



Australian Government

Assessment Requirements for BSBPMG531 Manage project time

Release: 1

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Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 7.0.

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:

- manage project time on at least two occasions.

In the course of the above, the candidate must:

- develop a project schedule using project management tools and techniques
- conduct a review of project scheduling and recommend improvements for the future.

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:

- estimation techniques to determine task duration and resource effort
- procedures for identifying critical path
- procedures for managing project baselines, establishment and variance
- project life cycle phases
- best-practice time management methodologies, their capabilities, limitations, applications and outcomes
- key tools for project scheduling
- work breakdown structures and how they apply to project schedules.

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 schedules, reports and feedback from project stakeholders regarding time management.

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>