Digital Jobs

FOR MANUFACTURING

Boosting digital skills for our manufacturing future

COURSE HANDBOOK

ROUND 4 - JANUARY 2024

VICTORIA State Government

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About this Course Handbook

This course handbook provides brief course summaries and detailed outlines, grouped by the sixteen course categories: additive manufacturing, artificial intelligence (AI) / machine learning, cloud computing, computer-aided design / computer-aided manufacturing (CAD/CAM), customer relationship management (CRM), cyber security, data analytics, digital marketing, IT operations and support, product management, programming / software development, project management (agile), robotic process automation (RPA), web development, and user experience / user interface (UX/UI).

1.1 What is the basic level of digital literacy that I need?

Each course in this handbook requires you to have a basic level of digital literacy so that you can meaningfully engage with the content. This includes being able to:

- navigate a computer's operating system and start applications
- navigate computer settings
- perform basic functions of file management
- perform basic functions in a word processor and spreadsheet
- receive and send emails
- use a web browser to navigate the Internet
- comfortably use video conferencing tools.

1.2 What is your digital skill level?

Benchmarking a course's digital literacy requirements for entry.

Use the below explanations to help you determine your current digital literacy and to gauge which courses are best suited to your current skill level.

RECOMMENDED SKILL LEVELS: Foundational / Intermediate / Advanced

Foundational

Participants only require basic digital literacy to comfortably complete the course at the required pace. For example, participants can confidently use Microsoft Office desktop applications, install and use simple and common software applications and navigate the internet. Participants' digital skills are the level needed in a day-to-day professional or personal context.

Intermediate

Participants require knowledge and understanding of specific computer programs and their functions to comfortably complete the course at the required pace. For example, participants are confident using Microsoft 365 and online collaboration tools such as SharePoint. Participants are comfortable using new software and communication platforms e.g., Slack, Teams and Moodle. Although not required participants should have prior familiarity with basic statistical concepts. Participants' digital skills are the level of someone who can navigate and operate in the digital space independently with confidence.

Advanced

Participants require some familiarity and knowledge of specific programming language and software, e.g., Python, CSS, or HTML, to comfortably complete the course at the required pace. Participants' skills are akin to someone who has worked or studied in a related field.

ABOUT THE TRAINING PROVIDERS

Training provider overview

Training Provider	Overview
Academy Xi	Leading Australian online learning company Academy Xi delivers critical, in-demand digital skills training, career opportunities and talent to reduce Australia's digital skills gap. Founded in 2016, Academy Xi has trained more than 4,500 Australians and many leading companies, not-for-profits and government departments, increasing reach and impact each year. Academy Xi delivers outcomes-focussed practical training, so students can apply newly learned skills right away. Our delivery style ensures best-in-class student completion rates (84 %), satisfaction NPS of 44.
Bendigo Kangan Institute	At Bendigo TAFE and Kangan Institute we're committed to delivering specialised education, training and assessments that lead students to real jobs. Our students are placed at the heart of everything we do - teaching over 21,000 students per year at 10 campuses in regional Victoria and metropolitan Melbourne, as well as online and internationally. We're amongst Australia's largest and most trusted vocational education and training providers with a proud history dating back to the 1850s gold rush. We're as committed today as we were in 1854 to ensuring industry has the skilled workers they need to build a strong and prosperous economy.
Federation University	Federation University delivers digital skills training services, including games and mobile app development, cloud and enterprise computing, business information systems, big data analytics and software development. In partnership with IT companies, including its 20-year association with IBM, the university provides opportunities for graduates. Federation University consistently achieved the highest five-star ratings in the Good Universities Guide and highest ratings in the Australian Quality Indicators for Learning and Teaching.
General Assembly	General Assembly is a pioneer in education and career transformation, specialising in today's most in-demand skills. As the leading source for training, staffing, and career transitions, we foster a flourishing community of professionals pursuing careers they love. GA was named one of Fast Company's most innovative education companies for two years and has received a "Best Online Bootcamp" designation from Course Report, Career Karma, and Switchup in 2020.
La Trobe University	At La Trobe University, we believe you need a powerful skillset beyond what you learn in a textbook. We're here to teach you how to adapt to new situations, connect with others, take the lead and think differently. We'll also help you gain the skills and knowledge you need to advance your career. La Trobe's partnership with the Digital Skills and Jobs Program, guided by its comprehensive Educational Partnership Policy, delivers reliable and sustainable digital skills courses.
Lumify	Lumify (previously known as DDLS) is the leading IT training provider in Australasia and trains over 30,000 students each year. Lumify Learn, part of the Lumify Group delivers nationally accredited, and vendor certified training aimed at both career changers and newcomers. Committed to bridging Australia's digital skills gap, Lumify leverages its 30-year industry experience and major IT vendor partnerships. Our online courses, facilitated by experienced mentors, ensure that our graduates are fully equipped for the dynamic job market.
Monash College	Monash College is an integral member of the Monash University ecosystem. The College has a strong history in the design and delivery of future focussed industry training programs. Supported by more than 2000 industry partners, the College provides industry placements for more than 3000 students on an annual basis. Digital technologies are transforming the way we work across all industries. As our world becomes increasingly automated and data driven, the future of work demands that students develop digital skills. At Monash College, our strong connections with industry and expertise in developing innovative education solutions ensure our digital skills courses best prepare our students for the future of work.
RMIT Online (RMITO)	RMIT has a strong focus on supplying the skills for our economy's digital future. Through its RMIT Online (RMITO) program, the institute offers online, digital-themed short courses and degrees, in fields from cloud computing and programming through to technology-focused business skills such as UX/UI, Project Management, and Digital Marketing.

Training Provider	Overview
Swinburne University of Technology	Swinburne's commitment to high-quality teaching over our 110-year history is what makes us educational leaders in science, technology, innovation, business and design. We have a reputation for quality education and world-class research and have made significant investments in major refurbishments and new infrastructure at all of our campuses. Our Centre for Design Innovation leads the research and development of fundamental, strategic and transformative design solutions and works directly with industry to help translate good ideas into commercial reality.
The University of Melbourne	The University of Melbourne's Digital Skills programs are aimed at mid-career learners. We draw on expertise from across our University faculties, including the Faculty of Engineering and Information Technology. Every day, our diverse teams work alongside local and global industry to ensure our online training programs meet the needs of our learners and the current job market expectations. For more than fifty years, the people within the University's computer and information systems have shaped the global technology revolution. From commissioning Australia's first computer, to managing the first internet connections, we've seen what's possible when the world's greatest minds are empowered to push the boundaries of technology. Today our people remain at the forefront of innovation, rapidly developing the technologies that will shape our future. We invite you to join us and contribute to building tomorrow.
Victoria University Polytechnic	Victoria University's TAFE division delivers high-quality, industry-focused digital technologies programs underpinned with practical learning across multiple ICT disciplines. The Cyber Security Training Centre and Sunshine Skills Hub provide simulated working environments with access to leading technology, where the physical and digital worlds converge.

TRAINING REQUIREMENTS

Training requirements

You must meet the participation and achievements requirements set by your training provider to successfully complete your course. A summary is provided here, and more details are in the course descriptions in this course handbook. Please ensure that you understand the requirements for your chosen course.

If you have questions about these requirements or you need additional support or struggle, please contact your training provider.

Training Provider	Participation requirement	Achievement requirement
Academy Xi	[Recommended] 80% attendance.	Meet all requirements of the projects. Resubmission available.
Bendigo Kangan Institute	Minimum 80% attendance.	Submission of all work, and sufficient demonstration of required evidence and knowledge. Need to meet all requirements of the assessments. Resubmission available.
Federation University	20% of mark is for attendance each week – 1 mark for turning up and 1 mark for participation.	Minimum 50% score on all assessments combined.
General Assembly	Minimum 80% attendance across the 12 weeks.	Minimum 80% homework submissions required. Pass final project.
La Trobe University	100% attendance of live classes, including completion of progress tests. Students unable to attend live classes must watch recordings.	Pass 4 progress tests (end of weeks 3, 6, 9, and 11). *Exam undertaken post course completion to achieve certificate. Passing the exam is not required for course completion.*
Lumify	Minimum 80% attendance of live webinars.	Minimum 75% score on all competency quizzes, assessments, and labs. Complete all assessments.
Monash College	[Recommended] Attendance of live classes, including completion of activities and quizzes.	Pass each portfolio assessment. Assessments are graded as 'pass' or 'fail'.
RMIT Online	[Recommended] Attending weekly live webinars and submission of non-compulsory milestones.	Submit and pass the project for Part A and Part B of the program where each project submission is a 'pass' or 'fail' grading – a passing grade is a 100% score on course competencies.
Swinburne University of Technology	[Recommended] 80% attendance.	Final result of 50 or above for both tests as well as the Major project to successfully complete this course.
The University of Melbourne	Minimum 75% attendance of all live teaching classes and weekly workshops.	Minimum 50% score in all assessment types.
Victoria University Polytechnic	[Recommended] 80% attendance.	Submission of all work, and sufficient demonstration of required evidence and knowledge.

COURSE SUMMARIES

Course list by category

Additive manufacturing

- Additive Manufacturing for Innovative Design and Manufacturing UNIVERSITY OF MELBOURNE

Artificial intelligence (AI) / machine learning

- Introduction to Machine Learning MONASH COLLEGE

Cloud computing

- Cloud Computing Certified Professional LUMIFY

Computer-aided design / computer-aided manufacturing (CAD/CAM)

- CAD-CAM for Advance Manufacturing FEDERATION UNIVERSITY
- Industrial Engineering Fundamentals: From Digital Design to Modern Product Manufacturing UNIVERSITY OF MELBOURNE
- SolidWorks CAD: 3D Modelling SWINBURNE UNIVERSITY OF TECHNOLOGY

Customer relationship management (CRM)

- Customer Relationship Management using Salesforce FEDERATION UNIVERSITY

Cyber security

- Cyber Security Foundations VICTORIA UNIVERSITY POLYTECHNIC

Data analytics

- Business Analytics RMIT ONLINE
- Data Analytics with Python UNIVERSITY OF MELBOURNE
- Fundamentals of Data Analytics with Python MONASH COLLEGE

Digital marketing

- Brand Experience and Content Marketing RMIT ONLINE
- Digital Marketing Campaigns and Analytics RMIT ONLINE
- Growth Marketing Professional LUMIFY

IT operations and support

- Cisco Certified Network Associate BENDIGO KANGAN INSTITUTE
- IT Service Management Professional LUMIFY
  IT Support - Level One VICTORIA UNIVERSITY POLYTECHNIC

Leadership

- Cyber Governance, Risk and Compliance for Leaders MONASH COLLEGE (commencing 4 March 2024)
- Change and Digital Manufacturing; how to lead your business through the digitisation journey MONASH COLLEGE (commencing 4 March 2024)
- De-mystifying Industry 4.0 for Leaders SWINBURNE UNIVERSITY OF TECHNOLOGY (commencing 1 March 2024)
- Digital Manufacturing/Industry 4.0 Awareness and Experience; 1 Day Workshop for Leaders SWINBURNE UNIVERSITY OF TECHNOLOGY (dates and locations to be advised)

Product management

- Customer Experience and Advanced Product Management RMIT ONLINE
- Product Management ACADEMY XI

Programming / software development

- Programming and Software Development in Python LA TROBE UNIVERSITY
- Python Programming GENERAL ASSEMBLY

Project management (agile)

- Agile Project Management RMIT ONLINE
- Certified Project Management Professional LUMIFY

Robotic process automation (RPA)

- Business Analysis and Robotic Process Automation using UiPath LA TROBE UNIVERSITY

User experience / user interface (UX/UI)

- UX/UI Design RMIT ONLINE

Web development

- Front-End Web Development GENERAL ASSEMBLY
- JavaScript Development GENERAL ASSEMBLY
- React Development GENERAL ASSEMBLY

Category 1: Additive manufacturing

Course	Description	Details	Job Outcomes
Additive Manufacturing for Innovative Design and Manufacturing UNIVERSITY OF MELBOURNE	This course is specifically designed for engineering professionals interested in optimising their design for additive manufacturing. The course consists of an overview to the different types of additive manufacturing processes in the context of recent national and global applications, and industry developments including a technological overview, principles of Design for Additive Manufacturing, and economic viability of additive manufacturing projects. In this course, participants will join university professors in a 12-week exploration of the fundamentals, applications, and implications of Additive Manufacturing (AM) to create value in their roles and organisations. The course incorporates computational or digital design, modelling, and visualization tools, followed by a case study where participants will solve a real-world design or strategy problems using the knowledge gained from the course.	**Study mode:** Mixed live and pre-recorded **Study load:** 86-98Hours 7.2-8.2 hours/week **Entry Level:** Intermediate	- 3D Printing Technician - Designer / Design Engineer - Product Development Engineer

Category 2: Artificial intelligence (AI) / machine learning

Course	Description	Details	Job Outcomes
Introduction to Machine Learning MONASH COLLEGE	This course will provide you with the foundations for exploring Machine Learning and Artificial Intelligence (AI). It focuses on using software to develop and implement machine learning techniques. Skills obtained from the course will assist organisations in enhancing the manufacturing processes, and uncover opportunities in manufacturing, packaging and distribution. Organisations can benefit from improved product development and life cycle management; product quality and predictive maintenance, reducing false error rate and cross-functional process optimisation; demand forecasting and inbound and outbound delay forecasts; and analytics-driven plant efficiency. You will participate in both independent and collaborative exercises each week that allow you to: understand the history and definitions of AI; define a spectrum of machine learning techniques and appreciate their purpose; apply simple algorithms to solve programming problems; produce appropriate data structures; develop and train Neural Networks; and apply regression and Exploratory Data Analysis (EDA) techniques to analyse data and determine relationships.	**Study mode:** Mixed live and pre-recorded **Study load:** 144- 168 Hours 12-14 hours/week **Entry Level:** Foundational	- Entry level ML/AL Data Engineer - Data Scientist - Entry Level Data Analyst

Category 3: Cloud computing

Course	Description	Details	Job Outcomes
Cloud Computing Certified Professional LUMIFY	The Cloud Computing Certified Professional course will provide you with fundamental skills in cloud computing as well as deep dive into the leading cloud operating platforms: Amazon Web Services (AWS), Microsoft and Google. Course content covers Cloud Computing fundamentals, business principles of cloud environments, management and technical operations, governance, risk, compliance, security, cloud architecture, leading service providers, web services and APIs. Receive a globally recognised CompTIA certification which will get you noticed on your employment journey.	**Study mode:** Mixed - live webinars and online self-paced modules **Study load:** 180 Hours 15 Hours/week **Entry Level:** Intermediate	- Entry-Level Cloud Business Analyst - Entry-Level Technical Support Staff - Entry-level Business Development for Cloud Products

Category 4: Computer-aided design / computer aided manufacturing (CAD/CAM)

Course	Description	Details	Job Outcomes
CAD-CAM for Advance Manufacturing FEDERATION UNIVERSITY	Advanced Manufacturing is empowered with industry 4.0 and digitisation, including digital twin technology. Creating 3D models is a key skill needed for those advanced manufacturing related digital jobs. SolidWorks is a powerful tool for product design that is widely adopted computer-aided design software. It enables designers and engineers to craft intricate 3D models, assemblies, engineering drawings, perform advanced modelling and analyses. Its versatility has made it a preferred tool across a range of industries, including automotive, aerospace and product design. It facilitates productivity, precision, and collaboration between designers, engineers, and manufacturers, resulting in superior product quality and decreased development expenditures.	**Study mode:** Mixed live and pre-recorded classes **Study load:** 120-168 Hours 10-14 Hours/week **Entry Level:** Intermediate	- Mechanical designer - Draftsperson / CAD technician - Product development associate
Industrial Engineering Fundamentals: From Digital Design to Modern Product Manufacturing UNIVERSITY OF MELBOURNE	As designers and manufacturers compete in the global market, their success largely depends on the ability to reduce time in the product development process, improve product quality and productivity, lower cost in the manufacturing process, fulfil customer requirements and address environmental concerns. Therefore, this course aims to equip participants with a systematic approach to undertake abstract and concrete design tasks, considering the broader engineering environment and the ability to conduct a sophisticated computer aided manufacturing process. This course will cover the basic theories and methods in: 1. Engineering Design 2. Basic Engineering Drafting (Engineering Drawing) 3. The Fundamentals of Computer Aided Design (CAD) Software. 4. Manufacturing Processes – Machining, Sheet Metal Forming, Molding 5. The Fundamentals and Applied Computer Aided Manufacturing (CAM).	**Study mode:** Mixed live and pre-recorded classes **Study load:** 120-150 Hours 10-12.5 Hours/week **Entry Level:** Intermediate	- Junior manufacturing technician - Entry level mechanical / manufacturing engineer - Junior engineering drafter
SolidWorks CAD: 3D Modelling SWINBURNE UNIVERSITY OF TECHNOLOGY	The overall aim of this course is to introduce drafting conventions and product detailing used to specify the manufacture and assembly of products. Skills in CAD software for parametric 3D solid modelling will be developed and enable the generation of product components and fully assembled products. Participants will be introduced to the role and importance of 3D solid modelling in CAD software for design development, product detailing and engineering processes.	**Study mode:** Live face-to-face classes **Study load:** 60 Hours 5 Hours/week **Entry Level:** Intermediate	- CNC machine programmer - CAD operator - Product documentation

Category 5: Customer relationship management (CRM)

Course	Description	Details	Job Outcomes
Customer Relationship Management using Salesforce FEDERATION UNIVERSITY	If you want to get into the IT industry as a Salesforce Administrator with in-depth knowledge of Enterprise and Customer Relationship Management Systems, then this course is for you. Focusing on organisations' utilisation of Enterprise Systems, this course will cover the business, technical, and practical aspects of Customer Relationship Management (CRM) Systems using the # 1 CRM platform, Salesforce. Elaborating the context in which CRMs are implemented, this course is designed for anyone who wants to learn about the business benefits of CRM, including the ins and outs of Salesforce administration.	**Study mode:** All live classes **Study load:** 150 Hours 12-13 Hours/week **Entry Level:** Foundational	- CRM Administrator - CRM Analyst - Junior CRM Functional Consultant

Category 6: Cyber security

Course	Description	Details	Job Outcomes
Cyber Security Foundations VICTORIA UNIVERSITY POLYTECHNIC	In this course you will be introduced to the concepts of cyber security including vulnerabilities and attack mechanisms. You will undertake data analysis to recognise patterns and anomalies in incident data and, you will learn to enhance an organisations security posture by implementing risk-based frameworks. You will study penetration testing while investigating the legalities of unethical hacking and, you will undertake programming to produce interactive cyber security scripts. Course completion provides the skills to help defend against the increasing cyber security threat facing the world today.	**Study mode:** Online live classes **Study load:** 240 hours total 20 Hours/week **Entry Level:** Foundational	- Junior Cyber Analyst - Junior SOC analyst - Junior Governance Risk and Compliance Analyst

Category 7: Data analytics

Course	Description	Details	Job Outcomes
Business Analytics RMIT ONLINE	This course will equip you with industry ready skills in Business Analytics. It will cover introduction to Data Analytics, using data in Excel, data visualisation, data modelling in Tableau, market research, understanding the Data Analytics Process, SQL, using Python for data analysis, cleaning and wrangling data, Panda and NumPy, forecast and data modelling and interpreting results.	**Study mode:** Mixed Live and pre-recorded **Study load:** 96-120 hours 8-10 Hours/week **Entry Level:** Intermediate	- Junior Data Analyst - Junior Reporting Analyst - Data Analyst
Data Analytics with Python THE UNIVERSITY OF MELBOURNE	The course provides an introduction to data analytics and visualisation, and to developing skills and competencies in the areas of programming and Data Science. It covers basic programming in the Python programming language and uses Python (and libraries) to implement techniques for data harvesting, data analysis and visualisation.	**Study mode:** Mixed Live and pre-recorded **Study load:** 144-192 Hours 12-16 Hours/week **Entry Level:** Intermediate	- Support Roles for Data Scientists - Entry-level Programming - Applying programming & data science skills to discipline-specific job requirements
Fundamentals of Data Analytics with Python MONASH COLLEGE	This course will take you through the basics of data analytics using the Python programming language and related software packages to handle, analyse and visualise data as well as developing related skills and knowledge in areas such as statistics, report writing and ethics. It focuses on identifying the principles of scientific thinking and applying them in the context of data science.	**Study mode:** Mixed Live and pre-recorded **Study load:** 144-168 Hours 12-14 Hours/week **Entry Level:** Foundational / Intermediate	- Entry level Data Analyst - Entry level Data Modelling/ reporting Analyst - Business Intelligence Analyst

Category 8: Digital marketing

Course	Description	Details	Job Outcomes
Brand Experience and Content Marketing RMIT ONLINE	Differentiate your brand by deploying a unique brand promise that engages your audience through effective content and social media strategies. Whether you are looking to expand your existing digital marketing skill set or seek to adopt a brand-led business approach, our Brand Experience course enables you to create a brand promise that aligns with your customer experiences in your category. You will also learn how to deliver that promise through every customer experience in your role or business, and how to leverage your unique and central brand idea consistently across various digital channels.	**Study mode:** Mixed live and pre-recorded **Study load:** 96-120 Hours 8-10 Hours/week **Entry Level:** Intermediate	- Social Media Manager - Associate Brand Manager - Content Marketer
Digital Marketing Campaigns and Analytics RMIT ONLINE	This course will provide you with a practical understanding of core digital marketing tools including Google and Facebook advertising which have now become essential for anyone looking to promote a product or brand or advance their marketing career. You will also acquire the skills to analyse, wrangle, and make sense of data in order to make data-driven business decisions.	**Study mode:** Mixed live and pre-recorded **Study load:** 120 Hours 10 Hours/week **Entry Level:** Intermediate	- Analyst - Digital Marketing Associate - Junior Campaigns Analyst
Growth Marketing Professional LUMIFY	This course covers all the digital marketing fundamentals including quantitative and analytical skills, technical skills, qualitative research, copywriting, storytelling, channel acquisition and program management. You will also learn about customer success, front end development and marketing automation to help them become a complete digital marketing professional. You will become proficient in digital marketing strategy, social media, Google paid search (PPC), email marketing, Google Analytics, content marketing, search engine optimisation (SEO), YouTube and display and video advertising. Receive a globally recognised Digital Marketing Institute certification.	**Study mode:** Mixed - live webinars and online self-paced modules **Study load:** 103 Hours 8.5 Hours/week **Entry Level:** Foundational	- Junior Growth Marketer - Entry-level Digital Marketer - Junior Marketing Data Analyst

Category 9: IT operations and support

Course	Description	Details	Job Outcomes
Cisco Certified Network Associate BENDIGO KANGAN INSTITUTE	This course is designed for anyone seeking to begin their CCNA certification. This is the first course in a 3 course series that introduces protocols and networking elements, among other skills, that are required to support the biggest companies through to the smallest retailers. Covers foundational knowledge for support technicians involved in the basic installation, operation, and verification of routers, switches and end devices, provide access to remote and local networks and enable connectivity between remote devices. You will learn to build simple LANs, configure routers and switches, develop critical thinking and problem-solving skills.	**Study mode:** All live courses **Study load:** 108 Hours 9 Hours/week **Entry Level:** Intermediate	- Entry Level Network Engineer - Network Administrator - Network Support Technician
IT Service Management Professional LUMIFY	The ITSM Professional course offers an end-to-end operating model for creating, delivering, and operating tech-enabled products and services. It includes ITIL®, the leading ITSM framework, and prepares you for the ITIL 4 Foundation certification exam. By earning this certification, you'll enhance your employment prospects and demonstrate a clear understanding of modern digital service management. Whether you're new to IT or a seasoned professional, this comprehensive course teaches you how to optimize services, streamline processes, and reduce costs while delivering exceptional customer service.	**Study mode:** Mixed – live webinars and online self-paced modules **Study load:** 100 Hours 8.5 Hours/week **Entry Level:** Foundational	- Service Desk Technician - IT Project Officer - IT Support Officer
IT Support – Level One VICTORIA UNIVERSITY POLYTECHNIC	In this course you will learn how to work in a level 1 IT support desk, triaging enquiries and using tools to diagnose problems. You will gain exposure to widely-used knowledge management systems like Salesforce.com. You will gain key skills, including how to perform routine system administration tasks; install and configure an operating system; maintain and repair ICT equipment & software; conduct diagnostic tests, troubleshoot problems, and effectively communicate technical information and solutions to clients. Course completion enables you to provide front-line IT support to both internal and external customers. You also receive credits toward either ICT30120 Certificate III in Information Technology or ICT40120 Certificate IV in Information Technology.	**Study mode:** Online live classes **Study load:** 198 Hours 16.5 Hours/week **Entry Level:** Foundational	- IT Help Desk Analyst - Customer Service IT Support Analyst - Trouble Shooting Technology Roles

Category 10: Leadership

Course	Description	Details	Job Outcomes
Cyber Governance, Risk and Compliance for Leaders MONASH COLLEGE	This course equips manufacturing industry leaders with the essential knowledge and skills to navigate the dynamic landscape of cyber security governance. Participants will gain an understanding of cyber security principles and practices critical for safeguarding sensitive data, intellectual property, and operational continuity. The curriculum covers key topics such as risk assessment, regulatory compliance, and incident response. Participants will learn to develop and implement robust cyber security policies and procedures, fostering a resilient organisational cyber security posture. Real-world case studies and industry-specific scenarios will be used to illustrate the application of governance frameworks, ensuring practical insights that can be directly applied in manufacturing settings. Throughout the course, emphasis will be placed on fostering a proactive cyber security culture among managerial staff, promoting awareness and best practices. Participants will leave with a strategic mindset, equipped to align cyber security initiatives with business objectives, and lead their teams in effectively mitigating cyber threats in the rapidly evolving digital landscape of the manufacturing industry.	**Study mode:** Mixed live and pre-recorded **Study load:** 50 - 60 hours total 3 – 5 hours hours/ week **Entry Level:** Foundational / Intermediate	Suitable for: - Senior leaders - Senior managers - Business owners
Change and Digital Manufacturing; how to lead your business through the digitisation journey MONASH COLLEGE	This course equips manufacturing industry leaders with the essential knowledge and skills to navigate the rapid paced landscape of Industry 4.0 and lead their teams through successful change initiatives. Participants will learn about the technologies influencing change in the industry and how to effectively lead their organisation through change initiatives. The curriculum covers key topics such as technologies disrupting traditional manufacturing paradigms, significance of Change Management, leadership during times of change, change frameworks / models, communication strategies, managing change resistance, action planning and implementation, continuous feedback, and improvement mechanisms. Throughout the course, emphasis will be placed on learning through real world examples for attendees to be able to relate to the course content. Upon course completion participants will benefit from an increased awareness of current and emerging digital technologies, feel empowered to embrace change and approach change management initiatives for successful adoption.	**Study mode:** Mixed live and pre-recorded **Study load:** 50 - hours total 3 – 5 hours hours/ week **Entry level:** Foundational / Intermediate	Suitable for: - Senior leaders - Senior managers - Business owners

