DIPLOMA OF PROJECT MANAGEMENT (BSB51415)

- Gain solid, theory-based knowledge of project management concepts and strategies
- Discover how to effectively manage projects in a range of contexts and sectors
- Explore how to use tools that will help evaluate project outcomes and others who work on your project

CRICOS Code: 097831C

Campus

Brisbane, Sydney, Melbourne

Program Length

Maximum 64 weeks* (20 hours/week)

Includes 6 hours/week online study +

14 hours/week in class study

**48 weeks study + up to 16 weeks scheduled breaks.
Optional internships available for an additional fee.
Length of the program may vary from 60 to 64 weeks
depending on the start date.
Internship hours vary depending on schedule.
Internships are unpaid work hours.*

2019 Start Dates

**Jan 7, Feb 18, Apr 23, Jun 3,
Aug 5, Sep 16, Nov 18**

SCHEDULED BREAKS

Apr 1 – Apr 19
Jul 15 - Aug 2
Oct 28 - Nov 15
Dec 23 – Jan 3

2019 Fees

Registration fee:	$230
Material fees:	$280
Tuition:	$12,000
Optional internship:	$850

RPL & Credit Transfer must be applied for upon enrolment

Late submissions fee: $50*

* All fees in Australian Dollars, payment by installment is available on request and approval

Entry Requirement

- An equivalent of Australia's Year 10 school certificate. A prior working knowledge and experience of a business environment would be useful.

- International students must meet a minimum language requirement of IELTS 5.5 with a minimum band score of 5.0. TOEIC 650 with a minimum reading score of 350. Direct entry is available through ILSC Intermediate 3 and above.

- Students must be at least 18 at the commencement of studies.

- Minimum entry requirements.

Program Description

Project management opens up opportunities for individuals in a wide range of industries and is an essential skill in any business.

The Diploma of Project Management should empower students with the confidence to manage projects in a variety of contexts, and across a number of industry sectors. Students will gain a solid foundational knowledge in key areas of project management, and how to achieve project outcomes.

By the end of program, students should come away with the ability to use a range of specialised, technical, and managerial skills to initiate, plan, execute, and evaluate their own work and/or the work of others.

Study Schedule/Delivery Mode

In all of our programs, you will build a timetable which combines 6 hours per week of online study and 14 hours per week of in-class study. The online study component includes exercises, discussion forums, and resources to help with assignments and to provide foundational academic and learning skills. In-class study schedules combine the core lecture with foundation skills and PASS classes.

Weekday Schedule – Sample*

HOURS	MONDAY	TUESDAY
1:15 PM-3:15 PM	Foundation Skills	PASS
3:30 PM-5:30 PM	PASS	Foundation Skills
6:00 PM-9:00 PM	Lecture	Lecture

* Schedule is a sample only and may vary. Optional internship must be scheduled outside of class time.

Diploma of Project Management units

COURSE NAME	DESCRIPTION
MANAGE PROJECT SCOPE & MANAGE PROJECT TIME (BSBPMG511 & BSBPMG512)	This course will provide you with an overview of how to determine project goals, deliverables, tasks and costs, and how to manage time during projects.
LEAD OPERATIONAL PLANS & WORKPLACE RELATIONSHIPS (BSBMGT517 & BSBLDR502)	Learn how to develop, manage, and monitor an operational plan to achieve profitability or productivity targets. Explore how research, analysis, review, and consultation processes with current staff, colleagues, and experts can support successful operational planning and management. You'll also gain the expertise to lead and manage effective relationships in the workplace.
MANAGE PROJECT COST (BSBPMG514)	Budgeting is a key component of managing projects. You will learn to put together a budget by identifying, analysing and refining project costs. You'll also learn how to keep track of these costs and ensure they are aligned to the budget.
MANAGE PEOPLE PERFORMANCE & LEAD AND MANAGE TEAM EFFECTIVENESS (BSBMGT502 & BSBWOR502)	This course provides an overview of how to manage the performance of staff who report to you directly. You'll learn about work allocation and methods to review performance, reward excellence, and provide feedback where there is a need for improvement. You'll also learn how to lead workplace teams and support team and company success. You'll explore team performance planning and how to facilitate teamwork and cohesion among team members. You'll also build skills to act as an effective liaison among teams, management, and company stakeholders.
MANAGE PROJECT HUMAN RESOURCES & MANAGE PROJECT INFORMATION AND COMMUNICATION (BSBPMG515 & BSBPMG516)	In this course, you'll explore how to manage resources and project information when leading projects. You'll learn the skills and knowledge required to link people, ideas and information at all stages in the project life cycle. You'll also learn how to create, collect, circulate, store, and dispose of project information in a timely, relevant manner.
MANAGE PROJECT QUALITY (BSBPMG513)	Project quality is an important part of project management and is vital in ensuring stakeholder needs are met. This course will examine what to assess to ensure quality throughout the project.
MANAGE PROJECT RISK (BSBPMG517)	You will learn to manage risks that may impact the success of project objectives. This course will cover identifying, analysing, treating, and monitoring project risks, and assessing risk management outcomes.
MANAGE PROJECT INTEGRATION (BSBPMG521)	In this course you will explore project management functions such as scope, time, cost, quality, human resources, communications, risk, and procurement, and learn how to integrate and balance these elements across the project life cycle. You will also explore how to align and track project objectives to comply with organisational goals, strategies and objectives.

ILSC Training Facilities and Resources

ILSC campuses are fully equipped with all the resources and facilities required to successfully undertake this program including computer labs, software, free WIFI, photocopiers, charging stations, and student lounge. It is highly recommended you bring your own laptop (device) to enhance your campus experience. All course resources are available to students via their personal login to the Learning Management System (Moodle). Students can track their progress and academic success.

Assessments

All units studied in this qualification will be assessed in at least 3 different ways. Assessments will consist of a mix of quizzes, projects, case studies, presentations, and questions.

Course Completion

Students obtaining a 'Competent' result for all units studied will be issued a 'Qualification' – Diploma of Project Management (BSB51415) issued by ILSC Business College . Should a student not complete the full qualification, a 'Statement of Attainment' will be issued for the units which the student is deemed 'Competent'.

Recognition of Prior Learning and Credit Transfer

RPL and Credit Transfer can be applied for at the time of enrolment or during the orientation. Please refer to ILSC Business College website or VET Student Handbook for more information.

What is Nationally Recognised Training

All ILSC Business College programs are Nationally Recognised Training. The Nationally Recognised Training (NRT) logo is a distinguishable mark of quality for promoting and certifying national vocational education and training leading to Australian Qualifications Framework (AQF) qualifications or Statements of Attainment.

NATIONALLY RECOGNISED TRAINING

ILSC Brisbane Pty Ltd partners with local and global agents to engage with prospective students.

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