



27
YEARS
SINCE 1998

GROOMING
FUTURE DESIGN
& BUSINESS
LEADERS

Level 3 Diploma in Business Management



Course Overview

The Level 3 Diploma in Business Management supports progression to further studies or the workplace. With a core of mandatory business units, it's ideal for O-level graduates seeking entry into the first year of university business programs.

Learning Outcomes

- Ability to critically read, understand, and apply literature
- Independent thinking and problem-solving for familiar/unfamiliar issues
- Awareness of moral, ethical, and professional standards in business
- Appreciation of business as an interdisciplinary field
- Clear communication and ability to engage in debate with specialists and non-specialists
- Development of transferable skills for adapting to change
- Motivation for further study or career advancement





Duration:
6 Months



Credits:
60 Credits



Mode:
Blended /
On-Campus



Awarding
Body:Qualifi,UK



Attested by
KHDA, MOFA



WES
Approved

Entry Requirements:

Must satisfy one or more of the following:

- Level 2 and/or High School
- Age 16 years and above
- Have relevant work experience.

Modules

Mandatory

- An Introduction to the Business Environment
- Business Resources
- An Introduction to Marketing
- Human Resource Management

Optional

- Business Communication
- Understanding Health and Safety in the Business Workplace
- Recruitment and Selection in Business

Progression

On completion of the program, the students can progress into first year of the Bachelor degree program.

Credits accepted for entry depends on University entry criteria.



Module Description

An Introduction to the Business Environment (A/615/5045)

Explore types of businesses and ownership, stakeholder roles, organisational structures, target setting, and the impact of legal, political, and social factors on businesses.

Business Resources (F/615/5046)

Understand how human, physical, technological, and financial resources are managed. Learn employee selection, employability skills, resource management, finance access, and interpreting financial statements.

An Introduction to Marketing (J/615/5047)

Gain foundational knowledge of marketing, including the marketing mix, research, planning, targeting customer groups, and developing coherent marketing strategies.

Human Resource Management (L/615/5048)

Explore human resources planning, employee motivation, performance management, and building cooperation in the workplace.

Business Communication (R/615/5049)

Understand different types of business information, corporate communication methods, limitations and ethical issues, and effective communication to internal and external audiences.

Recruitment and Selection in Business (R/615/5051)

Study recruitment planning, regulatory requirements, selection documentation, and participate in selection interviews. Understand HR department roles and best practice in recruitment and selection.





For Enquiry

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