Course	Description	Details	Job Outcomes
De-mystifying Industry 4.0 / Digital Manufacturing SWINBURNE UNIVERSITY OF TECHNOLOGY	It has been widely accepted that digital technologies are a key enabler to any manufacturing transformation. To sustain and improve manufacturing capability in Victoria, it is essential for manufacturing businesses to adopt digital technologies. This course aims to develop the basic understanding of Industry 4.0/ digital technologies, its benefits, applications and approach to adoption. Created specifically for industry professionals in senior, middle management & front-line leadership wanting to gain a high-level understanding of Industry 4.0 technologies including Additive Manufacturing, Industrial Internet of Things (IIoT), Data Analytics, Cloud Computing, Artificial Intelligence / Machine Learning (AI/ML), Augmented & Virtual Reality (AR/VR) etc. More broadly, General Managers, Operations Managers, Production & Maintenance Managers, Innovation/ Continuous Improvement / Digital Transformation Managers, Production / Quality supervisors and team leaders from industrial and consumer goods manufacturing and processing industries including food & beverage manufacturing, agribusiness, defence, FMCG etc., can benefit from this course. The course content is tailored to appeal to participants with a range of digital literacy from beginner to advanced levels. This course requires no prior learning.	**Study mode:** Mixed virtual and on-campus (optional) **Study load:** 40 - hours total 3 – 5 hours hours/ week **Entry level:** Foundational / Intermediate	-
Digital Manufacturing/ Industry 4.0 awareness and experience **1 day workshop for leaders** SWINBURNE UNIVERSITY OF TECHNOLOGY	Having a strategy of adopting digital technologies is becoming imperative in manufacturing and process related industries. This workshop will help you explore alternative ways of creating value for your business and your customers and take a step towards your digital transformation journey. Created specifically for business owners and senior executives wanting to gain a high-level understanding of Industry 4.0 technologies including Additive Manufacturing, Industrial Internet of Things (IIoT), Data Analytics, Cloud Computing, Artificial Intelligence / Machine Learning (AI/ML), Augmented & Virtual Reality (AR/VR) etc. More broadly, CEOs, MDs, General Managers, Operations Managers, from industrial and consumer goods manufacturing and processing industries including food & beverage manufacturing, agri-business, defence, FMCG etc., can benefit from this workshop. 3 workshops are planned for April-June'24 in various locations. Workshop dates and venues will be made available on demand. Please register your interest to attend.	**Study mode:** In person **Study load:** 8 - hours total **Entry level:** Foundational	Suitable for: - Senior leaders - Senior managers - Business owners

Category 11: Product management

Course	Description	Details	Job Outcomes
Customer Experience and Advanced Product Management RMIT ONLINE	Advance your knowledge of the entire product value chain with a deep focus on innovation, lifecycle management, data driven insights, and commercial acumen to successfully launch new or optimise existing products. With the business world rapidly changing, and an increased focus on globalisation, automation and collaboration, it is no longer simply a great product that gives you a competitive advantage. You will learn how to develop for innovative, memorable and delightful customer experiences that will set you apart from your competition.	**Study mode:** Mixed live and pre-recorded **Study load:** 72-96 Hours 6-8 Hours/week **Entry Level:** Intermediate	- Junior Product Manager - Junior CX Designer - CX Researcher
Product Management ACADEMY XI	Digital transformation across all industries has resulted in a steep rise in companies investing in tech to get ahead. With more products being built than ever before, the need for Product Managers is growing rapidly. Recognising the demand from employers, we designed this course with leading Product Management experts to bring you the most current, industry-aligned content. This advanced course teaches you vital skills needed in the day-to-day job—through the lens of both product strategy and management.	**Study mode:** Live weekly sessions **Study load:** 96-120 Hours 8-10 Hours/week **Entry Level:** Intermediate	- Junior Product Manager - Product Associate - Product Administrator

Category 12: Programming / software development

Course	Description	Details	Job Outcomes
Programming and Software Development in Python LA TROBE UNIVERSITY	Take your IT skills to the next level with this unique course. Learn computational problem solving, Python computer programming, and computing ethics. Build your future in the evolving programming and software development industries or jump straight into data science. This course will provide you with an opportunity to also attempt the IT specialist (Python) exam - an industry-recognised certification created by Pearson - at the LTU Certiport Authorised Test Center (CATC). See below: https://certiport.pearsonvue.com/Certifications/ITSpecialist/Certification/Certify	**Study mode:** All live classes **Study load:** 120 Hours 10 Hours/week **Entry Level:** Foundational/ Intermediate	- Python Developer - Data Analyst - Software Tester
Python Programming GENERAL ASSEMBLY	Gain fluency in Python — the world's fastest-growing major programming language — to start leveraging its versatile capabilities to build web and data science applications. Whether you have coded before or are brand new to the world of programming, this course will put you on the fast track to building confidence with this intuitive, object-oriented language. Graduate with the ability to start applying Python within high-growth fields like analytics, data science, and web development.	**Study mode:** Mixed live and pre-recorded **Study load:** 88-108 Hours 7.5-9 Hours/week **Entry Level:** Foundational	- Junior Web Developer - Junior Front-End Web Developer - Web Designer

Category 13: Project management (agile)

Course	Description	Details	Job Outcomes
Agile Project Management RMIT ONLINE	Adopt the strategic mindset and understand the end-to-end knowledge and skills required to successfully plan and deliver projects with Agile. Agile is transforming the way organisations operate and deliver value to their customers. In this course, you will explore the techniques needed to run, and ensure the success of, Agile projects and supports you in real life applications of Agile working practices. This course is relevant for Project Managers, Team Managers, Software Developers, Business Analysts, Consultants, Project Officers and more.	**Study mode:** Mixed live and pre-recorded **Study load:** 60-96 Hours 5-8 Hours/week **Entry Level:** Intermediate	- Entry level Agile Delivery Roles - Junior Project Manager - Digital Delivery Lead
Certified Project Management Professional LUMIFY	In this course you will learn the key fundamentals of project management methodologies such as Agile Project Management and SCRUM . You will learn about project initiation, process management, documentation development, task management and risk management, as well as managing stakeholders and vendors. Further modules introduce automation tools for offloading routine tasks and how to effectively communicate with stakeholders to achieve efficiency in the execution of projects. This course will allow you to connect with your industry-expert mentor through live webinars sessions and as well as collaborate with your peers to create and deliver your own project as a team to help you succeed throughout your project management journey. Receive two globally recognised APMG and SCRUMStudy certifications which will empower your career.	**Study mode:** Mixed - live webinars and online self-paced modules **Study load:** 132 Hours 10 Hours/week **Entry Level:** Foundational	- Project and Programme Office Personnel - Project Analyst - Project Support roles

Category 14: Robotic process automation (RPA)

Course	Description	Details	Job Outcomes
Business Analysis and Robotic Process Automation using UiPath LA TROBE UNIVERSITY	This course imparts knowledge and hands-on skills for business analysis and robotic process automation (RPA). It starts with the basic concepts of RPA, followed by key RPA Design and Development strategies and methodologies, and the hands-on implementation of RPA bots using UiPath Studio, a state-of-the-art tool for RPA. Participants will develop competence to independently design and create RPA for business processes. The business analyst's role within the business process redesign and systems development lifecycles, which includes appropriate techniques for strategy analysis, scope analysis, requirements analysis, design definition phase and Business Analysis deliverables and models in a Process Definition Document will also be studied and practiced in this course.	**Study mode:** All live classes **Study load:** 80-100 Hours 8-10 Hours/week **Entry Level:** Intermediate	- Business Analyst - RPA Developer - RPA Solution Architect

Category 15: User experience / user interface (UX/UI)

Course	Description	Details	Job Outcomes
UX/UI Design RMIT ONLINE	In this course, you will learn to adopt a user-centric approach to problem-solving and utilise research, iteration, prototyping, and visual elements to design experiences that delight and solve key customer pain points. You will develop a deep understanding of users and their needs, and leverage UX and UI best practices to improve the quality of interactions with a product and deliver maximum value. Learn the latest UI skills and tools in use today by industry experts.	**Study mode:** Mixed live and pre-recorded **Study load:** 96 – 120 Hours 8-10 Hours/week **Entry Level:** Intermediate	- Junior UX Designer - Junior UI Designer - UX Researcher

Category 16: Web development

Course	Description	Details	Job Outcomes
Front-End Web Development GENERAL ASSEMBLY	Start building responsive websites with HTML, CSS, and JavaScript - a versatile skill set with powerful applications in a variety of design, marketing, and other tech-adjacent roles. This course equips beginners with the cutting-edge tools they need to build rich, interactive websites. Dive into essential programming languages, then round out your skill set with industry-relevant topics like responsive design, APIs, and version control. You'll apply what you've learned to build a custom website from scratch.	**Study mode:** Mixed live and pre-recorded **Study load:** 108-128 Hours 9-11 Hours/week **Entry Level:** Foundational	- Junior Web Developer - Junior Front-End Web Developer - Web Designer
JavaScript Development GENERAL ASSEMBLY	Gain fluency in JavaScript — the world's most popular programming language — and start leveraging its versatile capabilities to build rich, interactive websites and applications. This course teaches you intermediate front-end development skills using JavaScript, jQuery, Git and GitHub, and the command line.	**Study mode:** Mixed live and pre-recorded **Study load:** 108 Hours 9 Hours/week **Entry Level:** Advanced	- Junior Web Developer - Junior Front-End Web Developer - Software Developer
React Development GENERAL ASSEMBLY	Facebook created React to build a robust, dynamic platform that could adapt to continually changing data. To date, this JavaScript library fuels countless websites and applications across industries. Participants learn to leverage React's power in this hands-on, project-based course. Build your own web application and compile a professional project portfolio to showcase new skills. According to Stack Overflow, the React JavaScript library is the one "most developers want to work with if they don't already."	**Study mode:** Mixed live and pre-recorded **Study load:** 88-108 hours 7.5 Hours/week **Entry Level:** Advanced	- Junior Web Developer - Web Developer - Web Designer

ADDITIVE MANUFACTURING

Additive Manufacturing for Innovative Design and Manufacturing
UNIVERSITY OF MELBOURNE

1 Additive Manufacturing for Innovative Design and Manufacturing

This course is specifically designed for engineering professionals interested in optimising their design for additive manufacturing. The course consists of an overview to the different types of additive manufacturing processes in the context of recent national and global applications, and industry developments including a technological overview, principles of Design for Additive Manufacturing, and economic viability of additive manufacturing projects. In this course, participants will join university professors in a 12-week exploration of the fundamentals, applications, and implications of Additive Manufacturing (AM) to create value in their roles and organisations. The course incorporates computational or digital design, modelling, and visualization tools, followed by a case study, involving 3D binder jet printing (3DBJP) technique, where participants will solve a real-world design or strategy problems using the knowledge gained from the course.

RECOMMENDED SKILL LEVEL: Intermediate

TOTAL COURSE LOAD:

86–98 hours total
7.2–8.2 hours/week

CLASS STYLE: Mixed live and pre-recorded classes. Optional hands-on classes during week 11-12.

1.1 What are the entry requirements?

RECOMMENDED SKILL LEVEL: Intermediate

REQUIRED PRIOR LEARNING: Basic digital literacy as described in Section 1.1 of this Handbook. It is also desired that learners will have studied an engineering discipline at an undergraduate level or possess equivalent technical engineering experience.

REQUIRED HARDWARE: Access to software (SolidWorks) is required throughout the course.

1.2 What will I study?

Subjects/Modules:

The course introduces participants to additive manufacturing (AM), also known as 3D printing, a process that creates a physical object from a digital design file. It enables engineers to design parts that once thought impossible to make allowing incorporation of complex design geometries. It also allows making products that are lighter, stronger and more efficient, revolutionizing the way products are made in many industries.

- Introduction to additive manufacturing
- Application of additive manufacturing
- Additive manufacturing technology and processes
- Materials and process parameters during additive manufacturing processes
- Design of components for additive manufacturing
- Computational design for AM
- Computational modelling and characterizations of properties of additively manufactured materials
- Post processing
- Case study

1.3 Study load

Hours of live class: 38 hours (All live classes are online, recorded and viewable at a later date)

Total course load:

- 86 – 98 hours total

Hours of pre-recorded class: 4 hours (excluding live class recordings)	- 7.2 – 8.2 hours/week
Hours of private study: 36-48 hours	

1.4 Assessments

Assessment One:

Assignment involving oral presentations

Form: Presentation

Weighting: 40%

Due Date: Week 6

Assessment Two:

Assignment report on the case study

Form: Report

Weighting: 60%

Due Date: Week 12

1.5 Where will this take me?

Students who successfully complete this course will be able to:

1. Explain the various types of additive manufacturing processes and technologies and be able to choose one for a particular problem.
2. Optimize materials (powders) for additive manufacturing processes.
3. Apply computational or digital methods during the design of parts/components for additive manufacturing.
4. Assess the technical feasibility of additive manufacturing.

Career outcomes from this course can include:

3D Printing Technician	Designer / Design Engineer	Product Development Engineer

Further study options include:

The course will prepare participants for the role of product design in the additive manufacturing industry. Participants may need further training on software specific to the 3D printing machine.

1.6 Who will teach me?

COURSE PROVIDER

The proposed course combines elements from existing University of Melbourne subjects on design and manufacturing (four different subjects). The faculty has world-class research expertise in materials and industrial engineering, as well as vast experience in the teaching of design and manufacturing. This includes teaching into industrial engineering degree programs. The faculty has well-developed teaching assets to draw on in these areas, particularly in the form of the newly built Telstra Creator Space, located at 700 Swanston Street, Carlton, a world-class fabrication space for engineering students.

TEACHER/TRAINER

The teachers hold PhD in Design and Materials Engineering with relevant research background and experience in teaching design and manufacturing processes.

1.7 What student support is available?

ACCESS TO SUPPORT SERVICES

A dedicated online discussion forum and teaching system called Canvas will be available for instructor and participants. Instructor will be available to answer questions throughout this course.

ACCESS TO CAMPUS Applicable for those who choose to attend the optional hands-on activities during weeks 11-12. The hands-on activities will be based at the Telstra Creator Space at Melbourne Connect (700 Swanson Street, Carlton).

1.8 Class schedule

Schedule: Live Classes - the live classes will be recorded and will be available as a resource to students to re-watch or to catch up on missed sessions. The live classes will be scheduled closer to the teaching commencement date for the day of the week and times. Below is an example of what the schedule may look like on a weekly basis. Please note this is not confirmed and is subject to change.

Week One:	**Week Two:**	**Week Three:**	**Week Four:**	**Week Five:**	**Week Six:**
M: 7PM – 8PM	M: 7PM – 8PM	M: 7PM – 8PM	M: 7PM – 8PM	M: 7PM – 8PM	M: 7PM – 8PM
T:	T:	T:	T:	T:	T:
W: 7PM – 8PM	W: 7PM – 8PM	W: 7PM – 8PM	W: 7PM – 8PM	W: 7PM – 8PM	W: 7PM – 8PM
Th:	Th:	Th:	Th:	Th:	Th:
F:	F:	F:	F:	F:	F:
Week Seven:	**Week Eight:**	**Week Nine:**	**Week Ten:**	**Week Eleven:**	**Week Twelve:**
M: 7PM – 9PM	M: 7PM – 9PM	M: 7PM – 9PM	M:	M: 7PM – 9PM	M:
T:	T:	T:	T:	T:	T:
W: 7PM – 9PM	W: 7PM – 9PM	W: 7PM – 9PM	W: 7PM – 9PM	W: optional activity, time TBC	W: optional activity, time TBC
Th:	Th:	Th:	Th:	Th:	Th:
F:	F:	F:	F:	F:	F:

1.9 Need more information?

Link:	https://www.unimelb.edu.au/ https://mspace.unimelb.edu.au/
Contact details:	**Melbourne School of Professional and Continuing Education (MSPACE) Customer Service Support** Email: continuing-education@unimelb.edu.au Phone: +61 3 8344 0149 Contact hours: Monday to Friday: 8am to 7pm Saturday: 9am to 5pm

ARTIFICIAL INTELLIGENCE (AI) / MACHINE LEARNING

Introduction to Machine Learning
MONASH COLLEGE

2 Introduction to Machine Learning

This course will provide you with the foundations for exploring Machine Learning and Artificial Intelligence (AI). It focuses on using software to develop and implement machine learning techniques.

Skills obtained from the course will assist organisations in enhancing the manufacturing processes, and uncover opportunities in manufacturing, packaging and distribution. Organisations can benefit from improved product development and life cycle management; product quality and predictive maintenance, reducing false error rate and cross-functional process optimisation; demand forecasting and inbound and outbound delay forecasts; and analytics-driven plant efficiency.

The course is delivered in an online, self-paced learning environment, with clear guidance and regular support provided by the trainer. You will participate in both independent and collaborative exercises each week that allow you to: understand the history and definitions of AI; define a spectrum of machine learning techniques and appreciate their purpose; apply simple algorithms to solve programming problems; produce appropriate data structures; develop and train Neural Networks; and, apply regression and Exploratory Data Analysis (EDA) techniques to analyse data and determine relationships.

MONASH College

RECOMMENDED SKILL LEVEL: Foundational / Intermediate

TOTAL COURSE LOAD:

144 – 168 hours total
12 – 14 hours/week

CLASS STYLE: Mixed live and pre-recorded classes

2.1 What are the entry requirements?

RECOMMENDED SKILL LEVEL: Foundational to Intermediate

REQUIRED PRIOR LEARNING: To comfortably complete the course, it would be advantageous for participants to have basic computer literacy skills, basic algebra or mathematics and/or programming experience. Participants will also need foundational digital literacy and skills equivalent to those used in a day-to-day professional context. For example, participants need to be able to confidently use Microsoft Office desktop applications, install and use simple and common software applications and navigate the internet. Participants also need to be comfortable using communication platforms including Zoom and Moodle.

Industry look favourably upon participants with prior experience in, or familiarity with, software development. While this experience and familiarity is not a pre-requisite for this course, it is highly recommended.

2.2 What will I study?

Subjects/Modules:

Algorithms
Over the first four weeks of the course, we will introduce participants to AI and Machine Learning, before stepping them through an introduction to data structures, repetition, sorting, complexity, graphs and searching.

Exploratory Data Analysis (EDA)
Over the second four weeks of the course will cover: Data Management (wrangling and cleaning); Simple linear equations; Advanced regression techniques; and Interpreting data (including ethics and data bias).

Neural Networks
Over the final four weeks of the course will cover Size and structure, Training methodologies and conclude with ethical considerations and the future of AI.

All participants have the opportunity to complete two optional employability modules.

Module 1: Communication for the workplace - focuses on workstyles, workplace communication, teamwork, and meetings.
Module 2: Internship preparation - will focus on Personal brand and professional image, networking, self-management skills, and internship scenarios

2.3 Study load

Hours of live class: 2 hours/week (optional) Hours of trainer-led Zoom drop-in sessions: In consultation with participants. This is not compulsory. Participants can opt-in or opt-out as suits their own needs and schedules.

Hours of pre-recorded class: 0 hours (Course consists of Online modules as listed below)

Hours of private study: 12 hours/week (Consisting mainly of online modules and coursework)

Total course load:

- 144 – 168 hours total
- 12 – 14 hours/week

2.4 Assessments

Portfolio Assessment

Artefact 1: Algorithms

Form: A series of short, application-based tasks that will form the first portfolio submission.

Due Date: 11:59pm Sunday Week 5

Portfolio Assessment

Artefact 2: EDA

Form: A report including Matlab COD, results and a discussion

Due Date: 11:59pm Sunday Week 9

Portfolio Assessment

Artefact 3: Neural Networks

Form: You will design and train a neural network to recognise different shapes

Due Date: 11:59pm Sunday Week 11

2.5 Where will this take me?

The skills and knowledge acquired through this course prepare you for employment in numerous fields such as finance, business development, marketing and research as an AI/ML engineer or Data Analyst. Such skills as forecasting and prediction modelling are critical to many different business roles today.

Students who successfully complete this course will be able to:

1. Understand the history and definitions of artificial intelligence
2. Use software to develop and implement machine learning techniques
3. Define a spectrum of machine learning techniques and understand their purpose
4. Apply simple algorithms to solve programming programs
5. Produce and train Neural Networks
6. Develop and train Neural Networks
7. Apply regression and EDA techniques to analyse data and determine relationship in that data

Career outcomes from this course can include:

Entry level ML/AI Data Engineer	Data Scientist	Entry level Data Analyst

Further study options include:

None.

2.6 Who will teach me?

COURSE PROVIDER

Monash College's innovative education and digital skills programs are grounded in strong, evidence-based methodologies. The College is wholly owned by Monash University and has more than 25 years' experience designing, developing, delivering and reviewing learner-centred programs. It works with 2,000 industry partners to deliver industry placements for 3,000 students annually.

TEACHER/TRAINER

As an established teaching institution, Monash College has a strong cohort of teaching professionals, who hold minimum tertiary qualifications in their fields of specialisation and current links to industry.

2.7 What student support is available?

ACCESS TO SUPPORT SERVICES

Participants will undertake an orientation that gives them all the information they need to study online and navigate the course. Orientation is structured around tasks that can be completed at times that suit the participant. It also includes details of the support services available including counselling, disability support, and Learning Skills Advisors.

ACCESS TO CAMPUS

Yes, 750 Collins Street Melbourne VIC 3000. This includes access to meeting rooms, private study areas, library and lockers.

2.8 Class schedule

Schedule: Live Classes. This course has been designed to allow for a self-paced, personalised approach to learning. To ensure that you have the flexibility to schedule your learning around your life, there will be no compulsory scheduled classes. Instead, your guided learning journey will take place within our Learning Management System, Moodle.

All resources and activities can be accessed and completed at times each week that suit you. Along the learning journey, you will have regular opportunities to interact with your peers through a range of online, collaborative activities including weekly discussion boards. Similarly, your trainer will be actively supporting and guiding you within the Moodle environment. As an additional support, optional trainer-led drop in sessions will be made available for up to two-hours per week. The drop in sessions will be scheduled to meet the needs and availability of the participants. These optional drop-in sessions will be hosted online via Zoom.

The below is merely indicative and not a representation of a confirmed timetable.

Week One:	**Week Two:**	**Week Three:**	**Week Four:**	**Week Five:**	**Week Six:**
M: DROP IN	M:	M: DROP IN	M:	M:	M:
T: DROP IN	T: DROP IN	T:	T:	T:	T: DROP IN
W:	W: DROP IN	W: DROP IN	W: DROP IN	W: DROP IN	W: DROP IN
Th:	Th:	Th:	Th: DROP IN	Th:	Th:
F:	F:	F:	F:	F: DROP IN	F:

Week Seven:	**Week Eight:**	**Week Nine:**	**Week Ten:**	**Week Eleven:**	**Week Twelve:**
M: DROP IN	M:	M: DROP IN	M:	M:	M:
T: DROP IN	T: DROP IN	T:	T:	T:	T: DROP IN
W:	W: DROP IN	W: DROP IN	W: DROP IN	W: DROP IN	W: DROP IN
Th:	Th:	Th:	Th: DROP IN	Th:	Th:
F:	F:	F:	F:	F: DROP IN	F:

2.9 Need more information?

Link:	https://www.monashprofessional.edu.au/digital-skills
Contact details:	digitalskills@monashcollege.edu.au

CLOUD COMPUTING

Cloud Computing Certified Professional
LUMIFY

3 Cloud Computing Certified Professional

The Cloud Computing Certified Professional course will provide you with fundamental skills in cloud computing as well as deep dive into the leading cloud operating platforms: Amazon Web Services (AWS), Microsoft and Google.

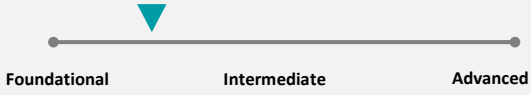
Course content covers Cloud Computing fundamentals, business principles of cloud environments, management and technical operations, governance, risk, compliance, security, cloud architecture, leading service providers, web services and APIs.

This course will allow you to connect with your industry-expert mentor through live webinars sessions and as well as meeting your peers who will help you succeed throughout your cloud computing journey. You will also access our learning platform to complete online modules, interactive videos, quizzes and live labs to simulate real-world experience.

Receive a globally recognised CompTIA certification which will get you noticed on your employment journey.

LUMIFY

RECOMMENDED SKILL LEVEL: Intermediate



TOTAL COURSE LOAD:

180 hours total

15 hours/week

CLASS STYLE: Mixed live and pre-recorded

3.1 What are the entry requirements?

RECOMMENDED SKILL LEVEL: Intermediate

REQUIRED PRIOR LEARNING: Basic computer literacy skills (as described in Section 1.1) are required for best learning experience.

3.2 What will I study?

Subjects/Modules:

- Cloud Essentials: Learn the basics of cloud computing.
- AWS Cloud Contacts: Learn the core concepts of cloud in AWS.
- Microsoft Azure Fundamentals: Understand the basic cloud concepts of many Azure services.
- Google Cloud: Get started on Google Cloud.
- Additional Content: Extra-curricular modules about Kubernetes, Python, SQL and more.
- Soft Skills: Sharpen your interpersonal skills to succeed in the workplace

3.3 Study load

Hours of live class: 30 hours	**Total course load:** - 180 hours total

Hours of pre-recorded class: 0 hours (excluding live class recordings)	- 15 hours/week
Hours of private study: 150 hours	

3.4 Assessments

Assessment One: Knowledge Quiz – Cloud Core 1 Form: Quiz Weighting: 10% Due Date: Week 2	**Assessment Two: Knowledge Quiz – Cloud Core 2** Form: Quiz Weighting: 10% Due Date: Week 3	**Assessment Three: Knowledge Quiz – Cloud Core 3** Form: Quiz Weighting: 10% Due Date: Week 4	**Assessment Four: Knowledge Quiz – Cloud Core 4** Form: Quiz Weighting: 10% Due Date: Week 5	**Assessment Five: Practice Test** Form: CompTIA Practice Quiz Weighting: 20% Due Date: Week 8	**Assessment Six: Exam – CompTIA Cloud Essentials+ Exam** Form: Certification Exam Weighting: 40% Due Date: Week 9

Students will complete quizzes and activities at the end of each module to test their knowledge and to prepare for the exam

3.5 Where will this take me?

Students who successfully complete this course will be able to:

1. Understand Cloud concepts; cloud networking concepts and storage techniques, and understanding cloud design aspects.
2. Manage technical operations; data management, optimisation and the role of DevOps in cloud environments
3. Understand and apply business principles; feasibility studies, benchmarking, gap analysis, cloud vendor relation adoption, and migration approaches
4. Understand governance, risk, compliance and security; risk management and response concepts related to cloud services and identify the impacts of compliance in the cloud
5. Utilize multi-cloud approach; overview of AWS Security, introduction into Azure and Google Cloud. Basic understanding of JSON and how it is applied in the AWS policies structures
6. Apply soft skills; dedicated workshops to increase employability. Focus on effective communication, collaboration techniques, and problem-solving skills.

Career outcomes from this course can include:

Entry-Level Cloud Business Analyst	Entry-Level Technical Support Staff	Entry-level Business Development for Cloud Products

Further study options include:

As part of the course, the participants will receive an exam voucher to get the following industry recognised certification: CompTIA Cloud Essentials+. The students will have access to our learning platform for up to 12 months, which will allow them to refer back to the course content.

3.6 Who will teach me?

COURSE PROVIDER

Lumify (previously known as DDLS) is the largest provider of vendor-certified ICT training in Australia and trains over 30,000 students each year. Lumify Learn, part of the Lumify Group delivers both Nationally Accredited and Vendor Certified training courses aimed at launching Career Changers and Career Starter into their new careers, while working to bridge the digital skills gap impacting Australian industry and Lumify customers. Leveraging 30+ years experience in the Australia IT industry and partnerships with all major IT vendors, our online courses are supported by industry experienced Trainers and Mentors ensure our graduates are job ready.

TEACHER/TRAINER

Darren is a highly skilled cloud computing expert with certifications in AWS, Oracle, Microsoft Azure, and Google Cloud. With over 20 years of experience in the Information and Communications Technology (ICT) industry, he has developed an exceptional understanding of cloud computing technology and its practical applications. He is an expert in cloud architecture, management, security, and governance, and has a proven track record of delivering innovative cloud-based solutions to his students.

3.7 What student support is available?

ACCESS TO SUPPORT SERVICES

Lumify mentors will provide 1:1 session with each participant to support their studies and ask any question about the career goals and industry.

ACCESS TO CAMPUS No

3.8 Class schedule

Schedule: Live Classes, this is only an indication and not a confirmed schedule. Webinars are delivered on Tuesday and the open office/presentations are on Wednesday. Please note the online content that you can view at your own pace, as well as 1:1s and Q&A sessions with your mentor are not listed in the schedule below. All live classes will be recorded and available in our Learning Platform. All timings below are indicative only and are following the Australian Eastern Standard Time (AEST).

