



ACCREDITATION AND TRAINING SERVICES

7 Van Wouw Street, Groenkloof, PRETORIA, 0181

Tel: 012 460 9585

Email: info@assessortrainer.co.za | Website: www.assessortrainer.co.za

ETDP SETA Accreditation Number: ETDP9952

Project Manager OC 11869 – NQF 5 Credits 240 QCTO Accredited

Course Content:

The purpose of this qualification is to prepare a learner to operate as a Project Manager. A Project Manager applies knowledge of project management to achieve project objectives in a specific field of application. Project Managers oversee a particular project or multiple projects within a company or government entity. Any small- or large-scale development project requires high-quality project management skills. However, Project Managers can work in various fields, such as Information and Communication Technology, Human Resources, Advertising, Marketing, Construction, and more. The qualification establishes a national standard for training fully qualified Project Managers and is closely aligned with international best practices. It also aligns with the two most recognised global standards for project managers: Project Management Body of Knowledge (PMBOK) and the Projects in Controlled Environments (PRINCE2) methodology. Both standards are globally recognised as models of best practice for Project Managers.

Course duration:

24 Months

Learning Outcomes:

By the end of the programme, you will have gained a strong foundation in project management theory and practice, along with essential skills such as:

- Launch a project to meet specific objectives, including confidently presenting to various stakeholders.
- Plan and prepare the delivery of a project, including a project charter, project management plan, progress reports, and project review reports.
- Implement and oversee the delivery of a project management plan by monitoring project activities and addressing variances through effective problem-solving.
- Manage the project close-out process.
- Managing and leading teams effectively, while developing and maintaining relationships with project stakeholders.





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Course Delivery and Assessment:

We use blended online interactive facilitated training sessions, assignments, case studies and self-study to embed skills.

Integrated Assessment:

Learner competence must be demonstrated through a variety of options, including formative assessment methods such as tests, case studies, problem-solving assignments, projects, and practical exercises.

Integrated Formative Assessment:

The facilitator will utilise the curriculum to guide learners on the specified internal assessment criteria and weighting. They will also apply the scope of practical skills and applied knowledge as outlined by the internal assessment criteria. This formative assessment leads to entry into the integrated external summative assessment.

Integrated Summative Assessment:

An external integrated summative assessment, conducted through the relevant Quality Council for Trades and Occupations (QCTO) Assessment Quality Partner, is required for issuing this qualification. The assessment will concentrate on the Exit Level Outcomes and Associated Assessment Criteria.

Qualifying for External Assessment:

To qualify for an external assessment, learners must submit proof of completing all required knowledge and practical modules, as well as a record of work experience, through statements of results.

Articulation Options:

Advanced Certificate in Project Management, Level 6, SAQA Qual ID: 83546.

- Advanced Certificate: Management, Level 6 SAQA Qual ID: 90665.
- Diploma in Operations Management, Level 6, SAQA Qual ID: 59509.

Career Opportunities:

- **Project Coordinator:** assisting more senior project managers; scheduling, documentation, stakeholder communication, tracking tasks, supporting budget monitoring.
- **Project Manager:** Managing complete projects.
- **Project Administrator:** More administrative, less decision-making; useful to get practical exposure to project processes in different sectors.





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Entry Requirements:

- An NQF level 4 qualification with communication

Workplace Requirements

Access to:

- A project environment, projects and an experienced Project Manager
- Current projects with multiple deliverables.
- A workstation with computer facilities and electronic communication capacity.
- A logbook and supporting documents.
- Workplace policies and procedures.
- Workplace-specific practices and customs.
- Workplace reporting structures.
- Workplace documents.

Price: R 43 000.00

Pay option:

Full amount – 10% R38 700.00

Per module (10 Modules) – R 4 300.00

Accreditation and Training Services
is a registered training provider with the ETDP SETA.





Project management OC 101869

Module 1: Project Management Introduction (12 credits)

(121905000-KM-01, 121905000-KM-02, 121905000-PM-01)

Module 2: Scope Management (24 credits)

(121905000-KM-03, 121905000-PM-02, 121905000-PM-06)

Module 3: Time Management (16 credits)

(121905000-KM-04, 121905000-PM-03)

Module 4: Project Budget and Cost Management (24 credits)

(121905000-KM-05, 121905000-PM-04, 121905000-PM-07)

Module 5: Quality Management (24 credits)

(121905000-KM-06, 121905000-PM-05, 121905000-PM-08)

Module 6: Human Resources Management (16 credits)

(121905000-KM-07, 121905000-PM-09)

Module 7: Project Communication (16 credits)

(121905000-KM-08, 121905000-PM-10)

Module 8: Risk Management (16 credits)

(121905000-KM-09, 121905000-PM-11)

Module 9: Procurement Management (16 credits)

(121905000-KM-10, 121905000-PM-12)

Module 10: Project Close-out (16 credits)

(121905000-KM-11, 121905000-PM-13)

Subjects covered:

Knowledge Modules (80 credits)

- KM-01 Introductory studies for Project Managers
- KM-02 Project Integration Management
- KM-03 Project scope management
- KM-04 Project time management
- KM-05 Project Cost Management
- KM-06 Project Quality Management
- KM-07 Human Resource Management
- KM-08 Project Communications Management
- KM-09 Project Risk Management
- KM-10 Project Procurement Management
- KM-11 Project Stakeholder Management





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Practical Skill Modules (100 credits)

- PM-01 Initiate a project
- PM-02 Plan and develop a project management approach and scope statement
- PM-03 Plan and develop a project timeline and schedule
- PM-04 Plan for and project the cost of a project
- PM-05 Plan project management systems
- PM-06 Monitor and control the scope of a project
- PM-07 Control the project delivery schedules and costs
- PM-08 Control the project quality
- PM-09 Manage and control the human resources of a project
- PM-10 Conduct and control project communication and stakeholder interaction
- PM-11 Manage and control project risks
- PM-12 Manage and control project procurement activities
- PM-13 Manage and control project close-out activities

Work Experience Modules (60 credits)

- Attend to project initiation management processes
- Attend to project planning processes
- Attend to project execution and control processes
- Attend to project close-out processes

Assessment and award:

- 11 Knowledge assignments
- 13 Practical assignments
- 6 Workplace assignments

