



**YOUR FUTURE
STARTS AT
GREENWICH**

ABOUT GREENWICH MANAGEMENT COLLEGE

Greenwich Management College offers high quality business and management courses specially designed for international students.

We offer flexible timetables, interactive lectures and learning support specifically aimed at non-native speakers of English.

Our colleges are located in Sydney CBD, North Sydney and Melbourne's central business district with all the conveniences of transport, shopping, food, and entertainment. Study at Greenwich Management College and get your career on track for success!

WHY STUDY WITH US?



Flexible timetable options to suit students' needs – day, evening and Saturday options



Modern, attractive campus with comfortable well-lit classrooms, student kitchens, Wi-Fi and Mobile labs



Excellent trainers with current industry experience, regular professional development and a 'customer-service' focus



All courses are nationally accredited through the Australian Skills Quality Authority (ASQA)



Industry engagement opportunities throughout the course



Easy transition from Greenwich English College, Australia's best provider of English language courses, to ensure your English is at the right level to help you excel in your professional studies and career



▶ CAMPUS LOCATIONS

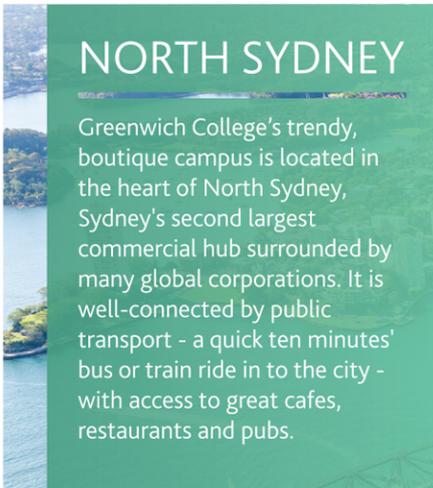
Greenwich Management College is located in three amazing campus locations.

Greenwich College's campuses are located in Sydney CBD, North Sydney and Melbourne - within easy walking distance of public transport as well as restaurants, shops and major attractions. All campuses are fully air conditioned, have wi-fi throughout and offer a modern inspiring learning environment.



SYDNEY

Greenwich College's exciting, modern campus is located in the heart of Sydney's bustling CBD. Transport, shopping, cafes, entertainment hotspots are all within 5 minutes walk and some of the world's best-known beaches are a short bus-ride away – so it's easy to experience the best the city has to offer while you study.



NORTH SYDNEY

Greenwich College's trendy, boutique campus is located in the heart of North Sydney, Sydney's second largest commercial hub surrounded by many global corporations. It is well-connected by public transport - a quick ten minutes' bus or train ride in to the city - with access to great cafes, restaurants and pubs.



MELBOURNE

Greenwich College's state-of-the-art, modern campus is located in the centre of vibrant Melbourne. It's easily accessible via public transport - with the free tram stop and Southern Cross train station on its doorstep. Better yet – you'll be spoiled for choice with a host of dining options, bars, buzzing laneways, world-class shops, and major attractions.



▶ A NEW LEVEL OF SKILLS DEVELOPMENT & INDUSTRY ENGAGEMENT

Greenwich Management College is 100% committed to giving you the very best chance to succeed in your chosen field or profession. Our tools, services and innovative approach to learning, job ready skills and industry engagement means that you will graduate with a set of knowledge, skills and connections to help you thrive in your next step.

<p>SPRUIKWIRE</p> <p>Spruikwire is a monthly Greenwich College Magazine. The content is packed with the latest insider news fresh to GMC students & alumni.</p> <p>Spruikwire delivers current, helpful finger-on-the-pulse news & articles.</p>		<p>SHOWCASE</p> <p>Is available to our Business (Entrepreneurship) students to display their skill and showcase their business ideas to investors and industry.</p> <p>The Showcase will end with one student receiving the highest panel score, a prize and possible investment.</p>		<p>INFO NIGHT</p> <p>Life in a new land offers many questions and we are here to help. Info Night will provide the perfect opportunity to receive all of the information, help & advice you need.</p> <p>Topics include: visas, accommodation, jobs & career support.</p>		<p>LAUNCHPAD</p> <p>LaunchPad career counselling is available to all GMC students. If you have questions about your future in Australia, we are here to help! Receive personal and tailored feedback on how to promote yourself through CV editing, interview skills, best practices and career accreditation.</p>
						
