

# Applied Project Management (Certificate IV in Project Management) (CODE BSB41507)



Australasian College of  
Leadership and Coaching

The Nationally recognised **Certificate IV in Project Management** requires at least three days of project management training and the successful completion of the workplace evidence assessment requirements. A person not undertaking the assessment will receive a attendance certificate.

The program covers:

- ✦ Defining key project management terms
- ✦ Outlining the roles of people in projects
- ✦ Explaining the 4 stage Project Life Cycle
- ✦ Overview of scope management
- ✦ Overview of risk management
- ✦ Overview of time management
- ✦ Overview of cost management
- ✦ Overview of quality management
- ✦ Overview of human resources management
- ✦ Overview of procurement management
- ✦ Overview of communications management
- ✦ Overview of integration management
- ✦ Project management methodologies
- ✦ Project management templates
- ✦ Managing project team meetings
- ✦ Overview of Project Management Office (PMO) functionality
- ✦ Overview of portfolio, program and project management



Each participant will receive a course manual. This manual includes an extensive glossary and has been designed as a reference manual for future use.

Our nationally accredited trainers are professional speakers and practising project managers with significant experience.