Week One:	Week Two:	Week Three:	Week Four:	Week Five:	Week Six:
M:	M:	M:	M:	M:	M:
T: 6PM -7PM	T: 6PM -7PM	T: 6PM -7PM	T: 6PM -7PM	T: 6PM -7PM	T: 6PM -7PM
W: 6PM -7PM	W: 6PM -7PM	W: 6PM -7PM	W: 6PM -7PM	W: 6PM -7PM	W: 6PM -7PM
Th:	Th:	Th:	Th:	Th:	Th:
F:	F:	F:	F:	F:	F:

Week Seven:	Week Eight:	Week Nine:	Week Ten:	Week Eleven:	Week Twelve:
M:	M:	M:	M:	M:	M:
T: 6PM -7PM	T: 6PM -7PM	T: 6PM -7PM	T: 6PM -7PM	T: 6PM -7PM	T: 6PM -7PM
W: 6PM -7PM	W: 6PM -7PM	W: 6PM -7PM	W: 6PM -7PM	W: 6PM -7PM	W: 6PM -7PM
Th:	Th:	Th:	Th:	Th:	Th:
F:	F:	F:	F:	F:	F:

3.9 Need more information?

Link:	Course Page: https://lumifylearn.com/courses/digital-jobs-cloud-computing-certified-professional/ Course Brochure: https://link.lumifygroup.com/dsjp-cccp-outline
Contact details:	Participants can get in touch with us at digitaljobs@lumifylearn.edu.au for any questions.

COMPUTER-AIDED DESIGN / COMPUTER-AIDED MANUFACTURING (CAD/CAM)

CAD-CAM for Advance Manufacturing
FEDERATION UNIVERSITY

Industrial Engineering Fundamentals: From Digital Design to Modern Product Manufacturing
UNIVERSITY OF MELBOURNE

SolidWorks CAD: 3D Modelling
SWINBURNE UNIVERSITY OF TECHNOLOGY

4 CAD-CAM for Advance Manufacturing

Advanced Manufacturing is empowered with industry 4.0 and digitisation, including digital twin technology. Creating 3D models is a key skill needed for those advanced manufacturing related digital jobs. SolidWorks is a powerful tool for product design that is widely adopted computer-aided design software. It enables designers and engineers to craft intricate 3D models, assemblies, engineering drawings, perform advanced modelling and analyses. Its versatility has made it a preferred tool across a range of industries, including automotive, aerospace and product design. It facilitates productivity, precision, and collaboration between designers, engineers, and manufacturers, resulting in superior product quality and decreased development expenditures.

Federation University

RECOMMENDED SKILL LEVEL: Intermediate

TOTAL COURSE LOAD:

120-168 hours total

10-14 hours/week

CLASS STYLE: Mixed live and pre-recorded classes

4.1 What are the entry requirements?

RECOMMENDED SKILL LEVEL: Intermediate

REQUIRED PRIOR LEARNING: Basic digital literacy (as described in Section 1.1).

REQUIRED HARDWARE: Computer that can run SolidWorks. Please see the SolidWorks requirement page.

4.2 What will I study?

Subjects/Modules:

The course is structured into distinct units that are tailored to cover various topics related to 3D modelling, assembly, and drafting. These units are designed to provide students with a comprehensive understanding of the subject matter.

1. Modelling: students will possess the ability to generate 3D parametric models of mechanical components utilizing SolidWorks.
2. Assemblies: students will have the competence to construct 3D parametric assemblies of mechanical systems using SolidWorks.
3. Drafting: students will be proficient in reading, interpreting, and producing ISO/ANSI standard mechanical drawings.

The initial five weeks of the course will concentrate on introducing students to fundamental concepts of modelling, assembly, and drafting. The subsequent five weeks will cover intermediate and advanced modelling, assembly, and drafting concepts to provide a more in-depth understanding of the subject matter.

4.3 Study load

Hours of live class: 24 hours	**Total course load:** - 120-168 hours total

Hours of pre-recorded class: 12 hours (excluding live class recordings)	- 10-14 hours/week
Hours of private study: average of 7-11 hours per week of self-study and assignments	

4.4 Assessments

Assessment One: **Continuing assignments** Form: No time limit Weighting: 50% Due Date: End of every week	**Assessment Two:** **Test 1** Form: Timed test Weighting: 25% Due Date: Week 6	**Assessment Three:** **Final Test** Form: Timed Test Weighting: 25% Due Date: Week 12

4.5 Where will this take me?

The ultimate goal of the course is for students to acquire the necessary skills to obtain the Certified SolidWorks Associate (CSWA) certification. This industry-standard certification tests a candidate's proficiency in SolidWorks and is a valuable addition to any resume.

Students who successfully complete this course will be able to:

1. Create 3D parametric models of mechanical components using SolidWorks, from basic to advanced levels.
2. Assemble mechanical systems using SolidWorks, incorporating intermediate and advanced techniques, including feature-driven patterns and flexible assemblies.
3. Read, interpret, and create ISO/ ANSI standard mechanical drawings, including orthographic, section, detail, and alternate position views.
4. Utilize various sketch tools and design intent techniques to create accurate and precise 3D models.
5. Apply different types of mates to position and align components in assemblies and detect interferences and collisions.
6. Use advanced SolidWorks features, such as loft and shell features, 3D sketches, design tables, and configurations to create complex and flexible models.

Career outcomes from this course can include:

Mechanical designer	Draftsperson / CAD technician	Product development associate

Further study options include:

Upon completion of the SolidWorks course, learners can progress to more advanced courses and aspire to become certified SolidWorks professionals by successfully passing the CSWA exam.

4.6 Who will teach me?

COURSE PROVIDER

Federation University delivers digital skills training services, including games and mobile app development, cloud and enterprise computing, business information systems, big data analytics and software development. In partnership with IT companies, including its 20-year association with IBM, the university provides opportunities for graduates. Federation University consistently achieved the highest five-star ratings in the Good Universities Guide and highest ratings in the Australian Quality Indicators for Learning and Teaching.

TEACHER/TRAINER

Federation University trainers have a minimum of Australian Qualification Framework (AQF) Level 7 (bachelor's degree), Graduate Certificate of Tertiary Teaching and SolidWorks certifications. The teaching staff of Federation University are highly engaged with the industry and research active in relevant areas.

4.7 What student support is available?

ACCESS TO SUPPORT SERVICES

Federation University consistently achieved the highest five-star ratings in the Good Universities Guide, including 11 out of 14 areas in 2021.

Number one in Victoria for:

- Graduate Full-time Employment
- Student Support (undergraduate & postgraduate)

Details on our support and services are on: link.

ACCESS TO CAMPUS Yes. All students at Federation University can access Learning and Study facilities, Libraries, and Support and Services on our campuses at Ballarat, Berwick, and Gippsland.

4.8 Class schedule

Schedule: Live Classes, this is only an indication and not a confirmed schedule. Not listed are the pre-recorded classes you can view at your own pace. There is a 2-hour live class once per week. Time will vary but it will always happen during the week, after work hours. The mentor will usually negotiate the time with students.

Week One:	Week Two:	Week Three:	Week Four:	Week Five:	Week Six:
M:	M:	M:	M:	M:	M:
T: 6PM – 8PM	T: 6PM – 8PM	T: 6PM – 8PM	T: 6PM – 8PM	T: 6PM – 8PM	T: 6PM – 8PM
W:	W:	W:	W:	W:	W:
Th:	Th:	Th:	Th:	Th:	Th:
F:	F:	F:	F:	F:	F:

Week Seven:	Week Eight:	Week Nine:	Week Ten:	Week Eleven:	Week Twelve:
M:	M:	M:	M:	M:	M:
T: 6PM – 8PM	T: 6PM – 8PM	T: 6PM – 8PM	T: 6PM – 8PM	T: 6PM – 8PM	T: 6PM – 8PM
W:	W:	W:	W:	W:	W:
Th:	Th:	Th:	Th:	Th:	Th:
F:	F:	F:	F:	F:	F:

4.9 Need more information?

Link:	https://federation.edu.au/
Contact details:	A/Prof Gayan Kahandawa Appuhamillage E: g.appuhamillage@federation.edu.au T: +61 3 5122 8612

5 Industrial Engineering Fundamentals: Digital Design to Modern Product Manufacturing

As designers and manufacturers compete in the global market, their success largely depends on the ability to reduce time in the product development process, improve product quality and productivity, lower cost in the manufacturing process, fulfil customer requirements and address environmental concerns. Therefore, this course aims to equip participants with a systematic approach to undertake abstract and concrete design tasks, considering the broader engineering environment and the ability to conduct a sophisticated computer aided manufacturing process. This course will cover the basic theories and methods in: 1. Engineering Design 2. Basic Engineering Drafting (Engineering Drawing) 3. The Fundamentals of Computer Aided Design (CAD) Software. 4. Manufacturing Processes – Machining, Sheet Metal Forming, Molding 5. The Fundamentals and Applied Computer Aided Manufacturing (CAM).

RECOMMENDED SKILL LEVEL: Intermediate

TOTAL COURSE LOAD:

120-150 hours total

10-12.5 hours/week

CLASS STYLE: Mixed live and pre-recorded. Optional hands-on classes during week 11-12.

5.1 What are the entry requirements?

RECOMMENDED SKILL LEVEL: Intermediate

REQUIRED PRIOR LEARNING: Basic digital literacy skills (as described in Section 1.1) and high school or first year university level basic mathematics and physics.

5.2 What will I study?

Subjects/Modules:

The course provides an introduction to the fundamentals of industrial engineering process, particularly in engineering design process and manufacturing. It covers the basic theories in:

1. Week 1 - 2: Engineering Design
2. Week 3 - 4: Basic Engineering Drafting (Engineering Drawing)
3. Week 5 - 8: The Fundamentals of Computer Aided Design (CAD) Software
4. Week 9 - 12: The Fundamentals and Applied Computer Aided Manufacturing (CAM) (digital activities)
5. Week 11-12: Hands-on activity, based at the University of Melbourne (optional learning experience)

This topic is the second core of the proposed course, it has two components where the first is the digital component and the second is the hands-on component. The digital component involves activities where participants are required to do CNC (Computer Numerical Control) machine simulation using a software called Fusion 360. Here the participants will take a 3D drawing from the activity number 3 above and upload it to the Fusion 360 where they can see how an actual CNC machine will manufacture their 3D drawing.

5.3 Study load

Hours of live class: maximum of 24 hours (All live classes are recorded and viewable at a later date)	**Total course load:** - 130-150 hours total - 10-12.5 hours/week
Hours of pre-recorded class: maximum of 12 hours (excluding live class recordings)	
Hours of private study: 100-120 hours	

5.4 Assessments

Assessment One:
CAD + drafting projects
Form: Project
Weighting: 50%
Due Date: Week 6

Assessment Two:
CAM simulation projects
Form: Project
Weighting: 50%
Due Date: Week 12

Assessment Three (Optional):
hand tools + CNC machine projects
Form: Project
Weighting: N/A
Due Date: Week 11 and 12

5.5 Where will this take me?

Students who successfully complete this course will be able to:

1. Numerical analysis (NUAN): creating, analysing, implementing, testing and improving algorithms for numerically solving mathematical problems.
2. Testing (TEST): Investigating products, systems and services to assess behaviour and whether this meets specified or unspecified requirements and characteristics.
3. Consultancy (CNSL): Providing advice and recommendations, based on expertise and experience, to address client needs.
4. Data Science (DATS): Applying mathematics, statistics, data mining and predictive modelling techniques to gain insights, predict behaviours and generate value from data.

Career outcomes from this course can include:

Junior manufacturing technician	Entry level mechanical/manufacturing engineer	Junior engineering drafter

Further study options include:

CAD is a highly transferable skill. Solidworks is the ideal CAD for the course, because it is one of today's most popular CAD software among employers, for its versatility; together with its sister software, CATIA. Students can pursue further certification such as 'Certified SOLIDWORKS Expert' course and examination.

Similar to CAD, CAM is also a highly transferable skill. Here we will use Fusion 360 which is one of the most popular CAM software in the industry. Students can pursue further training such as apprenticeship.

5.6 Who will teach me?

COURSE PROVIDER

For more than 160 years, the people within the University's Faculty of Engineering and Information Technology have shaped the global technology revolution and home to some of the most advanced engineering research in the world. The Faculty conducts various cutting-edge research and works with partners from industry, government, and academia to address critical problems such as energy and environmental sustainability, highly efficient transport, advanced manufacturing, medical robotic, infrastructure

protection, bionic eye, green internet, etc. Today our people remain at the forefront of innovation, rapidly developing the technologies that will shape our future. We invite you to join us and contribute to building tomorrow.

TEACHER/TRAINER

The teacher will hold a PhD in Mechanical Engineering and a relevant research background and experience teaching design, mechanical and manufacturing engineering to undergraduate and postgraduate students.

5.7 What student support is available?

ACCESS TO SUPPORT SERVICES

A dedicated online discussion forum and teaching system called Canvas will be available for instructor and participants. Instructor will be available to answer questions throughout this course.

Students will be provided with the following student version software: SolidWorks and Fusion360.

ACCESS TO CAMPUS	Applicable for those who choose to attend the optional hands-on activities during weeks 11-12. The hands-on activities will be based at the Telstra Creator Space at Melbourne Connect (700 Swanson Street, Carlton).

5.8 Class schedule

Schedule-

Tuesday: Pre-recorded Classes, the pre-recorded classes will introduce students to a that week's topic and serve as a preparation before the two hours live classes.

Thursday: Live Classes, the live classes will be recorded and will be available as a resource to students to re-watch or to catch up on missed sessions.

Friday (week 11 and 12): Hands-on activities (optional-TBC), the hands-on activities are not recorded and it is designed to conducted in person at the University of Melbourne.

Week One:	Week Two:	Week Three:	Week Four:	Week Five:	Week Six:
M:	M:	M:	M:	M:	M:
T: 6PM – 7PM	T: 6PM – 7PM	T: 6PM – 7PM	T: 6PM – 7PM	T: 6PM – 7PM	T: 6PM – 7PM
W:	W:	W:	W:	W:	W:
Th: 6PM – 8PM	Th: 6PM – 8PM	Th: 6PM – 8PM	Th: 6PM – 8PM	Th: 6PM – 8PM	Th: 6PM – 8PM
F:	F:	F:	F:	F:	F:

Week Seven:	Week Eight:	Week Nine:	Week Ten:	Week Eleven:	Week Twelve:
M:	M:	M:	M:	M:	M:
T: 6PM – 7PM	T: 6PM – 7PM	T: 6PM – 7PM	T: 6PM – 7PM	T: 6PM – 7PM	T: 6PM – 7PM
W:	W:	W:	W:	W:	W:
Th: 6PM – 8PM	Th: 6PM – 8PM	Th: 6PM – 8PM	Th: 6PM – 8PM	Th: 6PM – 8PM	Th: 6PM – 8PM
F:	F:	F:	F:	F: 10AM – 5PM	F: 10AM – 5PM

5.9 Need more information?

Link:	https://www.unimelb.edu.au/ https://mspace.unimelb.edu.au/
Contact details:	**Melbourne School of Professional and Continuing Education (MSPACE) Customer Service Support** Email: continuing-education@unimelb.edu.au Phone: +61 3 8344 0149 Contact hours: Monday to Friday: 8am to 7pm Saturday: 9am to 5pm

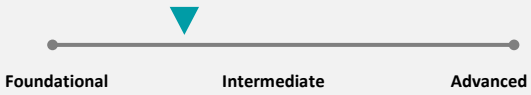
6 SolidWorks CAD: 3D Modelling

The overall aim of this course is to introduce drafting conventions and product detailing used to specify the manufacture and assembly of products. Skills in CAD software for parametric 3D solid modelling will be developed and enable the generation of product components and fully assembled products. Participants will be introduced to the role and importance of 3D solid modelling in CAD software for design development, product detailing and engineering processes. By the end of this 12-week course participants will be able to:

1. Identify the key principles of parametric 3D solid modelling,
2. Interpret existing CAD data for 3D solid modelling,
3. And more!

SWINBURNE UNIVERSITY OF TECHNOLOGY

RECOMMENDED SKILL LEVEL: Intermediate



TOTAL COURSE LOAD:

60 hours total

5 hours/week

CLASS STYLE: Face-to-face classes conducted at Swinburne University of Technology, Hawthorn campus

6.1 What are the entry requirements?

RECOMMENDED SKILL LEVEL: Foundational-intermediate

REQUIRED PRIOR LEARNING: Basic computer literacy skills (as described in Section 1.1). No prior learning is required, however manufacturers with CNC-based machinery are encouraged to participate.

6.2 What will I study?

Subjects/Modules:

This program will teach participants a host of 3D CAD modelling techniques for product design including but not limited to Extrusions, Revolves, Cuts, Mirror/Patterns, Loft, Surfacing, Assembly, Technical drawing, Model Export and Rendering. Course content is flexible and will be tailored according to experience level of participants.

6.3 Study load

Hours of live class: 36 hours (3 hours/week)	**Total course load:** - 60 hours total - 5 hours/week
Hours of pre-recorded class: 0 hours (excluding live class recordings)	
Hours of private study: 24 hours (2 hours/week)	

6.4 Assessments

Task 1: Test – Product Assembly
Form: Test
Weighting: 33%
Due Date: Week 7

Assessment Two: Test
Form: Test
Weighting: 33%
Due Date: Week 12

Assessment Three: Major project – Application of design skills
Form: Quiz
Weighting: 33%
Due Date: Week 12

6.5 Where will this take me?

Students who successfully complete this course will be able to:

1. Identify the key principles of parametric 3D solid modelling.
2. Interpret existing CAD data for 3D solid modelling.
3. Determine appropriate solid modelling tools to accurately depict a range of geometric forms and simple product details in parametric CAD.
4. Apply principles of engineering drawing convention to their technical drawing in accordance with AS1100 standards using CAD software.
5. Prepare basic solid models of product components and product assemblies using parametric 3D solid modelling.

Career outcomes from this course can include:

CNC machine programmer	CAD operator	Product documentation

Further study options include:

A vendor certification will be awarded upon completion, and a unit exemption will be granted for anyone wishing to return to study within the Bachelor of Design (Industrial Design) (Honours) or Bachelor of Engineering (Product Design) where SolidWorks is a core unit of study. This remains valid for up to 5-years after completing this course. Learners could also move onto more advanced courses in SolidWorks, Industrial Design and/or Product Design Engineering available at Swinburne University of Technology.

6.6 Who will teach me?

COURSE PROVIDER

Swinburne University of Technology is an accredited training provider and have world class facilities to offer this program. The SolidWorks CAD: 3D Modelling program has been refined over the past 15-years and offers industry-recognised training by expert CAD operators. While this 12-week program is not intended to train manufacturers to be designers, it is intended to teach the core skills of parametric 3D solid modelling and assist in the interpretation of existing CAD data and 3D solid models. For mid-career manufacturers, this course will up-skill in advanced manufacturing techniques; many of which were trained in outdated or obsolete programs. SolidWorks is the industry standard platform for 3D solid modelling that creates CAD geometry ready for manufacture.

TEACHER/TRAINER

Your course mentor is a seasoned practitioner with extensive experience in SolidWorks CAD. This program must adhere to the Australian Quality Framework (AQF) regulations for Australian Education and Training and comply to Tertiary Education Quality and Standards Agency (TEQSA). This program is developed to align with AQF Level 7 (undergraduate certificate) and the minimum required competencies for trainers and assessors is a degree at least to the level being delivered – Bachelor of Design (Industrial Design) (Honours) or Bachelor of Engineering (Product Design), OR current industry skills directly relevant to the training and assessment being provided.

6.7 What student support is available?

ACCESS TO SUPPORT SERVICES

The program provides training using SolidWorks. An educational licence to use this software is covered by Swinburne University of Technology and downloadable for participants completing this course. A personal computer with Internet connection will be required outside of face-to-face teaching hours to view tutorial videos and complete SolidWorks tasks that were not completed during the face-to-face sessions. The SolidWorks educational licence is also available to download on personal computers, however, it must not be used for commercial gain. At the completion of this program, participants must purchase a commercial version of SolidWorks if they wish to use it within their organisation. Video tutorials developed specifically for this course can be downloaded as a future resource upon completion.

ACCESS TO CAMPUS Yes, classes for this course will be delivered face-to-face in specialised computer labs within the Advanced Manufacturing and Design Centre at Swinburne University of Technology, Hawthorn campus.

6.8 Class schedule

Schedule: Classes will occur after standard business hours to accommodate working professionals. Time and day will be confirmed at enrolment, but you can expect this to be 6pm–9pm on a weeknight. The following is only an indication and not a confirmed schedule.

Week One:	Week Two:	Week Three:	Week Four:	Week Five:	Week Six:
M:	M:	M:	M:	M:	M:
T:	T:	T:	T:	T:	T:
W: 6PM - 9PM	W: 6PM - 9PM	W: 6PM - 9PM	W: 6PM - 9PM	W: 6PM - 9PM	W: 6PM - 9PM
Th:	Th:	Th:	Th:	Th:	Th:
F:	F:	F:	F:	F:	F:

Week Seven:	Week Eight:	Week Nine:	Week Ten:	Week Eleven:	Week Twelve:
M:	M:	M:	M:	M:	M:
T:	T:	T:	T:	T:	T:
W: 6PM - 9PM	W: 6PM - 9PM	W: 6PM - 9PM	W: 6PM - 9PM	W: 6PM - 9PM	W: 6PM - 9PM
Th:	Th:	Th:	Th:	Th:	Th:
F:	F:	F:	F:	F:	F:

6.9 Need more information?

Link:	https://www.swinburne.edu.au/
Contact details:	DeanOfDesign@swin.edu.au

CUSTOMER RELATIONSHIP MANAGEMENT (CRM)

Customer Relationship Management using Salesforce
FEDERATION UNIVERSITY

7 Customer Relationship Management using Salesforce

If you want to get into the IT industry as a Salesforce Administrator with in-depth knowledge of Enterprise and Customer Relationship Management Systems, then this course is for you.

Focusing on organisations' utilisation of Enterprise Systems, this course will cover the business, technical, and practical aspects of Customer Relationship Management (CRM) Systems using the # 1 CRM platform, Salesforce. Elaborating the context in which CRMs are implemented, this course is designed for anyone who wants to learn about the business benefits of CRM, including the ins and outs of Salesforce administration.

This course provides support towards becoming a Certified Salesforce Administrator through access to:

- Salesforce environment for 180 days to stay on track with Trailhead learning, review resources, and prepare for certification.
- Salesforce Certification voucher.

RECOMMENDED SKILL LEVEL: Foundational

TOTAL COURSE LOAD:

150 hours total

12-13 hours/week

CLASS STYLE: All live classes

7.1 What are the entry requirements?

RECOMMENDED SKILL LEVEL: Foundational

REQUIRED PRIOR LEARNING: Basic digital literacy (as described in Section 1.1).

7.2 What will I study?

Subjects/Modules:

Module 1 – Customer Relationship Management

The module covers business functions, business process design, process modelling, improvement and implementation, systems thinking, enterprise content management, ERP systems, ERP functional areas, ERP technology and architecture, ERP workflow tools, and Customer Relationship Management. The module discusses the context in which CRMs are implemented.

Module 2 - Salesforce Administration

Module 2 is offered by Salesforce Trailhead Academy. The module will introduce the business, technical, and practical aspects of Customer Relationship Management (CRM) Systems using the # 1 CRM platform, Salesforce. The module also provides a fast track to the Salesforce Administration Certification.

7.3 Study load

Hours of live class: 3 hours/week (Module 1); 2-3 hours/week (Module 2)
Note: Live online classes are recorded for review at any time

Hours of pre-recorded class: 0 hours (excluding live class recordings)

Hours of private study: approximately 114 hours
Note: This includes student consultation sessions by appointment

Total course load:

- 150 hours total
- 12-13 hours/week

7.4 Assessments

Assessment One

Form: Salesforce Challenges / Badges
Weighting: 30%

Assessment Two

Form: Online Test
Weighting: 30%

Assessment Three

Form: Portfolio
Weighting: 40%

7.5 Where will this take me?

Students who successfully complete this course will be able to:

1. Describe CRM processes, components, and architecture.
2. Examine the CRM life cycle and its relationship with other enterprise systems.
3. Examine the business impact of CRM on an organization.
4. Evaluate and compare Enterprise Systems and CRMs.
5. Discuss CRM business processes
6. Describe the features and capabilities of Salesforce CRM
7. Explain the various organization security options in Salesforce CRM
8. Describe the various settings and permissions a profile controls in Salesforce CRM

Career outcomes from this course can include:

CRM Administrator	CRM Analyst	Junior CRM Functional Consultant

Further study options include:

Students completing the Salesforce Administration as CRM Tool will be eligible for credit points into the Federation University Bachelor of IT, supporting a pathway to continued study and achievement of a higher education qualification.

7.6 Who will teach me?

COURSE PROVIDER

This course will be provided by Federation University, in partnership with Salesforce Trailhead Academy.

Federation University delivers digital skills training services, including games and mobile app development, cloud and enterprise computing, business information systems, big data analytics and software development. In partnership with IT companies, including its 20-year association with IBM, the university provides opportunities for graduates. Federation University consistently achieved the highest five-star ratings in the Good Universities Guide and highest ratings in the Australian Quality Indicators for Learning and Teaching.

Trailhead education was launched in 2014 by Salesforce as a learning platform to provide customers with lessons following a predefined path and a "guided, curated" experience. The learning programs are designed to help users by providing a series of interactive assessments to identify whether learners have learned the content. In addition, gamification is built into the Trailhead program, so learners can also earn badges for milestones reached in their Trailhead education.

TEACHER/TRAINER

Federation University trainers have a minimum of Australian Qualification Framework (AQF) Level 7 (Bachelor's degree) and a Graduate Certificate of Tertiary Teaching. The teaching staff of Federation University are highly engaged with the IT industry and/or research active in relevant areas of Enterprise Systems.

Trailhead Academy trainers will be accredited and certified Salesforce experts.

7.7 What student support is available?

ACCESS TO SUPPORT SERVICES

Federation University consistently achieved the highest five-star ratings in the Good Universities Guide, including 11 out of 14 areas in 2021.

Number one in Victoria for:

- Graduate Full-time Employment
- Student Support (undergraduate & postgraduate)

Details on our support and services are on: link

Through the Salesforce Trailhead Academy, participants will also have access to:

- Expert-led coaching through live sessions, on-demand recordings.
- Salesforce Certification voucher.
- Weekly email guidance and flexible learning schedule.
- Salesforce environment for 180 days to stay on track with Trailhead learning, review resources, and prepare for certification.

ACCESS TO CAMPUS Yes. All students at Federation University can access Learning and Study facilities, Libraries, and Support and Services on our campuses at Ballarat, Berwick, and Gippsland (see link).

7.8 Class schedule

Schedule: Live Virtual Classes ONLY. **The tentative schedule for Module 1 is presented below.** This will be confirmed before each course commences.

Week One:	Week Two:	Week Three:	Week Four:	Week Five:	Week Six:
M:	M:	M:	M:	M:	M:
T: 6 – 9PM	T: 6 – 9PM	T: 6 – 9PM	T: 6 – 9PM	T: 6 – 9PM	T: 6 – 9PM
W:	W:	W:	W:	W:	W:
Th:	Th:	Th:	Th:	Th:	Th:
F:	F:	F:	F:	F:	F:

7.9 Need more information?

Link:	https://federation.edu.au/
Contact details:	Dr Taiwo Oseni E: t.oseni@federation.edu.au T: +61 3 5327 9224

CYBER SECURITY

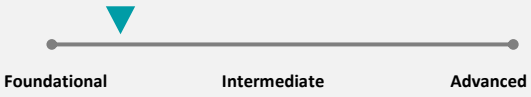
Cyber Security Foundations
VICTORIA UNIVERSITY POLYTECHNIC

8 Cyber Security Foundations

In this course you will be introduced to the concepts of cyber security including vulnerabilities and attack mechanisms. You will undertake data analysis to recognise patterns and anomalies in incident data and, you will learn to enhance an organisations security posture by implementing risk-based frameworks.

You will study penetration testing while investigating the legalities of unethical hacking and, you will undertake programming to produce interactive cyber security scripts. Course completion provides the skills to help defend against the increasing cyber security threat facing the world today.

RECOMMENDED SKILL LEVEL: Foundational



VICTORIA UNIVERSITY POLYTECHNIC

TOTAL COURSE LOAD:

240 hours total

20 hours/week

CLASS STYLE: Online live classes

8.1 What are the entry requirements?

RECOMMENDED SKILL LEVEL: Foundational

REQUIRED PRIOR LEARNING: Participants are required to demonstrate Australian Core Skills Framework (ACSF) level 2.

