

## Overview

The Diploma of Project Management is designed for experienced project managers wishing to gain formal recognition of their experience and success through a qualification. The Diploma of Project Management is also designed for project team members who wish to step up to being directly responsible for the planning, implementation and finalisation of a project.

The Diploma is a nationally-recognised, competency-based qualification and is endorsed by the Australian Institute of Project Management (AIPM). It consists of twelve competency units based on the Australian National Competency Standards for Project Management (NCSPM). The units are aligned with the Project Management Body of Knowledge (PMBok).

This course combines best-practice advanced project management theory with practical examples of workplace application. Transformed's team of experienced project managers and trainers have extensive on-the-job experience across a broad range of industries and access the latest in research, international thinking, new and emerging standards and industry best practice. They offer real-world examples to demonstrate how the practical application of theory can deliver outstanding outcomes.

**Course Fees** \$3,480 for RPL.

**Course price:** \$4,620 for Distance/RPL blend.

Fees are GST exempt.

## Funding Arrangements

This qualification is subsidised through NSW Smart & Skilled Funding. Check <http://www.transformed.com.au/training/smart-and-skilled-funding> for further information.

## Learning Outcomes

After completing this course, students will be able to:

- Integrate and balance all project management and technical elements of the project to ensure objectives are aligned with business strategies;
- Determine project objectives and develop a plan to manage project scope and scope changes throughout the project lifecycle;
- Develop schedules for tracking project activities;
- Analyse costs to produce a budget for management of project expenditure;
- Apply quality management, assurance and control principles in the delivery of projects;
- Understand teamwork, leadership and the impact of people on achieving project outcomes;
- Determine human resource requirements, skill sets and achievement levels for project activities, including staff development and stakeholder management;
- Plan project communications to generate, collect, disseminate, store and dispose of project information in a timely and accurate manner through formal structures and processes;
- Identify, analyse and treat risks to ensure the project is not adversely affected
- Determine procurement, select contractors and manage suppliers and contractors on an ongoing basis;
- Apply project controls throughout the project lifecycle; and
- Identify and implement recommendations and lessons learned to continually improve projects

## Structure

Transformed offers flexible training and assessment options which allow participants to fit in their training program around work and other commitments. Transformed offers three flexible learning pathways to enable participants to complete this qualification. They are:

1. Recognition of Prior Learning (RPL) Pathway – this pathway involves assessment only, assessing evidence of existing skills and knowledge against the competency standards.
2. Combined Coaching/RPL Pathway – this pathway provides for an up-front assessment of existing skills and knowledge, where it is anticipated that some or all competencies are likely to be achieved via the standard RPL process. An individual coaching plan is developed and a number of one-on-one coaching sessions are scheduled to help address any identified skills gaps. Participants may also need to complete additional assessment activities to supplement their coaching.
3. Distance learning / E-Learning – this pathway provides an interactive online virtual learning environment to train and support participants throughout the duration of their course. The Transformed team will keep in touch every step of the way and guide participants either through training literature, videos and trainer / assessor contact. There are online staff rooms so that learners can meet with their trainers to discuss and share work.

Please discuss course delivery options with a Transformed team member.

Face to face delivery is available within organisations for groups of eight or more.

The Diploma of Project Management consists of twelve units of competency, eight core and four elective as follows:

- eight core units plus
- four elective units (to be selected from the elective units listed below or any endorsed Training Package at Diploma level or higher)

### Core Units

Unit Code	Unit name	RPL	Distance
BSBPMG511	Manage project scope	Y	Y
BSBPMG512	Manage project time	Y	Y
BSBPMG513	Manage project quality	Y	Y
BSBPMG514	Manage project cost	Y	Y
BSBPMG515	Manage project human resources	Y	Y
BSBPMG516	Manage project information and communication	Y	Y
BSBPMG517	Manage project risk	Y	Y
BSBPMG521	Manage project integration	Y	Y

### Elective Units

BSBPMG518	Manage project procurement	Y	Y
BSBPMG519	Manage project stakeholder engagement	Y	Y
BSBPMG520	Manage project governance	Y	Y
BSBWOR502	Lead and manage team effectiveness	Y	Y

## Duration

Self-paced study over a twelve (12) month period or six (6) months for Recognition of Prior Learning (RPL). Face to face option over six days.

## Student Profil

This course is designed for those with some project coordination and project management experience, in particular:

- Project managers wishing to gain formal qualifications
- Business and technical team leaders; or
- Project / programme management office team member

## Prerequisites

There are no pre-requisites for this course, however, students should aim to undertake significant project work during the course to provide supporting workplace evidence to demonstrate their competency. For students without work-based experience, it is recommended they complete the Certificate IV in Project Management Practice prior to enrolment or have a minimum of two years experience working in a project management environment.

## Assessment

Students are required to undertake a number of assessment activities, including:

- Multiple-choice exam;
- Assessment tasks;
- Written question and answers; and
- Provision of a portfolio of evidence.

Assessment for the Diploma of Project Management is against the project management competency standards within the Business Service Training Package.

Candidates can expect to spend 40 to 50 hours on assessment tasks.

## Recognition of Prior Learning (RPL)

Assessment by portfolio and interview is available to those with workplace experience in project management. This approach requires the candidate to furnish substantive evidence of coordinating projects and working in project teams in their workplace, along with a signed reference from a current client or supervisor.

## Where to Next

- Practical Programme Management Course
- Advanced Diploma of Program Management

Various tertiary institutions have recognised and awarded advanced standing credit for the Diploma of Project Management upon application for qualifications such as a Graduate Certificate, Graduate Diploma or Masters in Project Management.

Achievement of the Diploma of Project Management may meet the requirements for recognition as a Registered Project Manager by the Australian Institute of Project Management.

## Further Information

Please visit our website at: [www.transformed.com.au](http://www.transformed.com.au)

Email us at: [enquiries@transformed.com.au](mailto:enquiries@transformed.com.au)

Or contact us on: 1300 738 720

ABN: 33 120 497 501 ACN: 120 497 501