

- › Customer service
- › Source and present information
- › Personal and teamwork effectiveness
- › Critical and creative thinking
- › Inclusivity and effective communication
- › WHS and sustainability
- › Business technology and documentation
- › Source and present information



CAREER PATHWAYS

BUSINESS & TOURISM IN SCHOOLS

Certificate III in Business +
Certificate II in Tourism

UNIVERSITY
DEGREE

CERTIFICATE IV
/ DIPLOMA
(e.g. Business; Tourism)

BUSINESS OWNER

BUSINESS
DEVELOPMENT
MANAGER

BUSINESS
MANAGER –
TOURISM
OPERATOR

CUSTOMER
SERVICE
MANAGER

MARKETING
MANAGER

FLEXIBLE PROGRAMS

PRACTICAL SUBJECTS

RESOURCES PROVIDED



**Binnacle
Training**

RTO CODE 31319



1300 303 715

admin@binnacletraining.com.au

binnacletraining.com.au



BSB30120 CERTIFICATE III IN BUSINESS + SIT20116 CERTIFICATE II IN TOURISM

COURSE OVERVIEW & OUTLINE

Registered Training Organisation:
Binnacle Training (RTO 31319)

The program will be delivered through class-based tasks as well as both simulated and real business environments at the school - involving the delivery of a range of projects and services within the school community.

Graduates will be competent in a range of essential business skills including; customer service, personal and team effectiveness, critical thinking, business technology and documents, sourcing and presenting information, workplace health and safety, social and cultural sensitivity and participating in sustainable work practices.

This program also includes the following:

- › Designing and planning for a new product or service as part of the Binnacle Boss Entrepreneurship Program
- › Participation in a Tourism-related industry discovery

A Language, Literacy and Numeracy (LLN) Screening process is undertaken at the time of initial enrolment (or earlier) to ensure students have the capacity to effectively engage with the content and to identify support measures as required.

Delivery Format:

2-Year Format

Timetable Requirements:

1-Timetable Line

Units of Competency:

Dual Qualification - 19 Units

Suitable Year Level(s):

Year 11 and 12

Study Mode:

Combination of classroom and project-based learning, online learning (self-study) and practical work-related experience

Cost (Fee-For-Service):

\$265 per person

QCE Outcome:

Maximum 8-10 QCE Credits

TERM 1	TOPICS
	› Introduction to the Business Services / Tourism and Travel Industries › Personal Wellbeing in the Workplace › Organise Personal Work Priorities
	PROJECTS
	› Wellbeing in the Workplace
UNITS OF COMPETENCY SCHEDULED FOR COMPLETION	
› BSBPEF201 Support personal wellbeing in the workplace › BSBPEF301 Organise personal work priorities	
TERM 2	TOPICS
	› Source, Use and Present Information
	PROJECTS
	› Ecotourism in Australia › Tourism Industry Discovery
UNITS OF COMPETENCY SCHEDULED FOR COMPLETION	
› SITIND001 Source and use information on the travel and tourism industry › SITXCOM001 Source and present information	
TERM 3	TOPICS
	› Workplace Health and Safety › Sustainable Work Practices
	PROJECTS
	› Maintaining Safety in the Workplace › Participate in Safe Work Practices › Sustainability in the Workplace
UNITS OF COMPETENCY SCHEDULED FOR COMPLETION	
› BSBWHS311 Assist with maintaining workplace safety › SITXWHS001 Participate in safe work practices › BSBSUS211 Participate in sustainable work practices › BSBSUS201 Participate in environmentally sustainable work practices	
TERM 4	TOPICS
	› Social and Cultural Sensitivity › Working Effectively with Others › Customer Service
	PROJECTS
	› Show Social and Cultural Sensitivity in the Tourism Industry › Working Effectively with Others › Interact with customers at the Go! Travel Agency
UNITS OF COMPETENCY SCHEDULED FOR COMPLETION	
› SITXCOM002 Show social and cultural sensitivity › BSBWOR203 Work effectively with others › SITXCCS003 Interact with customers	
QUALIFICATION SCHEDULED FOR FINALISATION SIT20116 CERTIFICATE II IN TOURISM	
TERM 5	TOPICS
	› Inclusive Work Practices › Workplace Communication › Working in a Team › Critical Thinking Skills
	PROJECTS
	› Inclusivity and Communication in the Workplace (Go! Travel Expo) › Critical Thinking at Go! Travel
UNITS OF COMPETENCY SCHEDULED FOR COMPLETION	
› BSBXTW301 Work in a team › BSBCRT311 Apply critical thinking skills in a team environment › BSBTWK301 Use inclusive work practices › BSBXCM301 Engage in workplace communication	
TERM 6	TOPICS
	› Business Documents
	PROJECTS
	› Binnacle Boss (Part 1) – Business Proposal
UNITS OF COMPETENCY SCHEDULED FOR COMPLETION	
› BSBTEC301 Design and produce business documents › BSBWRT311 Write simple documents	
TERM 7	TOPICS
	› Deliver a Service › Electronic presentations
	PROJECTS
	› Binnacle Boss (Part 2) - Market Day
UNITS OF COMPETENCY SCHEDULED FOR COMPLETION	
› BSBOPS304 Deliver and monitor a service to customers › BSBTEC303 Create electronic presentations	