Placement hosts look favourably upon participants with prior experience in, or familiarity with, IT networking, software development or governance and compliance. While this experience and familiarity is not a pre-requisite for this course, it is highly recommended.

8.2 What will I study?

Subjects/Modules:

Introduction to Cyber Security.

In this subject you will be introduced to the modern cyber-threat landscape and learn mitigation strategies for key risks.

Cyber Governance Risk and Compliance.

In this subject you will learn how to identify cyber risks relevant to the organisation and how to apply targeted security policies and controls.

Cyber Security Data Analysis.

In this subject you will learn how to analyse data from a range of sources to find potential security incidents.

Penetration Testing.

In this subject you will learn to use tools & techniques for testing the security of networks and systems.

Python Scripting.

In this subject you will learn to plan, design and build scripts, using a scripting language to construct an interactive and automated application.

8.3 Study load

Hours of live class: 144 hours (12 hours per week) These sessions are recorded and can be reviewed at a later date

Hours of pre-recorded class: 0 hours (excluding live class recordings)

Hours of private study: 96 hours

Total course load:

- 240 hours total
- 20 hours/week

8.4 Assessments

Each subject is separately assessed through your responses to short-answer type questions, and either observation of your practical skills by your teacher or product-based assessment tasks. Students have the opportunity to resubmit assessment tasks once following feedback from the teacher. Some assessments might involve group work but reasonable adjustments can be made to suit each student's individual needs where appropriate and in accordance with the unit of competency requirements. Students can undertake most assessment tasks at their own pace within the timeframe of the unit delivery. Ample opportunity will be provided during live classes, to practice skill development and discuss assessment activity requirements.

8.5 Where will this take me?

Students who successfully complete this course will be able to:

1. Recognise cyber security threats and use a range of tools to secure personal and enterprise spaces.
2. Analyse network data for incident related anomalies and discrepancies.
3. Analyse policy documents and apply procedural cyber security controls.
4. Apply a scripting language to solve problems and create applications in cyber security.
5. Use ethical hacking principles to carry out penetration testing of networks and end-point devices.

Career outcomes from this course can include:

Junior Cyber Analyst	Junior SOC analyst	Junior Governance Risk and Compliance Analyst

Further study options include:

None.

8.6 Who will teach me?

COURSE PROVIDER

Victoria University's TAFE division delivers high-quality, industry-focused digital technologies programs underpinned with practical learning across multiple ICT disciplines. Its Cyber Security Training Centre and Sunshine Skills Hub provide simulated working environments with access to leading technology, where the physical and digital worlds converge.

https://issuu.com/wyndhamtech/docs/digital_transformation_at_vup

TEACHER/TRAINER

Trainers and Assessors all hold the required vocational qualifications, Certificate IV in training and Assessment as a minimum, as well as extensive industry and certification experience.

8.7 What student support is available?

ACCESS TO SUPPORT SERVICES

Victoria University provides a range of support services to assist students achieve success including student counselling and making appropriate adjustments to assessment methods in line with individual needs. Also, in addition to support provided in scheduled classes, teachers can provide additional individual support and "drop-in" labs.

ACCESS TO CAMPUS

8.8 Class schedule

Schedule: Online Live Classes

Week One:	Week Two:	Week Three:	Week Four:	Week Five:	Week Six:
M: 9AM – 3.30PM	M: 9AM – 3.30PM	M: 9AM – 3.30PM	M: 9AM – 3.30PM	M: 9AM – 3.30PM	M: 9AM – 3.30PM
T:	T:	T:	T:	T:	T:
W: 9AM – 3.30PM	W: 9AM – 3.30PM	W: 9AM – 3.30PM	W: 9AM – 3.30PM	W: 9AM – 3.30PM	W: 9AM – 3.30PM
Th:	Th:	Th:	Th:	Th:	Th:
F:	F:	F:	F:	F:	F:

Week Seven:	Week Eight:	Week Nine:	Week Ten:	Week Eleven:	Week Twelve:
M: 9AM – 3.30PM	M: 9AM – 3.30PM	M: 9AM – 3.30PM	M: 9AM – 3.30PM	M: 9AM – 3.30PM	M: 9AM – 3.30PM
T:	T:	T:	T:	T:	T:
W: 9AM – 3.30PM	W: 9AM – 3.30PM	W: 9AM – 3.30PM	W: 9AM – 3.30PM	W: 9AM – 3.30PM	W: 9AM – 3.30PM
Th:	Th:	Th:	Th:	Th:	Th:
F:	F:	F:	F:	F:	F:

8.9 Need more information?

Link:	https://issuu.com/wyndhamtech/docs/digital_transformation_at_vup https://www.vu.edu.au/study-at-vu/tafe
Contact details:	Digitalskills@vu.edu.au Ph: 03 9919 8518

DATA ANALYTICS

Business Analytics
RMIT ONLINE

Data Analytics with Python
UNIVERSITY OF MELBOURNE

Fundamentals of Data Analytics with Python
MONASH COLLEGE

9 Business Analytics

This course will equip you with industry ready skills in Business Analytics. It will cover introduction to Data Analytics, using data in Excel, data visualisation, data modelling in Tableau, market research, understanding the Data Analytics Process, SQL, using Python for data analysis, cleaning and wrangling data, Panda and NumPy, forecast and data modelling and interpreting results.

RMIT Online

RECOMMENDED SKILL LEVEL: Intermediate

TOTAL COURSE LOAD:

96-120 hours

8-10 hours/week

CLASS STYLE: Mix of both pre-recorded and live but mostly pre-recorded. (All live classes are recorded and viewable at later date)

9.1 What are the entry requirements?

RECOMMENDED SKILL LEVEL: Intermediate

REQUIRED PRIOR LEARNING: Intermediate digital literacy (as described in Section 1.2). Familiarity with Slack, Zoom, and online learning platforms. Understanding of Excel. During the course you will be introduced to and complete learning activities with analytics tools including Excel, SQL, Tableau and Python. exposure to these platforms will be beneficial but is not essential.

To comfortably complete the course, it is recommended to familiarise yourself with platforms before course commencement.

9.2 What will I study?

Subjects/Modules:

- Introduction to Data Analytics
- Using data in Excel
- Data Visualisation
- Data modelling in Tableau
- Market research
- Project week (Project 1 submission)
- Understanding the Data Analytics Process
- SQL
- Cleaning and wrangling data
- Panda and NumPy
- Interpreting Results
- Final project (Project 2 submission)

9.4 Study load

Hours of live class: 12 hours (All live classes are recorded and viewable later)

Hours of pre-recorded class: 48 hours (excluding live class recordings)

Hours of private study: 36-60 Hours

Total course load:

- 96-120 hours
- 8-10 hours/week

9.5 Assessments

Assessment One:
Project 1
Form: Presentation
Weighting: 50%
Due Date: Week Six

Assessment Two:
Project 2
Form: Presentation
Weighting: 50 %
Due Date: Week Twelve

Students that submit the project but do not demonstrate mastery in ALL rubric items are provided feedback and the opportunity to re-submit their project one additional time.

To build up to the project assessment, learners complete several scaffolded activities and milestones over weeks 1 to 5. The outcomes of each milestone contribute to the development of the final project, where learners can apply their knowledge.

9.6 Where will this take me?

Students who successfully complete this course will be able to:

1. Interpret a data visualisation based on specific criteria (Weeks 1-6)
2. Assess and implement advanced excel and tableau functions to create data visualisations (Weeks 1-6)
3. Build a data visualisation storyboard in tableau to communicate business insights to stakeholders (Weeks 1-6)
4. Drive powerful analysis and predictions for business using SQL and Python (Weeks 7-12)
5. Assess and implement data modelling, forecasting and classification using introductory level SQL and Python functions (Weeks 7-12)
6. Build and apply a simple data analytics model to solve a defined business problem (Weeks 7-12)

Career outcomes from this course can include:

Junior Data Analyst	Junior Reporting Analyst	Data Analyst

Further study options include:

When taken in combination with other specific Future Skills short courses, this course is eligible for credit into certain RMIT degree programs, subject to entry requirements.

9.7 Who will teach me?

COURSE PROVIDER

RMIT has a strong focus on supplying the skills for our economy's digital future. Through its RMIT Online program, the institute offers online, digital-themed short courses and degrees, in fields from cloud computing and programming through to technology-focused business skills such as UX/UI, AI strategy, and Digital Marketing.

TEACHER/TRAINER

We have industry mentors who are experienced Business Intelligence Developers with skills in Python (Programming Language), C++, Machine Learning, Project Management, and SQL.

9.8 What student support is available?

ACCESS TO SUPPORT SERVICES

RMIT Online's learner success team are here to help you with 1:1 coaching, tips on how to successfully study online, and any questions or concerns you may have.

ACCESS TO CAMPUS No

9.9 Class schedule

Schedule: Live Classes, **this is only an indication and not a confirmed schedule**. Not listed are the pre-recorded classes you can view at your own pace. There is 1-hour live class each week. Time will vary but it will always happen during the week, after work hours. The mentor will usually negotiate the time with students on Slack.

Week One:	Week Two:	Week Three:	Week Four:	Week Five:	Week Six:
M:	M: 7 – 8PM	M:	M:	M: 7 – 8PM	M:
T: 6 – 7PM	T:	T:	T:	T:	T: 6 – 7PM
W:	W:	W:	W: 8 – 9PM	W:	W:
Th:	T:	T: 5 – 6PM	T:	T:	Th:
F:	F:	F:	F:	F:	F:

Week Seven:	Week Eight:	Week Nine:	Week Ten:	Week Eleven:	Week Twelve:
M:	M: 7 – 8PM	M:	M:	M:	M: 7 – 8PM
T: 6 – 7PM	T:	T:	T:	T: 6 – 7PM	T:
W:	W:	W:	W: 8 – 9PM	W:	W:
Th:	T:	T: 5 – 6PM	T:	Th:	T:
F:	F:	F:	F:	F:	F:

9.10 Need more information?

Link:	https://online.rmit.edu.au
Contact details:	Business Solutions Team - businesssolutions@rmitonline.edu.au

10 Data Analytics with Python

The course provides an introduction to data analytics and visualisation, and to developing skills and competencies in the areas of programming and Data Science. It covers basic programming in the Python programming language and uses Python (and libraries) to implement techniques for data harvesting, data analysis and visualisation.

Together with the incredible growth in computational power, easy online access to vast collections of data has given rise to a number of new tools for understanding highly complex systems. Powerful tools for decision making are now being created by combining information retrieval, statistics, machine learning and data visualisation. These data analysis skills are in high demand and skills developed in this course will have many potential applications.

RECOMMENDED SKILL LEVEL: Intermediate

TOTAL COURSE LOAD:

144-192 hours total

12-16 hours/week

CLASS STYLE: Mixture of live and pre-recorded classes. The live classes will be recorded.

10.1 What are the entry requirements?

RECOMMENDED SKILL LEVEL: Intermediate

REQUIRED PRIOR LEARNING: Basic digital literacy (as described in Section 1.1). A participant should hold a Bachelor degree (in any discipline).

10.2 What will I study?

Subjects/Modules:

- Python 3: expressions, types, functions, methods; the NumPy library
- Pre-processing data: Handling outliers, data errors
- Common data formats: XML, CSV, JSON
- Visualisation: charts, graphs, maps.
- Text processing: Extracting meaning from text data
- Intro to Machine learning: Classification, Clustering, Regression, Experimental Design

10.3 Study load

Hours of live class: 1 hour of live seminar + 2 hours of live workshops per week

Hours of pre-recorded class: An average of 1-2 hours per week

Hours of private study: An average of 8-11 hours per week of self-study and assignments (will vary throughout semester with assessment deadlines)

Total course load:

- 144-192 hours total
- 12-16 hours/week

10.4 Assessments

Assessment One: Assignment 1

Form: Programming Assignment

Weighting: 40%

Due Date: Week 7

Assessment One: Assignment 2

Form: Programming Assignment with written report

Weighting: 40%

Due Date: Week 11

Assessment Three: Weekly Quizzes

Form: Online Quizzes

Weighting: 20%

Due Date: Throughout course

10.5 Where will this take me?

Students who successfully complete this course will be able to:

1. Apply fundamental programming techniques including sequence, selection, iteration and abstraction to producing simple Python programs.
2. Use fundamental data structures related to data science, including arrays, lists, dictionaries, series' and dataframes to store and represent data.
3. Understand how different types of data can be represented and extracted from a variety of forms, including structured, semi-structured and unstructured data.
4. Apply simple pre-processing techniques to clean data before conducting a detailed investigation.
5. Apply simple machine learning algorithms for solving regression, clustering and classification problems.
6. Evaluate the suitability and performance of various machine learning algorithms for solving representative data science problems.
7. Create simple visualisations to convey the results of a data science investigation.
8. Critically evaluate different approaches for solving a data science problem.
9. Participate actively in teams oriented towards a common goal, including through the use of collaborative software tools.

Career outcomes from this course can include:

Support Roles for Data Scientists	Entry-level Programming	Applying programming & data science skills to discipline-specific job requirements

Further study options include:

The course is intended to create pathways to university degrees in IT. Participants who complete the course with an overall mark of 70% or above and meet all other course entry requirements may be considered eligible to apply for a Master of IT (200 points).

https://handbook.unimelb.edu.au/courses/mc-it

10.6 Who will teach me?

COURSE PROVIDER

The University of Melbourne's Digital Skills programs are aimed at mid-career learners. We draw on expertise from across our University faculties, including the Faculty of Engineering and Information Technology. Every day, our diverse teams work alongside local and global industry to ensure our online training programs meet the needs of our learners and the current job market expectations.

For more than fifty years, the people within the University's computer and information systems have shaped the global technology revolution. From commissioning Australia's first computer, to managing the first internet connections, we've seen what's possible when the world's greatest minds are empowered to push the boundaries of technology. Today our people remain at the forefront of innovation, rapidly developing the technologies that will shape our future. We invite you to join us and contribute to building tomorrow.

TEACHER/TRAINER

The teacher will hold a PhD in Computer Science, a relevant research background and experience teaching programming/data science to undergraduate students.

10.7 What student support is available?

ACCESS TO SUPPORT SERVICES

A weekly drop-in session will be provided to enable learners to receive individual support.

ACCESS TO CAMPUS No

10.8 Class schedule

Schedule: Live Classes, the live classes will be recorded and will be available as a resource to students to re-watch or to catch up on missed sessions. The live classes will be scheduled closer to the teaching commencement date for the day of the week and times. Below is an example of what the schedule may look like, please note this is not confirmed and is subject to change. This is an example not a confirmed schedule.

Day	Time	Activity
Monday	7:00 PM – 8:00 PM	1-hour live Lecture
	9:00 PM - 10:00 PM	Drop-in *consultation hour* - after the live lectures on Monday evenings
Tuesday (Option 1)	6:00 PM – 8:00 PM	2-hour live Workshop Please note, 2 options have been offered. The same content will be covered in each workshop, you do not need to attend both
Wednesday (Option 2)	6:00 PM – 8:00 PM	1-2 hours of pre-recorded lecture is uploaded to LMS every Wednesday (self-paced study)

The below is merely **indicative and not a representation of a confirmed timetable**.

Week One:	Week Two:	Week Three:	Week Four:	Week Five:	Week Six:
M: Live Lecture	M: Live Lecture	M: Live Lecture	M: Live Lecture	M: Live Lecture	M: Live Lecture
T: Drop In	T: Drop In	T: Drop In	T: Drop In	T: Drop In	T: Drop In
W: Drop In	W: Drop In	W: Drop In	W: Drop In	W: Drop In	W: Drop In
Th:	Th:	Th:	Th:	Th:	Th:
F: Pre-recorded lecture	F: Pre-recorded lecture	F: Pre-recorded lecture	F: Pre-recorded lecture	F: Pre-recorded lecture	F: Pre-recorded lecture
Week Seven:	**Week Eight:**	**Week Nine:**	**Week Ten:**	**Week Eleven:**	**Week Twelve:**
M: Live Lecture	M: Live Lecture	M: Live Lecture	M: Live Lecture	M: Live Lecture	M: Live Lecture
T: Drop In	T: Drop In	T: Drop In	T: Drop In	T: Drop In	T: Drop In
W: Drop In	W: Drop In	W: Drop In	W: Drop In	W: Drop In	W: Drop In
Th:	Th:	Th:	Th:	Th:	Th:
F: Pre-recorded lecture	F: Pre-recorded lecture	F: Pre-recorded lecture	F: Pre-recorded lecture	F: Pre-recorded lecture	F: Pre-recorded lecture

10.9 Need more information?

Link:	https://www.unimelb.edu.au/ https://mspace.unimelb.edu.au/
Contact details:	Melbourne School of Professional and Continuing Education (MSPACE) Customer Service Support 8344 0149 continuing-education@unimelb.edu.au

11 Fundamentals of Data Analytics with Python

This course will take you through the basics of data analytics using the Python programming language. It focuses on identifying the principles of scientific thinking and applying them in the context of data science.

The course is delivered in an online, self-paced learning environment, with clear guidance and regular support provided by the trainer. You will participate in both independent and collaborative exercises each week that allow you to: communicate outcomes effectively in a range of formats; identify the various steps to perform data analysis and visualisation; explore the importance of data in a variety of fields; and use a range of industry-standard software to develop and implement data analytics principles.

MONASH College

RECOMMENDED SKILL LEVEL: Foundational / Intermediate

TOTAL COURSE LOAD:

144 – 168 hours total

12 – 14 hours/week

CLASS STYLE: Mixed live and pre-recorded

11.1 What are the entry requirements?

RECOMMENDED SKILL LEVEL: Foundational to Intermediate

REQUIRED PRIOR LEARNING: To comfortably complete the course, it would be advantageous for participants to have basic computer literacy skills, basic mathematics and/or programming experience. Participants will also need foundational digital literacy and skills equivalent to those used in a day-to-day professional context. For example, participants need to be able to confidently use Microsoft Office desktop applications, install and use simple and common software applications and navigate the internet. Participants also need to be comfortable using communication platforms including Zoom and Moodle.

11.2 What will I study?

Subjects/Modules:

Python Basics
Over the first four weeks of the course, we will introduce participants to data science and python, before stepping them through Lambdas, Functions, Data Structures, NumPy and pandas.

Data Management
Over the second four weeks of the course, we will cover Technical writing, Ethics, Data wrangling, Data cleaning and Data visualisation.

Exploratory Data Analysis
Over the final four weeks of the course, we will cover Mathematics Basics (with a focus on Statistics), provide multiple opportunities for participants to practise exploratory data analysis, and conclude with an introduction to Regression.

All participants have the opportunity to complete two optional employability modules.

Module 1: Communication for the workplace - focuses on workstyles, workplace communication, teamwork, and meetings.

Module 2: Internship preparation - will focus on Personal brand and professional image, networking, self-management skills, and internship scenarios

11.3 Study load

Hours of live class: 2 hours/week (Optional)
Hours of trainer-led Zoom drop-in sessions: In consultation with participants. This is not compulsory. Participants can opt-in or opt-out as suits their own needs and schedules.

Hours of pre-recorded class: 0 hours (Course consists of online modules as listed below)

Hours of private study: 12 hours/week (Consisting mainly of online modules and coursework)

Total course load:

- 144 – 168 hours
- 12 – 14 hours/week

11.4 Assessments

Portfolio Assessment:

Artefact 1 – Data Challenges

Form: A series of short application-based tasks that will form the first portfolio submission.

Due Date: 11:59pm Sunday Week 5

Portfolio Assessment

Artefact 2 – Case Study

Form: A report in Jupyter notebook along with evidence of Git documentation & version control.

Due Date: 11:59pm Sunday Week 9

Portfolio Assessment:

Artefact 3 – Case Study

Form: Exploratory data analysis of an industry based data set presented in a Jupyter notebook

Due Date: 11:59pm Sunday Week 11

11.5 Where will this take me?

The skills and knowledge acquired through this course prepare you for employment in numerous fields such as finance, business development, marketing and research as a data analyst. Such skills as data manipulation and visualisation, are critical to many different business roles today.

Students who successfully complete this course will be able to:

1. Identify principles of scientific thinking and apply them in the context of data science
2. Reflect upon how to create and deliver data in teams
3. Critique the ethical and multicultural dimensions associated with data science decisions, use and quality and their possible impacts on organisations and society
4. Communicate outcomes effectively in a range of formats including orally, visually and written form
5. Identify the various steps to perform data analysis and visualisation
6. Explore the importance of data in a variety of fields
7. Use software to develop and implement data analytics principles

Career outcomes from this course can include:

Entry level Data Analyst	Entry level Data Modelling/reporting analyst	Business Intelligence Analyst

Further study options include:

None.

11.6 Who will teach me?

COURSE PROVIDER

Monash College's innovative education and digital skills programs are grounded in strong, evidence-based methodologies. The College is wholly owned by Monash University and has more than 25 years' experience designing, developing, delivering and reviewing learner-centred programs. It works with 2,000 industry partners to deliver industry placements for 3,000 students annually.

TEACHER/TRAINER

As an established teaching institution, Monash College has a strong cohort of teaching professionals, who hold minimum tertiary qualifications in their fields of specialisation and current links to industry.

11.7 What student support is available?

ACCESS TO SUPPORT SERVICES

Participants will undertake an orientation that gives them all the information they need to study online and navigate the course. Orientation is structured around tasks that can be completed at times that suit the participant. It also includes details of the support services available including counselling, disability support, and Learning Skills Advisors.

ACCESS TO CAMPUS

Yes, 750 Collins Street Melbourne VIC 3000. This includes access to meeting rooms, private study areas, library and lockers.

11.8 Class schedule

Schedule: Live Classes. This course has been designed to allow for a self-paced, personalised approach to learning. To ensure that you have the flexibility to schedule your learning around your life, there will be no compulsory scheduled classes. Instead, your guided learning journey will take place within our Learning Management System, Moodle. All resources and activities can be accessed and completed at times each week that suit you. Along the learning journey, you will have regular opportunities to interact with your peers through a range of online, collaborative activities including weekly discussion boards. Similarly, your trainer will be actively supporting and guiding you within the Moodle environment. As an additional support, optional trainer-led drop-in sessions will be made available for up to two-hours per week. The drop-in sessions will be scheduled to meet the needs and availability of the participants. These optional drop-in sessions will be hosted online via Zoom.

The below is merely **indicative and not a representation of a confirmed timetable**.

Week One:	**Week Two:**	**Week Three:**	**Week Four:**	**Week Five:**	**Week Six:**
M: DROP IN	M:	M: DROP IN	M:	M:	M:
T: DROP IN	T: DROP IN	T:	T:	T:	T: DROP IN
W:	W: DROP IN	W: DROP IN	W: DROP IN	W: DROP IN	W: DROP IN
Th:	Th:	Th:	Th: DROP IN	Th:	Th:
F:	F:	F:	F:	F: DROP IN	F:

Week Seven:	**Week Eight:**	**Week Nine:**	**Week Ten:**	**Week Eleven:**	**Week Twelve:**
M: DROP IN	M:	M: DROP IN	M:	M:	M:
T: DROP IN	T: DROP IN	T:	T:	T:	T: DROP IN
W:	W: DROP IN	W: DROP IN	W: DROP IN	W: DROP IN	W: DROP IN
Th:	Th:	Th:	Th: DROP IN	Th:	Th:
F:	F:	F:	F:	F: DROP IN	F:

11.9 Need more information?

Link:	https://www.monashprofessional.edu.au/digital-skills

Contact details:	digitalskills@monashcollege.edu.au

DIGITAL MARKETING

Brand Experience and Content Marketing
RMIT ONLINE

Digital Marketing Campaigns and Analytics
RMIT ONLINE

Growth Marketing Professional
LUMIFY

12 Brand Experience and Content Marketing

Differentiate your brand by deploying a unique brand promise that engages your audience through effective content and social media strategies.

Whether you are looking to expand your existing digital marketing skill set or seek to adopt a brand-led business approach, our Brand Experience course enables you to create a brand promise that aligns with your customer experiences in your category.

You will learn how to deliver that promise through every customer experience in your role or business, and how to leverage your unique and central brand idea consistently across various digital channels.

RMIT Online

RECOMMENDED SKILL LEVEL: Intermediate

TOTAL COURSE LOAD:

96-120 hours total

8-10 hours/week

CLASS STYLE: Mix of both pre-recorded and live but mostly pre-recorded (All live classes are recorded and viewable at later date)

12.1 What are the entry requirements?

RECOMMENDED SKILL LEVEL: Intermediate

REQUIRED PRIOR LEARNING: Basic digital literacy (as described in Section 1.1) is recommended, and learners will benefit from a familiarity with Slack, Zoom, and online learning platforms. Learners should also have a basic understanding of and be comfortable using social media.

12.2 What will I study?

Subjects/Modules:

- Benefits and qualities of a brand
- Identifying market opportunities
- Developing a Brand Positioning
- Expressing the brand
- Creating a communications framework
- Building internal brand champions (Project 1 submission)
- Introduction to content marketing
- Understanding the marketing landscape
- Content Ideation
- Email and web content distribution
- Social Content Distribution
- What's next (Project 2 submission)

12.3 Study load

Hours of live class: 12 hours (All live classes are recorded and viewable later)

Hours of pre-recorded class: 48 hours (excluding live class recordings)

Hours of private study: 36-60 hours

Total course load:

- 96-120 hours total
- 8-10 hours/week

12.4 Assessments

Assessment One:
Project 1
Form: Presentation
Weighting: 50%
Due Date: Week Six

Assessment Two:
Project 2
Form: Presentation
Weighting: 50 %
Due Date: Week Twelve

Students that submit the project but do not demonstrate mastery in ALL rubric items are provided feedback and the opportunity to re-submit their project one additional time. To build up to the project assessment, learners complete several scaffolded activities and milestones over weeks 1 to 5. The outcomes of each milestone contribute to the development of the final project, where learners can apply their knowledge.

12.5 Where will this take me?

Students who successfully complete this course will be able to:

1. Critically analyse and apply industry principles and processes of brand strategy (Weeks 1-6)
2. Develop and justify a brand strategy for a new brand or an existing brand of choice and develop low fidelity brand assets (Weeks 1-6)
3. Examine consumer touchpoints and marketing channels and develop a framework (or approach) to deliver the brand experience and ensure consistency (Weeks 1-6)
4. Develop an approach for communicating the brand at all business levels: board, executive, functional and all teams (Weeks 1-6)
5. Analyse, critique and recommend a range of dev ops models for use in an organisational context (Weeks 7-12)
6. Recommend a strategy for continuous improvement including automation (Weeks 7-12)
7. Critically analyse content and asset selection and justify its use in a content and social media plan (Weeks 7-12)

Career outcomes from this course can include:

Social Media Manager	Associate Brand Manager	Content Marketer

Further study options include:

When taken in combination with other specific Future Skills short courses, this course is eligible for credit into certain RMIT degree programs, subject to entry requirements.

12.6 Who will teach me?

COURSE PROVIDER

RMIT has a strong focus on supplying the skills for our economy's digital future. Through its RMIT Online program, the institute offers online, digital-themed short courses and degrees, in fields from cloud computing and programming through to technology-focused business skills such as UX/UI, AI strategy, and Digital Marketing.

TEACHER/TRAINER

We have industry mentors with digital marketing expertise in areas like inbound marketing strategy, website development, eCommerce, digital strategy, social media, SEO & SEM and content marketing.

12.7 What student support is available?

ACCESS TO SUPPORT SERVICES

RMIT Online's learner success team are here to help you with 1:1 coaching, tips on how to successfully study online, and any questions or concerns you may have.

ACCESS TO CAMPUS No

12.8 Class schedule

Schedule: Live Classes, **this is only an indication and not a confirmed schedule**. Not listed are the pre-recorded classes you can view at your own pace. There is 1-hour live class each week that is determined at week 1 with the RMIT mentor on the Slack app by unanimous decision. The day may vary depending on unanimous decision but the live webinar will happen during the week Tuesday, Wednesday or Thursday and after work hours.

