

BSB51415 - Diploma of Project Management Course

Course Overview

The Australia Institute of Business and Technology BSB51415 - 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) – 6th 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) – 6th Edition
- Australian Institute of Project Management Certified Practising Project Manager Standard
- Diploma BSB51415 (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

Please contact Alan Schwartz

E-mail: gspl@bigpond.net.au

Phone: (02) 9810 6413

Web: www.agsconsulting.com.au



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

BSB51415 - Diploma of Project Management Qualification – 12 Units

- BSBPMG511 Manage project scope
- BSBPMG512 Manage project time
- BSBPMG513 Manage project quality
- BSBPMG514 Manage project cost
- BSBPMG515 Manage project human resources
- BSBPMG516 Manage project information and communication
- BSBPMG517 Manage project risk
- BSBPMG521 Manage project integration
- BSBPMG518 Manage project procurement
- BSBPMG519 Manage project stakeholder engagement
- BSBPMG520 Manage project governance
- BSBWOR502 Ensure team effectiveness

AGS Consulting & Training have mapping documents, available upon request, which map our course content to PMBoK and BSB51415 - Diploma of Project Management.