

**BSB50820
DIPLOMA**

of Project Management

Are you ready to step up as a project leader or manager? This is the course for you!

Build on your knowledge to initiate, plan, execute and evaluate your own work and the work of others within a project team.

You'll learn in-demand, transferable project management skills to succeed across many industries.

Develop a range of specialised, technical and managerial competencies to successfully lead a project and accomplish its objectives.

Learning Outcomes


Through this course, you will gain fundamental skills and knowledge to:

- Manage project scope and integration
- Engage stakeholders
- Lead a team effectively
- Manage project governance and risk
- Identify and coordinate resources

Career Opportunities

Upon graduation, your newly acquired skillset means you could develop your career as a/an:

- Project Contract Manager
- Project Leader / Team Leader
- Project Vendor Manager
- General Project Manager



Why choose ELC Career College?

As one of Australia's most established colleges, we know how to cater for all your needs.

- Over 35 years' experience teaching and supporting students, so you can feel confident you will be in good hands
- Ideal city centre location
- Large college premises with modern learning facilities and comfortable break out areas for eating, relaxing, socialising as well as quiet study
- Trainers highly experienced both in their area of expertise and teaching
- Courses custom-designed to focus on real-world career skills
- Unique methodology to keep you engaged and motivated
- Course package options for long-term study pathways
- Payment plans available to manage your budget
- Timetable options to suit your lifestyle



The experts in international education

ELC Career College has earned a reputation for delivering quality tuition in English and vocational education for international students. We have strategies in place to make it easy for you to achieve your further study goals, including:

- Course units carefully selected for a global audience
- Extra support and practical tasks to help you understand your lessons
- Trainers specialised in teaching non-native English speakers

Focus on 21st Century skills



All our courses are founded on the blend of 3 essential features



Workplace Communications

The verbal and written communication skills needed to do your job effectively, create a positive impression and make an impact.



Business Competence

The knowledge required to engage in, lead and manage the operations of a business.



Transferable Skills

Skills highly valued by employers that will give you an edge in whatever job you do.

Course Units

Module A - Fundamentals

Unit Name	Unit Description
BSBPMG530 Manage project scope	Build the skills and knowledge required to determine and manage the scope of a project, by obtaining authorisation to expend resources, developing a scope management plan and managing the application of scope controls.
BSBPMG538 Manage project stakeholder engagement	This unit will equip you with the skills required to manage stakeholder relationships throughout a project. Learn to assess interests and expectations of stakeholders and determine the most appropriate forms of communication, and carry these out effectively. Build your skills in developing interpersonal skills of the team, so they can assist in the engagement process.
BSBPMG540 Manage project integration	In this unit you'll learn how to integrate and balance overall project management functions, as well as track project objectives, ensuring that they comply with the goals and strategies of the organisation. Build your skills in project planning and design processes, and reviewing the implementation, management and integration of the project.

Module B - Teamwork

Unit Name	Unit Description
BSBPMG534 Manage project human resources	Develop your ability to manage human resources related to projects. Learn to plan human resources by identifying requirements and allocating personnel depending on their skill sets. Implement training and development for your project team and lead them to implement processes for improving their performance and boosting overall project effectiveness.
BSBPMG535 Manage project information and communication	This unit will equip you with the skills and knowledge required to link people, ideas and information at all stages in the project life cycle. You'll learn to ensure timely and appropriate generation, collection, dissemination, storage and disposal of project information through formal structures and processes.
BSBTWK502 Manage team effectiveness	Learn the skills and knowledge required to lead teams in the workplace, build a positive team culture and actively engage with management. Develop the capability to establish a team performance plan, facilitate cohesion and teamwork, and liaise with relevant stakeholders, including line management.

Module C - Governance





Unit Name	Unit Description
BSBPMG536 Manage project risk	Build your skills in managing risks that may impact achievement of the project objectives. This includes identifying risks with input from stakeholders, analysing and qualifying risks and determining priorities, implementing risk treatments and controls, and assessing the outcomes of your risk management processes.
BSBSTR502 Facilitate continuous improvement	Develop your skills to lead and manage continuous improvement systems in order to achieve the objectives of the organisation. Learn to establish multifaceted procedures that facilitate continuous improvement using a range of problem-solving and decision-making strategies. Improve your ability to involve your team in this process and seek regular input and feedback.
BSBPMG539 Manage project governance	This unit will equip you with the skills and knowledge required to establish and implement project governance. Learn to identify the governance structure for a project including scope, timeline, resources, budget, relevant stakeholders, and plan for communication. Develop your skills in producing relevant documents, applying your governance structure, as well as monitoring and reviewing its effectiveness.