Week One:	Week Two:	Week Three:	Week Four:	Week Five:	Week Six:
M:	M:	M:	M:	M:	M:
T: 6 – 7PM	T:	T:	T:	T:	T: 6 – 7PM
W:	W:	W:	W: 8 – 9PM	W:	W:
Th:	T: 7 – 8PM	T: 5 – 6PM	T:	T: 7 – 8PM	Th:
F:	F:	F:	F:	F:	F:

Week Seven:	Week Eight:	Week Nine:	Week Ten:	Week Eleven:	Week Twelve:
M:	M:	M:	M:	M:	M:
T: 6 – 7PM	T:	T:	T:	T: 6 – 7PM	T:
W:	W:	W:	W: 8 – 9PM	W:	W:
Th:	T: 7 – 8PM	T: 5 – 6PM	T:	Th:	T: 7 – 8PM
F:	F:	F:	F:	F:	F:

12.9 Need more information?

Link:	https://online.rmit.edu.au/

Contact details:	Business Solutions Team - businesssolutions@rmitonline.edu.au

13 Digital Marketing Campaigns and Analytics

This course will provide you with a practical understanding of core digital marketing tools including Google and Facebook advertising which have now become essential for anyone looking to promote a product or brand or advance their marketing career. You will also acquire the skills to analyse, wrangle, and make sense of data in order to make data-driven business decisions.

RMIT Online

RECOMMENDED SKILL LEVEL: Intermediate

TOTAL COURSE LOAD:

72-120 hours total

6-10 hours/week

CLASS STYLE: Mix of both pre-recorded and live but mostly pre-recorded. (All live classes are recorded and viewable at later date).

13.1 What are the entry requirements?

RECOMMENDED SKILL LEVEL: Intermediate

REQUIRED PRIOR LEARNING: Basic digital literacy (as described in Section 1.1) is recommended, and learners will benefit from a familiarity with Slack, Zoom, and online learning platforms. Familiar with Slack and online learning platforms. Learners should also have a basic understanding of and be comfortable using social media.

13.2 What will I study?

Subjects/Modules:

- Getting started with a digital marketing campaign
- Setup a digital marketing campaign for success
- Search and Display
- Social Media Marketing
- Email and retargeting
- Report, Analyse and Interpret (Project 1 submission)
- Understanding data and analytics
- Exploring the world of marketing data
- Using data to make decisions
- Targeting your customer
- Tools for acting
- What's next? (Project 2 submission)

13.3 Study load

Hours of live class: 12 hours (All live classes are recorded and viewable later)

Hours of pre-recorded class: 48 hours (excluding live class recordings)

Hours of private study: 12-60 hours

Total course load:

- 72-120 hours total
- 6-10 hours/week

13.4 Assessments

Assessment One:
Project 1
Form: Campaign Report
Weighting: 50%
Due Date: Week Six

Assessment Two:
Project 2
Form: Report
Weighting: 50 %
Due Date: Week Twelve

Students that submit the project but do not demonstrate mastery in ALL rubric items are provided feedback and the opportunity to re-submit their project one additional time. To build up to the project assessment, learners complete several scaffolded activities and milestones over weeks 1 to 5. The outcomes of each milestone contribute to the development of the final project, where learners are able to apply their knowledge.

13.5 Where will this take me?

Students who successfully complete this course will be able to:

1. Use data to solve real-world problems by identifying the importance of data in sending the right message, to the right person at the right time (Weeks 1-6)
2. Explain the difference between *data as a metric* and *data as a commodity*, and the business and marketing opportunities for both (Weeks 1-6)
3. Create a 360-degree view of a customer and justify the use of a diverse range of data sources in doing so (Weeks 1-6)
4. Engage and influence business stakeholders in marketing plans, and justify strategic marketing decisions based on an understanding of *correlation and causation* in marketing data (Weeks 1-6)
5. Examine and comply with ethics, privacy, legislation and ownership of data within a marketing context (Weeks 1-6)
6. Produce personalised marketing tactics based off *first, second and third-party data* and how these three data points can be used to gain valuable customer insights (Weeks 1-6)
7. Examine and communicate to the wider business, the benefits and challenges with 1:1 communication for marketer (Weeks 1-6)
8. Utilise data-visualisation tools to appraise marketing opportunities, and to incorporate a narrative into marketing objectives and insights (Weeks 1-6)
9. Design, implement and deliver digital marketing campaigns that leverage the appropriate channels and tactics to effectively deploy your digital marketing strategy (Weeks 7-12)
10. Report, analyse and interpret the effectiveness of a digital marketing campaigns through successful integration of an analytics platform to at least two campaigns (Weeks 7-12)

Career outcomes from this course can include:

Analyst	Digital Marketing Associate	Junior Campaigns Analyst

Further study options include:

When taken in combination with other specific Future Skills short courses, this course is eligible for credit into certain RMIT degree programs, subject to entry requirements.

13.6 Who will teach me?

COURSE PROVIDER

RMIT has a strong focus on supplying the skills for our economy's digital future. Through its RMIT Online program, the institute offers online, digital-themed short courses and degrees, in fields from cloud computing and programming through to technology-focused business skills such as UX/UI, AI strategy, and Digital Marketing.

TEACHER/TRAINER

We have industry mentors with digital marketing expertise in areas like inbound marketing strategy, website development, eCommerce, digital strategy, social media, SEO & SEM and content marketing.

13.7 What student support is available?

ACCESS TO SUPPORT SERVICES

RMIT Online's learner success team are here to help you with 1:1 coaching, tips on how to successfully study online, and any questions or concerns you may have.

ACCESS TO CAMPUS No

13.8 Class schedule

Schedule: Live Classes, **this is only an indication and not a confirmed schedule**. Not listed are the pre-recorded classes you can view at your own pace. There is 1-hour live class each week that is determined at week 1 with the RMIT mentor on the Slack app by unanimous decision. The day may vary depending on unanimous decision but the live webinar will happen during the week Tuesday, Wednesday or Thursday and after work hours.

Week One:	Week Two:	Week Three:	Week Four:	Week Five:	Week Six:
M:	M:	M:	M:	M:	M:
T: 6 – 7PM	T:	T:	T:	T:	T: 6 – 7PM
W:	W:	W:	W: 8 – 9PM	W:	W:
Th:	T: 7 – 8PM	T: 5 – 6PM	T:	T: 7 – 8PM	Th:
F:	F:	F:	F:	F:	F:

Week Seven:	Week Eight:	Week Nine:	Week Ten:	Week Eleven:	Week Twelve:
M:	M:	M:	M:	M:	M:
T: 6 – 7PM	T:	T:	T:	T: 6 – 7PM	T:
W:	W:	W:	W: 8 – 9PM	W:	W:
Th:	T: 7 – 8PM	T: 5 – 6PM	T:	Th:	T: 7 – 8PM
F:	F:	F:	F:	F:	F:

13.9 Need more information?

Link:	https://online.rmit.edu.au/
Contact details:	Business Solutions Team – businesssolutions@rmitonline.edu.au

14 Growth Marketing Professional

This course covers all the digital marketing fundamentals including quantitative and analytical skills, technical skills, qualitative research, copywriting, storytelling, channel acquisition and program management.

You will also learn about customer success, front end development and marketing automation to help them become a complete digital marketing professional. You will become proficient in digital marketing strategy, social media, Google paid search (PPC), email marketing, Google Analytics, content marketing, search engine optimisation (SEO), YouTube and display and video advertising.

This course will allow you to connect with your industry-expert mentor through live webinars sessions and as well as meeting your peers who will help you succeed throughout your Growth Marketing journey. Receive a globally recognised Digital Marketing Institute certification.

RECOMMENDED SKILL LEVEL: Foundational

TOTAL COURSE LOAD:

103 hours total

8.5 hours/week

CLASS STYLE: Mixed – live webinars and online self-paced modules

14.1 What are the entry requirements?

RECOMMENDED SKILL LEVEL: Foundational

REQUIRED PRIOR LEARNING: Basic computer literacy skills (as described in Section 1.1). Confident in using Microsoft 365 applications. Basic marketing skills. Digital media and social media savvy.

14.2 What will I study?

Subjects/Modules:

- Introduction to Digital Marketing, SEO, social media, PPC and more.
- Learn how to use Google Analytics.
- Benefits of Google Ads Search.
- Definition of Customer Success.
- Get started with Front-End Development.
- Additional Content in Mobile App marketing as well as Agile fundamentals.
- Leadership and Soft Skills: Sharpen your interpersonal skills to succeed in the workplace

14.3 Study load

Hours of live class: 13 hours

Hours of pre-recorded class: 0 hours (excluding live class recordings)

Hours of private study: 90 hours

Total course load:

- 103 hours total
- 8.5 hours/week

14.4 Assessments

Assessment One:
Weekly Quizzes

Form: Quizzes
Weighting: 30%
Due Date: Week 1-8

Assessment Two:
Certified Digital Marketing Professional (by Digital Marketing Institute)
Form: Practice Exam
Weighting: 20%
Due Date: Week Nine

Assessment Three:
Certified Digital Marketing Professional (by Digital Marketing Institute)
Form: Certification Exam
Weighting: 50%
Due Date: Week Ten

Students will complete quizzes and activities at the end of each module to test their knowledge and to prepare for the exam.

14.5 Where will this take me?

Students who successfully complete this course will be able to:

1. Understand digital marking strategy; Introduction to Digital Marketing, Inbound and Outbound Marketing, Digital and Cultural Research
2. Understand a range of concepts (SEO, PPC & Google Ads Strategies); understand the kind of content that attracts users, optimise rankings and then convert visitors to customers.
3. Learn content and social media marketing; explore key social platforms for Digital Marketing, Develop Data-Driven Audience and Campaign Insights
4. Learn basics of front-end and website optimisation; how to create a simple, well-designed, optimized site that not only looks good but also delivers for your business
5. Understand Google Analytics; discover what your customer wants, likes, needs and does. Understand how they use your website, Learn the different goals that can be setup and monitor conversions
6. Learn important soft skills; to increase employability. Focus on effective communication, collaboration techniques, and problem-solving skills.

Career outcomes from this course can include:

Junior Growth Marketer	Entry-level Digital Marketer	Junior Marketing Data Analyst

Further study options include:

As part of the course, the participants will receive an exam voucher to get the following industry recognised certification: Certified Digital Marketing Professional (DMI), Google Analytics IQ, and Google Ads Search.

14.6 Who will teach me?

COURSE PROVIDER

Lumify (previously known as DDLS) is the leading IT training provider in Australasia and trains over 30,000 students each year. Lumify Learn, part of the Lumify Group delivers nationally accredited, and vendor certified training aimed at both career changers and newcomers. Committed to bridging Australia's digital skills gap, Lumify leverages its 30-year industry experience and major IT vendor partnerships. Our online courses, facilitated by experienced mentors, ensure that our graduates are fully equipped for the dynamic job market.

TEACHER/TRAINER

Shuaib is a digital evangelist with 19 years of international experience in marketing to multicultural target groups. Shuaib is a growth marketing and a digital marketing enthusiast with a focus on innovation, transformation, platform strategies, monetization, Instagram and Facebook marketing, customer engagement, social media, planning and analytics.

In addition, Shuaib also has expertise in campaign management, building brand awareness, understanding digital customer behaviours, and supporting revenue growth through multi-channel marketing.

14.7 What student support is available?

ACCESS TO SUPPORT SERVICES

Lumify mentors will provide 1:1 session with each participant to support their studies and ask any question about the career goals and industry.

ACCESS TO CAMPUS No

14.8 Class schedule

Schedule: Live Classes; at the start of the course, participants will choose a day of the week most convenient to them and this day will become their main live webinar class for the duration of the course (12 weeks). Same content is covered each week. This is an indication and not a confirmed schedule. Please note the online content that you can view at your own pace, as well as 1:1s and Q&A sessions with your mentor are not listed in the schedule below. All live classes will be recorded and available in our Learning Platform. All timings below are indicative only and are following the Australian Eastern Standard Time (AEST).

Week One:	Week Two:	Week Three:	Week Four:	Week Five:	Week Six:
M: 7PM – 8PM	M: 7PM – 8PM	M: 7PM – 8PM	M: 7PM – 8PM	M: 7PM – 8PM	M: 7PM – 8PM
T: 7PM – 8PM	T: 7PM – 8PM	T: 7PM – 8PM	T: 7PM – 8PM	T: 7PM – 8PM	T: 7PM – 8PM
W:	W:	W:	W:	W:	W:
Th:	Th:	Th:	Th:	Th:	Th:
F:	F:	F:	F:	F:	F:

Week Seven:	Week Eight:	Week Nine:	Week Ten:	Week Eleven:	Week Twelve:
M: 7PM – 8PM	M: 7PM – 8PM	M: 7PM – 8PM	M: 7PM – 8PM	M: 7PM – 8PM	M: 7PM – 8PM
T: 7PM – 8PM	T: 7PM – 8PM	T: 7PM – 8PM	T: 7PM – 8PM	T: 7PM – 8PM	T: 7PM – 8PM
W:	W:	W:	W:	W:	W:
Th:	Th:	Th:	Th:	Th:	Th:
F:	F:	F:	F:	F:	F:

14.9 Need more information?

Link:	Course Page: https://lumifylearn.com/courses/digital-jobs-growth-marketing-professional/ Course Brochure: https://link.lumifygroup.com/dsjp-gmp-outline
Contact details:	Participants can get in touch with us at digitaljobs@lumifylearn.edu.au for any questions.

IT OPERATIONS AND SUPPORT

Cisco Certified Network Associate
BENDIGO KANGAN INSTITUTE

IT Service Management Professional
LUMIFY

IT Support – Level One
VICTORIA UNIVERSITY POLYTECHNIC

15 CISCO CCNA 1

This course is designed for anyone seeking to begin their CCNA certification. This is the first course in a 3 course series that introduces protocols and networking elements, among other skills, that are required to support the biggest companies through to the smallest retailers.

This course provides foundational knowledge for support technicians involved in the basic installation, operation, and verification of routers, switches and end devices, provide access to remote and local networks and enable connectivity between remote devices. You will learn to build simple LANs, configure routers and switches, develop critical thinking and problem solving skills.

RECOMMENDED SKILL LEVEL: Intermediate

TOTAL COURSE LOAD:

9 hours per week

108 hours total

CLASS STYLE: All live courses

15.1 What are the entry requirements?

RECOMMENDED SKILL LEVEL: Intermediate

REQUIRED PRIOR LEARNING: Networking knowledge would be beneficial. A basic understanding of computers and networking is required. Participants will need basic computer skills (as described in Section 1.1) and have access to and ability to connect to the internet. Ability to use Microsoft Office software. Able to download free software from internet. Proficient English language skills. Participants who are not able to meet these requirements will be referred to suitable programs for them to achieve proficiencies in the skills required.

15.2 What will I study?

Subjects/Modules:

- Networking Today
- Basic Switch and Device Configuration
- Protocols and Models
- Physical Layer
- Number Systems
- Data Link Layer
- Basic Router Configuration
- Ipv4 Addressing
- Ipv6 Addressing
- ICMP
- Transport Layer
- Application Layer
- Ethernet Switching
- Network Layer
- Address Resolution
- Network Security Fundamentals
- Build a Small Network

15.3 Study load

Hours of live class: 3 hours/week

Hours of pre-recorded class: 0 hours

Hours of private study: 6 hours/week

Total course load:

- 108 hours total
- 9 hours/week

15.4 Assessments

Assessment is conducted via an examination to be completed under supervision. The examination content is hosted on-line by Cisco. Conducted in week 11-12

15.5 Where will this take me?

Students who successfully complete this course should be able to:

1. Describe the importance of information security and risks management in achieving organisational goals and objectives
2. Assess and apply information systems risk and security management standards and frameworks to real-word case based scenarios
3. Analyse major theories, concepts and methodologies for managing risks and assuring the integrity and security of information assets
4. Evaluate appropriate governance, assurance and internal control techniques for managing information risks and security
5. Communicate effectively as a professional and function as an effective leader or member of a team

Career outcomes from this course can include:

Entry Level Network Engineer	Network Administrator	Network Support Technician

Further study options include:

This course provides pathways into further study with CISCO: CCNA 2, CCNA 3

Further study with BKI: Cert IV in Information Technology

15.6 Who will teach me?

COURSE PROVIDER

At Bendigo TAFE and Kangan Institute we're committed to delivering specialised education, training and assessments that lead students to real jobs. Our students are placed at the heart of everything we do – teaching over 21,000 students per year at 10 campuses in regional Victoria and metropolitan Melbourne, as well as online and internationally. We're amongst Australia's largest and most trusted vocational education and training providers with a proud history dating back to the 1850s gold rush. We're as committed today as we were in 1854 to ensuring industry has the skilled workers they need to build a strong and prosperous economy.

TEACHER/TRAINER

We have a number of CISCO instructors that are truly passionate about their industry.

Their goal is to share as much knowledge as possible with their students, to encourage, support and guide into a career they will enjoy.

15.7 What student support is available?

ACCESS TO SUPPORT SERVICES

At BKI we offer several support services for our students.

- Student counselling
- Disability support
- Welfare services
- Skills and Job Centre
- Indigenous education centre

ACCESS TO CAMPUS

Yes – this course will be run face to face on the Cremorne campus.

15.8 Class schedule

Schedule: Live Classes

Week One:	Week Two:	Week Three:	Week Four:	Week Five:	Week Six:
M:	M:	M:	M:	M:	M:
T:	T:	T:	T:	T:	T:
W:	W:	W:	W:	W:	W:
Th:	Th:	Th:	Th:	Th:	Th:
F: 9AM – 12PM	F: 9AM – 12PM	F: 9AM – 12PM	F: 9AM – 12PM	F: 9AM – 12PM	F: 9AM – 12PM

Week Seven:	Week Eight:	Week Nine:	Week Ten:	Week Eleven:	Week Twelve:
M:	M:	M:	M:	M:	M:
T:	T:	T:	T:	T:	T:
W:	W:	W:	W:	W:	W:
Th:	Th:	Th:	Th:	Th:	Th:
F: 9AM – 12PM	F: 9AM – 12PM	F: 9AM – 12PM	F: 9AM – 12PM	F: 9AM – 12PM	F: 9AM – 12PM

15.9 Need more information?

Link:	https://www.kangan.edu.au/
Contact details:	Jacinta McGonigal jmcgonigal@bendigotafe.edu.au

16 IT Service Management Professional

Digital transformation has altered the IT landscape significantly in the past years. IT Service Management helps all organisations, regardless of their industry or business sector, provide their IT services using the most efficient and economical methods.

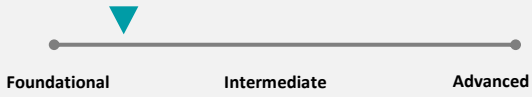
With this in mind, we designed the IT Service Management (ITSM) Professional course to provide you with an end-to-end operating model for the creation, delivery and operation of tech-enabled products and services.

As part of the course curriculum, we will introduce you to the IT Infrastructure Library (ITIL®) and prepare you to take the ITIL4 Foundation certification exam, eBook and exam voucher included.

This certification will enhance your employment prospects and make your skills more competitive, demonstrating a clear understanding of how to create and deliver services for the modern digital world.

Whether you have worked in IT or are brand new in this space, this course provides comprehensive, practical, and proven guidance for establishing a service management system.

RECOMMENDED SKILL LEVEL: Foundational



TOTAL COURSE LOAD:

100 hours total

8.5 hours/week

CLASS STYLE: Mixed – live webinars and online self-paced modules

16.1 What are the entry requirements?

RECOMMENDED SKILL LEVEL: Foundational

REQUIRED PRIOR LEARNING: Basic computer literacy skills (as described in Section 1.1) are required for best learning experience. Work experience in IT services is beneficial.

16.2 What will I study?

Subjects/Modules:

- Overview of Service Management and the introduction to ITIL® (Information Technology Infrastructure Library).
- Introduction to the mentality and culture on how to serve the clients, the service economy and understand your role in the Service Value Chain.
- A holistic approach to the facilitation of co-creation of value with customers and other stakeholders in the form of products and services.
- The guiding principles of ITIL 4.
- The four dimensions of Service Management.
- Key concepts from Lean, Agile, DevOps, and why these are important to deliver business value.
- Introduction to real-world case studies and examples of ITIL being applied to systems, processes, and organisations within the commercial and Government sectors.
- Introduction to the ServiceNow, the most popular cloud-based task-management platform that specialises in IT operations, services, and business management.
- Leadership and Soft Skills: Sharpen your interpersonal, communication, customer service, change management, teamwork, and other leadership skills to succeed in the workplace.

16.3 Study load

Hours of live class: 12 hours

Hours of pre-recorded class: 0 hours (excluding live class recordings)

Hours of private study: 88 hours

Total course load:

- 100 hours total
- 8.5 hours/week

16.4 Assessments

Assessment One:

Sample Paper 1 for ITIL® 4 Foundation

Form: Sample Paper

Weighting: 25%

Due Date: Week 6

Assessment Two:

Sample Paper 2 for ITIL® 4 Foundation

Form: Sample Paper

Weighting: 25%

Due Date: Week 7

Assessment Three:

ITIL® 4 Foundation Exam

Form: Certification Exam

Weighting: 50%

Due Date: Week 9

Students will complete knowledge checks at the end of each module to test their knowledge and to prepare for the ITIL4® Foundation certification exam. Participants will receive the official handbook and downloadable resources for further studies.

16.5 Where will this take me?

Career outcomes from this course can include:

IT Help Desk Analyst	Customer Service IT Support Analyst	Trouble Shooting Technology Roles

Further study options include:

As part of the course, the participants will receive an exam voucher to get ITIL4® Foundation, a global industry recognised certification. The students will have access to our learning platform for up to 12 months, which will allow them to refer to the course content as well as additional resources to learn about the IT Service Management.

16.6 Who will teach me?

COURSE PROVIDER

Lumify (previously known as DDLS) is the leading IT training provider in Australasia and trains over 30,000 students each year. Lumify Learn, part of the Lumify Group delivers nationally accredited, and vendor certified training aimed at both career changers and newcomers. Committed to bridging Australia's digital skills gap, Lumify leverages its 30-year industry experience and major IT vendor partnerships. Our online courses, facilitated by experienced mentors, ensure that our graduates are fully equipped for the dynamic job market.

TEACHER/TRAINER

Sanjay is an award-winning Cyber Security Leader with over 25 years of hands-on experience in Cyber strategy, enterprise security, risk management, operational security, ICT governance, assurance, security transformation and compliance management. His international career has spanned five continents and his industry exposure has provided him expertise in highly regulated and complex fields. He has worked as Chief Information Security Officer and Security Advisor for government and private organisations. His industry certification includes CISSP, IRAP, PCI QSA, PCIP, CDPSE, CISM, CRISC, CGEIT, CISA, CCSP, MS Azure among other vendor specific certifications.

16.7 What student support is available?

ACCESS TO SUPPORT SERVICES

Lumify mentors will provide 1:1 session with each participant to support their studies and ask any question about the career goals and industry.

ACCESS TO CAMPUS No

16.8 Class schedule

Schedule: Live Classes on Tuesdays and open-office sessions on Wednesdays. This is only an indication and not a confirmed schedule. All live classes will be recorded and available in our Learning Platform. Please note the online content that you can view at your own pace, as well as 1:1s sessions with your mentor are not listed in the schedule below. All timings below are indicative only and are following the Australian Eastern Standard Time (AEST).

Week One:	Week Two:	Week Three:	Week Four:	Week Five:	Week Six:
M:	M:	M:	M:	M:	M:
T: 7 – 8PM	T: 7 – 8PM	T: 7 – 8PM	T: 7 – 8PM	T: 7 – 8PM	T: 7 – 8PM
W: 12 – 1PM	W: 12 – 1PM	W: 12 – 1PM	W: 12 – 1PM	W: 12 – 1PM	W: 12 – 1PM
Th:	Th:	Th:	Th:	Th:	Th:
F:	F:	F:	F:	F:	F:

Week Seven:	Week Eight:	Week Nine:	Week Ten:	Week Eleven:	Week Twelve:
M:	M:	M:	M:	M:	M:
T: 7 – 8PM	T: 7 – 8PM	T: 7 – 8PM	T: 7 – 8PM	T: 7 – 8PM	T: 7 – 8PM
W: 12 – 1PM	W: 12 – 1PM	W: 12 – 1PM	W: 12 – 1PM	W: 12 – 1PM	W: 12 – 1PM
Th:	Th:	Th:	Th:	Th:	Th:
F:	F:	F:	F:	F:	F:

16.9 Need more information?

Link:	Course Page: https://lumifylearn.com/courses/digital-jobs-it-service-management-professional/ Brochure Page: https://link.lumifygroup.com/dsjp-itsmp-outline
Contact details:	Participants can get in touch with us at digitaljobs@lumifylearn.edu.au for any questions.

17 IT Support – Level One

In this course you will learn how to work in a level 1 IT support desk, triaging enquiries and using tools to diagnose problems. You will gain exposure to widely-used knowledge management systems like Salesforce.com. You will gain key skills, including how to perform routine system administration tasks; install and configure an operating system; maintain and repair ICT equipment & software; conduct diagnostic tests, troubleshoot problems, and effectively communicate technical information and solutions to clients.

Course completion enables you to provide front-line IT support to both internal and external customers. You also receive credits toward either ICT30120 Certificate III in Information Technology or ICT40120 Certificate IV in Information Technology.

RECOMMENDED SKILL LEVEL: Foundational

VICTORIA UNIVERSITY POLYTECHNIC

TOTAL COURSE LOAD:

198 hours total

16.5 hours/week

CLASS STYLE: Online live classes

17.1 What are the entry requirements?

RECOMMENDED SKILL LEVEL: Foundational

REQUIRED PRIOR LEARNING: Basic digital literacy (as described in Section 1.1). Participants are required to demonstrate Australian Core Skills Framework (ACSF) level 2 capability.

17.2 What will I study?

Subjects/Modules:

Intellectual Property, Ethics and Privacy in ICT. Work in an ethical manner, identify & apply principles protecting intellectual property, and observe the organisation's privacy policy.

Provide ICT Advice to Clients.
In this subject you will learn how to provide ICT advice and front-line support to solve user needs.

Use Computer Operating Systems and Hardware. How to select, install, configure and use computer operating systems and basic computer hardware.

Maintain the Integrity of ICT Systems.
In this subject you will learn how to protect and secure standalone and networked systems from environmental risks and cyber security threats

Identify and Resolve Customer ICT Problems. Learn how to diagnose and troubleshoot ICT problems and communicate solutions to users, using tools like *Salesforce* for tracking issues.

Securely Manage Confidential Workplace Information. Learn tools &techniques to protect Personally Identifiable Information (PII)

17.3 Study load

Hours of live class: 126 hours (12 hours/week) These sessions are recorded and can be reviewed at a later date

Hours of pre-recorded class: 0 hours (excluding live class recordings)

Hours of private study: 72 hours (approx. 6 hours/week)

Total course load:

- 198 hours total
- 16.5 hours/week

17.4 Assessments

Each subject is separately assessed through your responses to short-answer type questions, and either observation of your practical skills by your teacher or product-based assessment tasks. Students have the opportunity to resubmit assessment tasks following feedback from the teacher. Some assessments might involve group work but reasonable adjustments can be made to suit each student's individual needs where appropriate and in accordance with the unit of competency requirements. Students can undertake most assessment tasks at their own pace within the timeframe of the unit delivery. Ample opportunity will be provided during live classes, to practice skill development and discuss assessment activity requirements.

17.5 Where will this take me?

Students who successfully complete this course will be able to:

1. Work in an ICT support team supporting internal or external customers
2. Solve basic client problems with operating systems, hardware, and networks
3. Provide advice to customers about the efficient and effective use of technology
4. Maintain systems to help protect against hardware failure and cyber security risks
5. Work in a responsible way, observing legal requirements and organisational policies & procedures relating to privacy, copyright, and ethics.

Career outcomes from this course can include:

IT Help Desk Analyst	Customer Service IT Support Analyst	Trouble Shooting Technology Roles

Further study options include:

6 Units of Competency credits – Certificate III in IT ICT30120, 5 Units of Competency credits – Certificate IV in IT ICT40120

17.6 Who will teach me?

COURSE PROVIDER

Victoria University's TAFE division delivers high-quality, industry-focused digital technologies programs underpinned with practical learning across multiple ICT disciplines. The Cyber Security Training Centre and Sunshine Skills Hub provide simulated working environments with access to leading technology, where the physical and digital worlds converge.

https://issuu.com/wyndhamtech/docs/digital_transformation_at_vup

TEACHER/TRAINER

Trainers and Assessors all hold the required vocational qualifications, Certificate IV in training and Assessment as a minimum, as well as extensive industry and certification experience.

