

Diploma of Project Management BSB50820



Program Overview

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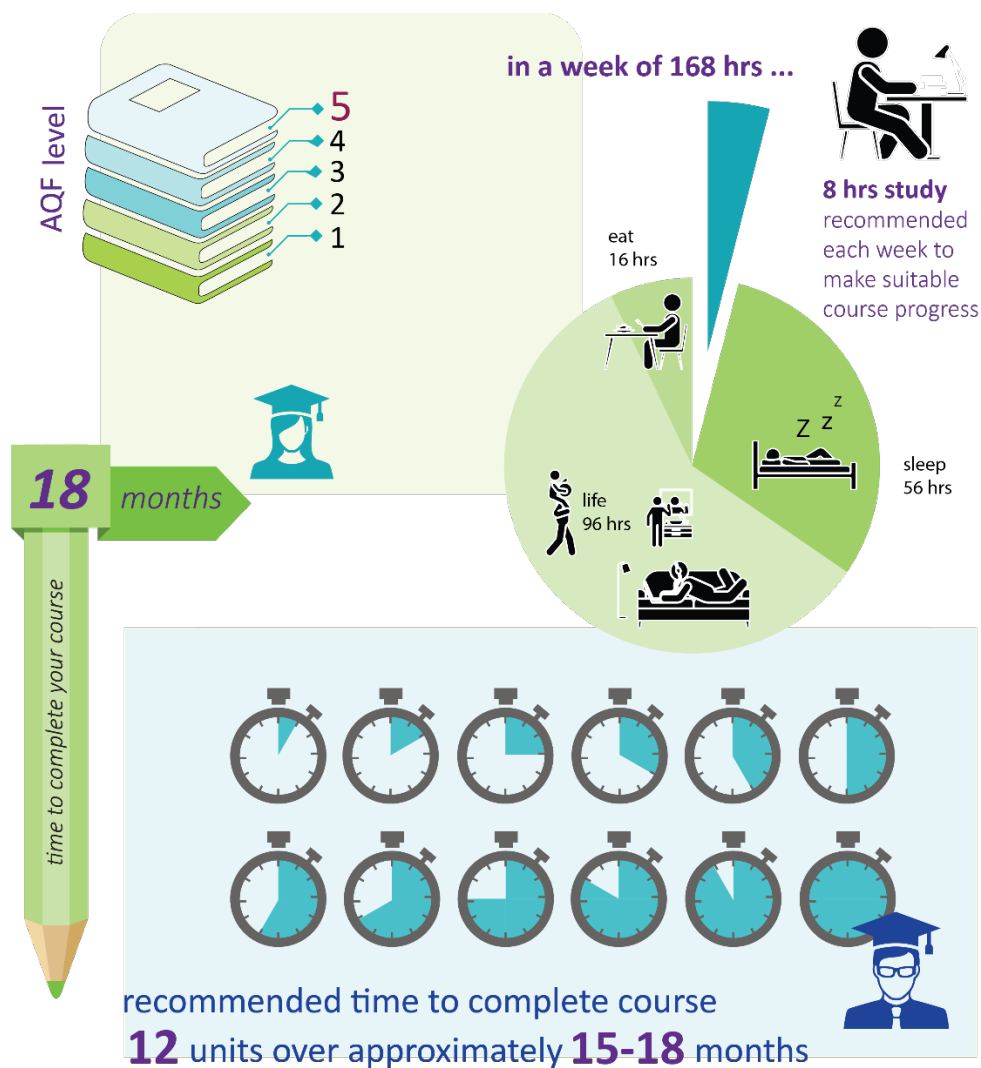
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Overview

Welcome

Welcome to the *Diploma of Project Management BSB50820* - for practicing project managers. This is a nationally recognised and accredited program presented by UNE Partnerships Pty Ltd, the Education and Training Company of the University of New England.

Contact points

As experienced distance education providers, we understand how important communication is. We have used our online site to take advantage of current technology and make sure that information and contact points are up to date and go to the right people, while also giving you the opportunity to use the forms of contact that suit you.

Administration

If you have any questions of an administrative nature, please contact the student support team via the online site, or alternatively through:

Telephone: 02 6773 0000
Email: project@unep.edu.au
Mail: UNE Partnerships Pty Ltd
PO Box U199
University of New England NSW 2351

Learning and Assessment

If you would like to discuss program content or assessment requirements, please contact your allocated assessor.

Customer protection officer

The customer protection officer is responsible for handling any complaints, grievances and appeals to ensure compliance with consumer protection legislation and contractual obligations. The Director of Education is the designated customer protection officer.

Contact details are below.

Meg Michell Director of Education
Telephone: 02 6773 0000
Email: meg.michell@unep.edu.au

Diploma of Project Management BSB50820

Aim of the program

Today most managers practise project management in one form or another. Project teams are replacing middle managers as organisations 'down-size' or flatten their organisational hierarchy, and more and more work is being measured by outcomes that meet quality, time or cost guidelines.

This course aims to provide you with the skills and knowledge to plan and manage projects that achieve objectives important to you and your organisation – regardless of its size or type of activity. At the successful completion of this course you will have:

- a working knowledge of project management, including an understanding of project planning and control procedures, resource management, and risk analysis as they apply to projects, and
- an understanding of the methods, techniques and tools available to help you manage more effectively the projects you are, or will be, involved in.

