



Australian Government

ICTPMG613 Manage ICT project planning

ICTPMG613 Manage ICT project planning

Modification History

N/A

Application

This unit describes the skills and knowledge required to plan and manage an Information and Communications Technology (ICT) project in small, medium and large organisations.

The unit applies to those who apply advanced project management skills in developing and documenting logical processes and timelines to ensure that projects are delivered according to organisational and stakeholder expectations.

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

Licensing/Regulatory Information

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

Pre-requisite unit(s)

No prerequisite units.

Competency field(s)

N/A

Unit sector(s)

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 and document project management plan according to organisational requirements 1.2 Develop and document management sub-plans

	1.3 Lodge documents according to organisational policies and procedures
2. Determine project methodology	2.1 Assess models of project management according to organisational requirements 2.2 Assess product development approach 2.3 Select project management and systems development methodology 2.4 Tailor and document methodologies to solution requirements 2.5 Lodge documentation according to organisational policies and procedures
3. Develop project schedule	3.1 Develop project component breakdown according to project requirements 3.2 Estimate project effort and duration 3.3 Create project schedule and document according to organisational policies and procedures 3.4 Develop and allocate work packages 3.5 Establish schedule controls for monitoring project schedule
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 and document project budget based on anticipated expenditure and cash flow 4.4 Establish controls for monitoring budget

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance but not explicit in the performance criteria.

S KILL	DESCRIPTION
Numeracy	Uses sound mathematical assumptions and applies equations in developing cost-benefit analyses, budgets and cash flows
Reading	Interprets and analyses complex text to ascertain requirements

Writing	Prepares well-structured and cohesive documents presenting ideas and project plan utilising technical and relevant industry language in a logical sequence
Planning and organising	Operates from a broad conceptual plan, developing the operational detail in stages, regularly reviewing priorities and performance during implementation, and identifying and addressing issues
Problem solving	Uses nuanced understanding of context to recognise anomalies and subtle deviations to normal expectations, focusing attention and remedying problems as they arise
Self-management	- 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 - Identifies and compares several options before making final choice, using a combination of lateral and analytical thinking to suit needs, resources and constraints

Range of conditions

No conditions apply to this unit of competency at the time of publication.

Unit Mapping Information

Current Code and Title	Previous Code and Title	Comments	Equivalence
ICTPMG613 Manage ICT project planning	ICTPMG603 Manage ICT project planning		Equivalent
Current Code and Title	Previous Code and Title	Comments	Equivalence
ICTPMG613 Manage ICT project planning	ICTPMG610 Develop a project management plan		Equivalent

Assessment Requirements for ICTPMG613 Manage ICT project planning

Modification History

N/A

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:

- develop and manage Information and Communications Technology (ICT) project plans on at least two occasions.

In the course of the above, the candidate must:

- select methodologies
- develop project schedules
- develop project budgets
- establish budgetary controls.

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:

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

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:

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

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

Link

Companion volumes, including implementation guides, are found on the national training register - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=a53af4e4-b400-484e-b778-71c9e9d6aff2>.