17.7 What student support is available?

ACCESS TO SUPPORT SERVICES

Victoria University provides a range of support services to assist students achieve success including student counselling and making appropriate adjustments to assessment methods in line with individual needs. Also, in addition to support provided in scheduled classes, teachers can provide additional individual support and "drop-in" labs.

17.8 Class schedule

Schedule: Online Live Classes

Week One:	Week Two:	Week Three:	Week Four:	Week Five:	Week Six:
M:	M:	M:	M:	M:	M:
T: 9AM – 3.30PM	T: 9AM – 3.30PM	T: 9AM – 3.30PM	T: 9AM – 3.30PM	T: 9AM – 3.30PM	T: 9AM – 3.30PM
W:	W:	W:	W:	W:	W:
Th: 9AM – 3.30PM	Th: 9AM – 3.30PM	Th: 9AM – 3.30PM	Th: 9AM – 3.30PM	Th: 9AM – 3.30PM	Th: 9AM – 3.30PM
F:	F:	F:	F:	F:	F:

Week Seven:	Week Eight:	Week Nine:	Week Ten:	Week Eleven:	Week Twelve:
M:	M:	M:	M:	M:	M:
T: 9AM – 3.30PM	T: 9AM – 3.30PM	T: 9AM – 3.30PM	T: 9AM – 3.30PM	T: 9AM – 3.30PM	T: 9AM – 3.30PM
W:	W:	W:	W:	W:	W:
Th: 9AM – 3.30PM	Th: 9AM – 3.30PM	Th: 9AM – 3.30PM	Th: 9AM – 3.30PM	Th: 9AM – 3.30PM	Th: 9AM – 3.30PM
F:	F:	F:	F:	F:	F:

17.9 Need more information?

Link:	https://www.vu.edu.au/study-at-vu/tafe https://issuu.com/wyndhamtech/docs/digital_transformation_at_vup
Contact details:	Digitalskills@vu.edu.au Ph: 03 9919 8518

LEADERSHIP

Cyber Governance, Risk and Compliance for Leaders
MONASH COLLEGE

Change and Digital Manufacturing; how to lead your business through the digitisation journey
MONASH COLLEGE

De-mystifying Industry 4.0 / Digital Manufacturing
SWINBURNE UNIVERSITY OF TECHNOLOGY

Digital Manufacturing/ Industry 4.0 awareness and experience – 1 day workshop for leaders
SWINBURNE UNIVERSITY OF TECHNOLOGY

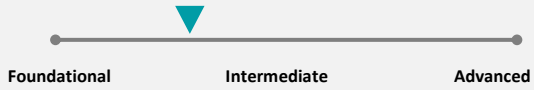
18 Cyber Governance, Risk and Compliance for Leaders

This course equips manufacturing industry leaders with the essential knowledge and skills to navigate the dynamic landscape of cyber security governance. Participants will gain an understanding of cyber security principles and practices critical for safeguarding sensitive data, intellectual property, and operational continuity.

The curriculum covers key topics such as risk assessment, regulatory compliance, and incident response. Participants will learn to develop and implement robust cyber security policies and procedures, fostering a resilient organisational cyber security posture. Real-world case studies and industry-specific scenarios will be used to illustrate the application of governance frameworks, ensuring practical insights that can be directly applied in manufacturing settings.

MONASH College

RECOMMENDED SKILL LEVEL: Foundational to Intermediate



TOTAL COURSE LOAD:

50 - 60 hours total

3 – 5 hours hours/ week

CLASS STYLE: Mixed pre-recorded and live

18.1 What are the entry requirements?

RECOMMENDED SKILL LEVEL: Foundational to Intermediate

REQUIRED PRIOR LEARNING: Basic digital literacy (as described in Section 1.1). Participants also need to be comfortable using communication platforms including Zoom and Moodle.

18.2 What will I study?

This 12-week program is designed to provide manufacturing managers with a focused and concentrated understanding of cyber security leadership, covering essential topics to fortify their organisations against cyber threats.

Subjects/Modules:

- Introduction to Cybersecurity
- Emerging Cybersecurity Attacks
- Cybersecurity Frameworks
- Risk Assessment and Management
- Physical Security
- Security Policies and Procedures
- Security Policies and Procedures
- Security Awareness and Training
- Best Practices and Cyber Hygiene

18.3 Study load

Hours of live class: 2 hours per week of trainer-led Zoom drop-in sessions: In consultation with participants (optional)

Pre-recorded classes

Total course load:

- 50 - 60 hours total
- 3 – 5 hours hours/ week

Hours of private study: 2 - 3 hours	

18.4 Assessments

Assessment One Form: Portfolio Weighting: 50%	**Assessment Two** Form: Project Weighting: 50 %

There are two main assessment pieces for this course. The assessment strategy for this course centres on a practical application of knowledge through a comprehensive risk assessment project and a cyber security awareness strategy. This project is designed to evaluate learners' competence in applying cyber security principles to real-world scenarios and fostering the development of a practical skill set.

In addition to the formal assessment requirements, students will complete optional periodic online consolidation tasks to ensure knowledge is embedded as they progress through the course. Throughout the delivery student's participation levels are monitored. Any student that is identified as at risk is contacted to offer support to re-engage. Weeks 11 and 12 will be dedicated to finalisation and submission of both assessment tasks.

18.5 Where will this take me?

Students who successfully complete this course will be able to:

1. Apply recognised cyber security frameworks
2. Conduct comprehensive risk assessments enabling you to identify, evaluate, and prioritise cyber risks
3. Develop risk mitigation strategies inline with organisation risk appetite.
4. Understand the integration of physical and digital security,
5. Address security across physical and digital processes, ensuring a comprehensive risk management approach.
6. Develop tailored cyber security policies and procedures
7. Establish robust governance and compliance measures.
8. Foster a cyber security-aware culture within the workplace
9. Implement best practices by instilling proactive cyber security behaviours

Career outcomes from this course can include:

Data governance	Disaster planning	Risk advisory

Further study options include:

None.

18.6 Who will teach me?

COURSE PROVIDER

Monash College's innovative education and digital skills programs are grounded in strong, evidence-based methodologies. The College is wholly owned by Monash University and has more than 25 years' experience designing, developing, delivering and reviewing learner-centred programs. It works with 2,000 industry partners to deliver industry placements for 3,000 students annually.

TEACHER/TRAINER

As an established teaching institution, Monash College has a strong cohort of teaching professionals, who hold minimum tertiary qualifications in their fields of specialisation and current links to industry.

18.7 What student support is available?

ACCESS TO SUPPORT SERVICES

Participants will undertake an orientation that gives them all the information they need to study online and navigate the course. Orientation is structured around tasks that can be completed at times that suit the participant. It also includes details of the support services available including counselling, disability support, and Learning Skills Advisors.

ACCESS TO CAMPUS

Yes, 750 Collins Street Melbourne VIC 3000. This includes access to meeting rooms, private study areas, library and lockers.

18.8 Class schedule

Schedule: Live Classes. This course has been designed to allow for a self-paced, personalised approach to learning. To ensure that you have the flexibility to schedule your learning around your life, there will be no compulsory scheduled classes. Instead, your guided learning journey will take place within our Learning Management System, Moodle.

All resources and activities can be accessed and completed at times each week that suit you. Along the learning journey, you will have regular opportunities to interact with your peers through a range of online, collaborative activities including weekly discussion boards. Similarly, your trainer will be actively supporting and guiding you within the Moodle environment. As an additional support, optional trainer-led drop in sessions will be made available for up to two-hours per week. The drop in sessions will be scheduled to meet the needs and availability of the participants. These optional drop-in sessions will be hosted online via Zoom.

The below is merely indicative and not a representation of a confirmed timetable.

Week One:	Week Two:	Week Three:	Week Four:	Week Five:	Week Six:
M: DROP IN	M:	M: DROP IN	M:	M:	M:
T: DROP IN	T: DROP IN	T:	T:	T:	T: DROP IN
W:	W: DROP IN	W: DROP IN	W: DROP IN	W: DROP IN	W: DROP IN
Th:	Th:	Th:	Th: DROP IN	Th:	Th:
F:	F:	F:	F:	F: DROP IN	F:

Week Seven:	Week Eight:	Week Nine:	Week Ten:	Week Eleven:	Week Twelve:
M: DROP IN	M:	M: DROP IN	M:	M:	M:
T: DROP IN	T: DROP IN	T:	T:	T:	T: DROP IN
W:	W: DROP IN	W: DROP IN	W: DROP IN	W: DROP IN	W: DROP IN
Th:	Th:	Th:	Th: DROP IN	Th:	Th:
F:	F:	F:	F:	F: DROP IN	F:

18.9 Need more information?

Link:	https://www.monashprofessional.edu.au/digital-skills
Contact details:	digitalskills@monashcollege.edu.au

19 Change & Digital Manufacturing: lead your business through the digitisation journey

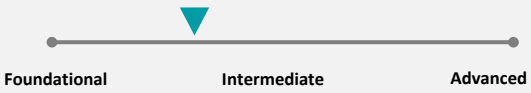
This course equips manufacturing industry leaders with the essential knowledge and skills to navigate the rapid paced landscape of Industry 4.0 and lead their teams through successful change initiatives. Participants will learn about the technologies influencing change in the industry and how to effectively lead their organisation through change initiatives.

The curriculum covers key topics such as technologies disrupting traditional manufacturing paradigms, significance of Change Management, leadership during times of change, change frameworks / models, communication strategies, managing change resistance, action planning and implementation, continuous feedback, and improvement mechanisms.

Throughout the course, emphasis will be placed on learning through real world examples for attendees to be able to relate to the course content. Upon course completion participants will benefit from an increased awareness of current and emerging digital technologies, feel empowered to embrace change and approach change management initiatives for successful adoption.

MONASH College

RECOMMENDED SKILL LEVEL: Foundational to Intermediate



TOTAL COURSE LOAD:

50 hours total

3 – 5 hours hours/week

CLASS STYLE: Mixed pre-recorded and live

19.1 What are the entry requirements?

RECOMMENDED SKILL LEVEL: Foundational to Intermediate

REQUIRED PRIOR LEARNING: Basic digital literacy (as described in Section 1.1). Experience within the Manufacturing sector, preferably in Leadership roles or as an emerging leader.

19.2 What will I study?

Subjects/Modules:

- Introduction to Industry 4.0 and Change Management
- Change Models and Frameworks
- Leadership in Times of Change
- Managing Resistance to Change
- Communication Strategies for Change
- Action Planning and Implementation

19.3 Study load

Hours of Live class: 2 hours per week of trainer-led Zoom drop-in sessions: In consultation with participants (optional)

Pre-recorded class

Total course load:

- 50 hours total
- 3 – 5 hours hours per week x 10 weeks

Hours of private study: 3 hours per week	

The course content is intended to be delivered predominantly asynchronously to support self-directed online learning for busy managers and leaders. Participants will be given access to a Learning Management System (LMS) where all course materials, activities and assessments are held. Synchronous activity will include Live Webinars and Peer Discussion sessions which participants can opt into. Live webinars will be offered as recoded sessions also.

As most of the learning is delivered asynchronously to support self-directed learning, participants may choose to complete course within 8 weeks if they committed to 8 hours of learning per week. This option will be accessible by Monash College providing facilitators in Week 7 and Week 8 to support completion of assessments and Q&A

19.4 Assessments

Assessment One

Form: Change Management Plan

Weighting: 50%

Assessment Two

Form: Online quiz

Weighting: 50 %

19.5 Where will this take me?

Students who successfully complete this course will be able to:

1. Plan, design and implement activities to transition the organisation and people to a preferred future state.
2. Define and maintain strategies to align organisational actions, plans, communications, and resources with business objectives.
3. Identify, prioritise, incubate, and explore opportunities provided by existing digital and emerging technologies.
4. Investigate business situations to define recommendations for improvement action.
5. Define, evaluate, and describe business change options for financial, technical, and business feasibility, and strategic alignment.

The skills and knowledge acquired through this course prepare you for cross-functional rotation within the Manufacturing sector.

Career outcomes from this course can include:

Change Management	Strategic Planner	Business Analyst

Further study options include:

None.

19.6 Who will teach me?

COURSE PROVIDER

Monash College's innovative education and digital skills programs are grounded in strong, evidence-based methodologies. The College is wholly owned by Monash University and has more than 25 years' experience designing, developing, delivering and reviewing learner-centred programs. It works with 2,000 industry partners to deliver industry placements for 3,000 students annually.

TEACHER/TRAINER

As an established teaching institution, Monash College has a strong cohort of teaching professionals, who hold minimum tertiary qualifications in their fields of specialisation and current links to industry.

19.7 What student support is available?

ACCESS TO SUPPORT SERVICES

Participants will undertake an orientation that gives them all the information they need to study online and navigate the course. Orientation is structured around tasks that can be completed at times that suit the participant. It also includes details of the support services available including counselling, disability support, and Learning Skills Advisors.

ACCESS TO CAMPUS

Yes, 750 Collins Street Melbourne VIC 3000. This includes access to meeting rooms, private study areas, library and lockers.

19.8 Class schedule

Schedule: Live Classes. This course has been designed to allow for a self-paced, personalised approach to learning. To ensure that you have the flexibility to schedule your learning around your life, there will be no compulsory scheduled classes. Instead, your guided learning journey will take place within our Learning Management System, Moodle.

All resources and activities can be accessed and completed at times each week that suit you. Along the learning journey, you will have regular opportunities to interact with your peers through a range of online, collaborative activities including weekly discussion boards. Similarly, your trainer will be actively supporting and guiding you within the Moodle environment. As an additional support, optional trainer-led drop in sessions will be made available for up to two-hours per week. The drop in sessions will be scheduled to meet the needs and availability of the participants. These optional drop-in sessions will be hosted online via Zoom.

The below is merely indicative and not a representation of a confirmed timetable.

Week One:	Week Two:	Week Three:	Week Four:	Week Five:	Week Six:
M: DROP IN	M:	M: DROP IN	M:	M:	M:
T: DROP IN	T: DROP IN	T:	T:	T:	T: DROP IN
W:	W: DROP IN	W: DROP IN	W: DROP IN	W: DROP IN	W: DROP IN
Th:	Th:	Th:	Th: DROP IN	Th:	Th:
F:	F:	F:	F:	F: DROP IN	F:

Week Seven:	Week Eight:	Week Nine:	Week Ten:	Week Eleven:	Week Twelve:
M: DROP IN	M:	M: DROP IN	M:	M:	M:
T: DROP IN	T: DROP IN	T:	T:	T:	T: DROP IN
W:	W: DROP IN	W: DROP IN	W: DROP IN	W: DROP IN	W: DROP IN
Th:	Th:	Th:	Th: DROP IN	Th:	Th:
F:	F:	F:	F:	F: DROP IN	F:

19.9 Need more information?

Link:	https://www.monashprofessional.edu.au/digital-skills
Contact details:	digitalskills@monashcollege.edu.au

20 De-mystifying Industry 4.0 / Digital Manufacturing

It has been widely accepted that digital technologies are a key enabler to any manufacturing transformation. To sustain and improve manufacturing capability in Victoria, it is essential for manufacturing businesses to adopt digital technologies. This course aims to develop the basic understanding of Industry 4.0/ digital technologies, its benefits, applications and approach to adoption.

Created specifically for industry professionals in senior, middle management & front-line leadership wanting to gain a high-level understanding of Industry 4.0 technologies including Additive Manufacturing, Industrial Internet of Things (IIoT), Data Analytics, Cloud Computing, Artificial Intelligence / Machine Learning (AI/ML), Augmented & Virtual Reality (AR/VR) etc. More broadly, General Managers, Operations Managers, Production & Maintenance Managers, Innovation/ Continuous Improvement / Digital Transformation Managers, Production / Quality supervisors and team leaders from industrial and consumer goods manufacturing and processing industries including food & beverage manufacturing, agribusiness, defence, FMCG etc., can benefit from this course.

The course content is tailored to appeal to participants with a range of digital literacy from beginner to advanced levels. This course requires no prior learning.

SWINBURNE UNIVERSITY OF TECHNOLOGY

RECOMMENDED SKILL LEVEL: Foundational to Intermediate

TOTAL COURSE LOAD:

40 hours total

3 – 5 hours hours/week

CLASS STYLE: Virtual and in-person (optional)

20.1 What are the entry requirements?

RECOMMENDED SKILL LEVEL: Foundational-intermediate

REQUIRED PRIOR LEARNING: Nil. There are no pre-requisites for this course other than basic digital literacy (as described in Section 1.1).

20.2 What will I study?

Delivered in two formats – virtual and in-person (optional) - the course takes a holistic approach towards introducing and educating participants about various Industry 4.0 technologies and associated concepts and considerations.

In a virtual setting, participants learn about Industry 4.0 and how it is transforming manufacturing. Various examples are used to explain the concept of Lean Industry 4.0 and how it accelerates operational excellence. Using a combination of open-source and proprietary simulation software, participants learn about manufacturing process optimisation. Participants are exposed to various other digital technologies, for example Industrial Internet of Things (IIoT), Digital Twins, Artificial Intelligence (AI), Cybersecurity, Vision systems, Robotics and Collaborative robots, Additive Manufacturing, Energy monitoring, Virtual and Augmented Reality (VR and AR). In the final virtual sessions, participants learn about Business Model Innovation through Servitization enabled by Industry 4.0 and emerging topics in Industry 5.0.

During the in-person, on-campus sessions (optional), participants can expect to get hands-on with various technologies to get an appreciation of their usage. For example, participants will experience developing IoT based application using relevant hardware and software, create a software simulation model/ Digital Twin, program collaborative robots, see demonstrations of additive

manufacturing/3D printing and various manufacturing case studies of AR/VR on VR headsets, Microsoft Hololens and other web based applications.

20.3 Study load

Virtual contact hours: 3 hours per week	**Total course load:** - 40 hours total - 3 – 5 hours hours per week x 10 weeks
On-campus contact hours: 2 days x 8 hours (optional)	
Non-contact hours: 8 weeks x 2 hours	

20.4 Assessments

Considering the participant profile, the assessments throughout the course will ask participants to draw from their workplace challenges and reflect on how a particular technology could help mitigate that challenge. The participants will be required to submit three learning reflections/ assignments (1-2 page) containing a plan, an outline and considerations of their solution. These reflections will be spread over the course duration of 10 weeks. By documenting the actions, we hope to encourage implementation of participants' learning within their business. A rubric with key task requirements will be provided to guide the participants in completing the assignment. To achieve a "Complete" grade, the assignment must clearly meet all the task requirements in the rubric.

20.5 Where will this take me?

At the completion of the 10 week course, the aim is to dispel any misconceptions about Industry 4.0 and help develop a positive mindset and outlook towards the benefits of Industry 4.0 adoption and in the process, create Industry 4.0/Digital transformation champions (change champions) for a business. Businesses can leverage the course as part of their change and transformation plans and utilise their champions to create and/or implement digital strategy, promote and lead Industry 4.0 adoption/Digital transformation programs/projects within their business.

Depending on the level/position of the participant in their business, they may become a sponsor of future projects/plans, or project manage future projects/plans.

20.6 Who will teach me?

The trainers and assessors for this course will be a mix of seasoned manufacturing professionals, academics and industry/technology partners. Each of the trainers will have extensive working experience in manufacturing and/or implementing Industry 4.0 technologies in the manufacturing sector and typically hold a Masters or higher qualification in an engineering discipline.

Some of the Industry partners will be invited as guest speakers or for delivering practical hands-on sessions of the course.

Manufacturing professionals, primarily from SMEs may be invited to share their learnings on their Digital transformation journey with participants.

20.7 What student support is available?

All hardware and software required during on-campus days will be provided by Swinburne University of Technology. Participants will not be required to purchase any software or equipment. Participants will have the option to download free software or subscribe to free trials for either advanced learning or for their ongoing learning beyond the course. Participants will need suitable computer/ laptop to access the course content virtually.

Participants will have access to manufacturing professionals, technology providers and Industry 4.0 subject matter experts from the research domain. They will have an opportunity to discuss their specific manufacturing challenges and needs in detail, seek advice on specific technology or approach to technology adoption.

20.8 Class schedule

Schedule: Virtual and in-person (optional). This is only an indication and not a confirmed schedule.

Week One:	Week Two:	Week Three:	Week Four:	Week Five:
M:	M:	M:	M:	M:
T:	T:	T:	T:	T:
W:	W:	W:	W:	W: 9AM-12PM Online
Th:	Th:	Th:	Th:	Th:
F: 9AM-12PM Online	F: 9AM-12PM Online	F: 9AM-12PM Online	F: 9AM-4PM On-Campus Optional	F:

Week Six:	Week Seven:	Week Eight:	Week Nine:	Week Ten:
M:	M:	M:	M:	M:
T:	T:	T:	T:	T:
W:	W:	W:	W:	W:
Th:	Th:	Th:	Th:	Th:
F: 9AM-12PM Online	F: 9AM-12PM Online	F: 9AM-12PM Online	F: 9AM-12PM Online	F: 9AM-4PM On-Campus Optional

20.9 Need more information?

Contact details:	industry4hub@swin.edu.au

21 Digital Manufacturing/ Industry 4.0 awareness and experience – workshop for leaders

Having a strategy of adopting digital technologies is becoming imperative in manufacturing and process related industries. This workshop will help you explore alternative ways of creating value for your business and your customers and take a step towards your digital transformation journey.

Created specifically for business owners and senior executives wanting to gain a high-level understanding of Industry 4.0 technologies including Additive Manufacturing, Industrial Internet of Things (IIoT), Data Analytics, Cloud Computing, Artificial Intelligence / Machine Learning (AI/ML), Augmented & Virtual Reality (AR/VR) etc. More broadly, CEOs, MDs, General Managers, Operations Managers, from industrial and consumer goods manufacturing and processing industries including food & beverage manufacturing, agri-business, defence, FMCG etc., can benefit from this workshop.

3 workshops are planned for April-June'24 in various locations. Workshop dates and venues will be made available on demand. Please register your interest to attend.

SWINBURNE UNIVERSITY OF TECHNOLOGY

1 DAY WORKSHOP:

8 hours total

CLASS STYLE: In-person sessions

21.1 What are the entry requirements?

RECOMMENDED SKILL LEVEL: None

REQUIRED PRIOR LEARNING: No prior learning is required.

21.2 What will I study?

This full day workshop has 2 sessions – Morning & Afternoon. Participants improve their Industry 4.0 awareness through participation and reflection using the futuremap® diagnostic tool in the morning session. In the afternoon session, participants get hands-on with technology demonstrators. futuremap® is a business self-diagnostic tool developed specifically for Australian Manufacturing SMEs. Since 2018, futuremap® has helped over 800 manufacturers assess and map the maturity levels and capabilities of their business in the areas of:

- Market positioning
- Leadership, strategy and change management
- Innovation and use of technology
- Digital Manufacturing (Industry 4.0)

Designed as a point-in-time self-assessment, futuremap® poses questions in key areas of industrial and advanced manufacturing competitiveness, ranging from value proposition to the Industry 4.0 uptake in an organisation. By reflecting honestly on the state of their business and measuring the "now" against the "aspired-to" maturity in two years' time, futuremap® helps identify areas of focus for growth, potential investment, and wider opportunities. In addition to an individual report listing priority actions, it also provides further educational materials and offers access to a broad eco-system of supporting organisations and programs.

The afternoon session will engage participants in hands-on experiential learning by interacting with technology demonstrators across Robotics, Industrial Internet of Things (IIoT), Data Analytics, Artificial Intelligence (AI), Augmented & Virtual Reality (AR/VR) technologies.

21.3 Study load

1 Day workshop: 8 total contact hours

21.4 Assessments

During the morning session, participants will engage with the futuremap® self-assessment diagnostic tool which will provide a report of the level of maturity on various key factors of their business in relation to Industry 4.0/digital technology adoption. The report is generated at the end of the morning session.

There is no assessment in the afternoon session.

21.5 Who will teach me?

The workshop is delivered by a mix of seasoned manufacturing professionals, academics, and industry/technology partners. Each of the trainers will have extensive working experience in manufacturing and/or implementing Industry 4.0 technologies in the manufacturing sector.

Some of the Industry partners may be invited for delivering practical hands-on sessions of the workshop. Manufacturing professionals, primarily from SMEs may be invited to share their learnings on their Digital transformation journey with participants.

21.6 What student support is available?

Participants will need to bring a suitable laptop or tablet to access the futuremap® portal (web-based application) in the morning session.

Participants will have access to manufacturing professionals, technology providers and Industry 4.0 subject matter experts from the research domain. They will have an opportunity to discuss their specific manufacturing challenges and needs in detail, seek advice on specific technology or approach to technology adoption.

21.7 Workshop schedule

Workshop duration is full day from 8:30 am to 4 pm. Morning tea, Lunch (12-1pm) and afternoon tea is provided as part of the workshop.

Morning session is a mix of presentation and a self-diagnostic. There is a 15-minute break mid-way through the morning session.

The afternoon session is planned from 1 pm to 4 pm.

21.8 Need more information?

Contact details:	industry4hub@swin.edu.au

PRODUCT MANAGEMENT

Customer Experience and Advanced Product Management
RMIT ONLINE

Product Management
ACADEMY XI

22 Customer Experience and Advanced Product Management

Advance your knowledge of the entire product value chain with a deep focus on innovation, lifecycle management, data driven insights, and commercial acumen to successfully launch new or optimise existing products.

With the business world rapidly changing, and an increased focus on globalisation, automation and collaboration, it is no longer simply a great product that gives you a competitive advantage. You will learn how to develop for innovative, memorable and delightful customer experiences that will set you apart from your competition.

RMIT Online

RECOMMENDED SKILL LEVEL: Intermediate

TOTAL COURSE LOAD:

72-96 hours total

6-8 hours/week

CLASS STYLE: Mix of both pre-recorded and live but mostly pre-recorded. (All live classes are recorded and viewable at later date)

22.1 What are the entry requirements?

RECOMMENDED SKILL LEVEL: Intermediate

REQUIRED PRIOR LEARNING: Basic digital literacy (as described in Section 1.1). Familiarity with Slack, Zoom, and online learning platforms. Experience in product management is recommended but not required.

22.2 What will I study?

Subjects/Modules:

- Introduction to CX Strategy and your customers
- Customer Journey's and experiences
- Understand your CS strategy and identify opportunities
- Design customer experience solutions
- Measure your impact
- How to maintain and optimise your CX strategy (Project 1 submission)
- Introduction to Product Lifecycle Management
- Data and Insights
- Product Ideation
- Build the business case
- Product Execution Strategy
- Pitch for capital and investment (Project 2 submission)

22.3 Study load

Hours of live class: 12 hours (All live classes are recorded and viewable at a later date)

Hours of pre-recorded class: 48 hours (excluding live class recordings)

Hours of private study: 12-36 hours

Total course load:

- 72-96 hours total
- 6-8 hours/week

22.4 Assessments

Assessment One:
Project 1
Form: Presentation
Weighting: 50%
Due Date: Week Six

Assessment Two:
Project 2
Form: Presentation
Weighting: 50 %
Due Date: Week Twelve

Students that submit the project but do not demonstrate mastery in ALL rubric items are provided feedback and the opportunity to re-submit their project one additional time. To build up to the project assessment, learners complete several scaffolded activities and milestones over weeks 1 to 5. The outcomes of each milestone contribute to the development of the final project, where learners are able to apply their knowledge.

22.5 Where will this take me?

Students who successfully complete this course will be able to:

6. Combine an analysis customer experiences and interview summary to produce a synthesis of existing customers and their experiences (Weeks 1-6)
7. Assess customers' current experiences, and communicate it to others (Weeks 1-6)
8. Interpret business goals and opportunities to create future-state journey maps and prototypes (Weeks 1-6)
9. Evaluate desired experiences and what's needed to achieve them (Weeks 1-6)
10. Appraise customer experiences measurement tools to create an effective CX measurement plan (Weeks 1-6)
11. Communicate the strategy and process to your business (Weeks 1-6)
12. Develop and Justify a business case and commercial model to support product recommendation (Weeks 7-12)
13. Devise + present a data visualisation to show key insights in support of product recommendation (Weeks 7-12)
14. Develop and co-ordinate a process to generate ideas, gather feedback and ideate product solutions using customers and your organisation as key stakeholders (Weeks 7-12)

Career outcomes from this course can include:

Junior Product Manager	Junior CX Designer	CX Researcher

Further study options include:

When taken in combination with other specific Future Skills short courses, this course is eligible for credit into certain RMIT degree programs, subject to entry requirements.

