



BSB50820 DIPLOMA OF PROJECT MANAGEMENT

COURSE OVERVIEW

**Vanguard Business Education
RTO ID 91219**

www.vanguardbusinesseducation.edu.au

100% online
Study anywhere

Up to 18 months
Self-paced

8–10 hrs/week
Fits around work

No entry requirements
Start with no prior study

SmartCoach™ support
Help 24/7

Nationally Recognised Qualification



From Project Coordinator to Confident Project Manager

Whether you already coordinate projects or want to step up into project management, this qualification helps you plan, lead and deliver projects across the full lifecycle: scope, time, cost, quality, people, communication, stakeholders, risk and procurement.

Throughout the qualification, you manage a single project from initiation through planning, people and stakeholder management, risk, procurement and closure inside the Orion Project Office simulation. You do not simply study project management, you practise the work of running a project, and you finish with a complete Project Management Portfolio that reflects the documents and controls used in real project environments.

“I am really impressed with the detail and practical knowledge provided in your course materials, and your feedback was insightful in helping me improve gaps in my understanding of the real context of a business plan.”

— Saurabh, Vanguard Business Education student

About Vanguard Business Education

Vanguard Business Education has delivered nationally recognised business training since 2006. Originally founded as KS Training, we rebranded in 2020 to reflect our mission: equipping forward-thinking, purpose-driven people to lead with confidence.

Our qualifications are 100% online. No campus, no fixed timetables, no entry requirements. You study at your own pace, with qualified trainers and SmartCoach™ AI support available throughout.

Excellence

We aim higher than competent. Training should create lasting change.

Innovation

Future-focused learning that keeps you ahead.

Collaboration

Built with learners, not just for them.

Inclusivity

Talent has no postcode. Potential goes everywhere.

Integrity

No hype. High-impact education that works.

Lifelong Learning

Progress never stops. Neither do we.

Our Mission

To deliver transformative, nationally recognised business and leadership qualifications that are flexible, practical and backed by real human support, helping learners gain clarity, confidence and career momentum.

About This Qualification

The BSB50820 Diploma of Project Management is designed for people who manage, or want to manage, projects and project teams across the full project lifecycle.

Whether you already coordinate projects, support a project office, or are stepping up from project administration into project management, this qualification builds the practical capability to plan, lead and deliver projects with confidence.

Through realistic workplace projects and the Orion Project Office simulation, you progressively build scope, time, cost, quality, people, communication, stakeholder, risk and procurement management skills that can be applied immediately in the workplace.

Who This Qualification Is For

Project Coordinators and Officers

You already coordinate project tasks, timelines and documentation and want to step up into project management.

Team Leaders and Operations Staff

You manage work, people and deadlines and want nationally recognised project management capability.

Career Changers and Aspiring Project Managers

You want to move into project management and need practical, applied skills across the full project lifecycle.

Your Project Management Journey

Throughout this qualification, you progress through four integrated learning clusters that follow the project lifecycle. Each cluster builds practical capability and moves you closer to managing complex projects with confidence.

Cluster 1: Project Initiation and Integration

Every project begins with a clear foundation

Successful projects need a clear foundation before detailed planning begins.

You will learn how to:

- confirm the business need and define project scope
- establish project governance arrangements
- integrate project activities and decisions
- prepare the core documents needed for project approval

Workplace simulation — As Project Manager at Orion, you confirm the business need, define scope, establish governance and prepare the documents required to gain approval for the systems upgrade project.

Cluster 2: Project Planning - Time, Cost and Quality

Turning an approved scope into a workable plan

Project plans translate the approved scope into practical work, timelines, budgets and quality controls.

You will learn how to:

- develop and control the project schedule
- estimate, budget and monitor project costs
- plan, measure and review quality requirements
- manage performance against agreed baselines

Workplace simulation — You build the detailed planning documents needed to manage the systems upgrade project and monitor performance against agreed time, cost and quality baselines.

Cluster 3: People, Communication and Stakeholders

Projects succeed or fail through people

Projects succeed or fail through people, communication and stakeholder confidence.

You will learn how to:

- manage project team roles, responsibilities and performance
- communicate, store and control project information
- engage and manage stakeholders throughout the project
- report project status and respond to stakeholder concerns

Workplace simulation — You manage project team requirements, prepare communication systems, consult with stakeholders, report project status and respond to stakeholder concerns.

Cluster 4: Risk, Procurement and Complexity

This is where you manage uncertainty and complexity

Diploma-level project management requires judgement when managing uncertainty, procurement decisions, competing priorities and complex project conditions.

You will learn how to:

- identify, analyse, treat and monitor project risk
- select suppliers and manage procurement activities
- respond to complexity, issues and change
- manage project closure and capture lessons learned

Workplace simulation — You manage risk, procurement, project complexity, supplier issues, change pressure, closure activities and lessons learned to bring the project to a controlled close.

Project Management Career Pathway

Project Coordinator Where you are today



Project Manager Initiating, integrating and governing projects



Project Planning Manager Managing time, cost and quality



Team and Stakeholder Manager Leading people, communication and stakeholders



Senior Project Manager Managing risk, procurement and complex projects

Throughout the qualification, you apply these skills through realistic workplace projects and simulations within Orion Consulting.

