



Australian Government

ICTPMG603 Manage ICT project planning

Release: 1

ICTPMG603 Manage ICT project planning

Modification History

Release	Comments
Release 1	This version first released with ICT Information and Communications Technology Training Package Version 1.0.

Application

This unit describes the skills and knowledge required to plan and manage an information and communications technology (ICT) project within small, medium or large organisations.

It applies to individuals who may be required to apply advanced project management skills in developing and documenting logical processes and timelines to ensure that projects are delivered in accordance with stakeholder expectations.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Project management

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Establish project control plans	1.1 Develop the project management plan 1.2 Develop management sub-plans
2. Determine appropriate methodology	2.1 Assess models of project management 2.2 Assess product development or procurement approach 2.3 Select appropriate project management and systems development methodology 2.4 Tailor methodologies to solution requirements
3. Develop project schedule	3.1 Develop project component breakdown 3.2 Estimate project effort and duration

ELEMENT	PERFORMANCE CRITERIA
	3.3 Create project schedule 3.4 Develop and allocate work packages 3.5 Establish schedule controls
4. Finalise project budget	4.1 Identify areas of anticipated project spend 4.2 Determine dollar amounts and timing of cash flows 4.3 Develop a project budget 4.4 Establish budget controls

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Reading	2.1, 2.2	Interprets and analyses complex text to ascertain requirements
Writing	1.1, 1.2, 2.4, 3.1, 3.3-3.5	- Develops documents that present ideas in logical and precise sequence while establishing inter-relationships between project stages - Presents ideas in a manner that is prescriptive and eliminates ambiguity
Oral Communication	1.1, 1.2, 2.1, 2.2	- Determines requirements through active listening, use of open-ended questioning and paraphrasing - Uses appropriate language and style to present complex or technical information and ideas appropriate to the audience - Facilitates successful discussions by comparing and building on ideas of others and ensuring a win-win outcome
Numeracy	3.2, 4.2-4.4	Uses sound mathematical assumptions and applies equations in developing cost-benefit analyses, budgets and cash flows
Get the work done	All	- Sequences and schedules complex activities, monitors implementation and manages relevant communications - Uses systematic, analytical processes in complex, non-routine situations, setting goals, gathering

		relevant information, and identifying and evaluating options against agreed criteria • May invest time in developing and shaping several options before making a final choice, using a combination of lateral and analytical thinking to choose an idea to suit needs, resources and constraints
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Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
ICTPMG603 Manage ICT project planning	ICAPMG603A Manage IT project planning	Updated to meet Standards for Training Packages.	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=a53af4e4-b400-484e-b778-71c9e9d6aff2>

Assessment Requirements for ICTPMG603 Manage ICT project planning

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Performance Evidence

Evidence of the ability to:

- develop an information and communications technology (ICT) project management plan
- select appropriate methodology
- develop project schedule
- develop a project budget
- establish budgetary controls.

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:

- outline current and emerging industry practice in relation to:
 - estimation techniques and methods
 - planning techniques and methods
 - project management methodologies
 - system development methodologies
- explain the impact of business needs on project management, including implications for project control and expected returns on business investment.

Assessment Conditions

Gather evidence to demonstrate consistent performance in conditions that are safe and replicate the workplace. Noise levels, production flow, interruptions and time variances must be typical of those experienced in the ICT project management field of work and include access to:

- industry software packages

- an organisation's identified problem, opportunity or unfulfilled legislative need.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

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