



QTC Training & Education

Enhancing your Program and Project Performance



CERT IV PROJECT MANAGEMENT (AQF4) – BSB41507

Course Overview

This course runs over 3 days beginning the 21st February and concluding the 23rd Feb 2012. The cost of the workshop inclusive of materials and the final assessment \$2,500 (GST Free), the price also includes a light lunch.

The Certificate IV in Project Management is a great way to begin a formal study pathway in this critical discipline. This introductory qualification gives a comprehensive overview of project management fundamentals and develops the key skills required to bring projects in on time and on budget.

Course Prerequisites

There are no formal prerequisites for undertaking the course. However, this course is not considered entry level (i.e. direct from school), participants are expected to have reasonable levels of: language, literacy and numeracy, required of project managers and to be in a position to assemble the required portfolio of workplace evidence, to enable the final award to be granted.

Who Should Attend

This course is designed for project team members and project office support staffs who seek to reinforce the project management skills they have acquired on the job and obtain formal recognition.

Course Outcomes

At the end of the course participants will be able to demonstrate achievement of the required eight competencies for the award of Certificate IV in Project Management. The 8 knowledge areas in the course are:

- Apply scope management techniques - BSBPMG401A
- Apply time management techniques - BSBPMG402A
- Apply cost management techniques - BSBPMG403A
- Apply quality management techniques - BSBPMG404A
- Apply human resource management techniques - BSBPMG405A
- Apply communications management techniques - BSBPMG406A
- Apply risk management techniques - BSBPMG407A
- Apply contract and procurement techniques - BSBPMG408A

Course Assessment

There is no formal examination in this course. Instead, participants demonstrate evidence of the required competencies, are assessed throughout the course and are required to submit a series of 'In The Workplace' questions post the course. Assessment items consist of activities and exercises based on actual and simulated project management scenarios and must be completed within 6 months of the workshop.

Participants receive a Statement of Attainment for each unit of competency for which they are assessed as competent. A participant, who is assessed as competent in all eight knowledge areas and completes the workplace assessment evidence successfully, will receive the Cert IV of Project Management and may apply to be assessed concurrently for the AIPM's CPPP award (Keith O'Shea Director of QTC Consulting, is a registered assessor with AIPM).