Business Online
Certificate IV in Project Management

Course delivery:
This course is delivered fully online over a period of one semester with students able to fast track their learning. A dedicated online facilitator (teacher) manages the learning environment, communicates with students, supports students learning and provides feedback on work submitted.

Course description:
This course is for people who want to pursue a career in project management. You will learn how to work either as a project team member or as a project officer. The course will help you develop the practical skills and knowledge required to contribute to the design, implementation, management and closure of projects.

Course structure
This course requires completion of eight (8) units of competency. The units delivered in this course are:

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<thead>
<tr>
<th>Code</th>
<th>Description</th>
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<tbody>
<tr>
<td>BSBPM401A</td>
<td>Apply project scope management techniques</td>
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<tr>
<td>BSBPMG402A</td>
<td>Apply time management techniques</td>
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<tr>
<td>BSBPMG404A</td>
<td>Apply quality management techniques</td>
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<tr>
<td>BSBPMG405A</td>
<td>Apply human resource management approaches</td>
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<tr>
<td>BSBPMG406A</td>
<td>Apply communications management techniques</td>
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<tr>
<td>BSBPMG407A</td>
<td>Apply risk management techniques</td>
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<tr>
<td>BSBPMG403A</td>
<td>Apply cost management techniques</td>
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<tr>
<td>BSBPMG408A</td>
<td>Apply contract and procurement procedures</td>
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Assessments
A range of assessment methods are used in this course. These include practical exercises, case studies and reports.

Career opportunities:
Project officer, project team member.
Entry requirement:
School Certificate or equivalent, and/or relevant industry experience.

Career pathways:
Diploma level qualifications in Project Management.

TAFE NSW fee:
When you enrol, you will need to pay a TAFE NSW fee, unless you qualify for a fee exemption or your course is exempt from payment of the TAFE NSW fee. The 2010 TAFE NSW fee for this course is $934 annual fee or $467 for enrolments of one semester or less. CASH IS NOT ACCEPTED. Accepted forms of payment are EFTPOS, VISA CARD, MASTERCARD, MONEY ORDER or CHEQUE (payable to TAFE NSW – Northern Sydney Institute).

Aboriginal or Torres Strait Islander students are exempt from paying the TAFE NSW fee. Students in receipt of a Disability Support Pension and students with a disability (clients of a TAFE Disability Consultant) are entitled to one full fee exemption for one TAFE NSW course per year and are eligible for the $51 concession fee for subsequent enrolments in that year.

How to enrol:
For further information on registering and enrolling in the course go to the NSI Internet site: www.nsi.tafensw.edu.au/studyonline or contact 131 674 or email: NSI.Study@tafensw.edu.au.

Recognition of Prior Learning:
TAFE NSW recognises the skills and knowledge you have gained in other courses, life experience, work or training provided at work. You may be able to have your prior learning recognised and credited against a course of study. For further information call 131 674 or go to www.nsi.tafensw.edu.au.

TAFE NSW courses commence only if there are sufficient resources and demand.