



NATIONALLY RECOGNISED
TRAINING

Certificate IV in Project Management Practice:

Graduates of the [Project Planning Breakthrough](#) courses can now gain a BSB41515 Cert IV in Project Management qualifications.

We can complete this with you and your organisation by means of:

1. Recognition of Prior Learning through an evidence portfolio and an assessment. We provide each candidate an assessment book which outlines the type of evidence they need to provide in order to show that they are competent in each area. Coaching is provided via organised phone and WebEx meeting throughout the process. Students then have a workplace assessment linked to their evidence portfolio.
2. A face to face method which is offered in flexible options. This can be done either as a week, or over a number of days across several months, evening classes, or weekend delivery. These flexible solutions will offer you and your organisation the opportunity to complete the programs with support from the dedicated Facilitator and assessor of these programs who will work with your team to ensure the practical application and knowledge, with the theory and skills are met for you.

Priority Management is also globally recognised training provider with the Project Management Institute, graduates of both Priority Management's Working Smart with Microsoft Project and Project Planning Breakthroughs courses can obtain Professional Development Units.

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|---|----------------------|----------------|
| Project Planning Breakthrough | 1161-PMB00020 | 21PDU's |
| Working Smart with Microsoft Project | 1161-TN061161 | 7PDU's |



BSB41515 CERT IV Project Management Practice is suitable for people who are involved in projects but don't manage the project. Assessment via RPL and RCC is suitable for those who have experience in working on or managing a project.

UNIT 1: **BSBPMG409A** Apply project scope-management techniques

- Element 1.1 – Contribute to defining project scope
- Element 1.2 – Apply project scope controls
- Element 1.3 – Contribute to review of scope controls

UNIT 2: **BSBPMG410A** Apply project-time-management techniques

- Element 2.1 – Assist in the development of project schedule
- Element 2.2 – Maintain project schedule
- Element 2.3 – Participate in assessing time-management outcomes

UNIT 3: **BSBPMG411A** Apply project-quality-management techniques

- Element 3.1 – Contribute to project quality planning
- Element 3.2 - Apply quality policies and procedures
- Element 3.3 – Contribute to project continuous improvement process

UNIT 4: **BSBPMG412A** Apply project cost-management techniques

- Element 4.1 – Assist in developing the project budget
- Element 4.2 – Monitor project costs
- Element 4.3 - Contribute to cost finalisation

UNIT 5: **BSBPMG413A** Apply project human resource management approaches

- Element 5.1 – Assist in determining human resource requirements
- Element 5.2 - Contribute to establishing and maintaining productive team relationships
- Element 5.3 – Assist with human resource monitoring
- Element 5.4 – Contribute to evaluating human resource practices

UNIT 6: **BSBPMG414A** Apply project information management and communication techniques

- Element 6.1 – Contribute to communications planning
- Element 6.2 – Conduct information-management activities
- Element 6.3 – Communicate project information
- Element 6.4 – Contribute to assessing effectiveness of communication

UNIT 7: **BSBPMG415A** Apply project risk-management techniques

- Element 7.1 – Assist with risk analysis and planning
- Element 7.2 – Perform risk-control activities
- Element 7.3 - Contribute to assessing risk-management outcomes

UNIT 8: **BSBPMG416A** Apply project procurement procedures

- Element 8.1 – Assist with procurement planning
- Element 8.2 – Contribute to supplier selection process
- Element 8.3 - Conduct procurement activities
- Element 8.4 - Assist in finalising procurement activities

UNIT 9: **BSBPMG418A** Apply project stakeholder engagement techniques

- Element 9.1 – Assist in identifying and addressing stakeholder interests
- Element 9.2 – Actively participate in stakeholder engagement
- Element 9.3 - Assist stakeholder communications

The following elective units are part of this qualification but are NOT offered by Priority Management. Certified Statements of Attainment for these units will be accepted as evidence for the purpose of RPL.

BSBPMG417 Apply project life cycle management processes

BSBADM405 Organise meetings

BSBCUE405 Survey stakeholders to gather and record information

BSBLEG415 Apply the principles of contract law

BSBWHS401 Implement and monitor WHS policies, procedures and programs to meet legislative requirements

CPPDSM4047 Implement and monitor procurement process

MSMENV472 Implement and monitor environmentally sustainable work practices

PSPETH002 Uphold and support the values and principles of public service

BSBXBD401 Capture and store big data

BSBXBD402 Test big data samples

BSBXBD403 Analyse big data

BSBXBD404 Use big data for operational decision making

BSBXBD405 Develop procedures for managing big data

BSBXBD406 Present big data insights

BSBXBD407 Protect big data integrity

BSBXBD408 Implement and review procedures for managing big data

BSBXCS401 Maintain security of digital devices

BSBXCS402 Promote workplace cyber security awareness and practices

BSBXCS403 Contribute to cyber security threat assessments

BSBXCS404 Contribute to cyber security risk management

BSBXCS405 Contribute to cyber security incident responses

PSPGEN043 Apply government processes

PSPPCY004 Support policy implementation

TLIE4006 Collect, analyse and present workplace data and information

Contact: Priority Management Australia

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A Better Way To Work

