



## Diploma of Project Management

(BSB51415)

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Course Overview

  
Mentor  
education

RTO 21683

[www.mentor.edu.au](http://www.mentor.edu.au)

# Why Mentor Education

[www.mentor.edu.au](http://www.mentor.edu.au)



“I was extremely impressed with the quality of the training that you delivered”

Tony Read - Mentor Education Diploma Graduate

Established in 2003, we are Australia's largest privately owned training organisation focused purely on Financial Services & Business training market. Many of our graduates currently work for Australia's leading financial services institutions (including Big 4 Banks) and small businesses all around Australia.

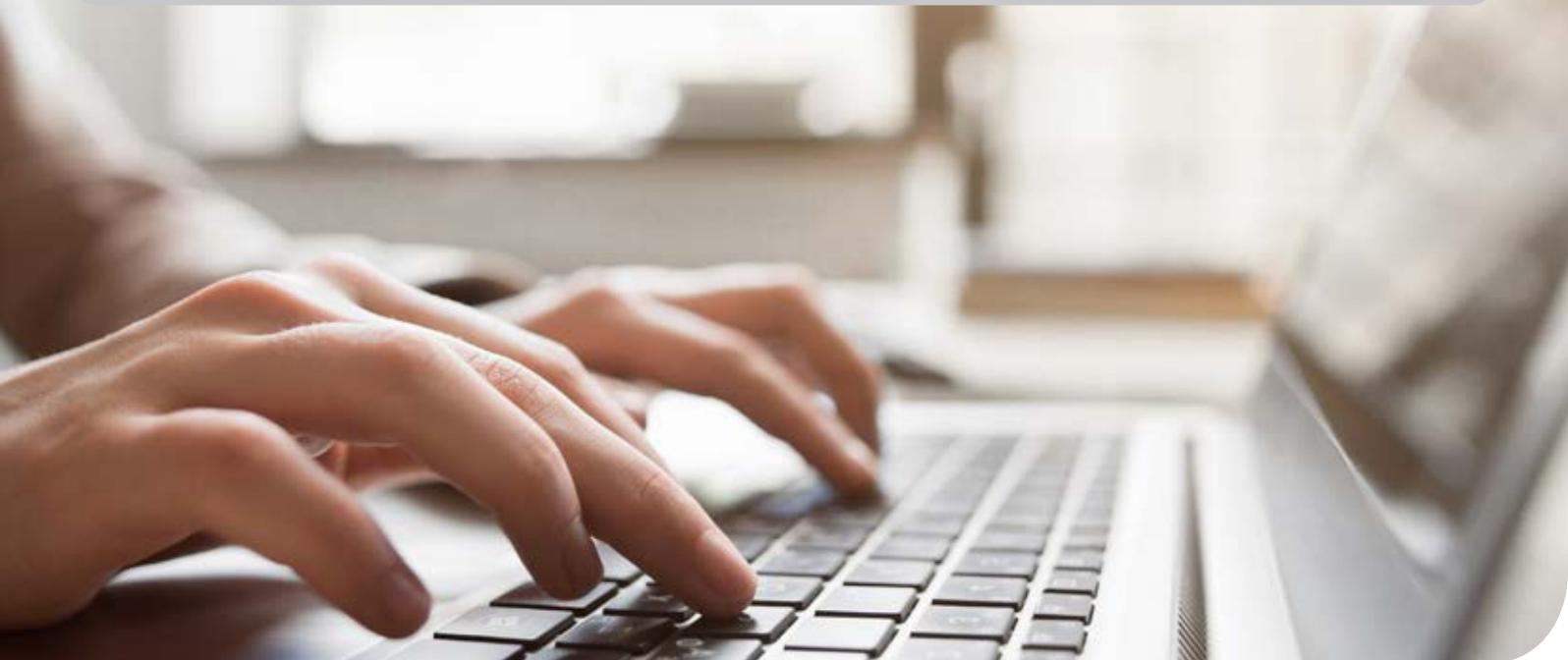
Building on the strong relationships we develop with learners completing our courses, our industry experts are available by arrangement to provide ongoing mentoring on an individual or organisation-wide basis. Learners can also benefit from access to current industry information through our state-of-the-art Continuing Professional Development (CPD) program and Best Practice Review Audits.

## Exemplary Student Support

Mentor Education has gained an enviable reputation as the only financial training organisation that can deliver outstanding RG146 compliance and financial training coupled with personalised student support and customer service.

## Our commitment to you

Our commitment is exemplified by the high level of student support received - our industry experts and assessors are available to personally respond to your questions and offer constructive feedback and guidance.