<p>PITCH NIGHT</p> <p>Is available to our Marketing and Communication students. Alongside your course you can develop your own marketing campaign for a real company, following a detailed brief. You then present your pitch to the industry for valuable real life experience and feedback. The best pitch wins a valuable prize.</p>	<p>INDUSTRY INSIDER</p> <p>We are committed to giving you as much industry exposure as possible. Throughout your GMC course, guest speakers and industry leaders will share their experience and innovations, matching your course content across a variety of business industries.</p>	<p>STUDIO+</p> <p>Through strategic partnerships, Greenwich is able to offer the opportunity for you to apply for an internship related to your field of study.</p> <p>There are part time and full time options available each quarter.</p>				

▶ TAKE YOUR SKILLS TO THE NEXT LEVEL WITH FREE DIGITAL MARKETING COURSES IN:

- Social Media Marketing Fundamentals
- Search Engine Optimisation (SEO) Fundamentals
- Digital Marketing Fundamentals
- Content Marketing Fundamentals

You will be given access to each course when you arrive at Greenwich Management College. Total course value of \$400 is free for all students of Greenwich Management College.



Greenwich Management College has partnered with The LeftBank School, Australia's leading digital marketing college to give all our students free courses in cutting edge digital marketing techniques. Each course is 10 hours long and features interactive exercises, case studies and practical training.

▶ GREENWICH MANAGEMENT COLLEGE PATHWAYS

Greenwich Management College is able to offer our graduates a great pathway to higher education through our partnership with Torrens University. All graduates from our diplomas are guaranteed a full 1 year credit to the Torrens Bachelor of Business.



- Diploma of Business
- Diploma of Leadership and Management
- Diploma of Project Management
- Diploma of Marketing and Communication (Social Media)

Diploma




1 Year credit to Torrens Bachelor of Business




Do you want to know more?
greenwichcollege.edu.au

▶ TIMETABLE

COURSES	EVENINGS			FULL DAY		
	Syd	Melb	N.Syd	Syd	Melb	N.Syd
Certificate IV in Business - BSB40215	✓	✓				
Diploma of Business (Entrepreneurship) - BSB50215				✓	✓	
Certificate IV in Leadership & Management - BSB42015	✓	✓		✓		✓
Diploma of Leadership & Management - BSB51915	✓			✓	✓	
Certificate IV in Project Management Practice - BSB41515		✓	✓			
Diploma of Project Management - BSB51415		✓	✓			✓
Advanced Diploma of Program Management - BSB61215 <small>From (1) March 2018 Sydney; (2) July 2018 Melbourne</small>					✓ ²	✓ ¹
Certificate IV in Marketing & Communication (Social Media) - BSB42415				✓	✓	✓
Diploma of Marketing & Communication (Social Media) - BSB52415 <small>From (3) July 2018 (Melbourne); (4) From March in Sydney</small>				✓	✓ ³	✓ ⁴

DAY TIMETABLE: Certificate IV and Diploma of Project Management available in North Sydney Campus

▶ ENTRY REQUIREMENTS

Minimum age

Students must be 18 years of age and over at time of study

Academic

All learners must have completed Year 10 or overseas equivalent

English Equivalent

IELTS 5.5 or direct entry from a college approved by Greenwich Management College

English Requirements - Direct Entry is available for students:

- Who have successfully completed the following courses with Greenwich English College: General English (Upper Intermediate Level, 8 weeks*) English for Business (12 weeks), Cambridge PET*, FCE and CAE, AEP, EAP and IELTS* (*With exit point of 5.5 or higher)
- Students that have successfully passed the Greenwich English Test (online and on campus testing options)



SPECIAL

Minimum 4 weeks
Greenwich English College

- Free Cambridge BULATS
- \$500 VET CoE deposit
- Enrolment fee waived at both institutions
- Free online Courses in Digital Marketing

Recognition of Prior Learning (RPL)

RPL assesses a person's skills and knowledge they have achieved through formal, informal and non-formal education and training. RPL is only available for Australian Qualifications Framework (AQF) awards. Credit transfer is the recognition of previously completed formal learning. **Contact us for more information on how to apply.**

▶ ACCREDITATIONS & ASSOCIATIONS



ASQA

Australian Skills Quality Authority. ASQA is the recognition and registering authority in Australia for all RTOs that issue Australian Qualifications Framework



VELG

VELG Training is the premier provider of Vocational Education and Training (VET) professional development and consulting services.



