The Diploma of Project Management addresses the chief vocational competencies commonly demanded by this dynamic discipline. Participants’ existing knowledge is advanced through targeted vocational training that encompasses the latest developments in the field, and which articulates core principles that span situational context. The qualification offers a sophisticated understanding of the methods, techniques, and tools currently available to innovate the management of major project builds regardless of sector.

Who Should Attend
Practising project managers in any industry will benefit from this qualification, which is also designed to advance the professional PM endeavours of those currently working in an allied role: project coordinators, project management officers, project team members, and project administrators.

Course Structure
The Diploma of Project Management is delivered by expert trainers in one of three delivery methods: online, classroom or blended.

The online program provides full access to our customised online learning environment, MyUpskilled. The online program is conducted over a 12 month period and employs an approach that blends distance and online education in the management and delivery of learning resources. MyUpskilled features powerpoint resources, reading materials, discussion boards, forums, access to assessments, resources, videos and blogs. Students receive regular training and assessment contact throughout the course.

Our classroom delivery requires attendance at 7 x full day workshops scheduled across 9 months of this 12 month program. This format allows students sufficient time between and after workshop completion to undertake self-directed learning, assignments, and out-of-class assessment. Workshops engage participants in active discussion, problem-solving exercises, networking opportunities, and presentations related to the effective and efficient management of major projects at an advanced level.

Prerequisites
There are no formal prerequisites for this qualification.

Individuals wishing to enrol in the Diploma of Project Management are typically required to meet ONE of the following criteria:

- Hold a Certificate IV in Project Management Practice [BSB41513] or other relevant qualification
- Provide evidence of competency in a majority of units required for the Certificate IV in Project Management Practice or other relevant qualification
- In the absence of a formal project management qualification, have extensive vocational experience in project roles that entail at least limited responsibility for the output of others.

Recognition of Prior Learning (RPL)
RPL is available for each Unit of Competency based on relevant workplace experience, formal training, or other expertise. To apply for RPL, please submit documentation in portfolio form for evaluation by Upskilled assessors.
Inclusions
Upskilled courses include detailed learning materials, assessments, and certification upon successful completion. Lunch and refreshments are included for classroom workshops, while online trainer support is included for online delivery.

Course Outline
The 7 workshops will address the following Units of Competency as identified in the National Business Services Training Package. All competencies must be successfully completed to attain the Diploma of Project Management.

<table>
<thead>
<tr>
<th>UNIT CODE</th>
<th>UNIT DESCRIPTION</th>
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<tbody>
<tr>
<td>BSBPMG511A</td>
<td>Manage project scope</td>
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<tr>
<td>BSBPMG512A</td>
<td>Manage project time</td>
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<tr>
<td>BSBPMG513A</td>
<td>Manage project quality</td>
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<tr>
<td>BSBPMG514A</td>
<td>Manage project cost</td>
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<td>BSBPMG515A</td>
<td>Manage project human resources</td>
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<tr>
<td>BSBPMG516A</td>
<td>Manage project information and communication</td>
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<tr>
<td>BSBPMG517A</td>
<td>Manage project risk</td>
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<tr>
<td>BSBPMG521A</td>
<td>Manage project integration</td>
</tr>
<tr>
<td>BSBWORS01B</td>
<td>Manage personal work priorities and professional development</td>
</tr>
<tr>
<td>BSBWORS02B</td>
<td>Ensure team effectiveness</td>
</tr>
<tr>
<td>BSBADMS02B</td>
<td>Manage meetings</td>
</tr>
<tr>
<td>BSBMGT502B</td>
<td>Manage people performance</td>
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Course Fees and Payment Options

<table>
<thead>
<tr>
<th>PAY BY WEEKLY INSTALLMENT</th>
<th>PAY BY MONTHLY INSTALLMENT</th>
<th>PAY UPFRONT</th>
</tr>
</thead>
<tbody>
<tr>
<td>$70 per week with a $250 enrollment fee¹</td>
<td>$485 per month with a $495 enrollment fee²</td>
<td>Pay upfront $3,500, saving $390 (10% discount)</td>
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¹Payments made over a period of 52 consecutive weeks, totalling $3,890
²Payments made over a period of 7 consecutive months, totalling $3,890

How to Apply
Whether you’re inquiring as an individual, or as a manager acting on behalf of one or more employees, the easiest way to apply is to contact Upskilled:

- Select from more than 50 nationally accredited certificate and diploma courses
- Complete an application form at www.upskilled.edu.au
- Submit the form and an Upskilled Education Manager will contact you.

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Other Related Qualifications
1. Certificate IV of Project Management Practice