Australian Government

Assessment Requirements for BSBPMG607 Direct communications management of a project program

Release: 1

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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 planning of project communications, including:
    - directing project information requirements as basis for projects and program communications planning
    - directing plans and activities to ensure understanding and achievement of multiple project objectives
    - developing project management information system (PMIS), structure and procedures
- direct management of project information, including:
    - directing generation, gathering, storage, retrieval, analysis and dissemination of information
    - directing information validation processes
- manage program communications, including:
    - developing and managing formal and informal communication networks
    - addressing potential, perceived and actual problems
    - managing customer relationships
- analyse communications management outcomes, including:
    - directing project finalisation activities
    - reviewing and analysing project outcomes
    - aggregating and using 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:

- describe PMIS structures and options

- explain information validation processes and their application to various contexts
- summarise new technologies for communications and their relative strengths and weaknesses.

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
- feedback from project teams and stakeholders as to how communications were 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