
INTRODUCTION TO PROJECT MANAGEMENT

COURSE OVERVIEW

The Introduction to Project Management Workshop is designed to equip participants with the basic skills and knowledge necessary to start working in the area of Project Management. It is also recommended for those people wishing to undertake the Certificate IV in Project Management but who have limited project experience. Participants will develop a basic understanding of the key aspects of project management and will be able to apply a range of best practice tools and techniques. This will help to ensure the delivery of projects which meet scope, time, cost and quality constraints, whilst meeting or exceeding stakeholder requirements.

The skills, knowledge, tools and techniques gained will have application across a wide range of industry sectors and will be suitable for the management of small projects.

COURSE STRUCTURE & DURATION

This course is delivered as a 2 day Introduction to Project Management Workshop. The workshop will cover the following areas:

- Project Lifecycle Management
- Applying project scope, time and cost management techniques
- Identifying and managing project risks
- Identifying and satisfying stakeholder requirements

COURSE COST & RESOURCES

The Course Fees are \$750 (excluding GST). This investment includes;

- Comprehensive course notes (based on the Project Management Body of Knowledge - PMBoK Guide 4th Ed).
- Catering during the 2 day Introduction to Project Management Workshop including morning/afternoon tea and lunch.
- Provision of customisable project management tools and templates (via CD or email).

ENTRY REQUIREMENTS

There are no formal qualification or other entry requirements for this course.

Please refer to the diagram and table on the following page to help you determine the most appropriate training pathway.

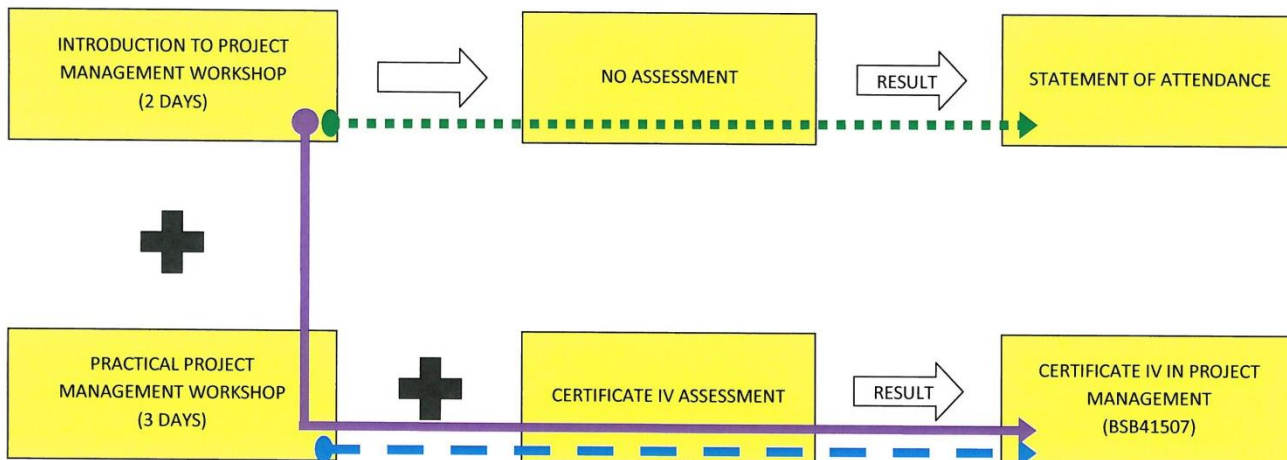
PATHWAYS FROM THIS COURSE

Participants who complete the 2 day Introduction to Project Management Workshop, and who have project experience, can attend the 3 day Practical Project Management Workshop, and on successful completion of the Certificate IV Assessment, be awarded the Certificate IV in Project Management (BSB41507).

PROJECT MANAGEMENT TRAINING PATHWAYS

INTRODUCTION ONLY (NON ACCREDITED)
 CERTIFICATE IV PATHWAY (OPTION 1)
 CERTIFICATE IV PATHWAY (OPTION 2)

----- Little or no experience in project participation
----- Must have a minimum of 6 months experience in project participation
----- Little or no experience in project participation



PROJECT MANAGEMENT TRAINING PATHWAYS

1. Consider your current experience in project management along the TOP.
2. Identify what you want to achieve with training along the LEFT
3. Use the GRID to identify your best options and pathway

WHAT IS YOUR CURRENT EXPERIENCE IN PROJECT PARTICIPATION OR MANAGEMENT?

You have little or no experience in project participation or management.

You have approximately 6 months experience in project participation.

You have 6 months experience in managing projects or 2 years experience in project participation.

WHAT DO YOU WANT TO ACHIEVE THROUGH TRAINING?

You want to develop a basic understanding of the principles of project management

You should complete the Introduction to Project Management and gain a Statement of Attendance

You should complete the Introduction to Project Management Workshop. Depending on your experience, it may be appropriate to go straight into the Practical Project Management Workshop, and complete assessment. This will give you the Certificate IV in Project Management

You are likely to already have a basic understanding of project management and should consider completing the Practical Project Management Workshop and assessment. This will give you the Certificate IV in Project Management.

You want to develop a wide range of skills in project participation or management in order to make significant contribution to organisational projects.

You should complete the Introduction to Project Management Workshop. With further experience you should then consider going onto the Practical Project Management Workshop and complete the assessment. This will give you the Certificate IV in Project Management

You should complete the Practical Project Management Workshop and assessment. This will give you the Certificate IV in Project Management. With further experience you should then consider going onto the Diploma of Project Management Workshop and complete the assessment. This will give you the Diploma of Project Management

You should complete the Practical Project Management Workshop and assessment. This will give you the Certificate IV in Project Management. You should also consider going on to complete the Diploma of Project Management Workshop and assessment. This will give you the Diploma of Project Management

You want to develop your knowledge and skills to a level where you can manage multiple projects of a more complex nature

You should complete the Introduction to Project Management and gain a Statement of Attendance. As you gain further experience you should consider going onto the Practical Project Management Workshop and Assessment. This will give you the Certificate IV in Project Management

You should complete the Practical Project Management Workshop and Assessment. This will give you the Certificate IV in Project Management. With further experience you should then go onto the Diploma of Project Management Workshop & complete the Assessment. This will give you the Diploma of Project Management

You should complete the Practical Project Management Workshop. You should then complete the Diploma of Project Management Workshop and Assessment. This will give you the Diploma in Project Management

TRAINING FACILITIES

Project Management Training Australia utilises only first class training facilities. Training venues are centrally located and easily accessed by public transport and all training venues have disability access.

STUDENT HANDBOOK

A Student Handbook is available from Project Management Training Australia. This Handbook contains information which you should familiarise yourself with. One can be emailed to you on request.

CONTACT PROJECT MANAGEMENT TRAINING AUSTRALIA PTY LTD

If you would like to discuss your Project Management training needs, or have any questions about the courses on offer through Project Management Training Australia, please contact us Toll Free on 1800 851 371 or via email at contact@mercurytraining.com.au

ENROLMENT

You can download an Enrolment form from our website www.projectmanagementtrainingaustralia.com.au or request one via email at contact@mercurytraining.com.au

CUSTOMISED IN-HOUSE TRAINING

All Project Management Training Australia courses can be tailored to the individual needs of organisations and companies. Talk to us about customising a program for your staff.



SYDNEY | MELBOURNE | BRISBANE | CANBERRA | PERTH | ADELAIDE

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