



PROFESSIONAL DIPLOMA IN BUSINESS ADMINISTRATION (PDBA)



Welcome to the Professional Diploma in Business Administration

The Professional Diploma in Business Administration (PDBA) from London Examinations Board is designed for ambitious professionals looking to enhance their business knowledge, skills and behaviours to elevate their careers. Whether you're a seasoned professional or just starting your journey, the PDBA offers a solid foundation in critical business knowledge and skills and encourages behaviours that will open doors to leadership roles and entrepreneurial success.

Programme Highlights

Globally Recognised Qualification: The PDBA is a prestigious qualification that is recognized worldwide, giving you a competitive edge in the global job market.

Comprehensive Curriculum: It covers key areas such as strategic management, marketing, finance, human resources, and operations management. The course equips you with the knowledge and skills to tackle real-world business challenges.

Flexible Learning: Designed with flexibility in mind, the PDBA allows you to study anywhere and anytime. It is ideal for busy working professionals. It lets you choose to study where and when so that you can balance your learning with your personal and professional life.

Industry-Relevant Skills: Gain practical skills that are directly applicable in today's dynamic business environment. From leadership development to strategic decision-making, the PDBA prepares you for management and executive roles.

Expert Faculty: Learn from industry experts and seasoned academics who bring real-world experience to the classroom, ensuring that you receive up-to-date insights and practical knowledge.



Why Choose our PDBA

Earn a globally recognised qualification with a flexible, comprehensive curriculum designed to boost your leadership and management skills. Learn from industry experts and gain practical knowledge to advance your career. Whether you're climbing the corporate ladder or starting a business, the PDBA prepares you for success.

About London Examinations Board

The London Examinations Board (LEB) is a distinguished UK-based organisation, registered with the UK Register of Learning Providers (UK Provider Reference Number 10043715). Our headquarters are located in Hertfordshire, England, with additional regional offices in Asia, allowing us to extend our reach and support to students across the globe.

At LEB, we are dedicated to promoting superior, internationally recognised courses that meet the highest standards of education. Our commitment to excellence ensures that our programmes not only enhance the skills and knowledge of our students but also significantly boost their career prospects in the global job market.



Programme Structure and Learning Outcomes

Programme Structure

The PDBA has been credit rated by a Scottish Credit and Qualifications Framework (SCQF) Credit Rating Body with 120 credits at level 11. The SCQF level 11 is equivalent to EQF level 7. Learners who successfully complete the PDBA will be awarded a postgraduate Professional Diploma in Business Administration which is internationally recognised.

Module Offerings:

The PDBA is divided into 8 core units of 15 credits each.

1 - Leading Organisation: The aim of this module is to encourage the development of knowledge, understanding and skills for strategic leadership of change.

2 - Managing Human Capital: Develop a critical understanding of current and emerging practices in the managing of human capital in organisations.

3 - Financial Management: Learn the financial tools needed to make good business decisions. The emphasis will be on linking corporate finance to other aspects of corporate strategy.

4 - Managing Business Strategy: Gain a comprehensive understanding of strategic management concepts and practices. The module explores how organisations formulate, implement, and evaluate strategies to achieve competitive advantage in dynamic business environments.

5 - Managing Operations: Critically assess the "push" and "pull" philosophies in operations management to optimise business processes. Examine the practicality of the philosophies of flexibility and agility currently being explored by many large organisations around the world.

6 - Marketing Management: Get a firm grounding in the frameworks and concepts of marketing management; and be able to carry out a full situation analysis and use the findings to develop objectives, formulate strategy and develop appropriate marketing plans.

7 - Project Management: Examine critically the selective application of project management specific knowledge for the planning and execution of projects and gain skills in the application of project management theory and techniques.

8 - Business Innovation and Entrepreneurship: Understand the fundamental concepts of launching a new venture, such as identifying and assessing opportunities, designing, and validating business models, and presenting and securing funding for a venture.

Admission Requirements and Assessments

Entry Requirements

- A Bachelor's Degree; or
- A professional qualification equivalent to a degree and a minimum of two years of working experience; or
- Mature and high potential candidates without degree or equivalent qualifications but hold Diplomas or Advanced Diplomas with more than six years of work experience of which at least two years are at supervisory / managerial level; or
- Mature and high potential candidates without Diploma qualifications but with more than 8 years of work experience of which at least 3 years are at supervisory / managerial levels; and
- English Language proficiency in order to participate in the programme taught in English.

Assessments

Each Module has specific and general learning outcomes and is in the form of Management Reports. The PDBA assessment is designed to test your learning, your ability to critically evaluate arguments and to justify in a coherent manner your points and conclusions. Management Reports will have word limitations of 4,000 words.



Delivery Modes

Blended Learning mode – Each taught module will have about 8 hours of online lectures and you will be required to undertake self-study using our Online Learning Resources, plus online interactions with a Module Leader.

Fully Online mode – Each taught Module will have a total of 8 hours of asynchronous online classes, tutorials and interaction with the Module Leader. This will be supported by self-study using Online Learning Resources. Pre-recorded video lectures for each module will be provided.



How to apply:



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