Assessment Requirements for BSBPMG603 Direct time management of a project program

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Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- direct project schedule development, including:
    - determining details from individual project plans to base the program schedule on
    - directing project managers, to enable continuous updating and refinement of the program schedule
    - formalising and communicating project schedules to stakeholders as basis for planning, implementation and progress review
- manage program schedules, including:
    - developing, implementing and modifying mechanisms to monitor, control, record and report progress
    - conducting ongoing analysis so projects meet schedules
    - managing durations of key activities and interdependencies between projects
    - reviewing progress and refining schedules throughout the program life cycle
    - ensuring responses to project schedule changes are authorised
- analyse time management outcomes, including:
    - reviewing and analysing multiple project and program outcomes
    - passing on lessons learnt.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- explain the relationship between time, cost and resources, and the project management framework
- explain time management and estimating

- describe time management methodologies, techniques and tools, their capabilities, limitations, applicability and outcomes.

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the management and leadership – project management field of work and include access:

- to workplace documentation, including feedback from project team and stakeholders, which reflects how time was managed.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10