

BSB50820 Diploma of project management

Skill Set: Project management skillset



Program Overview

unepartnerships

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BSB50820 Diploma of project management - Project management skillset - Version G1.2

Published: Monday, 6 February 2023

Program Overview developed by UNE Partnerships

UNE Partnerships Pty Ltd.

The Education & Training Company of the University of New England

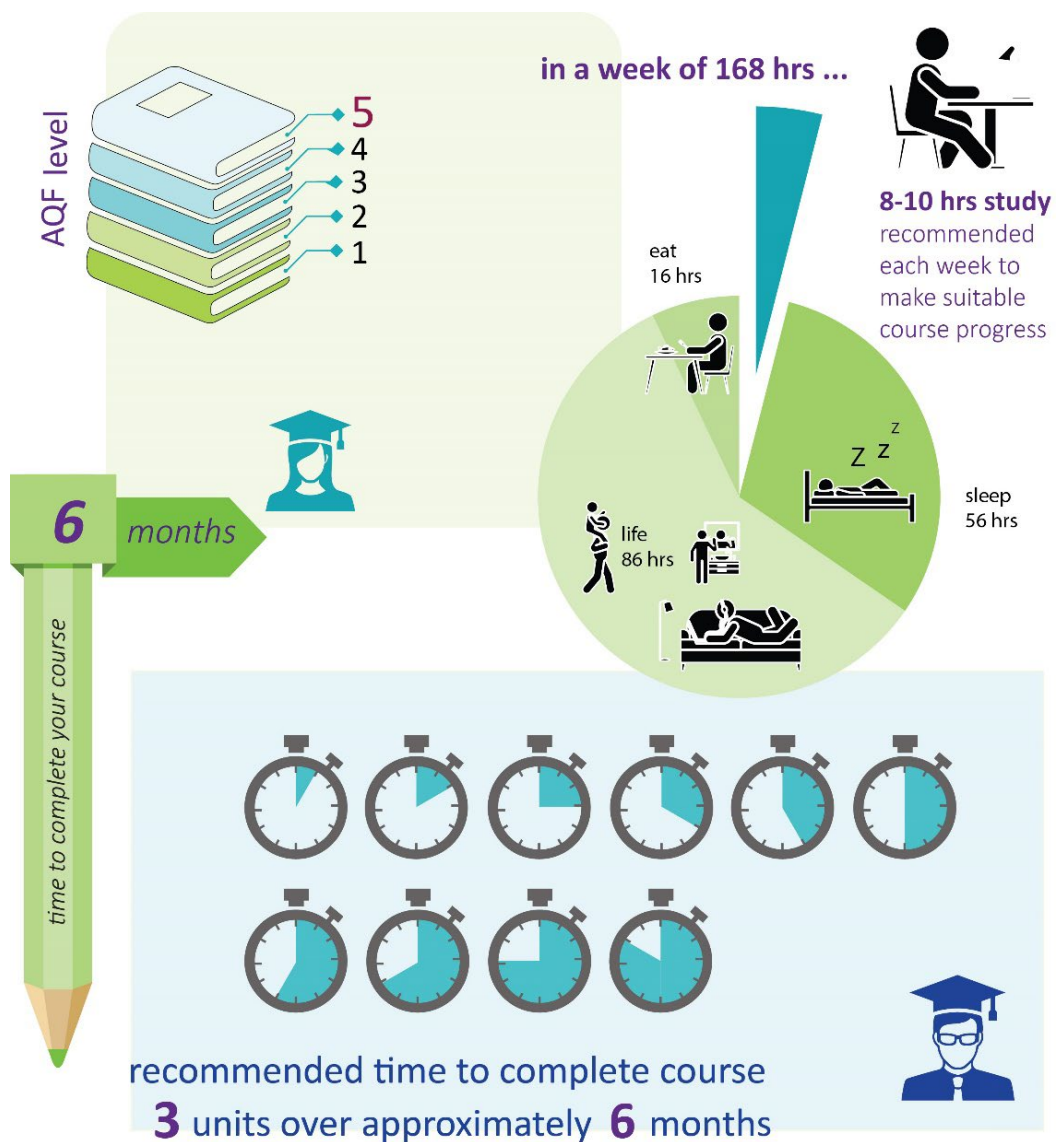
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Overview

Welcome

Welcome to *Project management skillset*, a skill set from the qualification *BSB50820 Diploma of project management*. 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.

We are delighted that you have joined the Project Management program. This qualification provides the skills and knowledge to lead change within your organisation.

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. You can message them on the online site.

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

Project management skillset

Aim of the program

This qualification aims to equip participants with the skills and knowledge to develop project management skills to effectively plan for and deliver business change and improvement projects.

Learning outcomes

On completion of the program you should be able to:

- Determine and manage project scope to obtain project authorisation
- Develop a scope management plan and manage the application of project scope controls.
- Manage time during projects to identify and implement the project schedule, and assess time management outcomes.
- Identify, analyse and refine project costs to produce a budget, and to use this budget as the principal mechanism to control project cost.

Structure of the program

There are three (3) units of competency in this qualification and all must be successfully completed to achieve the *Project management skillset*. Successful completion of your study would lead to the issuing of a Statement of Attainment for those units completed.

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 available by clicking the links provided.

Table 1: Overview or course structure

| Course name | Assessment Tasks | Unit/s of competency |
|----------------------|---|--|
| Manage project scope | Task1: Knowledge questions Task 2: Project authorisation and defining scope Task 3: Manage project-scope control process | BSBPMG530 - Manage project scope |
| Manage project time | Task 1: Knowledge questions Task 2: Develop and implement schedule Task 3: Review progress | BSBPMG531 Manage project time |
| Manage project cost | Task 1: Knowledge questions Task2: Plan project costs Task 3: Implementation and monitoring Task 4: Project finalisation | BSBPMG533 Manage project cost |

Units of competency are achieved as assessment tasks are successfully completed and all must be completed to be awarded the *Project management skillset*. 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 assessment is provided in the Assessment section of each Course online. Suggestions for managing your study and assessment tasks are 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 *BSB50820 Diploma of project management* 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 the *Project management skillset* 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.

Study workload

The nominal duration of your enrolment in the *Project management skillset* is six months. The time it takes you to achieve the competencies required will depend on the amount of relevant learning and experience you have. Students with a moderate level of relevant learning and experience should be able to complete the program requirements in about 10 hours a week of self-directed workplace and individual study over the six-month period, as outlined in your study plan. Inexperienced students will likely require more time.

You have up to six months from enrolment to complete the *Project management skillset*. If you fall behind in your schedule, you should contact UNE Partnerships to discuss your progress. An extension to the study period may be available, 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.