

BSB50820 - Diploma of Project Management Course

Course Overview

The Australia Institute of Business and Technology BSB50820 - Diploma of Project Management online course, is delivered by Alan Schwartz (AGS), is aimed at project managers and experienced team members seeking to improve leadership and project management capability. It covers the ten functions of A Guide to the Project Management Body of Knowledge (PMBOK® Guide) – 7th Edition:

- Integration Management
- Scope Management
- Schedule Management
- Cost Management
- Quality Management
- Human Resources Management
- Communication Management
- Risk Management
- Procurement Management
- Stakeholder Management

The course covers project management principles, techniques and tools using a step-by-step approach to managing projects. Course material (full list available upon request) includes a study guide, self-assessment questions and answers, manual, project management guide, slides, reference papers, standards, definitions, checklists, examples, templates, assessment guidance and sources of more information. Typically participants apply project management tools and techniques to current or planned projects.

The course is based upon / consistent with:

- A Guide to the Project Management Body of Knowledge (PMBOK® Guide) – 7th Edition
- Australian Institute of Project Management Certified Practising Project Manager Standard
- Diploma BSB50820 (12 Units - PTO)
- ISO 21500 Project Management
- ICB IPMA Competence Baseline

Course Outcomes

On finishing this course participants should be able to manage the definition, planning, implementation, control and successful completion of projects.

Course objectives

- Produce a project strategy which satisfies key stakeholder requirements
- Develop a realistic project management plan
- Implement a project in accordance with agreed performance requirements
- Complete a project in accordance with agreed stakeholder success criteria

Course Modules

1. Project Management Fundamentals
2. Initiation phase (starting a project)
3. Development Phase (planning the project)
4. Implementation Phase (achieving the plan)
5. Finalisation Phase (completing the project)

See overleaf for an overview of course content.

Evidence

Evidence required to satisfy Diploma requirements:

- Completion of an Assessment Record Book, primarily answering knowledge & understanding question (no exam!)
- Filling out templates which take a project through the lifecycle (from start to finish) – AIBT-AGS provides the templates and examples. Alternatively workplace templates/project deliverables may be used for evidence.

Diploma Award

Alan Schwartz delivers the training and undertakes assessments. Qualifications are awarded by Registered Training Organisation Australia Institute of Business and Technology #41138. We also offer RPL and the option of preparing evidence for assessment leading to AIPM CPPM certification

For more information

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Overview of Course Content

Unit 1 Project Management Fundamentals

- What is a project?
- What is project management?
- The ten functions of project management
- Time, cost, quality relationship
- Project control cycle
- Pareto principle
- Project life-cycle
- Project processes
- Key project management terms
- Organisational context
- Project environment
- Governance
- The client
- Stakeholder management
- Project success
- Project management skills including:
 - Communication
 - Leadership
 - Negotiation
 - Decision-making

Unit 2 Initiation Phase

- Define purpose
- Identify stakeholders
- Analyse needs
- Determine requirements
- Establish objectives
- Generate options
- Evaluate options

Unit 3 Development Phase

- Plan scope
- Define scope
- Define activities
- Sequence activities
- Estimate activity durations
- Develop schedule
- Plan resources
- Estimate costs
- Develop budget
- Plan quality
- Plan organisation
- Acquire staff
- Plan communications
- Identify risks
- Quantify risks
- Develop risk responses
- Plan procurement
- Plan solicitation (of tenders)
- Develop project plan

Unit 4 Implementation Phase

- Execute project plan
- Verify scope
- Assure quality
- Develop team
- Distribute Information
- Solicit (request & receive proposals)
- Select source/contractor(s)
- Administer contract
- Control overall change
- Control scope change
- Control schedule
- Control cost
- Control quality
- Control risk response
- Report performance

Unit 5 Finalisation Phase

- Close-out contract
- Administer closure
- Evaluate project
- Update knowledge

BSB50820 - Diploma of Project Management Qualification – 12 Units

BSBPMG511 Manage project scope
BSBPMG531 Manage project time
BSBPMG532 Manage project quality
BSBPMG533 Manage project cost
BSBPMG534 Manage project human resources
BSBPMG535 Manage project information and communication
BSBPMG536 Manage project risk
BSBPMG540 Manage project integration
BSBPMG537 Manage project procurement
BSBPMG538 Manage project stakeholder engagement
BSBPMG539 Manage project governance

AGS Consulting & Training have mapping documents, available upon request, which map our course content to PMBoK and BSB50820 - Diploma of Project Management.