

RESOURCE & ASSESSMENT REQUIREMENTS FOR EACH UNIT OF COMPETENCY

Unit Code	For assessment to be conducted for this course, the participant will require the following resources applicable to their course or individual units of competency:
BSBPMG409	<ul style="list-style-type: none"> access to project documentation, which includes information about project scope
BSBPMG410	<ul style="list-style-type: none"> workplace documentation, such as diaries, progress reports, spreadsheets, scheduling software and other planning tools with timeframes linked to deliverables
BSBPMG411	<ul style="list-style-type: none"> examples of project documentation used for quality-management purposes project records
BSBPMG412	<ul style="list-style-type: none"> examples of project-management budgets and related financial documentation evidence of project records of involvement in cost-management processes
BSBPMG413	<ul style="list-style-type: none"> examples of project-management documentation for human resource management
BSBPMG414	<ul style="list-style-type: none"> examples of project management documentation for communications-management purposes records of project team involvement in communications activities
BSBPMG415	<ul style="list-style-type: none"> examples of project-management documentation for risk management
BSBPMG416	<ul style="list-style-type: none"> examples of project procurement documentation records of project team participation in procurement tasks and activities
BSBPMG417	<ul style="list-style-type: none"> project documentation, which includes information about participation in life cycle processes <p data-bbox="338 1189 1433 1272">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:</p>
BSBPMG511	<ul style="list-style-type: none"> workplace documentation used to document and manage project scope examples of feedback from project stakeholders regarding management of project scope case studies and, where possible, real situations interaction with others. <p data-bbox="338 1402 1433 1485">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:</p>
BSBPMG512	<ul style="list-style-type: none"> examples of project schedules, reports and feedback from project stakeholders regarding time management case studies and, where possible, real situations interaction with others. <p data-bbox="338 1608 1433 1691">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:</p>
BSBPMG513	<ul style="list-style-type: none"> project documentation including quality criteria, evidence of quality monitoring and improvement practices case studies or, where possible, real situations Interaction with others. <p data-bbox="338 1787 1433 1870">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:</p>
BSBPMG514	<ul style="list-style-type: none"> workplace documentation, including budgets and other financial documents case studies and, where possible, real situations.
BSBPMG515	<p data-bbox="338 1939 1433 2018">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:</p>

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	<ul style="list-style-type: none"> project documentation case studies and, where possible, real situations interaction with others. <p>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:</p>
BSBPMG516	<ul style="list-style-type: none"> project communication and information management documentation examples of how communication was managed on projects case studies and, where possible, real situations. <p>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:</p>
BSBPMG517	<ul style="list-style-type: none"> workplace risk management documentation feedback from project stakeholders about how risks were managed. <p>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:</p>
BSBPMG519	<ul style="list-style-type: none"> examples of project management documentation for stakeholder engagement records of project team leadership in stakeholder engagement activities case studies and, where possible, real situations. <p>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:</p>
BSBPMG521	<ul style="list-style-type: none"> project documentation case studies and, where possible, real situations interaction with others. <p>Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the industry capability - workplace effectiveness field of work and include access to:</p>
BSBWOR502	<ul style="list-style-type: none"> workplace documents case studies and, where possible, real situations office equipment and resources interaction with others. <p>Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the industry capability - workplace effectiveness field of work and include access to:</p>
BSBWOR501	<ul style="list-style-type: none"> workplace equipment and resources case studies and, where possible, real situations interaction with others. <p>Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the general administration field of work and include access to:</p>
BSBADM502	<ul style="list-style-type: none"> reference material in regard to meeting venues and technology, catering and transport suppliers organisational policies and procedures for managing meetings office supplies and equipment computers and relevant software case studies and, where possible, real situations. <p>Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the workforce learning and development field of work and include access to:</p>
BSBLED502	<ul style="list-style-type: none"> relevant workplace documentation, equipment and resources case studies and, where available, real situations interaction with others. <p>Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the workforce learning and development field of work and include access to:</p>
BSBINN501	<ul style="list-style-type: none"> workplace documents and

DEVELOPMENTAL



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	<ul style="list-style-type: none">• case studies and, where possible, real situations• office equipment and resources• interaction with others• current industry technology used in the development of systems. <p>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:</p>
BSBPMG522	<ul style="list-style-type: none">• relevant legislation, regulations, standards and codes• relevant workplace documentation and resources• case studies and, where possible, real situations• interaction with others. <p>Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the regulation, licensing and risk - risk management field of work and include access to:</p>
BSBRK501	<ul style="list-style-type: none">• relevant legislation, regulations, standards and codes• relevant workplace documentation and resources• case studies and, where possible, real situations• interaction with others. <p>Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the communication – writing field of work and include access to:</p>
BSBWRT501	<ul style="list-style-type: none">• organisational policies and procedures relating to process of copywriting• relevant legislation, standards and codes of practice• equipment and resources for advanced copywriting and design.

Note that from time to time unit codes change and/or you may select units not on this list, please contact DevelopMental Training Academy on 1300 529 889 for assistance if your units are not here.