

PROJECT MANAGEMENT L5

This training programme is a combination of 6 unit standards and is designed to ensure that learners have a broad understanding of managing projects to be successful by meeting the set objectives.

- ✔ UNIT STANDARD ALIGNED
- ✔ PSETA ACCREDITED
- ✔ OUTCOMES BASED

TARGET:

Project managers, offices and administrators.

Elected political leaders and public sector officials involved with the service delivery activities at a top strategic level as well as organisation and department managers.

Unit Standard Names	Unit Standard ID	Credits	Total Credits
Supervise project team of a developmental project to deliver project objectives	10146	14	53
Build team to meet set goals of objectives	15237	5	
Apply principles of risk management	120303	5	
Create opportunities for innovation and lead project to meet innovative ideas	15216	5	
Analyse, interpret and communication information	120304	5	
Apply accounting principles and procedures in the preparation of reports and decision making	119350	5	
DAYS OF FACILITATION	5 DAYS		

BENEFIT: You will have the ability to examine the theoretical and analytical framework of project management. You will gain sufficient knowledge to work with budgets, estimate and decide on resources needed to enhance the effectiveness of project management teams.



PROJECT MANAGEMENT

NQF Level 5

ENTRY REQUIREMENTS:

The credit calculation in the relevant unit standard is based on the assumption that learners are in possession of a Diploma or Public Administration diploma (NQF Level 4) or equivalent.

Training Dates

Individuals:

Contact us for public courses training dates

Groups/Organisations:

Flexible (select your own preferred dates)

Training Locations

Gauteng, Limpopo, Mpumalanga and North West

Fee

R8 500per learner

Includes: Registration, tuitions, study material and meals.

Contact us:



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PROGRAMME OUTLINE:

Supervise a team of a developmental project to deliver project objectives

- Discussing and explaining the appropriateness of the various organisational structures.
- Supervising and monitoring a developmental project team.
- Reporting progress on a developmental project.
- Identifying and rectifying problems occurring in a developmental project.
- Setting up, running and closing a developmental project

Build teams to meet set goals and objectives

- Demonstrating knowledge of the principles and processes of team building in workplace activities.
- Getting agreement from team members on objectives, timeframes, rules and guidelines for participation.
- Leading team to complete workplace activities.

Apply principles of risk management

- Explaining risk management in the public sector.
- Analyse potential risks and the impact thereof on the specific sector.
- Developing and implementing risk management procedures.
- Monitoring and assessing risk management procedures

Create opportunities for innovation and lead projects to meet innovative ideas

- Keeping abreast of and analyse innovations or new developments.
- Creating opportunities for innovation.
- Leading projects to meet new, innovative ideas.
- Reviewing new projects/procedures to determine effectiveness

Analyse, interpret and communicate information

- Collating and categorising information.
- Analysing information.
- Developing conclusions and recommendations.
- Communicating conclusions and recommendations according to organisational and legislative requirements

Apply accounting principles and procedures in the preparation of reports and decision making

- Demonstrating an understanding of accounting principles and reporting requirements and nature of functions in the public sector
- Using accounting techniques and approaches to process financial information
- Applying end of period accounting procedures in the preparation of financial statements
- Applying procedures necessary for control over cash transactions and balances
- Utilising procedures for reporting and recording accounts receivables
- Utilising procedures for recording and reporting on liabilities in the public sector