

See below an example of BSB30112 Certificate III in Business training plan(s) for core, stream, recommended and elective units, (if applicable) as per Grouping Requirements as offered by Work Skills

BSB30112 Certificate III in Business Example

BSB30112 Certificate III in Business

<u>Code</u>	<u>Unit Name</u>
BSBWHS302A	Apply knowledge of WHS legislation in the workplace (Compulsory Core Unit)
BSBCUS301B	Deliver and monitor a service to customers
BSBWOR301B	Organise personal work priorities and development
BSBADM311A	Maintain business resources
BSBSUS301A	Implement and monitor environmentally sustainable work practices
BSBWRT301A	Write simple documents
BSBITU304A	Produce spreadsheets
BSBITU306A	Design and produce business documents
BSBITU303A	Design and produce text documents
BSBITU302AB	Create electronic presentations
BSBINN301A	Promote innovation in a team environment
BSBINM301A	Organise workplace information
BSBWOR204A	Use business technology