AQTF

Australian Quality Training Framework. The AQTF is the national set of standards which assures nationally consistent, high quality vocational training and assessments in Australia.



AUSTRALIA FUTURE UNLIMITED

Greenwich Management College works with Austrade and the Australian Government to promote Australia as a world leading destination for international students.



GREENWICH
Management College



Greenwich Management College
Greenwich English College Pty Ltd
ABN 31 114 584940 CRICOS Provider Code 02672K RTO 91153

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Level 2, 396 Pitt Street (Entry via Goulburn Street)
Sydney NSW 2000 Australia
t + 61 2 9264 2223

North Sydney Campus
Level 2, 118 Walker Street
North Sydney NSW 2060 Australia
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Melbourne Campus
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MARKETING AND COMMUNICATION (SOCIAL MEDIA)

LAUNCH A CREATIVE CAREER IN MARKETING AND COMMUNICATION

CERTIFICATE IV

CRICOS Code: 093960D - Course Code: BSB42415

Are you ready to pursue the world of social media marketing and communication? Learn the required skills needed to succeed in the marketing communication industry and build strong technical skills to reach your career goals quickly.

DIPLOMA

CRICOS Code: 093961C - Course Code: BSB52415

Do you want to become a savvy digital marketer? Learn the leading social media tools and best practices used in modern business to succeed in the marketing communication industry and gain expertise in communication, marketing concepts, media planning and social media.

KEY HIGHLIGHTS



Industry Engagement

We offer students the chance to engage with, meet and network with industry leaders through a variety of open channels including our own Pitch Night, Showcase, Info Night and Industry Insider.



Digital Focus

Our course is designed with today's digital world at the core of our syllabus. All learning concepts are delivered in a relevant digital context.



Practical Experience

Through our expert trainers and real-life case study approach, our graduates are job-ready faster. Our Studio+ programme offers students industry internship placement opportunities.

TIMETABLE

COURSES	EVENINGS			FULL DAY			DURATION
	Syd	Melb	N. Syd	Syd	Melb	N. Syd	
Certificate IV in Marketing & Communication (Social Media) - BSB42415				✓	✓	✓	5 TERMS 40 - 44 weeks
Diploma of Marketing & Communication (Social Media) - BSB52415				✓	✓		6 TERMS 52 weeks

■ Skills Development classes available at all campus locations

CERTIFICATE IV IN MARKETING AND COMMUNICATION (SOCIAL MEDIA)

FROM CUSTOMER TO DIGITAL CONSUMER	BSBMGT407	APPLY DIGITAL SOLUTIONS TO WORK (CORE)
	BSBCUS401	COORDINATE IMPLEMENTATION OF CUSTOMER SERVICE STRATEGIES
CONTENT AND CONVERGENCE	BSBMKG417	APPLY MARKETING COMMUNICATION ACROSS A CONVERGENT INDUSTRY (CORE)
	BSBWRT401	WRITE COMPLEX DOCUMENTS
PITCHING & BUILDING YOUR BRAND	BSBCMM401	MAKE A PRESENTATION (CORE)
	BSBCRT401	ARTICULATE, PRESENT AND DEBATE IDEAS (CORE)
	BSBMKG418	DEVELOP AND APPLY KNOWLEDGE OF MARKETING AND COMMS INDUSTRY (CORE)
DEVELOP DIGITAL INTELLIGENCE	BSBLDR402	LEAD EFFECTIVE WORKPLACE RELATIONSHIPS
	BSBMKG401	PROFILE THE MARKET
THE CLIENT CREATIVE PROCESS	BSBMKG413	PROMOTE PRODUCTS AND SERVICES
	BSBRES401	ANALYSE AND PRESENT RESEARCH INFORMATION
	BSBCUS402	ADDRESS CUSTOMER NEEDS

DIPLOMA OF MARKETING AND COMMUNICATION (SOCIAL MEDIA)

