



## Diploma of Project Management (5 Day Fast Track Course)

1 of 2

BSB51407

**Course Objective:** The Diploma of Project Management is designed to equip participants with best practice project management skills and knowledge to ensure that projects deliver the outcomes that the business requires.

Participants of this program will be equipped to:

- Have major or sole responsibility for all project management functions across the entire project lifecycle.
- Manage one or more projects that fall within a program.
- Practice under the control of a program manager or project director.
- To monitor, control and finalise project management functions to best practice standards.

### Who Is The Course Intended For?

The Diploma of Project Management is ideal for:

- Those involved in Projects or work within a project as part of a PMO (Project Management Office);
- Lower to higher level management, supervisors, team leaders;
- Project Managers;
- Project Officers; and
- Anybody who wants to apply a standard Prince2/PMBOK 4 methodology process to projects and project work.

### Pathways into the Qualification

Preferred pathways for Participants considering this qualification include:

- After achieving BSB41507 Certificate IV in Project Management or other relevant qualification/s; or
- Providing evidence of competency in the majority of units required for the BSB41507 Certificate IV in Project Management or other relevant qualification/s; or
- With extensive vocational experience in project roles where they may have had some limited responsibility for the output of others, and without a formal project management qualification.

### Further Learning Pathways

After achieving the BSB51407 Diploma of Project Management, participants may undertake the BSB60707 Advanced Diploma of

Project Management, a qualification involving the application of high level project and managerial skills.

### Professional Recognition

Graduates are eligible to apply for applicable membership of the Australian Project Management Institute (AIPM) [www.aipm.com.au](http://www.aipm.com.au).

### Delivery Methods

- General Public – Institution (Refer to website for current fees and dates);
- Enterprise (We can deliver at your site (minimum of 8 participants required). Learning and assessment material tailored specific to organisational needs. Please email [training@safnet.com.au](mailto:training@safnet.com.au) for corporate proposal);
- Distance Delivery (course undertaken remotely with tutorial support) (Refer to website for current fees); and
- Recognition of Prior Learning (Refer to Recognition of Prior Learning Brochure)

### Award

Diploma of Project Management (BSB51407)

### Course Outline

There are nine units in total to course complete the Diploma of Project Management (for further information on qualification rules and employability skills please refer to [www.ntis.gov.au](http://www.ntis.gov.au)):

#### BSBPMG501A Manage application of project integrative processes

This unit provides the skills and knowledge required to integrate and balance the overall project management functions of scope, time, cost, quality, human resources, communications, risk and procurement; and to align and track the project objectives to comply with organisational goals, strategies and objectives.

#### BSBPMG502A Manage project scope

This unit provides the skills and knowledge required to determine and manage project outcomes. It covers project authorisation, developing a scope management plan, and managing the application of project scope controls.

#### BSBPMG503A Manage project time

This unit provides the skills and knowledge required to manage time within projects. It covers determining and implementing the project schedule, and assessing time management outcomes.

#### BSBPMG504A Manage project costs

This unit provides the skills and knowledge required to identify, analyse and refine project costs to produce a budget, and to use this budget as the principal mechanism to control project cost.



**BSBPMG505A Manage project quality**

This unit provides the skills and knowledge required to manage quality within projects. It covers determining quality requirements, implementing quality assurance processes, and using review and evaluation to make quality improvements in current and future projects.

**BSBPMG506A Manage project human resources**

This unit provides the skills and knowledge required to undertake human resource management (HRM) within projects. It involves planning for human resources, implementing staff training and development, and managing the project team and stakeholders.

**BSBPMG507A Manage project communications**

This unit provides the skills and knowledge required to link people, ideas and information at all stages in the project life cycle. Project communications management ensures the timely and appropriate generation, collection, dissemination, storage and disposal of project information through formal structures and processes.

**BSBPMG508A Manage project risk**

This unit provides the skills and knowledge required to manage risk within a project to avoid adverse effects on project outcomes. It covers determining, monitoring and controlling project risks, and assessing risk management outcomes.

**BSBPMG509A Manage project procurement**

This unit provides the skills and knowledge required to undertake procurement and contract management within projects. It covers determining procurement requirements, establishing agreed procurement processes, conducting contracting and procurement activities, and managing finalisation processes.

**Course Administration**

For information relating to:

- Course resource material;
- Assessment methods; and
- Booking and refund process.

Please refer to Participant Information found at [www.safnet.com.au](http://www.safnet.com.au)

**Course Timetable**

| Day | Unit Code                | Unit Title  |
|-----|--------------------------|---|
| 1   | BSBPMG502A<br>BSBPMG507A | Manage project scope<br>Manage project communications                                 |
| 2   | BSBPMG505A<br>BSBPMG508A | Manage project quality<br>Manage project risk   |
| 3   | BSBPMG508A<br>BSBPMG503A | Manage project risk (cont)<br>Manage project time                                     |
| 4   | BSBPMG509A<br>BSBPMG504A | Manage project procurement<br>Manage project costs                                    |
| 5   | BSBPMG506A<br>BSBPMG501A | Manage project human resources<br>Manage application of project integrative processes |

Please note further workplace specific assessments are completed external to the 5 course days. Safetynet uses holistic assessment methods where recommended through the qualification rules.