Learning outcomes

On completion of the program you should be able to:

- Develop effective integrated project management plans to meet the delivery requirements and expectations of project customers and stakeholders.
- Use governance, risk and communications mechanisms linked with the plans for the day-to-day monitoring and effective control of projects to meet objectives, and the ultimate realisation of benefits.
- Provide quality deliverables, with the ability to meet reporting requirements on demand, and ultimately provide customer satisfaction.
- Select appropriate tools and techniques to support monitoring and control mechanisms, and continuous improvement.
- Assign, develop and lead project teams to achieve optimal performance and outstanding, sustainable results.

Structure of the program

There are twelve (12) units of competency in this qualification and all must be successfully completed in order to achieve the *Diploma of Project Management BSB50820*. If you enrol in a Skill Set, or selected units from the qualification, successful completion of your study would lead to the issuing of a Statement of Attainment for those units completed. The twelve (12) units of competency are divided into six (6) six modules.

Before you begin read the **Introductory Reading – Managing Projects** (*located under Accessibility and Print section of Manage Project Scope course*)

The program is offered through online study, and an outline of the structure for delivery and assessment is provided below. Details of the units of competency in which you are enrolled are also available online, at [Training.gov.au](https://training.gov.au) or by clicking the table links provided.

Table 1: Overview of course structure

Course name	Unit/s of competency
Managing Projects	Relates to all units of competency This resource is located in the Accessibility and Print section of the Manage project scope course.
Module 1: PJMD1	
Manage project scope	BSBPMG530 - Manage project scope
Manage project time	BSBPMG531 - Manage project time
Module 2: PJMD2	
Manage project cost	BSBPMG533 - Manage project cost
Manage project quality	BSBPMG532 - Manage project quality
Module 3: PJMD3	
Project communications and stakeholder management	BSBPMG538 - Manage project stakeholder engagement
	BSBPMG535 - Manage project information and communication
Module 4: PJMD4	
People and leadership	BSBPMG534 - Manage project human resources
	BSBTWK502 - Manage team effectiveness
Module 5: PJMD6	
Manage project risk	BSBPMG536 - Manage project risk
Manage project procurement	BSBPMG537 - Manage project procurement
Module 6: PJMD6	
Project governance and integration management	BSBPMG539 - Manage project governance
	BSBPMG540 - Manage project integration

Census date

Each Module has a census date.

- You must commence your module before your census date.
- The census date is the last day on which you can withdraw from your course or part of course without having to pay tuition fees for the course or part of the course.

- Requests for withdrawal must be in writing and received before the census date

Note: If you withdraw before the Census date you will not be liable for module tuition fees for the course or part of the course. Students who have deferred fees using VSL will not incur a Vet Loan debt and students who have paid fees upfront for the module will be refunded.

Units of competency are achieved as assessment tasks are successfully completed, and all must be completed to be awarded the *Diploma of Project Management BSB50820*. If you withdraw before you complete the required number of units of competency, you will receive a Statement of Attainment for those competencies you have successfully completed.

Information on how to submit your work for grading is provided in the Assessment section of each Course online. Suggestions for managing your study and assessment tasks is also available in the additional support document '[Studying with UNE Partnerships](#)'. It is recommended you access and read that resource in addition to this Program Overview.

Should you be unsure of what is required of you, contact your student support team.

Accreditation and recognition

The *Diploma of Project Management BSB50820* in which you are enrolled is a nationally recognised and accredited program. It is listed on the national register of programs and is placed at level 5 on the Australian Qualifications Framework (AQF).

The competencies gained through successfully completing this program are cross-industry and nationally recognised. You may exit from this qualification at any time with a Statement of Attainment for any units of competency successfully completed to that point.

Furthermore, depending on circumstances related to the type and degree of credit sought, successful achievement of the *Diploma of Project Management BSB50820* receives advanced standing into awards at the University of New England (UNE), subject to eligibility. Graduates with 6 years' work experience can apply for entry into the UNE Graduate Certificate of Management and claim 6 credit points (1 unit) of Advanced Standing upon enrolment.

Certified Project Management Professionals (PMP[®]) with The Project Management Institute (PMI[®]) may be eligible to apply for Professional Development Units on completion of the Diploma of Project Management.

The Australian Institute of Project Management (AIPM) has recognised this program as meeting its guidelines for professionalism in training and education. The AIPM recognises successful achievement of UNE Partnerships' Diploma of Project Management as meeting the student assessment requirements for a Certified Practising Project Practitioner (CPPP). Should you wish to seek Certified Practising Project Manager (CPPM) status, a gap assessment by an endorsed AIPM assessor (many of the UNE Partnerships assessors are AIPM assessors) will be required to cover the minor differences between the two sets of competencies. CPPM certification provides professional peer group recognition of people competent and skilled in world best practice project management.

Study workload

The nominal duration of your enrolment in the Diploma of Project Management BSB50820 is 15-18 months. The time it takes you to achieve the competencies required will depend on the amount of

relevant learning and experience you have as well as your current practices. Students with a moderate level of relevant learning and experience should be able to complete the program requirements in about 7-8 hours a week of self-directed workplace and individual study over 15-18 months, as outlined in your study plan. Inexperienced students will likely require more time.

Study period

You have up to 24 months from enrolment to complete the Diploma of Project Management BSB50820. If you fall behind in your schedule, you should contact UNE Partnerships to discuss your progress and options. An extension to the study period may be available if you have shown progress, however additional fees may apply.

Third party arrangements

UNE Partnerships has not entered into any subcontracting arrangements for the delivery of training and assessment in this qualification.