

Fundamentals of Project Management (Cert IV)

COMMITMENT
PASSION
INTEGRITY
EMPATHY

SUMMARY

Fundamentals of Project Management is a 2-day workshop based on the nine PMBoK® knowledge areas. The workshop is a practical preparation for a career in project management, focusing on the core knowledge and skills that differentiate projects that succeed from those that fail. Participants are introduced to the discipline of project management, the role of the project manager and the standard project lifecycle.

WHO SHOULD ATTEND

This workshop is designed for those new to projects and project management, ideally an aspiring or recently appointed project manager with a basic knowledge of project management and keen to learn the skills and knowledge to effectively manage small to medium sized projects.

QUALIFICATION PATHWAY

This workshop prepares participants to be assessed for the Certificate IV in Project Management (AQF: BSB41504). The blueVisions AQF Assessment Program is designed to coach participants through the process of preparing a portfolio of evidence for assessment.

Participants are eligible to apply to apply for professional certification as a Certified Practising Project Practitioner (CPPP) with the Australian Institute of Project Management.

COURSE OUTLINE

- Introduction to projects and the role of the project manager
- Identifying project stakeholders; their roles, interest in and influence over the project
- The standard project lifecycle and project management; activities with a focus on planning and reporting requirements
- Applying scope management techniques; all the work required and only the work required to complete the project and defining the project work breakdown structure
- Time and cost management techniques; executing time and resource estimation activities, developing project schedules and identifying the critical path, optimising project schedules
- Human resource management and communications techniques; organising, managing and communicating with the project team and other project stakeholders
- Quality management techniques; ensuring that project outcomes meet the needs for which the project was undertaken
- Risk management techniques; applying risk management processes to risks and opportunities presented by the project
- Contract and procurement management techniques; including managing the process of acquiring, purchasing or otherwise procuring the products, services, or results needed from outside the project team.

KEEPING YOUR CERTIFICATION CURRENT

Fundamentals of Project Management is worth 40 CPD points to participants with a current AIPM certification.