

Competence 4

The ability to use project management systems and software

This meets the requirements of IMCA S/S01/000/04

Candidate Name:		Date:	
Activity Number (1,2, or 3):			

Performance Criteria: all of these must be assessed over a minimum of 3 work activities

Type of Evidence: Observation (O), Work Product (P), Written (W), Questioning (Q), Not Covered (N/C) or Not Applicable (N/A)

Performance Criteria		Type of Evidence
a)	Demonstrates familiarity with project management terms and techniques	
b)	Demonstrates familiarity with company and non-proprietary project management software tools	
c)	Demonstrates the ability to perform basic project management tasks, scheduling and identifying critical pathways	

Witness name: (If applicable in assessment plan)		Date:	
Assessor name:		Date:	