



 **NO FEES**

New Zealand Certificate in Business

(Project Management, Level 4)

Building excellence in project management.

Our fully funded online course is your road to project management mastery. This course will equip you with the tools to drive and measure success in any project. Study online at any time that suits you and ignite your new career path.

aspire2

Business
Management
Programmes



40 weeks part time
(incl. five 1 week breaks)

NZ Certificate in Business (Project Management, Level 4)

Programme content

This NZQA programme consists of 4 courses which are each worth 15 credits.

PROJECT MANAGEMENT LIFECYCLES

Key project management components



The project management life cycle



Planning monitoring and controlling projects



Creating project breakdown structures



Legislation, and other external requirements



Communicating information to others in a project



PROJECT MANAGEMENT TOOLS AND TECHNIQUES

Types of project management tools and techniques



Gantt Chart Application



Real Time Dashboard Application



Task Management Tool Application



Kanban/Trello Application



Agile Application



Waterfall Application



Critical Path Application



Programme content continued

COMPLETING ASPECTS OF A PROJECT

Creating a project plan



Generating a project cost estimate



Communicating with project stakeholders



Behave Ethically and Professionally



LEADING ASPECTS OF A PROJECT

Leadership skills for projects



Evaluating project performance



Monitoring progress



Creating solutions for operation issues



Entry Criteria:

Students must be 16 years of age and over

Students must be residing in New Zealand for the duration of their studies

This programme is only available to New Zealand and Australian citizens and permanent residents.

Students will be required to have NCEA Level 2 or the equivalent, this includes:

- Minimum of 10 numeracy and 10 literacy credits at Level one or higher on the Directory of Assessment Standards; and
- 60 credits at Level two or above with at least 12 credits in each of three subjects including a minimum of 8 literacy credits at Level 2 or higher in English or Te Reo Māori.

Provisional entry

- Students who have attained the age of 20 years and do not hold the minimum entry requirements for a programme will be eligible to be enrolled as a student where their previous educational, work or life experience indicates they have a reasonable likelihood of success.

Course Requirements

All of the necessary materials required to successfully complete assessments will be available through the learning platform.

For some assessments, you may like to do additional research through textbooks or the internet, however you won't be required to purchase textbooks. You must have access to a computer, a reliable internet connection, and email.

Study Commitment

Total duration: 40 weeks part time or 20 weeks full time

Part-time study requires 15 hours study commitment weekly

Full-time study requires 35 hours study commitment weekly