



# Quarterly course calendar

July | August | September  
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	JULY	AUGUST	SEPTEMBER
<b>Business Skills</b>						
Business Analysis	<a href="#">DISCOVER MORE</a>	2	\$1,550	3 - 4 July		14 - 15 September
Contract Management Essentials	<a href="#">DISCOVER MORE</a>	2	\$1,550	20 - 21 July		26 - 27 September
Masterclass: Design Business Strategy	<a href="#">DISCOVER MORE</a>	2	\$1,950			28 - 29 September
Negotiation Skills	<a href="#">DISCOVER MORE</a>	1	\$850	17 July		25 September
<b>Coaching and Innovation</b>						
Masterclass: Leader as Coach	<a href="#">DISCOVER MORE</a>	2	\$1,950	26 - 27 July		
Masterclass: Lead Innovative Thinking and Practice	<a href="#">DISCOVER MORE</a>	2	\$1,950		16 - 17 August	
<b>Communication Skills</b>						
Business Writing Skills	<a href="#">DISCOVER MORE</a>	1	\$850	10 July	18 August	27 September
Confident Communication	<a href="#">DISCOVER MORE</a>	1	\$850		8 August	
Conflict Resolution	<a href="#">DISCOVER MORE</a>	1	\$850	20 July		
Empowering Women in the Workplace	<a href="#">DISCOVER MORE</a>	1	\$850			21 September
How to Have a Difficult Conversation	<a href="#">DISCOVER MORE</a>	1	\$850	25 July		
Mediation Training	<a href="#">DISCOVER MORE</a>	1	\$850		23 August	
<b>Finance</b>						
Finance for Non Finance Managers	<a href="#">DISCOVER MORE</a>	2	\$1,550	10 - 11 July		21 - 22 September
<b>Information Technology</b>						
Microsoft Excel Intermediate	<a href="#">DISCOVER MORE</a>	1	\$450	26 July	15 August	20 September
Microsoft Excel Advanced	<a href="#">DISCOVER MORE</a>	1	\$450	4 July	23 August	
Microsoft Excel Introduction	<a href="#">DISCOVER MORE</a>	1	\$450	25 July		
<b>Leadership and Management</b>						
Leadership Development Program	<a href="#">DISCOVER MORE</a>	1	\$850	17 July	26 August	
Managing for Maximum Performance	<a href="#">DISCOVER MORE</a>	1	\$850		8 August	
Masterclass: Transformational Leadership	<a href="#">DISCOVER MORE</a>	2	\$1,950		2 - 3 August	
New Supervisor	<a href="#">DISCOVER MORE</a>	2	\$1,550	19 - 20 July		21 - 22 September
Positive Leadership	<a href="#">DISCOVER MORE</a>	2	\$1,550	20 - 21 July		
<b>Organisational Change</b>						
Masterclass: Change Management	<a href="#">DISCOVER MORE</a>	2	\$1,950		8 - 9 August	
<b>Personal Effectiveness</b>						
Emotional Intelligence Training	<a href="#">DISCOVER MORE</a>	1	\$850	17 July		27 September
Resilience, Stress Management and Mindfulness	<a href="#">DISCOVER MORE</a>	1	\$850			4 September
<b>Project Management</b>						
Masterclass: Agile Project Management	<a href="#">DISCOVER MORE</a>	2	\$1,950		14 - 15 August	
Project Management Fundamentals	<a href="#">DISCOVER MORE</a>	2	\$1,550	13 - 14 July	10 - 11 August	19 - 20 September

Quarterly course calendar - Swinburne Edge



# Micro-Credential

When you're in a rush to gain knowledge and skills that target specific industry needs – and receive formal accreditation while you're at it – you need a **micro-credential**. Our micro-credential are delivered to you through Swinburne Edge's innovative Live Online delivery method. Each micro-credential is made up of three micro-units.

Contact us for more information about our micro-credential commencement dates.

MICRO UNITS	AVAILABILITY
<b>Organisational Change &amp; Coaching and Innovation</b>	
MGTM00002 Developing the Leaders for Innovative Organisations	<a href="#">DISCOVER MORE</a>
MGTM00003 Engaging the Followers for Creativity and Innovation	<a href="#">DISCOVER MORE</a>
MGTM00004 Shaping the Context for Innovative Organisations	<a href="#">DISCOVER MORE</a>
ENTM00002 Creating Exceptional Experiences	<a href="#">DISCOVER MORE</a>
ENTM00001 Cultivating Creativity	<a href="#">DISCOVER MORE</a>
ENTM00004 Entrepreneurial Mindset and Intuitive Decision Making	<a href="#">DISCOVER MORE</a>
ENTM00005 Innovation Strategy as a tool of Entrepreneurship	<a href="#">DISCOVER MORE</a>
ENTM00006 Sustaining Corporate Innovation	<a href="#">DISCOVER MORE</a>
ENTM00003 The Entrepreneur's Toolkit	<a href="#">DISCOVER MORE</a>
<b>Project Management</b>	
INFM00003 Strategic Planning of Business Analytics Projects	<a href="#">DISCOVER MORE</a>
<b>Information Technology</b>	
INFM00004 Data Visualisation	<a href="#">DISCOVER MORE</a>
INFM00005 Business Analytics	<a href="#">DISCOVER MORE</a>
<b>Finance</b>	
FINM00001 FinTech Footprint	<a href="#">DISCOVER MORE</a>
FINM00002 FinTech Handbook	<a href="#">DISCOVER MORE</a>
FINM00003 FinTech Toolkit	<a href="#">DISCOVER MORE</a>

