



Quarterly course calendar

January | February | March
2023

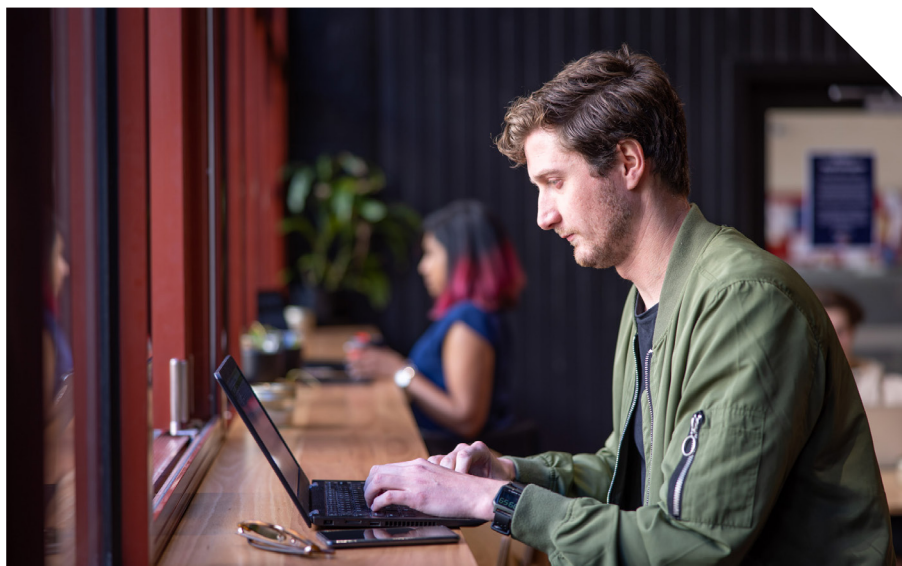


Live Online Short Courses

Our **Live Online training** is delivered to you live, providing similar interactions as face to face training with the benefits of remote access. The training is delivered through video conferencing and discussion board platforms. Workshops are broken into interactive video sessions, including presentations and distribution of materials and discussion board based activities.

LIVE ONLINE COURSES	AVAILABILITY	DAYS	FEES	JANUARY	FEBRUARY	MARCH
Business Skills						
Business Analysis	DISCOVER MORE	2	\$1,500		9 - 10 February	
Contract Management Essentials	DISCOVER MORE	2	\$1,500		27 - 28 February	
Masterclass: Design Business Strategy	DISCOVER MORE	2	\$1,900			
Negotiation Skills	DISCOVER MORE	1	\$800			27 - 28 March
Coaching and Innovation						
Masterclass: Leader as Coach	DISCOVER MORE	2	\$1,900			8 - 9 March
Masterclass: Lead Innovative Thinking and Practice	DISCOVER MORE	2	\$1,900		9 - 10 February	
Communication Skills						
Business Writing Skills	DISCOVER MORE	1	\$800	31 January		10 March
Confident Communication	DISCOVER MORE	1	\$800		8 February	
Conflict Resolution	DISCOVER MORE	1	\$800		24 February	
Empowering Women in the Workplace	DISCOVER MORE	1	\$800		21 February	
How to Have a Difficult Conversation	DISCOVER MORE	1	\$800			1 March
Mediation Training	DISCOVER MORE	1	\$800		24 February	
Finance						
Finance for Non Finance Managers	DISCOVER MORE	2	\$1,500		22 February	
Information Technology						
Microsoft Excel Intermediate	DISCOVER MORE	1	\$430		28 February	
Microsoft Excel Introduction	DISCOVER MORE	1	\$430		1 February	
Leadership and Management						
Leadership Development Program	DISCOVER MORE	1	\$800		14 February	24 March
Managing for Maximum Performance	DISCOVER MORE	1	\$800		9 February	
Masterclass: Transformational Leadership	DISCOVER MORE	2	\$1,900		7 - 8 February 11 & 18 February	
New Supervisor	DISCOVER MORE	2	\$1,500			1 March
Positive Leadership	DISCOVER MORE	2	\$1,500		27 February	
Organisational Change						
Masterclass: Change Management	DISCOVER MORE	1	\$800			
Personal Effectiveness						
Emotional Intelligence Training	DISCOVER MORE	1	\$800		21 February	
Resilience, Stress Management and Mindfulness	DISCOVER MORE	2	\$800		2 February	
Project Management						
Masterclass: Agile Project Management	DISCOVER MORE	2	\$1,900		7 - 8 February	
Project Management Fundamentals	DISCOVER MORE	2	\$1,500		2 February	14 March

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Qualifications

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Contact us for more information about our qualification commencement dates.

QUALIFICATIONS	AVAILABILITY
Business	
BSB50120 Diploma of Business	DISCOVER MORE
10840NAT Graduate Certificate in Applied Business	DISCOVER MORE
Coaching	
10778NAT Graduate Certificate in Organisational Coaching	DISCOVER MORE
SS-EXECCOA Executive Coaching Program	DISCOVER MORE
Human Resources	
BSB50320 Diploma of Human Resource Management	DISCOVER MORE
Management	
BSB40520 Certificate IV in Leadership and Management	DISCOVER MORE
BSB40920 Certificate IV in Project Management Practice	DISCOVER MORE
BSB50420 Diploma of Leadership and Management	DISCOVER MORE
BSB50820 Diploma of Project Management	DISCOVER MORE
Work Health and Safety	
BSB41419 Certificate IV in Work Health and Safety	DISCOVER MORE
BSB51319 Diploma of Work Health and Safety	DISCOVER MORE
SS-AUDIT1 Lead Auditor Training	DISCOVER MORE
BSB51615 Diploma of Quality Auditing	DISCOVER MORE
Training and Assessment	
TAE40116 Certificate IV in Training and Assessment	DISCOVER MORE

Special offers

Swinburne Alumni receive a 10% discount on all short courses. Book three or more places in a short course to receive a discount. Not for Profit organisations receive a 10% discount on non-accredited short courses*.

*Organisation must be registered with the Australian Charities and Not-for-profits Commission.

Funding options

Victoria

Did you know that you may be eligible for Skills First Funding and/ or a VET Student Loan? Swinburne Edge can work with you to explore payment options. Contact us for more information.

Tasmania

Did you know your organisation may be eligible for funding? As a Skills Tasmania Endorsed Registered Training Organisation, Swinburne Edge can work with you to explore funding options. Contact us for more information.






Contact us

 1800 633 560

 edge@swinburne.edu.au

 swinburne.edu.au/swinburne-edge

The information contained in this calendar was correct at the time of publication, November 2022.
The university reserves the right to alter or amend the material contained in this guide.
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