Module D - Resources

Unit Name	Unit Description
BSBPMG531 Manage project time	Build your time management skills and your ability to develop and implement a detailed project schedule with a breakdown of work structure, estimated duration, tasks required, costs, risks and other variables relevant to the project.
BSBPMG532 Manage project quality	Learn to determine quality objectives and standards of a project, implement quality control and assurance processes, and use review and evaluation to execute quality improvements in current and future projects.
BSBPMG533 Manage project cost	This unit will equip you with the skills required to identify, analyse and refine project costs to produce a budget. You will also learn to use a budget to monitor and control costs throughout the project and review cost management at the completion of a project.



Delivery Mode

 Lecture	 Tutorial <i>(Supported learning)</i>	 Workshop <i>(Supported learning)</i>	 Self-paced online learning
5hrs/w Live lectures delivered by trainers with real life experience	1hr45/w Small classes focused on developing and practising key capabilities required for assessment	6hr45/w Collaborative tasks aimed at applying skills and knowledge in simulated workplace conditions	6hr30/w Structured activities available from our e-learning platform, designed to reinforce skills acquisition
On campus			Online

Timetable

Time	Monday	Thursday
2:45pm - 4:30pm	Tutorial	Workshop
4:30pm - 5:00pm	Break	Break
5:00pm - 10:00pm	Lecture	Workshop

NB: Timetables are subject to change.

Resources

Our resources are carefully developed to meet the needs of international students: they include extra support and practical tasks to help you understand the content clearly. All course materials and workbooks are available to download for free from your e-learning platform.

Assessment

You will be assessed through a combination of assessment types such as written assignments, case studies, reports, group tasks, portfolios and presentations. You must successfully pass all units to complete the qualification.

Program Dates

This qualification is delivered over **4 terms** of **9 weeks**.

Your exact enrolment and break lengths depend on your start date, as detailed below:

	COURSE START DATE	COURSE END DATE	STUDY WEEKS	SCHEDULED BREAKS	TOTAL ENROLMENT LENGTH	
CHOOSE BETWEEN 8 INTAKES IN 2024	January	29 Jan 2024	6 Dec 2024	36 weeks	9 weeks	45 weeks
	<i>*February</i>	26 Feb 2024	21 Feb 2025	36 weeks	16 weeks	52 weeks
	April	22 Apr 2024	28 Mar 2025	36 weeks	13 weeks	49 weeks
	<i>*May</i>	20 May 2024	16 May 2025	36 weeks	16 weeks	52 weeks
	July	15 July 2024	20 June 2025	36 weeks	13 weeks	49 weeks
	<i>*August</i>	12 Aug 2024	8 Aug 2025	36 weeks	16 weeks	52 weeks
	October	8 Oct 2024	12 Sept 2025	36 weeks	13 weeks	49 weeks
	<i>*November</i>	4 Nov 2024	31 Oct 2025	36 weeks	16 weeks	52 weeks

*The February, May, August and November intakes are mid-term intakes, with a mid-term course end date.

Entry Requirements

Age	Be aged 18 years or over
Academic	Successful completion of Australian Year 12 or international equivalent
English Level	IELTS proficiency level of 5.5 or above or equivalent

Note that students are expected to bring their own laptop or tablet for home and classroom use

Package Options

Most of our students choose to enrol into 2 or more courses, packaged up in 1 student visa:



Need English?

Study at our English school, English Language Company



Want to prepare for this course?

You can start with a Certificate IV in Project Management Practice to build your skills in this area



Want to mix and match?

This course is the ideal foundation for the Advanced Diploma of Program Management



Get social with us



@elccareercollege

Interested?

To enrol, ask us questions or learn more about our wide range of programs, multiple package options, unique methodology, trainers' experience, welcoming premises, modern facilities or latest promotions, head to our website: www.elc.edu.au/vocational/

Already in Sydney? Come in for a campus tour with one of our friendly course advisors: we are ideally located in the heart of Sydney, across the road from Town Hall station!



BSB50820 Diploma of Project Management (AQF – Level 5) is a nationally recognised qualification under the Australian Qualifications Framework (AQF).

CRICOS course code: 104098J

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