Delivery and Study Options

Mode	100% online
Duration	Up to 18 months
Study Commitment	8 to 10 hours per week
Support	Qualified trainers and SmartCoach™ AI learning assistance
Technology	Desktop or laptop with broadband internet and standard office software

Qualification Structure

You will complete 12 units of competency delivered through four integrated learning clusters.

Cluster 1: Project Initiation and Integration

Focus: *Defining, integrating and governing the project foundation.*

Unit code	Unit title	Status
BSBPMG530	Manage project scope	Core
BSBPMG540	Manage project integration	Core
BSBPMG539	Manage project governance	Core

Cluster 2: Project Planning - Time, Cost and Quality

Focus: *Building and controlling schedule, budget and quality.*

Unit code	Unit title	Status
BSBPMG531	Manage project time	Core
BSBPMG533	Manage project cost	Core
BSBPMG532	Manage project quality	Core

Cluster 3: People, Communication and Stakeholders

Focus: *Managing people, information and stakeholder engagement.*

Unit code	Unit title	Status
BSBPMG534	Manage project human resources	Core
BSBPMG535	Manage project information and communication	Core
BSBPMG538	Manage project stakeholder engagement	Core

Cluster 4: Risk, Procurement and Complexity

Focus: *Managing risk, procurement, complexity and closure.*

Unit code	Unit title	Status
BSBPMG536	Manage project risk	Core
BSBPMG537	Manage project procurement	Core
BSBPMG541	Manage complex projects	Core

Who You Will Become

By completing this qualification, you will have developed the capability to:

- plan and define projects
- manage time, cost and quality
- lead project teams and stakeholders
- manage project risk and procurement
- deliver complex projects
- govern and close projects effectively

Through the Orion Project Office simulation, you will have applied these skills in realistic project situations — rather than simply studying project theory.

Student Feedback

Students have highlighted the value of flexible, responsive support while studying with Vanguard Business Education.

“I’m working on my assessment and there were a couple of tasks that didn’t include templates, so I asked the coach. I was provided with the templates and instructions on how to complete them. Super helpful at this time of the morning when I’d otherwise have to wait to ask and hear back. Great for flexible study.”

— Lisa, Vanguard Business Education student

Career Opportunities

Graduates may be prepared for roles including:

Project Coordinator	Project Officer	Project Manager	Project Lead
Program Coordinator	Project Management Officer	Operations Project Manager	Senior Project Officer

Completion of this qualification does not guarantee employment.

What These Roles Pay

As your capability grows, so do the roles available to you. Indicative average salary ranges for related roles in Australia:

Project Coordinator \$85,000 – \$105,000	Project Management Officer \$95,000 – \$115,000	Project Manager \$140,000 – \$160,000
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Indicative average salary ranges sourced from SEEK Career Advice (seek.com.au), June 2026. Actual salaries vary by employer, location, experience and industry. Salary figures are provided as a general guide only and are not a guarantee of income or employment.

Entry Requirements

There are no formal training package entry requirements for this qualification. You will need:

- Access to a computer or laptop and reliable internet
- Basic digital literacy and computer skills
- Suitable language, literacy and numeracy skills

A pre-enrolment LLN assessment is required prior to enrolment.

Fees and Funding Options

Course Fee	\$2,100 (full fee, payable upfront or by payment plan)
Payment Plans	Flexible weekly and fortnightly payment plans available. No hidden fees. Full details in the Fees and Refunds Policy.
NSW Smart and Skilled	This qualification may be available under the NSW Smart and Skilled programme for eligible learners, which can significantly reduce your course fee.

All amounts are in AUD. Government funding may be available in some circumstances. Contact Vanguard Business Education to confirm current pricing and funding options.

Smart and Skilled Eligibility

- NSW resident
- Australian citizen, permanent resident, or eligible visa holder
- 15 years or older
- Not currently enrolled in secondary education (unless undertaking an approved traineeship pathway)

Funding availability and conditions are subject to change. Contact Vanguard Business Education for current eligibility details.

RPL, Credit Transfer and Pathways

RPL	Recognition of Prior Learning is available for learners with relevant workplace experience and existing skills.
Credit Transfer	Available for units previously completed with another RTO.
Next Qualification	BSB60720 Advanced Diploma of Program Management
Leadership Pathway	BSB50420 Diploma of Leadership and Management

Why Study With Vanguard Business Education?

Many project courses teach theory. This qualification lets you apply your skills through realistic workplace projects, simulations and a complete project portfolio.

You do not simply study project management. **You use it.**

Flexible, self-paced learning Study around work and family. No fixed class times.	Qualified trainer support Real humans who are passionate about your results.
SmartCoach™ AI 24/7 AI-powered learning assistance built into the platform.	Clustered delivery Integrated real-world learning, not isolated theory.
No entry requirements No previous qualifications needed to enrol.	Nationally recognised AQF-registered qualification issued by Vanguard Business Education (RTO 91219).

How to Enrol

Step 1 Submit an enquiry or application	Step 2 Complete a pre-training review	Step 3 Complete your LLN assessment	Step 4 Finalise enrolment and begin your course
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Ready to take the next step? Visit www.vanguardbusinesseducation.edu.au to enrol or enquire online. SmartCoach™ is available 24/7 on the website to answer your questions instantly.

Vanguard Business Education (RTO 91219) is responsible for the quality of training and assessment and for issuing AQF certification documentation. SmartCoach™ AI provides learning support only. All training, assessment and certification are delivered by Vanguard Business Education. Information in this brochure is correct at the time of publication and may be subject to change.