THE JOURNEY TO THE NEW MEDIA	BSBMKG514	IMPLEMENT AND MONITOR MARKETING ACTIVITIES
	BSBMKG502	ESTABLISH AND ADJUST THE MARKETING MIX
TREND SPOTTING	BSBMKG507	INTERPRET MARKET TRENDS AND DEVELOPMENTS
	BSBMKG515	CONDUCT A MARKETING AUDIT
PLANNING INTERACTIVE MEDIA	BSBLDR502	LEAD AND MANAGE EFFECTIVE WORKPLACE RELATIONSHIPS
	BSBMKG501	IDENTIFY AND EVALUATE MARKETING OPPORTUNITIES
RESEARCH NEW CONSUMER	BSBADN502	MANAGE MEETINGS
	BSBMKG506	PLAN MARKET RESEARCH
SOCIAL AND TRADITIONAL	BSBADV509	CREATE MASS PRINT MEDIA ADVERTISEMENTS
	BSBADV507	DEVELOP A MEDIA PLAN
LINK, EMBED AND ACTIVITY	BSBMG522	UNDERTAKE PROJECT WORK
	BSBMKG523	DESIGN AND DEVELOP AN INTEGRATED MARKETING COMMUNICATION PLAN

■ Prerequisite: Five core units from Certificate IV in Marketing and Communication (Social Media).

WHAT WILL I LEARN?

You will learn to build great presentations, perfecting your ability to wow your clients and deliver a compelling pitch. You will also learn a wide range of digital solutions to power your marketing and enhance your communication. You will be adept at implementing customer centric solutions and leading effective workplace relationships. The course will also guide you to profile your market, analyse and present your findings to prepare complex professional documents.



Pitch Night: You can develop a marketing campaign pitch with an external company in parallel to your course before delivering the BIG-PITCH!

WHO IS THIS COURSE FOR? Marketing and Communication (Social Media) is designed for students who want to start a successful career in marketing and communication in a wide variety of business contexts.

Individuals in these roles apply solutions to a defined range of unpredictable problems and analyse and evaluate information from a variety of sources. They may provide leadership and guidance to others with some limited responsibility for the output of others, however they typically report to more senior practitioners.



CAREER OUTCOMES

DIRECT MARKETING OFFICER, MARKET RESEARCH ASSISTANT, MARKETING COORDINATOR, MARKETING OFFICER, PUBLIC RELATIONS OFFICER

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BUSINESS (Entrepreneurship)

PREPARE FOR A SUCCESSFUL BUSINESS CAREER



CERTIFICATE IV

CRICOS Code: 088284M - Course Code: BSB40215

This course equips learners with sound business knowledge and extends their skills so that they can learn the basics of successfully contributing in a business. Students will learn to implement customer service strategies and basic leadership skills.

DIPLOMA (ENTREPRENEURSHIP)

CRICOS Code: 088286J - Course Code: BSB50215

This course will assist students in enhancing their entrepreneurship skills where they will learn about the process of launching and running a new business. Some of the skills they will learn include developing a business plan, hiring staff and providing leadership.

KEY HIGHLIGHTS



Industry Engagement

We offer students the chance to engage with, meet and network with industry leaders through a variety of open channels including our own Pitch Night, Showcase, Info Night and Industry Insider.



Showcase

Is available to our Business students to display their skill and showcase their ideas to investors and industry.



Practical Experience

Through our expert trainers and real-life case study approach, our graduates are job-ready faster. Our Studio+ programme offers students industry internship placement opportunities.

TIMETABLE

COURSES	EVENINGS			FULL DAY			DURATION
	Syd	Melb	N. Syd	Syd	Melb	N. Syd	
Certificate IV in Business - BSB40215	✓	✓					5 TERMS 40 - 44 weeks
Diploma of Business - BSB50215				✓	✓		6 TERMS 52 weeks

■ Skills Development classes available at all campus locations

CERTIFICATE IV IN BUSINESS

BSBCMM401	MAKE A PRESENTATION
BSBCUS401	COORDINATE IMPLEMENTATION OF CUSTOMER SERVICE STRATEGIES
BSBCUS402	ADDRESS CUSTOMER NEEDS
BSBCUS403	IMPLEMENT CUSTOMER SERVICE STANDARDS
BSBINN301	PROMOTE INNOVATION IN A TEAM ENVIRONMENT
BSBLE401	DEVELOP TEAMS AND INDIVIDUALS
BSBMKG413	PROMOTE PRODUCTS AND SERVICES
BSBPMG522	UNDERTAKE PROJECT WORK
BSBWRT401	WRITE COMPLEX DOCUMENTS
BSBWHS401	IMPLEMENT AND MONITOR WHS POLICIES, PROCEDURES AND PROGRAMS TO MEET LEGISLATIVE REQUIREMENTS