## Student Support

To help you thrive and achieve your study goals, expert teacher support is available to you



**Phone Support**  
Available

**1300 306 146**      **+61 3 8317 2953**  
Monday to Friday 9am to 5.00pm (AEST)



**Email Support**  
Response within two business days

You can get one on-one help from expert tutors via email and you are encouraged to share your work to receive feedback.

## Payment Options

Mentor Education has assisted many students from a variety of backgrounds and needs. Simply speak to your course adviser for a Payment Option that will work for you.



**\$80,000**

The average salary for Project Coordinator jobs on SEEK in July 2018

**\$62,000**

The average salary for Project Administrator jobs on SEEK in July 2018

**Course name**

Diploma of Project Management

**Course code**

BSB51415

**Delivery options**

Online

**Course duration**

Up to 12 months

**Assessments**

Assessment tasks may be a combination of Short Answer Questions, Long Answer Questions, Multiple Choice Questions, Case Study and Scenario's, Projects, Presentations, Research Tasks, Role Play

**Nationally recognised**

Yes

**Potential Jobs**

- Project Coordinator
- Project Administrator

# Course Overview

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## Course Overview

The Diploma of Project Management is an entry level qualification aimed at individuals wanting to develop their skill and knowledge to work in roles as Project managers. Delivered online, this qualification is suitable for individuals working across various industry sectors and provides a comprehensive overview of fundamental project management principles, from time and resource management to leading and managing team effectiveness.

The qualification comprises of core business units of competency covering disciplines including:

- Managing project scope, quality, time and cost
- Leading and managing team effectiveness
- Facilitation of continuous improvement
- Managing human resources

### Industry Endorsed and Trusted

Mentor Education's Diploma of Project Management (BSB51415) is a nationally recognised qualification, complying with the AQF standard and ASQA standards for Registered Training Organisations.

With over 15 years' experience and more than 20,000 students, Mentor has a well-earned reputation as the largest privately-owned financial services, accounting and business education provider, with full student support, quality training and assessment and linkages to employers, aggregators, mentors and the broader industry.

## Entry requirements

This is an open entry course with no pre-requisite qualifications. In order for you to successfully complete this qualification, it is strongly recommended that students have a strong grasp of computer/technical skills, Microsoft Office installed on their computer, access to a reliable high-quality internet connection and adequate literacy/numeracy skills.

## Entry requirements

This qualification has been designed to accommodate both individuals with no formal training qualifications and those seeking an entry point for transition into further education. The program is particularly suitable for candidates currently working in leadership or management roles who are seeking a formal qualification to enhance and confirm their existing knowledge and skills.

## Course Overview

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### Course Outcomes

Upon successful completion of this course, you will be awarded the nationally recognised Diploma of Project Management (BSB51415) qualification.

### Assessment

Assessment may include:

- Short Answer Questions
- Long Answer Questions
- Multiple Choice Questions
- Case Study and Scenario's
- Projects
- Presentations
- Research Tasks
- Role Play

Examples of activities that can be allocated to students included in self-directed hours may be:

- Set reading (textbook/workbook)
- Instructed research
- Self-directed research
- Webinars
- Forums

### Course Outcomes

The total duration for the course is 810 hours which will be delivered over a 12-Month period. This course is delivered online with a combination of self-directed learning and trainer guided learning.



# Course Outline

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## Units of Competency

### Core Units

- BSBPMG511 Manage project scope
- BSBPMG512 Manage project time
- BSBPMG513 Manage project quality
- BSBPMG514 Manage project cost
- BSBPMG515 Manage project human resources
- BSBPMG516 Manage project information and communication
- BSBPMG517 Manage project risk
- BSBPMG521 Manage project integration

### Elective Units

- BSBWOR502 Lead and manage team effectiveness
- BSBMGT516 Facilitate continuous improvement
- BSBSUS501 Develop workplace policy and procedures for sustainability
- BSBWOR501 Manage personal work priorities and professional development



## Study options

[www.mentor.edu.au](http://www.mentor.edu.au)

### Online learning

Study online at your own pace, giving you the flexibility to achieve a nationally recognised qualification whilst also fulfilling your other life commitments.

### Unlimited e-mail and phone support

Unlimited e-mail and phone support is provided by our experienced student support team between Monday to Friday, 9am – 5pm, so you're never left to feel 'lost' or stuck during your studies.

### How to Enrol

To enrol, you can complete one of the following options:



1300 306 146  
(option 1 'new enquiries')



[learn@mentor.edu.au](mailto:learn@mentor.edu.au)



[www.mentor.edu.au](http://www.mentor.edu.au)

**Mail**

Mentor Education  
1A Scotia Grove  
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Melbourne, VIC 3141  
Australia

**Phone**

Aust: 1300 306 146  
Int: +61 3 8317 2900

**Fax**

1300 366 170

**Email**

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