22.6 Who will teach me?

COURSE PROVIDER

RMIT has a strong focus on supplying the skills for our economy's digital future. Through its RMIT Online program, the institute offers online, digital-themed short courses and degrees, in fields from cloud computing and programming through to technology-focused business skills such as UX/UI, AI strategy, and Digital Marketing.

TEACHER/TRAINER

We have industry mentors with skills and experiences like developing, executing and managing revenue generating products and businesses in eCommerce, Retail, 3 Sided Marketplaces, Logistics and F&B.

22.7 What student support is available?

ACCESS TO SUPPORT SERVICES

RMIT Online's learner success team are here to help you with 1:1 coaching, tips on how to successfully study online, and any questions or concerns you may have.

ACCESS TO CAMPUS No

22.8 Class schedule

Schedule: Live Classes, **this is only an indication and not a confirmed schedule**. Not listed are the pre-recorded classes you can view at your own pace. There is 1-hour live class each week that is determined at week 1 with the RMIT mentor on the Slack app by unanimous decision. The day may vary depending on unanimous decision but the live webinar will happen during the week Tuesday, Wednesday or Thursday and after work hours.

Week One:	Week Two:	Week Three:	Week Four:	Week Five:	Week Six:
M:	M:	M:	M:	M:	M:
T: 6 – 7PM	T:	T:	T:	T:	T: 6 – 7PM
W:	W:	W:	W: 8 – 9PM	W:	W:
Th:	T: 7 – 8PM	T: 5 – 6PM	T:	T: 7 – 8PM	Th:
F:	F:	F:	F:	F:	F:

Week Seven:	Week Eight:	Week Nine:	Week Ten:	Week Eleven:	Week Twelve:
M:	M:	M:	M:	M:	M:
T: 6 – 7PM	T:	T:	T:	T: 6 – 7PM	T:
W:	W:	W:	W: 8 – 9PM	W:	W:
Th:	T: 7 – 8PM	T: 5 – 6PM	T:	Th:	T: 7 – 8PM
F:	F:	F:	F:	F:	F:

22.9 Need more information?

Link:	https://online.rmit.edu.au/
Contact details:	Business Solutions Team - businesssolutions@rmitonline.edu.au

23 Product Management

Digital transformation across all industries has resulted in a steep rise in companies investing in tech to get ahead. With more products being built than ever before, the need for Product Managers is growing rapidly.

Recognising the demand from employers, we designed this course with leading Product Management experts to bring you the most current, industry-aligned content. This advanced course teaches you vital skills needed in the day-to-day job—through the lens of both product strategy and management.

Academy Xi

RECOMMENDED SKILL LEVEL: Intermediate

TOTAL COURSE LOAD:

96-120 hours total

8-10 hours/week

CLASS STYLE: Live weekly sessions

23.1 What are the entry requirements?

RECOMMENDED SKILL LEVEL: Intermediate

REQUIRED PRIOR LEARNING: Nil. There are no pre-requisites for this course other than basic digital literacy (as described in Section 1.1).

23.2 What will I study?

The course includes 10 modules covering key product management capabilities such as Product Vision & Strategy, Design & Development, Product Marketing, Financial Literacy & more. The final two weeks of the course will be focussed on course assessment projects.

Subjects/Modules:

- Identifying Opportunities
- Product Vision and Strategy
- Product Design
- Agile Sprint Planning
- Working in Agile Scrum
- Product Marketing 101
- Launch!
- Product Strategy – a Deeper Dive
- Financial Literacy for PMs
- Product Storytelling, Leadership + Persuasion

23.3 Study load

Hours of live class: 12 hours (All live classes are recorded and viewable at a later date)	**Total course load:** - 96-120 hours total - 8-10 hours/week
Hours of pre-recorded class: 12 hours (live class recordings)	
Hours of private study: 72-96 hours	

23.4 Assessments

Assessment One: Project 1

Form: Workbook

Weighting: 50%

Due Date: Week 7

Assessment Two: Presentation

Form: Presentation

Weighting: 50%

Due Date: Week 12

23.5 Where will this take me?

Students who successfully complete this course will be able to:

1. Identify strategic opportunities to develop market-leading digital products or improve existing ones
2. Create and iterate a product vision and roadmap to inspire and drive collaboration
3. Manage the design of innovative digital products using human-centred design principles
4. Execute on the product strategy using Agile and lean ways of working
5. Lead cross-functional teams and collaborate with customers and stakeholders to build desirable, viable and feasible products
6. Manage and improve products throughout their lifecycle based on data-driven insights.

Career outcomes from this course can include:

Junior Product Manager	Product Associate	Product Administrator

Further study options include:

Learners could move onto more advanced courses on Product Management as Academy Xi also offers the more advanced Product Management Transform course which the learners could pursue.

23.6 Who will teach me?

COURSE PROVIDER

Leading Australian online learning company Academy Xi delivers critical, in-demand digital skills training, career opportunities and talent to reduce Australia's digital skills gap. Founded in 2016, Academy Xi has trained more than 4,500 Australians and many leading companies, not-for-profits and government departments, increasing reach and impact each year. Academy Xi delivers outcomes-focussed practical training, so students can apply newly learned skills right away. Our delivery style ensures best-in-class student completion rates (96%), satisfaction NPS of 46.

TEACHER/TRAINER

Your course mentor is a seasoned practitioner with extensive experience in the field of Product Management, as well as teaching. You'll meet your mentor once a week through the live video session for group discussions and Q&A.

23.7 What student support is available?

ACCESS TO SUPPORT SERVICES

Learners have access to six, on demand 1:1 session (30mins) with the mentor for tailored support to help them navigate through the course.

ACCESS TO CAMPUS No

23.8 Class schedule

Schedule: Live Classes, this is only an indication and not a confirmed schedule. Not listed is the pre-recorded classes you can view at your own pace. There is 1 hour live class a week. Time will vary but it will always happen during the week, after work hours. The mentor will usually negotiate the time with students on Slack.

Week One:	Week Two:	Week Three:	Week Four:	Week Five:	Week Six:
M:	M:	M:	M:	M:	M:
T: 7PM – 8PM	T: 7PM – 8PM	T: 7PM – 8PM	T: 7PM – 8PM	T: 7PM – 8PM	T: 7PM – 8PM
W:	W:	W:	W:	W:	W:
Th:	Th:	Th:	Th:	Th:	Th:
F:	F:	F:	F:	F:	F:

Week Seven:	Week Eight:	Week Nine:	Week Ten:	Week Eleven:	Week Twelve:
M:	M:	M:	M:	M:	M: Presentation & Project Week
T: 7PM – 8PM	T: 7PM – 8PM	T: 7PM – 8PM	T: 7PM – 8PM	T: 7PM – 8PM	T:
W:	W:	W:	W:	W:	W:
Th:	Th:	Th:	Th:	Th:	T:
F:	F:	F:	F:	F:	F:

23.9 Need more information?

Link:	Course page: https://academyxi.com/online-courses/product-management/ Course guide: https://academyxi.com/online-courses/product-management/course-guide/thank-you/
Contact details:	team.training@academyxi.com

PROGRAMMING / SOFTWARE DEVELOPMENT

Programming and Software Development in Python
LA TROBE UNIVERSITY

Python Programming
GENERAL ASSEMBLY

24 Programming and Software Development in Python

Take your IT skills to the next level with this unique course. Learn computational problem solving, Python computer programming, and computing ethics.

Build your future in the evolving programming and software development industries or jump straight into data science. At the end of the course students are given a free attempt of an IT specialist (Python) exam - an industry-recognised certification created by Pearson - at the LTU Certiport Authorised Test Center (CATC). See more:

https://certiport.pearsonvue.com/Certifications/ITSpecialist/Certification/Certify

La Trobe Innovation and Entrepreneurship

RECOMMENDED SKILL LEVEL: Foundational / Intermediate

TOTAL COURSE LOAD:

120 hours total

10 hours/week

CLASS STYLE: All live classes

24.1 What are the entry requirements?

RECOMMENDED SKILL LEVEL: Foundational / Intermediate

REQUIRED PRIOR LEARNING: Basic digital literacy (as described in Section 1.1). However, to enrol in this course, you don't need any prior programming knowledge or experience, but you will need to access to your own personal computer which allows you to install and use the Python software. As the course is entirely online, any skills with online communication tools such as Teams and Moodle will be beneficial.

24.2 What will I study?

Subjects/Modules:

Week 1: Introduction to computers and computing; computational program solving and computing ethics
Week 2: Control flow; variables and types
Week 3: Functions in Python
Week 4: Quiz 1 review; Operators in Python; Python program structure
Week 5: Python data structures: Part 1 (Strings, lists, and tuples)
Week 6: Python data structures: Part 2 (Dictionaries and comprehensions)
Week 7: Quiz 2 review; Recursion; F-Strings
Week 8: File input and output; Errors and exceptions
Week 9: Classes; Object-oriented programming
Week 10: Testing; Test-driven development
Week 11: Extended programming examples
Week 12: What else can you do with Python?

24.3 Study load

Hours of live class: 48 hours (4 hours/week)

Hours of pre-recorded class: 0 hours

Total course load:

- 120 hours total
- 10 hours/week

Hours of private study: 72 hours (6 hours/week)	

24.4 Assessments

At the end of the course students are given a free attempt of an IT specialist (Python) exam - an industry-recognised certification created by Pearson - at the LTU Certiport Authorised Test Center (CATC).

Assessment One:	**Assessment Two:**	**Assessment Three:**	**Assessment Four:**
Computing concepts quiz	Python quiz 1	Python quiz 2	Object-oriented programming quiz
Form: LMS quiz	Form: LMS quiz	Form: LMS quiz	Form: LMS quiz
Weighting: n/a	Weighting: n/a	Weighting: n/a	Weighting: n/a
Due Date: End of week 3	Due Date: End of week 6	Due Date: End of week 9	Due Date: End of week 11

24.5 Where will this take me?

Students who successfully complete this course will be able to:

1. Formulate solutions to real-world problems using computational problem solving methods.
2. Understand and describe ethical issues associated with the use of computing technology and applications.
3. Implement executable code in the Python programming language to solve computational problems.
4. Understand and apply basic object-oriented programming principles to the design of software.

Career outcomes from this course can include:

Python Developer	Data Analyst	Software Tester

24.6 Who will teach me?

COURSE PROVIDER

At La Trobe University, we believe you need a powerful skillset beyond what you learn in a textbook. We're here to teach you how to adapt to new situations, connect with others, take the lead and think differently. We'll also help you gain the skills and knowledge you need to advance your career. La Trobe's partnership with the Digital Skills and Jobs Program, guided by its comprehensive Educational Partnership Policy, delivers reliable and sustainable digital skills courses.

TEACHER/TRAINER

An experienced lecturer from the Department of Computer Science and IT at La Trobe University will teach this course.

24.7 What student support is available?

ACCESS TO SUPPORT SERVICES

We're here to support you while you study. Whether you're struggling with your coursework or need some IT guidance, we have a range of support services. Visit our Help and Support site. Tailored support for this program is also available. Please contact your tutor to set up a consultation time.

ACCESS TO CAMPUS No

24.8 Class schedule

Schedule: Live Classes. Below is an indicative schedule. Live sessions vary daily but students must be available and engaged between the hours of 9-5 MON-FRI for the duration of the program. An average program day includes a proportion of private study, live instruction, and flexible time.

Week One:	Week Two:	Week Three:	Week Four:	Week Five:	Week Six:
M: 6PM - 8PM	M: 6PM - 8PM	M: 6PM - 8PM	M: 6PM - 8PM	M: 6PM - 8PM	M: 6PM - 8PM
T:	T:	T:	T:	T:	T:
W: 6PM - 8PM	W: 6PM - 8PM	W: 6PM - 8PM	W: 6PM - 8PM	W: 6PM - 8PM	W: 6PM - 8PM
Th:	Th:	Th:	Th:	Th:	Th:
F:	F:	F:	F:	F:	F:

Week Seven:	Week Eight:	Week Nine:	Week Ten:	Week Eleven:	Week Twelve:
M: 6PM - 8PM	M: 6PM - 8PM	M: 6PM - 8PM	M: 6PM - 8PM	M: 6PM - 8PM	M: 6PM - 8PM
T:	T:	T:	T:	T:	T:
W: 6PM - 8PM	W: 6PM - 8PM	W: 6PM - 8PM	W: 6PM - 8PM	W: 6PM - 8PM	W: 6PM - 8PM
Th:	Th:	Th:	Th:	Th:	Th:
F:	F:	F:	F:	F:	F:

24.9 Need more information?

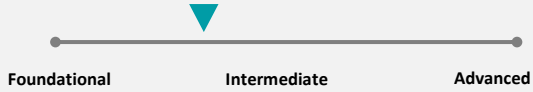
Link:	https://www.latrobe.edu.au/
Contact details:	R.Skarbez@latrobe.edu.au executive_professional_education@latrobe.edu.au

25 Python Programming

Gain fluency in Python — the world's fastest-growing major programming language — to start leveraging its versatile capabilities to build web and data science applications.

Whether you have coded before or are brand new to the world of programming, this course will put you on the fast track to building confidence with this intuitive, object-oriented language. Graduate with the ability to start applying Python within high-growth fields like analytics, data science, and web development.

RECOMMENDED SKILL LEVEL: Foundational



TOTAL COURSE LOAD:

88-108 hours total

7.5-9 hours/week

CLASS STYLE: Mix of both live and pre-recorded classes

25.1 What are the entry requirements?

RECOMMENDED SKILL LEVEL: Foundational

REQUIRED PRIOR LEARNING: Basic computer literacy (as described in Section 1.1) and basic Excel knowledge required

25.2 What will I study?

Subjects/Modules:

- Python Foundations
  Learn to work with variables in Python and dive into control flow and functions.
- Object-Oriented Programming in Python
  Explore programming concepts like dictionaries, lists, sets, classes, objects, and inheritance.
- Flask and Web Applications
  Learn to create web applications with Flask, add data from APIs.
- Intermediate Python
  Add to your Python knowledge with file I/O, code abstraction, libraries, and perform error troubleshooting.
- Applied Practice
  Create a working web application using Flask and techniques learned throughout the course.

25.3 Study load

Hours of live class: 40 hours	**Total course load:** - 88-108 hours total - 7.5-9 hours/week
Hours of pre-recorded class: 8 hours	
Hours of private study: 40-60 hours	

25.4 Assessments

Weekly homework assignments: 80% homework submission rate required to pass **Attendance**: 80% attendance rate required to pass	**Project One:** Create a working web application using Flask and techniques learned throughout the course. Weighting: 33%	**Project Two:** Use the fundamental Python skills you've learned to create an interactive application. Weighting: 33%	**Project Three:** Use Flask and other Python libraries to allow users to browse and manage resources tracked by a .csv file. Weighting: 33%

25.5 Where will this take me?

Students who successfully complete this course will be able to:

1. Create a basic Python app, using control flow, classes, and try/catch statements.
2. Incorporate APIs, modules, and user input into a Python app.
3. Use Pandas to create a visualization of a dataset **or** use Flask to create and run a Python application (depending on the special topic track).

Career outcomes from this course can include:

Junior Web Developer	Junior Front-End Web Developer	Web Designer

Further study options include:

Add to your skills by diving deeper into JavaScript with our JavaScript Development course, learning React Programming, or Front-End Web Development. If you want to become a job-ready full-stack developer, take our transformative full-time 12-week Software Engineering Immersive. Students who complete the Python Programming course will be eligible for a 15% discount on a future part-time or immersive course

25.6 Who will teach me?

COURSE PROVIDER

General Assembly is a pioneer in education and career transformation, specialising in today's most in-demand skills. As the leading source for training, staffing, and career transitions, we foster a flourishing community of professionals pursuing careers they love. GA was named one of Fast Company's most innovative education companies for two years and has received a "Best Online Bootcamp" designation from Course Report, Career Karma, and Switchup in 2020.

TEACHER/TRAINER

Our instructors are industry practitioners who have real world experience in front-end web development. They've used these skills in their day jobs but also have the talent of teaching others and fostering excitement and curiosity in web development.

25.7 What student support is available?

ACCESS TO SUPPORT SERVICES

Our student experience is second to none – we prioritise student success with thorough onboarding and pre-course work, regular opportunities to engage with our community and a fantastic support team.

Each student has their own Student Success team member to go to directly with any issues or concerns, along with their instructional team.

ACCESS TO CAMPUS No

25.8 Class schedule

Schedule: Live Classes. Weeks 1 and 2 are self-paced learning of 2-4 hours/week. Weeks 3 to 12 are live instructor-led class sessions (remote) plus approximately 5-8 hours of self-study per week. Contact General Assembly for more information.

Week One:	Week Two:	Week Three:	Week Four:	Week Five:	Week Six:
M:	M:	M: 6.30 – 8.30PM	M: 6.30 – 8.30PM	M: 6.30 – 8.30PM	M: 6.30 – 8.30PM
T:	T:	T:	T:	T:	T:
W:	W:	W: 6.30 – 8.30PM	W: 6.30 – 8.30PM	W: 6.30 – 8.30PM	W: 6.30 – 8.30PM
Th:	Th:	Th:	Th:	Th:	Th:
F:	F:	F:	F:	F:	F:

Week Seven:	Week Eight:	Week Nine:	Week Ten:	Week Eleven:	Week Twelve:
M: 6.30 – 8.30PM	M: 6.30 – 8.30PM	M: 6.30 – 8.30PM	M: 6.30 – 8.30PM	M: 6.30 – 8.30PM	M: 6.30 – 8.30PM
T:	T:	T:	T:	T:	T:
W: 6.30 – 8.30PM	W: 6.30 – 8.30PM	W: 6.30 – 8.30PM	W: 6.30 – 8.30PM	W: 6.30 – 8.30PM	W: 6.30 – 8.30PM
Th:	Th:	Th:	Th:	Th:	Th:
F:	F:	F:	F:	F:	F:

25.9 Need more information?

Link:	https://generalassemb.ly/education/python-programming

Contact details:	ausnz_admissions@generalassemb.ly

PROJECT MANAGEMENT (AGILE)

Agile Project Management
RMIT ONLINE

Certified Project Management Professional
LUMIFY

26 Agile Project Management

Adopt the strategic mindset and understand the end to end knowledge and skills required to successfully plan and deliver projects with Agile. Agile is transforming the way organisations operate and deliver value to their customers.

In this course you will explore the techniques needed to run, and ensure the success, of Agile projects and supports you in real life applications of Agile working practices. This course is relevant for Project Managers, Team Managers, Software Developers, Business Analysts, Consultants and Project Officers.

RMIT Online

RECOMMENDED SKILL LEVEL: Intermediate

TOTAL COURSE LOAD:

60-96 hours total

5-8 hours/week

CLASS STYLE: Mix of both pre-recorded and live but mostly pre-recorded (All live classes are recorded and viewable at later date)

26.1 What are the entry requirements?

RECOMMENDED SKILL LEVEL: Intermediate

REQUIRED PRIOR LEARNING: Basic digital literacy (as described in Section 1.1). Familiarity with Slack, Zoom, and online learning platforms .

26.2 What will I study?

Subjects/Modules:

- An introduction to Agile
- Discover Agile Frameworks
- Goals and Purpose setting
- Improve continuously
- Change with Agile
- What's next in Agile Delivery (Project 1 submission)
- Agile Mindset to project management
- Plan a Project
- Value driven delivery
- Reporting and Measures
- From project to product
- Project reflection with peers (Project 2 Submission)

26.3 Study load

Hours of live class: 12 hours (All live classes are recorded and viewable at a later date)

Hours of pre-recorded class: 48 hours (excluding live class recordings)

Hours of private study: Up to 36 hours

Total course load:

- 60-96 hours
- 5-8 hours/week

26.4 Assessments

Assessment One:
Project 1
Form: Report
Weighting: 50%
Due Date: Week Six

Assessment Two:
Project 2
Form: Report
Weighting: 50 %
Due Date: Week Twelve

Students that submit the project but do not demonstrate mastery in ALL rubric items are provided feedback and the opportunity to re-submit their project one additional time. To build up to the project assessment, learners complete several scaffolded activities and milestones over weeks 1 to 5. The outcomes of each milestone contribute to the development of the final project, where learners are able to apply their knowledge.

26.5 Where will this take me?

Students who successfully complete this course will be able to:

1. Assess the gaps between your current Agile ability and your desired ability (Weeks 1-6)
2. Predict what would be required to progress your organisation to your desired level of Agile fluency (Weeks 1-6)
3. Design and run an experiment to implement an Agile working practice in your team (Weeks 1-6)
4. Evaluate and interpret metrics to assess the success of planned Agile experiments and interpret the results of the metrics (Weeks 1-6)
5. Use the Heart of Agile framework to analyse the recommended changes (Weeks 1-6)
6. Appraise the implementation of the Agile working practice (Weeks 1-6)
7. Critically analyse Agile Project Management methodologies (Weeks 7-12)
8. Critique and justify the use of agile versus traditional project management methodologies in response to diverse industry scenarios (Weeks 7-12)
9. Select and apply agile project management methodologies to deliver effective project management planning (Weeks 7-12)
10. Formulate Agile Project Management engagement strategies which effectively respond to the diverse needs of industry stakeholders (Weeks 7-12)

Career outcomes from this course can include:

Entry level Agile Delivery Roles	Junior Project Manager	Digital Delivery Lead

Further study options include:

When taken in combination with other specific Future Skills short courses, this course is eligible for credit into certain RMIT degree programs, subject to entry requirements.

26.6 Who will teach me?

COURSE PROVIDER

RMIT has a strong focus on supplying the skills for our economy's digital future. Through its RMIT Online program, the institute offers online, digital-themed short courses and degrees, in fields from cloud computing and programming through to technology-focused business skills such as UX/UI, AI strategy, and Digital Marketing.

TEACHER/TRAINER

We have industry mentors such as Agile leaders working across enterprises in Technology, Consulting and Agile Delivery, with a unique blend of highly technical and business skills.

26.7 What student support is available?

ACCESS TO SUPPORT SERVICES

RMIT Online's learner success team are here to help you with 1:1 coaching, tips on how to successfully study online, and any questions or concerns you may have.

ACCESS TO CAMPUS No

26.8 Class schedule

Schedule: Live Classes, **this is only an indication and not a confirmed schedule**. Not listed are the pre-recorded classes you can view at your own pace. There is 1-hour live class each week that is determined at week 1 with the RMIT mentor on the Slack app by unanimous decision. The day may vary depending on unanimous decision but the live webinar will happen during the week Tuesday, Wednesday or Thursday and after work hours.

Week One:	Week Two:	Week Three:	Week Four:	Week Five:	Week Six:
M:	M:	M:	M:	M:	M:
T: 6 – 7PM	T:	T:	T:	T:	T: 6 – 7PM
W:	W:	W:	W: 8 – 9PM	W:	W:
Th:	T: 7 – 8PM	T: 5 – 6PM	T:	T: 7 – 8PM	Th:
F:	F:	F:	F:	F:	F:

Week Seven:	Week Eight:	Week Nine:	Week Ten:	Week Eleven:	Week Twelve:
M:	M:	M:	M:	M:	M:
T: 6 – 7PM	T:	T:	T:	T: 6 – 7PM	T:
W:	W:	W:	W: 8 – 9PM	W:	W:
Th:	T: 7 – 8PM	T: 5 – 6PM	T:	Th:	T: 7 – 8PM
F:	F:	F:	F:	F:	F:

26.9 Need more information?

Link:	https://online.rmit.edu.au/
Contact details:	Learner Success Team - studentexperience@rmitonline.edu.au

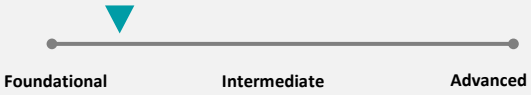
27 Certified Project Management Professional

In this course you will learn the key fundamentals of project management methodologies such as Agile Project Management and SCRUM . You will learn about project initiation, process management, documentation development, task management and risk management, as well as managing stakeholders and vendors.

Further modules introduce automation tools for offloading routine tasks and how to effectively communicate with stakeholders to achieve efficiency in the execution of projects. This course will allow you to connect with your industry-expert mentor through live webinars sessions and as well as collaborate with your peers to create and deliver your own project as a team to help you succeed throughout your project management journey.

Receive two globally recognised APMG and SCRUMStudy certifications which will empower your career.

RECOMMENDED SKILL LEVEL: Foundational



TOTAL COURSE LOAD:

132 hours total

10 hours/week

CLASS STYLE: Mixed – live and online self-paced modules

27.1 What are the entry requirements?

RECOMMENDED SKILL LEVEL: Foundational

REQUIRED PRIOR LEARNING: Basic computer literacy skills (as described in Section 1.1).

27.2 What will I study?

Subjects/Modules:

- Project Management Overview: Learn the application of knowledge, skills, tools and techniques applied to project activities to meet requirements.
- Agile Project Management: Learn the concepts of a project and understand the Agile methodology.
- Learn about SCRUM and how this framework helps team work together.
- Additional Resources and Project Management Tools such as Trello, where participants will be provided with access to the platform,
- Soft Skills: Sharpen your interpersonal and employability skills to succeed in the workplace.

27.3 Study load

Hours of live class: 12 hours	**Total course load:** - 132 hours total - 10 hours/week
Hours of pre-recorded class: 0 hours (excluding live class recordings)	
Hours of private study: 120 hours	

27.4 Assessments

Assessment One: PM Foundation Form: Discussion Forum Activity Weighting: 10% Due Date: Week 1	**Assessment Two: AgilePM Foundation Exam** Form: Pass Certification Exam Weighting: 20% Due Date: Week 4	**Assessment Three: Scrum Fundamentals Certification Exam** Form: Pass Certification Exam Weighting: 20% Due Date: Week 7	**Assessment Four: Project Work** Form: Project Overview Weighting: 10% Due Date: Week 8	**Assessment Five: Project Work** Form: Draft Project Report Weighting: 10% Due Date: Week 9	**Assessment Six: Project Work** Form: Final Project Report Weighting: 20% Due Date: Week 10	**Assessment Seven: Project Work** Form: Sprint Meetings Weighting: 10% Due Date: Week 11

Students will complete quizzes and activities at the end of each module to test their knowledge and to prepare for the exams.

Assessments Four to Seven involve project work in teams which will provide participants with an opportunity to:

- Explore a Project Management Tool, experience the AgilePM and SCRUM principles
- Practice preparing and delivering Project Management Artefacts
- Organise and attend the meetings, complete tasks collaboratively
- Experience the methodologies and tools in action

27.5 Where will this take me?

Students who successfully complete this course will be able to:

1. Understand and apply project management methodologies, lifecycle and best practices on building successful projects;
2. Understand and apply the Agile methodology; the lifecycle of an Agile project, the products produced during an Agile project and their purpose, the techniques used and their benefits and limitations;
3. Learn about key concepts in Scrum as defined in the SBOK® Guide and to get a basic understanding of how the Scrum framework works in delivering successful projects;
4. Use project management tools; real-world project experience during the class using online tools such as Trello;
5. Enhance important soft skills applicable in project management roles; the webinars include activities and references to increase employability. Focus on effective communication, collaboration techniques, and problem-solving skills.

Career outcomes from this course can include:

Project and Programme Office Personnel	Project Analyst	Project Support roles

Further study options include:

As part of the course, the participants will receive one exam voucher per certification type to get the following industry recognised certification: AgilePM Foundation (APMG International), Scrum Fundamentals (SCRUMstudy).

27.6 Who will teach me?

COURSE PROVIDER

Lumify (previously known as DDLS) is the leading IT training provider in Australasia and trains over 30,000 students each year. Lumify Learn, part of the Lumify Group delivers nationally accredited, and vendor certified training aimed at both career changers and newcomers. Committed to bridging Australia's digital skills gap, Lumify leverages its 30-year industry experience and major IT vendor partnerships. Our online courses, facilitated by experienced mentors, ensure that our graduates are fully equipped for the dynamic job market.