DIPLOMA OF BUSINESS

BSBADM502	MANAGE MEETINGS
BSBHRM513	MANAGE WORKFORCE PLANNING
BSBHRM501	MANAGE HUMAN RESOURCE SERVICES
BSBSUS501	DEVELOP WORKPLACE POLICY AND PROCEDURES FOR SUSTAINABILITY
BSBRK501	MANAGE RISK
BSBWOR501	MANAGE PERSONAL WORK PRIORITIES AND PROFESSIONAL DEVELOPMENT
BSBHRM506	MANAGE RECRUITMENT, SELECTION AND INDUCTION PROCESSES
BSBMKG502	ESTABLISH AND ADJUST THE MARKETING MIX

WHAT WILL I LEARN?

As a student of Certificate IV in Business, you will learn wide-ranging skills to launch a successful career in Business in an English speaking country. You can then progress to our Diploma (Entrepreneurship) course to gain high level skills such as practical expertise across HR, marketing, risk management policies and operations to advance your career in business or administration. Your new skills will be valuable as you build your own startup or assist the growth of existing business.



Showcase: The Showcase allows students to present their innovative ideas to industry partners and potential investors.

WHO IS THIS COURSE FOR? Business (Entrepreneurship) is ideal for students who would like to learn to prepare and deliver an effective and professional presentation. Students will be able to coordinate and implement customer focused projects and develop relationships to grow their business. This course will teach students to develop leadership and project planning skills to help their business.



CAREER OUTCOMES

**ADMINISTRATOR, OFFICE COORDINATOR, PROJECT OFFICER,
BUSINESS DEVELOPMENT MANAGER, OFFICE MANAGER OR PROGRAM COORDINATOR**

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LEADERSHIP AND MANAGEMENT
BUILD YOUR BUSINESS LEADERSHIP SKILLS

CERTIFICATE IV

CRICOS Code: 088285K - Course Code: BSB40215

This course helps students to develop skills across a range of areas including: customer service, financial administration and business communication to achieve success in a leadership position.

DIPLOMA

CRICOS Code: 088287G - Course Code: BSB51915

This course will take you to a new level in developing advanced aspects of leadership and management including how to plan, organise, implement and monitor the success of teams within an organisation.

KEY HIGHLIGHTS



Industry Engagement

We offer students the chance to engage with, meet and network with industry leaders through a variety of open channels including our own Pitch Night, Showcase, Info Night and Industry Insider.



Career Kickstart

Perfect if you are fresh out of college or looking to fastrack and reboot your career path. You will learn key skills to apply in the workplace and accelerate your progress.



Practical Experience

Through our expert trainers and real-life case study approach, our graduates are job-ready faster. Our Studio+ programme offers students industry internship placement opportunities.

TIMETABLE

COURSES	EVENINGS			FULL DAY			DURATION
	Syd	Melb	N. Syd	Syd	Melb	N. Syd	
Certificate IV in Leadership & Management - BSB42015	✓	✓		✓		✓	5 TERMS 40 - 44 weeks
Diploma of Leadership & Management - BSB51915	✓			✓	✓		6 TERMS 52 weeks

■ Skills Development classes available at all campus locations

CERTIFICATE IV OF LEADERSHIP AND MANAGEMENT

BSBLDR401	COMMUNICATE EFFECTIVELY AS A WORKPLACE LEADER
BSBLDR402	LEAD EFFECTIVE WORKPLACE RELATIONSHIPS
BSBLDR403	LEAD TEAM EFFECTIVENESS
BSBMGT402	IMPLEMENT OPERATIONAL PLAN
BSBINN301	PROMOTE INNOVATION IN A TEAM ENVIRONMENT
BSBMGT403	IMPLEMENT CONTINUOUS IMPROVEMENT
BSBWS401	IMPLEMENT AND MONITOR WHS POLICIES, PROCEDURES AND PROGRAMS TO MEET LEGISLATIVE REQUIREMENTS
BSBWOR404	DEVELOP WORK PRIORITIES
BSBCMM401	MAKE A PRESENTATION
BSBCUS401	COORDINATE IMPLEMENTATION OF CUSTOMER SERVICE STRATEGIES
BSBLE401	DEVELOP TEAMS AND INDIVIDUALS
BSBMKG413	PROMOTE PRODUCTS AND SERVICES

