



Australian Government

Assessment Requirements for BSBPMG425

Apply project information management and communications techniques

Release: 2

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Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 7.0.
Release 2	<p>This version first released with BSB Business Services Training Package Version 7.1.</p> <p>Release created to amend typographical error within the foundation skills.</p>

Performance Evidence

The candidate must demonstrate the ability to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including evidence of the ability to:

- contribute to project information management and communications techniques during at least two different projects.

In the course of the above, the candidate must:

- plan and implement necessary communications for a workplace project
- evaluate and review the above project communication outcomes and make recommendations for future improvements.

Knowledge Evidence

The candidate must be able to demonstrate knowledge to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including knowledge of:

- models and methods of communications management in context of project life cycle and other project management functions
- information security
- methods of reviewing outcomes
- organisational policies and procedures to fulfil performance criteria.

Assessment Conditions

Skills in this unit must be demonstrated in a workplace or simulated environment where the conditions are typical of those in a working environment in this industry.

This includes access to:

- examples of project management documentation for communications-management purposes
- documentation about project team involvement in communications activities
- relevant organisational policies and procedures.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

Links

Companion Volume Implementation Guide is found on VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10>