TEACHER/TRAINER

Mayank is a result-oriented Project Manager working in the IT industry for more than a decade, with expertise in project and product management including developing, implementing, and supporting complex infrastructures.

Mayank has been helping students achieve their career goals for over 7 years. He works closely with them, providing exceptional guidance and support to help them realize their full potential. Mayank's wealth of knowledge and dedication make him an exceptional mentor, and his students have benefited greatly from his mentorship.

27.7 What student support is available?

ACCESS TO SUPPORT SERVICES

Lumify mentors will provide 1:1 session with each participant to support their studies and ask any question about the career goals and industry.

ACCESS TO CAMPUS No

27.8 Class schedule

Schedule: Live Classes; at the start of the course, participants will choose a day of the week most convenient to them and this day will become their main live webinar class for the duration of the course (12 weeks). Same content is covered each week. This is an indication and not a confirmed schedule. Please note the online content that you can view at your own pace, as well as 1:1s and Q&A sessions with your mentor are not listed in the schedule below. All live classes will be recorded and available in our Learning Platform. All timings below are indicative only and are following the Australian Eastern Standard Time (AEST).

Week One:	**Week Two:**	**Week Three:**	**Week Four:**	**Week Five:**	**Week Six:**
M: 6:30 – 7:30 PM	M: 6:30 – 7:30 PM	M: 6:30 – 7:30 PM	M: 6:30 – 7:30 PM T: 7 -8PM	M: 6:30 – 7:30 PM	M: 6:30 – 7:30 PM
T: 7 -8PM	T: 7 -8PM	T: 7 -8PM	W:	T: 7 -8PM	T: 7 -8PM
W:	W:	W:	Th:	W:	W:
Th:	Th:	Th:	F:	Th:	Th:
F:	F:	F:		F:	F:

Week Seven:	**Week Eight:**	**Week Nine:**	**Week Ten:**	**Week Eleven:**	**Week Twelve:**
M: 6:30 – 7:30 PM	M: 6:30 – 7:30 PM	M: 6:30 – 7:30 PM	M: 6:30 – 7:30 PM	M: 6:30 – 7:30 PM	M: 6:30 – 7:30 PM
T: 7 -8PM	T: 7 -8PM	T: 7 -8PM	T: 7 -8PM	T: 7 -8PM	T: 7 -8PM
W:	W:	W:	W:	W:	W:
Th:	Th:	Th:	Th:	Th:	Th:
F:	F:	F:	F:	F:	F:

27.9 Need more information?

Link:	Course Page: https://lumifylearn.com/courses/digital-jobs-certified-project-management-professional/ Course Brochure: https://link.lumifygroup.com/dsjp-cpmp-outline
Contact details:	Participants can get in touch with us at digitaljobs@lumifylearn.edu.au for any questions

ROBOTIC PROCESS AUTOMATION (RPA)

Business Analysis and Robotic Process Automation using UiPath
LA TROBE UNIVERSITY

28 Business Analysis and Robotic Process Automation using UiPath

This course imparts knowledge and hands-on skills for business analysis and robotic process automation (RPA). It starts with the basic concepts of RPA, followed by key RPA Design and Development strategies and methodologies, and the hands-on implementation of RPA bots using UiPath Studio, a state-of-the-art tool for RPA. Participants will develop competence to independently design and create RPA for business processes. The business analyst's role within the business process redesign and systems development lifecycles, which includes appropriate techniques for strategy analysis, scope analysis, requirements analysis, design definition phase and Business Analysis deliverables and models in a Process Definition Document will also be studied and practiced in this course.

LA TROBE UNIVERSITY | La Trobe Innovation and Entrepreneurship

RECOMMENDED SKILL LEVEL: Intermediate

TOTAL COURSE LOAD:

80-100 hours total

8-10 hours/week

CLASS STYLE: All classes are livestreamed.

28.1 What are the entry requirements?

RECOMMENDED SKILL LEVEL: Intermediate

REQUIRED PRIOR LEARNING: Basic digital literacy (as described in Section 1.2). An undergraduate degree or equivalent tertiary-level qualification in a STEM, manufacturing, or business-related discipline from a recognised tertiary education institution (Participants who do not have a tertiary education qualification must submit evidence of relevant work experience in a business analysis, manufacturing, or STEM related position). A logical and analytical problem-solving mindset for building technological solutions and conducting business analysis is essential for the successful completion of this course.

28.2 What will I study?

Subjects/Modules:

- Introduction to Robotic Process Automation (RPA)
- RPA Strategy, Requirements Analysis and Design
- Requirements Delivery and Process Definition Documentation
- Discovery Analysis and Process Analysis
- Requirements Scoping and Process Selection for Automation
- RPA Solution Development and Evaluation
- Foundations of Business Analysis
- Planning and Monitoring
- Elicitation and Collaboration
- Strategy and Requirements Analysis
- Documentation and Evaluation
- Requirement Lifecycle Management
- Techniques and Perspectives

28.3 Study load

Hours of live class: 2 hours * 10 (All livestreamed classes will be recorded for later viewing)

Hours of pre-recorded class: 0 hours

Hours of private study: 72-96 hours (6-8 hours per week

Total course load:

- 80-100 hours total
- 8-10 hours/week

28.4 Assessments

Assessment 1: Business Analysis Project

Form: Written Report

Weighting: 50%

Due Date: Week 6

Assessment 2: RPA Project

Form: Written Report, RPA Solution and Presentation

Weighting: 50%

Due Date: Week 12

28.5 Where will this take me?

Students who successfully complete this course will be able to:

1. Conduct, manage and compile a comprehensive business analysis solution for organisational challenges
2. Design and develop RPA solutions for automation requirements in business environments
3. Apply for UiPath RPA Certification
4. Apply for Certification from the International Institute of Business Analysis (IIBA)

Career outcomes from this course can include:

Business Analyst	RPA Developer	RPA Solution Architect

Further study options include:

Learners can progress into courses that focus on advanced topics in RPA, business analysis, data analytics and Artificial Intelligence (AI), also offered by the Centre for Data Analytics and Cognition at La Trobe University.

28.6 Who will teach me?

COURSE PROVIDER

La Trobe University is a multi-campus university based in Victoria, Australia that prides itself on being an internationally recognised leader in the provision of high-quality education and training underpinned by a strong research profile. La Trobe is firmly entrenched in the top 400 of all three major world university rankings.

The Centre for Data Analytics and Cognition (CDAC) sits within the Analytics and Artificial Intelligence discipline at La Trobe University. CDAC teaches a highly successful Master of Business Analytics which was ranked top 2 in Australia by the QS world ranking in 2019-2020. CDAC is also a world class research centre at La Trobe University, focusing on theoretical advancement of Artificial Intelligence and Data Analytics as well as the transition of these theories into practical tools and technologies for industry, society, and the public sector. In parallel to fundamental AI research, CDAC conducts applied AI research that transforms these algorithms into tools, technologies and cloud platforms that solve complex problems in real-world settings. These two streams of fundamental and applied AI research converge to inform the conceptualisation, design and delivery of the CDAC portfolio of coursework and teaching programs. CDAC is the exclusive provider of micro-credentials in Artificial Intelligence to Optus employees via the Optus U initiative.

TEACHER/TRAINER

Your course leader is Daswin De Silva, PhD, SMIEEE. Daswin is an Associate Professor and the Deputy Director of the Centre for Data Analytics and Cognition (CDAC) at La Trobe University, Australia. He is also an Adjunct at Lulea University of Technology, Sweden. Daswin's full profile is here: https://scholars.latrobe.edu.au/ddesilva.

28.7 What student support is available?

ACCESS TO SUPPORT SERVICES

The course leader and his team are available for offline consultation sessions, students must write to cdac@latrobe.edu.au to organise a mutually convenient date and time.

ACCESS TO CAMPUS No

28.8 Class schedule

Schedule: This is a tentative schedule as the course leader will consult the student majority and teaching availability to determine a suitable date/time.

Week One:	Week Two:	Week Three:	Week Four:	Week Five:	Week Six:
M:	M:	M:	M:	M:	M: Project Week
T:	T:	T:	T:	T:	T:
W:	W:	W:	W:	W:	W:
Th: 6 – 8PM	Th: 6 – 8PM	Th: 6 – 8PM	Th: 6 – 8PM	Th: 6 – 8PM	Th:
F:	F:	F:	F:	F:	F:

Week Seven:	Week Eight:	Week Nine:	Week Ten:	Week Eleven:	Week Twelve:
M:	M:	M:	M:	M:	M: Project Week
T:	T:	T:	T:	T:	T:
W:	W:	W:	W:	W:	W:
Th: 6 – 8PM	Th: 6 – 8PM	Th: 6 – 8PM	Th: 6 – 8PM	Th: 6 – 8PM	T:
F:	F:	F:	F:	F:	F:

28.9 Need more information?

Link:	https://www.latrobe.edu.au/
Contact details:	Please write to cdac@latrobe.edu.au for further information.

USER EXPERIENCE / USER INTERFACE (UX/UI)

UX/UI Design
RMIT ONLINE

29 UX/UI Design

In this course you will learn to adopt a user-centric approach to problem-solving and utilise research, iteration, prototyping, and visual elements to design experiences that delight and solve key customer pain points.

You will develop a deep understanding of users and their needs, leveraging UX and UI best practices to improve the quality of interactions with a product and deliver maximum value. Learn the latest UI skills and tools in use today by industry experts.

RMIT Online

RECOMMENDED SKILL LEVEL: Intermediate

TOTAL COURSE LOAD:

96-120 hours total

8-12 hours/week

CLASS STYLE: Mix of both pre-recorded and live but mostly pre-recorded. (All live classes are recorded and viewable at later date)

29.1 What are the entry requirements?

RECOMMENDED SKILL LEVEL: Intermediate

REQUIRED PRIOR LEARNING: Intermediate digital literacy (as described in Section 1.2). Familiarity with Slack, Zoom, and online learning platforms. During the course, you will be introduced to and complete learning activities in design platform Figma. Basic level of design understanding is recommended but not required.

To comfortably complete the course, it is recommended to familiarise yourself with platforms before course commencement.

29.2 What will I study?

Subjects/Modules:

- Introduction to User Experience Design
- UX Design brief and problem definition
- Research and Insights
- Concept Design
- Concept Refinement
- Trends in UX (Project 1 Submission)
- Introduction to UI Design
- Design Material
- Design guidelines and accessibility
- Atomic Design
- User testing
- The future of UI Design (Project 2 Submission)

29.3 Study load

Hours of live class: 12 hours (All live classes are recorded and viewable later)

Hours of pre-recorded class: 48 hours (excluding live class recordings)

Hours of private study: 36-60 hours

Total course load:

- 96-120 hours total
- 8-12 hours/week

29.4 Assessments

Assessment One:
Project 1
Form: Portfolio
Weighting: 50%
Due Date: Week Six

Assessment Two:
Project 2
Form: Portfolio
Weighting: 50 %
Due Date: Week Twelve

Students that submit the project but do not demonstrate mastery in ALL rubric items are provided feedback and the opportunity to re-submit their project one additional time. To build up to the project assessment, learners complete several scaffolded activities and milestones over weeks 1 to 5. The outcomes of each milestone contribute to the development of the final project, where learners can apply their knowledge.

29.5 Where will this take me?

Students who successfully complete this course will be able to:

1. Apply the principles of user experience design to improve the experience for an existing digital product including gathering and incorporating information and insights from users (Weeks 1-6)
2. Create, prioritise and iterate designs to produce a clickable prototype (Weeks 1-6)
3. Present the research and justify the design process undertaken to produce the final prototype (Weeks 1-6)
5. Test and assess / Integrate the principles of user interface design to improve the experience for an existing digital product (Weeks 7-12)
6. Create, test, prioritise and iterate on designs to produce a prototype (Weeks 7-12)
7. Present the heuristics and testing used to justify the design process undertaken to produce the final prototype (Weeks 7-12)

Career outcomes from this course can include:

Junior UX Designer	Junior UI Designer	UX Researcher

Further study options include:

When taken in combination with other specific Future Skills short courses, this course is eligible for credit into certain RMIT degree programs, subject to entry requirements.

29.6 Who will teach me?

COURSE PROVIDER

RMIT has a strong focus on supplying the skills for our economy's digital future. Through its RMIT Online program, the institute offers online, digital-themed short courses and degrees, in fields from cloud computing and programming through to technology-focused business skills such as UX/UI, AI strategy, and Digital Marketing.

TEACHER/TRAINER

We have industry mentors with diverse experiences across UX and design fields Our mentors have a passion for innovation, and new products and are determined to uncover and understand customer problems.

29.7 What student support is available?

ACCESS TO SUPPORT SERVICES

RMIT Online's learner success team are here to help you with 1:1 coaching, tips on how to successfully study online, and any questions or concerns you may have.

ACCESS TO CAMPUS No

29.8 Class schedule

Schedule: Live Classes, this is only an indication and not a confirmed schedule. Not listed is the pre-recorded classes you can view at your own pace. There is 1-hour live class a week. Time will vary but it will always happen during the week, after work hours. The mentor will usually negotiate the time with students on Slack.

Week One:	Week Two:	Week Three:	Week Four:	Week Five:	Week Six:
M:	M: 7 – 8PM	M:	M:	M: 7 – 8PM	M:
T: 6 – 7PM	T:	T:	T:	T:	T: 6 – 7PM
W:	W:	W:	W: 8 – 9PM	W:	W:
Th:	T:	T: 5 – 6PM	T:	T:	Th:
F:	F:	F:	F:	F:	F:

Week Seven:	Week Eight:	Week Nine:	Week Ten:	Week Eleven:	Week Twelve:
M:	M: 7 – 8PM	M:	M:	M:	M: 7 – 8PM
T: 6 – 7PM	T:	T:	T:	T: 6 – 7PM	T:
W:	W:	W:	W: 8 – 9PM	W:	W:
Th:	T:	T: 5 – 6PM	T:	Th:	T:
F:	F:	F:	F:	F:	F:

29.9 Need more information?

Link:	https://online.rmit.edu.au/
Contact details:	Learner Success Team - studentexperience@rmitonline.edu.au

WEB DEVELOPMENT

Front-End Web Development
GENERAL ASSEMBLY

JavaScript Development
GENERAL ASSEMBLY

React Development
GENERAL ASSEMBLY

30 Front-End Web Development

Start building responsive websites with HTML, CSS, and JavaScript - a versatile skill set with powerful applications in a variety of design, marketing, and other tech-adjacent roles.

This course equips complete beginners with the cutting-edge tools they need to build rich, interactive websites. Dive into essential programming languages, then round out your skill set with industry-relevant topics like responsive design, APIs, and version control. You'll apply what you've learned to build a custom website from scratch.

RECOMMENDED SKILL LEVEL: Foundational

TOTAL COURSE LOAD:

108-128 hours total

9-11 hours/week

CLASS STYLE: Mix of both live and pre-recorded classes

30.1 What are the entry requirements?

RECOMMENDED SKILL LEVEL: Foundational

REQUIRED PRIOR LEARNING: Basic computer literacy (as described in Section 1.1).

30.2 What will I study?

Subjects/Modules:

- HTML/CSS Basics
  Get to know the building blocks of the web by adding and styling content with HTML and CSS.
- Responsive Design
  Take a developer's approach to problem-solving and coding responsive sites for mobile and the web.
- Applied Practice
  Design and build a responsive website or prototype from a simple web application.
- Adding Interactivity with JavaScript
  Learn programming fundamentals in JavaScript and use them to create dynamic websites.
- Building in Concert
  Understand how to debug and refactor your code, and incorporate functions from external libraries.

30.3 Study load

Hours of live class: 60 hours

Hours of pre-recorded class: 8 hours

Hours of private study: 40-60 hours

Total course load:

- 108-128 hours total
- 9-11 hours/week

30.4 Assessments

Weekly homework assignments: 80% homework submission rate required to pass

Attendance:

80% attendance rate required to pass

Project:

Build a responsive website or prototype

Weighting: 100%

Due: Week 12

30.5 Where will this take me?

Students who successfully complete this course will be able to:

1. Explain how the web works
2. Create the structure and style of a website using HTML and CSS
3. Apply interactivity to a site using programming fundamentals in JavaScript
4. Host a website on a server
5. Know the basic technical vocabulary to communicate with front-end web developers
6. Design and build web pages from scratch.
7. A custom website that can go into the student's professional portfolio

Career outcomes from this course can include:

Junior Web Developer	Junior Front-End Web Developer	Web Designer

Further study options include:

Add to your skills by diving deeper into JavaScript with our JavaScript Development course, learning React Programming, or Python Programming. If you want to become a job-ready full-stack developer, take our transformative full-time 12-week Software Engineering Immersive. Students who complete the Front-End Web Development course will be eligible for a 15% discount on a future part-time or immersive course

30.6 Who will teach me?

COURSE PROVIDER

General Assembly is a pioneer in education and career transformation, specialising in today's most in-demand skills. As the leading source for training, staffing, and career transitions, we foster a flourishing community of professionals pursuing careers they love. GA was named one of Fast Company's most innovative education companies for two years and has received a "Best Online Bootcamp" designation from Course Report, Career Karma, and Switchup in 2020.

TEACHER/TRAINER

Our instructors are industry practitioners who have real world experience in front-end web development. They've used these skills in their day jobs but also have the talent of teaching others and fostering excitement and curiosity in web development.

30.7 What student support is available?

ACCESS TO SUPPORT SERVICES

Our student experience is second to none – we prioritise student success with thorough onboarding and pre-course work, regular opportunities to engage with our community and a fantastic support team.

Each student has their own Student Success team member to go to directly with any issues or concerns, along with their instructional team.

ACCESS TO CAMPUS No

30.8 Class schedule

Schedule: Live Classes. Weeks 1 and 2 are self-paced learning of 2-4 hours/week. Weeks 3 to 12 are live instructor-led class sessions (remote) plus approximately 5-8 hours of self-study per week. Contact General Assembly for more information.

Week One:	Week Two:	Week Three:	Week Four:	Week Five:	Week Six:
M:	M:	M: 6 – 9PM	M: 6 – 9PM	M: 6 – 9PM	M: 6 – 9PM
T:	T:	T:	T:	T:	T:
W:	W:	W: 6 – 9PM	W: 6 – 9PM	W: 6 – 9PM	W: 6 – 9PM
Th:	Th:	Th:	Th:	Th:	Th:
F:	F:	F:	F:	F:	F:
Week Seven:	**Week Eight:**	**Week Nine:**	**Week Ten:**	**Week Eleven:**	**Week Twelve:**
M: 6 – 9PM	M: 6 – 9PM	M: 6 – 9PM	M: 6 – 9PM	M: 6 – 9PM	M: 6 – 9PM
T:	T:	T:	T:	T:	T:
W: 6 – 9PM	W: 6 – 9PM	W: 6 – 9PM	W: 6 – 9PM	W: 6 – 9PM	W: 6 – 9PM
Th:	Th:	Th:	Th:	Th:	Th:
F:	F:	F:	F:	F:	F:

30.9 Need more information?

Link:	https://generalassemb.ly/education/front-end-web-development

Contact details:	ausnz_admissions@generalassemb.ly

31 JavaScript Development

Gain fluency in JavaScript — the world's most popular programming language — and start leveraging its versatile capabilities to build rich, interactive websites and applications. This course teaches you intermediate front-end development skills using JavaScript, jQuery, Git and GitHub, and the command line.

RECOMMENDED SKILL LEVEL: Advanced

TOTAL COURSE LOAD:

108 hours total

9 hours/week

CLASS STYLE: Mix of both live and pre-recorded classes

31.1 What are the entry requirements?

RECOMMENDED SKILL LEVEL: Advanced

REQUIRED PRIOR LEARNING: Basic digital literacy (as described in Section 1.1). Basic knowledge of HTML, basic knowledge of CSS.

31.2 What will I study?

Subjects/Modules:

- JavaScript Fundamentals
  Learn the basics of JavaScript and object-oriented programming.
- The Browser and APIs
  Use JavaScript to interact with the browser, the Document Object Model, and APIs.
- Advanced Topics
  Explore advanced JavaScript frameworks and app deployment strategies.
- Persisting Data
  Use advanced programming topics and persist user data via API calls to a back-end service
- Building and Deploying Your App
  Build a single-page application that consumes data from an API and persists user data via Firebase.

31.3 Study load

Hours of live class: 60 hours

Hours of pre-recorded class: 8 hours

Hours of private study: 40 hours

Total course load:

- 108 hours
- 9 hours/week

31.4 Assessments

Project: Build a single-page application that consumes data from an API and persists user data via Firebase

Weighting: 100%

Due: Week 12

Weekly homework assignments: 80% homework submission rate required to pass

Attendance:

80% attendance rate required to pass

31.5 Where will this take me?

Students who successfully complete this course will be able to:

1. Work with JavaScript, jQuery, the browser and the DOM
2. Articulate fundamentals of object-oriented programming, such that you can more easily learn another object-oriented language
3. Consume data from APIs and persist data using a back-end-as-a-service provider like Firebase
4. Build a modern, single-page application using common design patterns

Career outcomes from this course can include:

Junior Web Developer	Front-End Web Developer	Software Developer

Further study options include:

Add to your skills by learning React or Python Programming. If you want to become a job-ready full-stack developer, take our transformative full-time 12-week Software Engineering Immersive. Students who complete the JavaScript Development course will receive a 15% discount on future part-time or immersive courses.

31.6 Who will teach me?

COURSE PROVIDER

General Assembly is a pioneer in education and career transformation, specialising in today's most in-demand skills. As the leading source for training, staffing, and career transitions, we foster a flourishing community of professionals pursuing careers they love. GA was named one of Fast Company's most innovative education companies for two years and has received a "Best Online Bootcamp" designation from Course Report, Career Karma, and Switchup in 2020.

TEACHER/TRAINER

Our instructors are industry practitioners who have real world experience in front-end web development. They've used these skills in their day jobs but also have the talent of teaching others and fostering excitement and curiosity in web development.

31.7 What student support is available?

ACCESS TO SUPPORT SERVICES

Our student experience is second to none – we prioritise student success with thorough onboarding and pre-course work, regular opportunities to engage with our community and a fantastic support team.

Each student has their own Student Success team member to go to directly with any issues or concerns, along with their instructional team.

ACCESS TO CAMPUS No

31.8 Class schedule

Schedule: Live Classes. Weeks 1 and 2 are self-paced learning of 2-4 hours/week. Weeks 3 to 12 are live instructor-led class sessions (remote). Contact General Assembly for more information.

Week One:	Week Two:	Week Three:	Week Four:	Week Five:	Week Six:
M:	M:	M:	M:	M:	M:
T:	T:	T: 6 – 9PM	T: 6 – 9PM	T: 6 – 9PM	T: 6 – 9PM
W:	W:	W:	W:	W:	W:
Th:	Th:	Th: 6 – 9PM	Th: 6 – 9PM	Th: 6 – 9PM	Th: 6 – 9PM
F:	F:	F:	F:	F:	F:

Week Seven:	Week Eight:	Week Nine:	Week Ten:	Week Eleven:	Week Twelve:
M:	M:	M:	M:	M:	M:
T: 6 – 9PM	T: 6 – 9PM	T: 6 – 9PM	T: 6 – 9PM	T: 6 – 9PM	T: 6 – 9PM
W:	W:	W:	W:	W:	W:
Th: 6 – 9PM	Th: 6 – 9PM	Th: 6 – 9PM	Th: 6 – 9PM	Th: 6 – 9PM	Th: 6 – 9PM
F:	F:	F:	F:	F:	F:

31.9 Need more information?

Link:	https://generalassemb.ly/education/javascript-development
Contact details:	ausnz_admissions@generalassemb.ly

32 React Development

Facebook created React to build a robust, dynamic platform that could adapt to continually changing data. To date, this JavaScript library fuels countless websites and applications across industries. Participants learn to leverage React's power in this hands-on, project-based course.

Build your own web application and compile a professional project portfolio to showcase new skills. According to Stack Overflow, the React JavaScript library is the one "most developers want to work with if they don't already." Employers are in search of talent who can leverage React's ability to handle constantly changing data inputs.

RECOMMENDED SKILL LEVEL: Advanced

TOTAL COURSE LOAD:

88 Hours total

7.5 hours/week

CLASS STYLE: Mix of both live and pre-recorded classes

32.1 What are the entry requirements?

RECOMMENDED SKILL LEVEL: Advanced

REQUIRED PRIOR LEARNING: Basic digital literacy (as described in Section 1.1). Basic knowledge of HTML, basic knowledge of Document Object Model (DOM), working knowledge of JavaScript programming and functions, objects, arrays, and classes.

32.2 What will I study?

Subjects/Modules:

- React Fundamentals
  Apply React fundamentals to solve common user interface problems.
- React State
  Understand the concept of state in React, and how to manage it.
- Fundamental Components
  Implement functional components and define the component lifecycle.
- APIs and Heroku and Routing
  Learn to make API calls, deploy an app on Heroku, and use React Router to link components.
- Applied Practice
  Build a working React application from scratch, and practice debugging and using documentation.

32.3 Study load

Hours of live class: 40 hours

Hours of pre-recorded class: 8 hours

Total course load:

- 88 hours total
- 7.5 hours/week

Hours of private study: 40 hours	

32.4 Assessments

Project: Build a working React application from scratch Weighting: 100% Due: Week 12	**Weekly homework assignments**: 80% homework submission rate required to pass **Attendance**: 80% attendance rate required to pass

32.5 Where will this take me?

Students who successfully complete this course will be able to:

1. Explore the essentials of programming with React, including components, JSX, props, and state.
2. Build multipage web applications using the popular React Router package.
3. Create a custom, functioning web application.
4. Embed an application programming interface (API) in a React application.
5. Implement Redux
6. Host a React application on Heroku to share with the world.

Career outcomes from this course can include:

Junior Web Developer	Web Developer	Web Designer

Further study options include:

Add to your skills by learning Python Programming. If you want to become a job-ready full-stack developer, take our transformative full-time 12-week Software Engineering Immersive. Students who completed the React Development course will receive a 15% discount on future part-time and immersive courses.

32.6 Who will teach me?

COURSE PROVIDER

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TEACHER/TRAINER

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32.7 What student support is available?

ACCESS TO SUPPORT SERVICES

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Each student has their own Student Success team member to go to directly with any issues or concerns, along with their instructional team.

ACCESS TO CAMPUS No

32.8 Class schedule

Schedule: Live Classes, Alternative class times may be available. Weeks 1 and 2 are self-paced learning of 2-4 hours/week. Weeks 3 to 12 are live instructor-led class sessions (remote). Contact General Assembly for more information.

Week One:	Week Two:	Week Three:	Week Four:	Week Five:	Week Six:
M:	M:	M:	M:	M:	M:
T:	T:	T: 6:30 – 8:30PM	T: 6:30 – 8:30PM	T: 6:30 – 8:30PM	T: 6:30 – 8:30PM
W:	W:	W:	W:	W:	W:
Th:	Th:	Th: 6:30 – 8:30PM	Th: 6:30 – 8:30PM	Th: 6:30 – 8:30PM	Th: 6:30 – 8:30PM
F:	F:	F:	F:	F:	F:

Week Seven:	Week Eight:	Week Nine:	Week Ten:	Week Eleven:	Week Twelve:
M:	M:	M:	M:	M:	M:
T: 6:30 – 8:30PM	T: 6:30 – 8:30PM	T: 6:30 – 8:30PM	T: 6:30 – 8:30PM	T: 6:30 – 8:30PM	T: 6:30 – 8:30PM
W:	W:	W:	W:	W:	W:
Th: 6:30 – 8:30PM	Th: 6:30 – 8:30PM	Th: 6:30 – 8:30PM	Th: 6:30 – 8:30PM	Th: 6:30 – 8:30PM	Th: 6:30 – 8:30PM
F:	F:	F:	F:	F:	F:

32.9 Need more information?

Link:	https://generalassemb.ly/education/react-development
Contact details:	ausnz_admissions@generalassemb.ly

Department of Jobs, Skills, Industry and Regions
1 Spring Street Melbourne Victoria 3000
Telephone (03) 9651 9999