DIPLOMA OF LEADERSHIP AND MANAGEMENT

BSBLDR501	DEVELOP AND USE EMOTIONAL INTELLIGENCE
BSBMGT517	MANAGE OPERATIONAL PLAN
BSBLDR502	LEAD AND MANAGE EFFECTIVE WORKPLACE RELATIONSHIPS
BSBWOR502	LEAD AND MANAGE TEAM EFFECTIVENESS
BSBCUS501	MANAGE QUALITY CUSTOMER SERVICE
BSBHRM405	SUPPORT THE RECRUITMENT, SELECTION AND INDUCTION OF STAFF
BSBPMG522	UNDERTAKE PROJECT WORK
BSBRK501	MANAGE RISK
BSBWOR501	MANAGE PERSONAL WORK PRIORITIES AND PROFESSIONAL DEVELOPMENT
BSBADM502	MANAGE MEETINGS
BSBHRM512	DEVELOP AND MANAGE PERFORMANCE MANAGEMENT PROCESSES
BSBHRM513	MANAGE WORKFORCE PLANNING

WHAT WILL I LEARN?

You will learn to motivate, mentor and coach high performing teams. You will also be taught effective communication and how to work with many types of people. You will become an effective leader and be able to work seamlessly with other departments and stakeholders. You will be an expert at prioritising the needs of the company and how to get the very best out of your resources.

WHO IS THIS COURSE FOR? Leadership and Management is an ideal course choice for students that want to learn the skills and expertise required to achieve success in roles involving management and leadership responsibilities.

Students will learn and practice a wide range of skills and abilities that will enable them to thrive in larger companies and organisations.



CAREER OUTCOMES

SALES MANAGER, OPERATIONAL COORDINATOR, TEAM LEADER, OPERATIONS MANAGER, SMALL BUSINESS MANAGER/OWNER, SENIOR MANAGEMENT

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CERTIFICATE IV

CRICOS Code: 092142B - Course Code: BSB41515

Gain valuable knowledge and skills to manage a range of projects across a range of industries, all taught using real-world case studies and projects. Learn the processes behind developing efficient and systematic ways to delivering projects on time and on budget.

DIPLOMA

CRICOS Code: 092143A - Course Code: BSB51415

Develop the knowledge and skills to effectively lead a project through from start to finish - including all aspects of a project from budget setting and tracking progress to managing development, controlling communication and managing human resources.

ADVANCED DIPLOMA

CRICOS Code: 095574J - Course Code: BSB61215

This course will provide students with a solid foundation in Program Management across a range of industry contexts. Individuals at this level use initiative and judgement to direct, plan and lead a range of program functions.

KEY HIGHLIGHTS



Industry Engagement

We offer students the chance to engage with, meet and network with industry leaders through a variety of open channels including our own Pitch Night, Showcase, Info Night and Industry Insider.



Practical Experience

Through our expert trainers and real-life case study approach, our graduates are job-ready faster. Our Studio+ programme offers students industry internship placement opportunities.



Pathway to a career

Transition from Certificate IV to Diploma and finally the Advanced Diploma to lead you into your career as a high level Program and Project Manager.



Program vs. Project

A program is defined as a set of interrelated projects, each of which has a Project Manager. A 'program' of projects refers to a number of related projects managed by the same person.

