

BSB40920 Certificate IV in Project Management Practice

DESCRIPTION

This qualification reflects the role of individuals who apply project management skills and knowledge in a wide variety of contexts. The job roles that relate to this qualification may include Contracts Officer, Project Administrator and Quality Officer.

Individuals in these roles work autonomously, and might be members of a project team, with no direct responsibility for overall project outcomes. Primarily, these roles would support wider project operations. They may use project tools and methodologies selectively to support organisational or business activities.

ELIGIBILITY/ENTRY REQUIREMENTS

There are no formal entry requirements for this qualification, however, a Pre-enrolment interview will be conducted, and your lecturer will determine whether a Language, Literacy and Numeracy (LLN) assessment is necessary to establish support requirements.

It is recommended that students studying this qualification have had employment experience in understanding organisation policies, procedures and practices.

To ensure you have the right skills and support to succeed in your course, a Language, Literacy and Numeracy (LL&N) evaluation helps identify any areas where you may need additional support to help you achieve your goals.

DELIVERY DETAILS

Location(s)	Duration*	Study mode
Darwin Waterfront Campus	The course is delivered over a period of nine (9) months on a part-time basis. This course has a rolling intake with units delivered in a predefined sequence.	As a mixed-mode student, you may elect to study either internally, externally or arrange a combination of both methods to suit your requirements.

* Duration will vary depending upon how long a student takes to reach the required competency level.

Students have access to all resources on LearnLine, CDU 24/7 online learning system.

2023 FEES

The 2023 indicative fee for this course is \$1260.00 for those who receive an NT Domestic Subsidised place or \$3,600.00 for Domestic Full fee places. Actual fees will vary according to your choice of units.

Please note: A limited number of NT Government subsidy places are available for eligible NT domestic students, so contact us now to secure your place for 2023.

Fees are subject to change annually. Indicative government-subsidised and full course fees are shown on this document. For further clarification and information on fees, payment options, instalment plans, and refunds, contact CDU on 1800 061 963 or refer to [VET Fees and Payments](#).

ASSESSMENT

Assessments vary with each unit. You will be provided with an assessment guide.

RECOGNITION OF PRIOR LEARNING (RPL)

RPL is a process that determines whether the skills, knowledge and experience you've gained through your previous study, work or life experience can count towards a vocational training qualification at CDU. For more information, [VET RPL](#).

RESOURCES

The prescribed textbook for this course is Project Management Essentials -Revised Edition -Therese Linton -ISBN 9780170446617 (Available in Paperback or as an eBook).

Learning materials are available through CDU's learning management system, Learnline. Computer and internet access is required to source information and complete assessments.

STUDY AND CAREER PATHWAYS

Further training pathways from this qualification include but are not limited to BSB50820 Diploma of Project Management. On completion of this qualification, credit(s) may be available into Higher Education courses.

Possible occupations relevant to this qualification include:

- Project Analyst
- Project Officer
- Project Administrator/Coordinator

QUALIFICATION CONTENT

To achieve a BSB40920 Certificate IV in Project Management Practice a total of nine (9) units of competency must be completed comprising three (3) core and six (6) elective units as detailed in the packaging rules and listed below. The electives offered may vary between campuses.

CORE UNITS

BSBPMG420	Apply project scope management techniques
BSBPMG421	Apply project time management techniques
BSBPMG422	Apply project quality management techniques

ELECTIVE UNITS

BSBPMG423	Apply project cost management techniques
BSBPMG424	Apply project human resources management approaches
BSBPMG425	Apply project information management and communications techniques
BSBPMG426	Apply project risk management techniques
BSBPMG427	Apply project procurement procedures
BSBPMG429	Apply project stakeholder engagement techniques

WITHDRAWING FROM A QUALIFICATION

You may withdraw from this qualification and receive, where relevant, a Statement of Attainment for all units of competency you have successfully completed.

SUPPORT SERVICES

The University supplies support for students in many areas, including Accommodation, Careers and Employability, Counselling, Disability Services, Student Advocacy, Indigenous Tutorial Support Services, International Student Support Services, Library Services, and VET Learner Support Services.

More information is available at [Student Support](#).

CONTACT DETAILS

E. student.central@cdu.edu.au
T. 1800 061 963 (free call)
W. <https://www.cdu.edu.au/study/essentials>

For further information regarding student life at CDU, please refer to <https://www.cdu.edu.au/study/student-life>.