## Do you have the skills you need to thrive in the new workforce?

A new era of work calls for a new approach to creativity and innovation. One that's hybrid-ready. Our micro-credentials can bring you up to speed on this front, arming you with a range of powerful skills.

Brought to life through Swinburne Edge's innovative live online delivery method, micro-credential coursework is designed to be applied the day after you've learned it – so you're equipped to make outcomes happen. Fast.

Micro-credentials are also accredited. This proof of your transferrable skills can help you move into more challenging roles.



# Qualifications

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

## 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

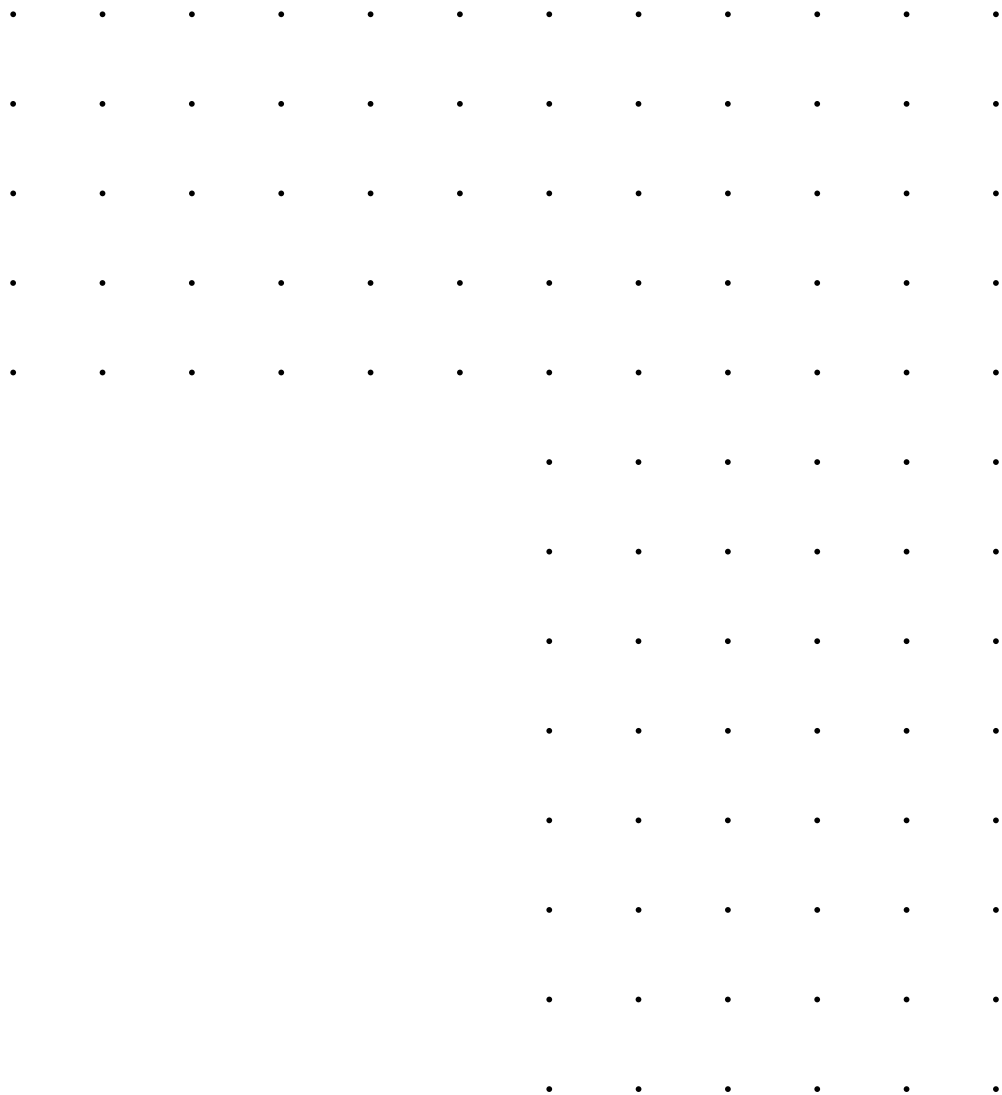
### Victoria

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](mailto:edge@swinburne.edu.au)
-  [swinburne.edu.au/swinburne-edge](http://swinburne.edu.au/swinburne-edge)

The information contained in this calendar was correct at the time of publication, March 2023.  
The university reserves the right to alter or amend the material contained in this guide.  
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