TIMETABLE

COURSES	DAY	EVENINGS			FULL DAY			DURATION
	N. Syd	Syd	Melb	N. Syd	Syd	Melb	N. Syd	
Certificate IV in Project Management Practice - BSB41515	✓		✓	✓				5 TERMS 40 - 44 weeks
Diploma of Project Management - BSB51415	✓		✓	✓			✓	6 TERMS 52 weeks
Advanced Diploma of Program Management - BSB61215						✓	✓	6 TERMS 52 weeks

■ Skills Development classes available at all campus locations

CERTIFICATE IV OF PROJECT MANAGEMENT

BSBPMG409	APPLY PROJECT SCOPE MANAGEMENT TECHNIQUES
BSBPMG410	APPLY PROJECT TIME MANAGEMENT TECHNIQUES
BSBPMG411	APPLY PROJECT QUALITY MANAGEMENT TECHNIQUE
BSBPMG412	APPLY PROJECT COST-MANAGEMENT TECHNIQUES
BSBPMG413	APPLY PROJECT HUMAN RESOURCES MANAGEMENT APPROACHES
BSBPMG414	APPLY PROJECT INFORMATION MANAGEMENT AND COMMUNICATIONS TECHNIQUES
BSBPMG415	APPLY PROJECT RISK-MANAGEMENT TECHNIQUES
BSBADM405	ORGANISE MEETINGS
BSBWHS401	IMPLEMENT AND MONITOR WHS POLICIES, PROCEDURES AND PROGRAMS TO MEET LEGISLATIVE REQUIREMENTS

DIPLOMA OF PROJECT MANAGEMENT

BSBPMG511	MANAGE PROJECT SCOPE
BSBPMG512	MANAGE PROJECT TIME
BSBPMG513	MANAGE PROJECT QUALITY
BSBPMG514	MANAGE PROJECT COST
BSBPMG515	MANAGE PROJECT HUMAN RESOURCES
BSBPMG516	MANAGE PROJECT INFORMATION AND COMMUNICATION
BSBPMG517	MANAGE PROJECT RISK
BSBPMG521	MANAGE PROJECT INTEGRATION
BSBINN502	BUILD AND SUSTAIN AN INNOVATIVE WORK ENVIRONMENT
BSBMGT516	FACILITATE CONTINUOUS IMPROVEMENT
BSBSUS501	DEVELOP WORKPLACE POLICY AND PROCEDURES FOR SUSTAINABILITY
BSBWOR502	LEAD AND MANAGE TEAM EFFECTIVENESS

ADVANCED DIPLOMA OF PROGRAM MANAGEMENT

BSBPMG610	ENABLE PROGRAM EXECUTION (CORE)
BSBPMG611	FACILITATE STAKEHOLDER ENGAGEMENT (CORE)
BSBPMG612	IMPLEMENT PROGRAM GOVERNANCE (CORE)
BSBPMG613	MANAGE BENEFITS (CORE)
BSBPMG614	ENGAGE IN COLLABORATIVE ALLIANCES
BSBPMG615	MANAGE PROGRAM DELIVERY
BSBPMG616	MANAGE PROGRAM RISK
BSBPMG617	PROVIDE LEADERSHIP FOR THE PROGRAM
BSBINN601	LEAD AND MANAGE ORGANISATIONAL CHANGE
BSBMGT608	MANAGE INNOVATION AND CONTINUOUS IMPROVEMENT
BSBLDR501	DEVELOP AND USE EMOTIONAL INTELLIGENCE
BSBMGT520	PLAN AND MANAGE THE FLEXIBLE WORKFORCE

■ Prerequisite: Diploma of Project Management or two years of relevant work experience.

WHAT WILL I LEARN?

You will learn to control the scope of a project by identifying objectives and outcomes. You will become adept at scheduling, budget management and planning all areas of your project. You will learn how to liaise with internal and external stakeholders to ensure success. You will learn complex plus diverse methods for improvement along the project lifecycle. You will learn additional complex techniques as you progress to the Advanced Diploma.

WHO IS THIS COURSE FOR? Project Management is ideal for those looking to diversify their current skillset, or to launch a career. Being able to apply Project Management skills in the workplace will enable students to become more effective and efficient.

For those wanting to succeed as a Project Manager, these courses are vital. Students will cover a wide range of skills that will set them apart from their peers.



CAREER OUTCOMES

**PROJECT ADMINISTRATOR, QUALITY OFFICER, BUSINESS OPERATOR, CONTRACT OFFICER
PROJECT MANAGER, PROJECT MANAGER, PROJECT LEADER, PROJECT TEAM LEADER,
PROJECT CONTRACT MANAGER, PROGRAM MANAGER,
SENIOR PROJECT MANAGER, PROGRAM LEADER, PROGRAM COORDINATOR**

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