BSB50820 Diploma of Project Management (R1)

This qualification reflects the role of individuals who need to apply project management skills and knowledge. They may manage projects in a variety of contexts, across a number of industry sectors. They have project leadership and management roles and are responsible for achieving project objectives. They must possess a sound theoretical knowledge base and use a range of specialised, technical and managerial competencies to initiate, plan, execute and evaluate their own work and/or the work of others.

Please note: We do not offer this course in a public program.

The competency units in BSB50820 Diploma of Project Management

The MTS BSB50820 Diploma of Project Management delivered to Defence personnel, is made up of the following units:

- BBSPMG530 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
- BSBPMG537 Manage project procurement
- BSBPMG538 Manage project stakeholder engagement
- BSBPMG539 Manage project governance
- BSBPMG540 Manage project integration
- BSBPMG541 Manage complex projects

Entry Requirements including Language, Literacy, Numeracy and Digital literacy (LLND)

It is a requirement that learners wishing to enrol onto the BSB50820 Diploma of Project Management must first satisfy the MTS entry requirements, as follows:

- Are currently working as a Project Manager or Assistant Project Manager.
- Have 3-5 years' experience within a project environment
- Have at least 1 year's work experience in a government environment
- Have met the minimum standards for performance in their current roles
- Completion of LLN quiz or evidence of a prior completion of a Certificate IV level qualification or higher in English (copy of certificate to be provided with enrolment form) to address LLN requirements.
- Completion of short digital capability questionnaire.

Course Overview:

This offering is delivered in 2 x 5-day blocks of supervised face-to-face or live Zoom training (at the discretion of our contracted government agency or corporate client).

Students are also expected and will be required to perform Self-directed **(Un-Supervised)** activities including research, revision, reflection and completion of an individual project plus workplace activities. It is expected that all assessment tasks be completed within 26 weeks from time of course commencement.

Course Outline:

To aid learning, we deliver the program on a project life-cycle basis, and incorporate our client organisation's project management methodology, process and tools into the delivery.
The materials are supported by a text book as well as activities and assessment scenarios.

Assessment requirements:

The course covers the 12 units of competency of the BSB50820 Diploma of Project Management. Most units of competency are not delivered individually, but are integrated, being addressed throughout the course, using the vehicle of a complete project process.

Assessment comprises Knowledge Tests and three Projects

Underpinning Knowledge Tests – these are to be administered at the end of each of the two Modules. This is open-book but individual work.

Projects – there are three of these to be completed:

- *A simulated workplace Project Management project covering the four project management stages*, to be completed in small group activities during both modules of the course.

- *A Project Management project covering the four project management stages*, based on a different scenario, to be completed as individual candidate's work.

- *A Case Study project* completed by each candidate after Module 1 and handed in at the start of Module 2.

NOTE: participation in small group activities is part of the course assessment, so there is a need for active involvement and for recording answers in the Activity Book as tasks progress.

For Zoom sessions, Zoom break out rooms will be used to enable group activities to be completed.

The course assessment is spread over the various assessment tools, so part-qualification of individual units is not available.

Course Material will comprise:

- Participant guide
- Power point presentations
- Two In Class Activity books
- Two knowledge test booklets
- Two Project booklets
- Handouts
- *PMBOK Guide – Seventh Edition and The Standard for Project Management (sent via post to home address)*

MTS will provide material to students via email before commencement of the course

Face to Face Delivery

- Course material to complete in-class, will be provided at the training venue.

- Please bring your own pen and laptop if possible

Student Zoom delivery resource requirements:

Should the course be delivered via Zoom, students will need access to the following equipment:

- Reliable internet connection

- Computer (either laptop or PC)

- Computer camera, which MUST be on during the course

- Microphone

- Access to a second computer screen (if possible)

Students will be asked to show their ID on the first day of training via the computer camera, in order for the MTS administrator to record individual attendance.

Course Dates: As per contractual arrangements with government agency or corporate client.

Enrolment: All relevant documentation and information will be sent to participants prior to the commencement of the course.