



Quarterly course calendar

April | May | June

2024



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	APRIL	MAY	JUNE
Business Skills						
Business Analysis	DISCOVER MORE	2	\$1,600	16 - 17 April		26 - 27 June
Contract Management Essentials	DISCOVER MORE	2	\$1,600		9 - 10 May	
Masterclass: Design Business Strategy	DISCOVER MORE	2	\$2,000		13 - 14 May	
Negotiation Skills	DISCOVER MORE	1	\$900		9 May	
Coaching and Innovation						
Masterclass: Leader as Coach	DISCOVER MORE	2	\$2,000		20 - 21 May	
Masterclass: Lead Innovative Thinking and Practice	DISCOVER MORE	2	\$2,000		8 - 9 May	
Communication Skills						
Business Writing Skills	DISCOVER MORE	1	\$900	29 April	29 May	
Confident Communication	DISCOVER MORE	1	\$900	17 April		14 June
Conflict Resolution	DISCOVER MORE	1	\$900		6 May	
Empowering Women in the Workplace	DISCOVER MORE	1	\$900			--
How to Have a Difficult Conversation	DISCOVER MORE	1	\$900		13 May	
Mediation Training	DISCOVER MORE	1	\$900		24 May	
Finance						
Finance for Non Finance Managers	DISCOVER MORE	2	\$1,600		8 - 9 May	
Information Technology						
Microsoft Excel Intermediate	DISCOVER MORE	1	\$470		1 & 21 May	
Microsoft Excel Advanced	DISCOVER MORE	1	\$470		30 May	
Microsoft Excel Introduction	DISCOVER MORE	1	\$470	17 April		
Leadership and Management						
Leadership Development Program	DISCOVER MORE	1	\$900		3 May	7 June
Leading in a Hybrid Environment	DISCOVER MORE	1	\$900	11 April		18 June
Managing for Maximum Performance	DISCOVER MORE	1	\$900	15 April		
Masterclass: Transformational Leadership	DISCOVER MORE	2	\$1,600		7 - 8 May	
New Supervisor	DISCOVER MORE	2	\$1,600		14 - 15 May	
Positive Leadership	DISCOVER MORE	2	\$1,600		1 - 2 May	
Organisational Change						
Masterclass: Change Management	DISCOVER MORE	2	\$2,000	30 April - 1 May		
Personal Effectiveness						
Emotional Intelligence Training	DISCOVER MORE	1	\$900		3 May	
Resilience, Stress Management and Mindfulness	DISCOVER MORE	1	\$900	18 April		20 June
Project Management						
Masterclass: Agile Project Management	DISCOVER MORE	2	\$2,000	4 - 5 April		17 - 18 June
Project Management Fundamentals	DISCOVER MORE	2	\$1,600	22 - 23 April		3 - 4 June

Quarterly course calendar - Swinburne Edge



Qualifications

Swinburne Edge **qualifications** for professional development are accelerated courses specifically designed for working professionals to upskill fast. Our accelerated courses don't compromise on quality or support. When you partner with us through an accelerated course, you're getting more than just a one-off qualification. You're tapping into the resources of one of the leading education providers in Australia.

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
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
BSB50920 Diploma of Quality Auditing	DISCOVER MORE
Training and Assessment	
TAE40122 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

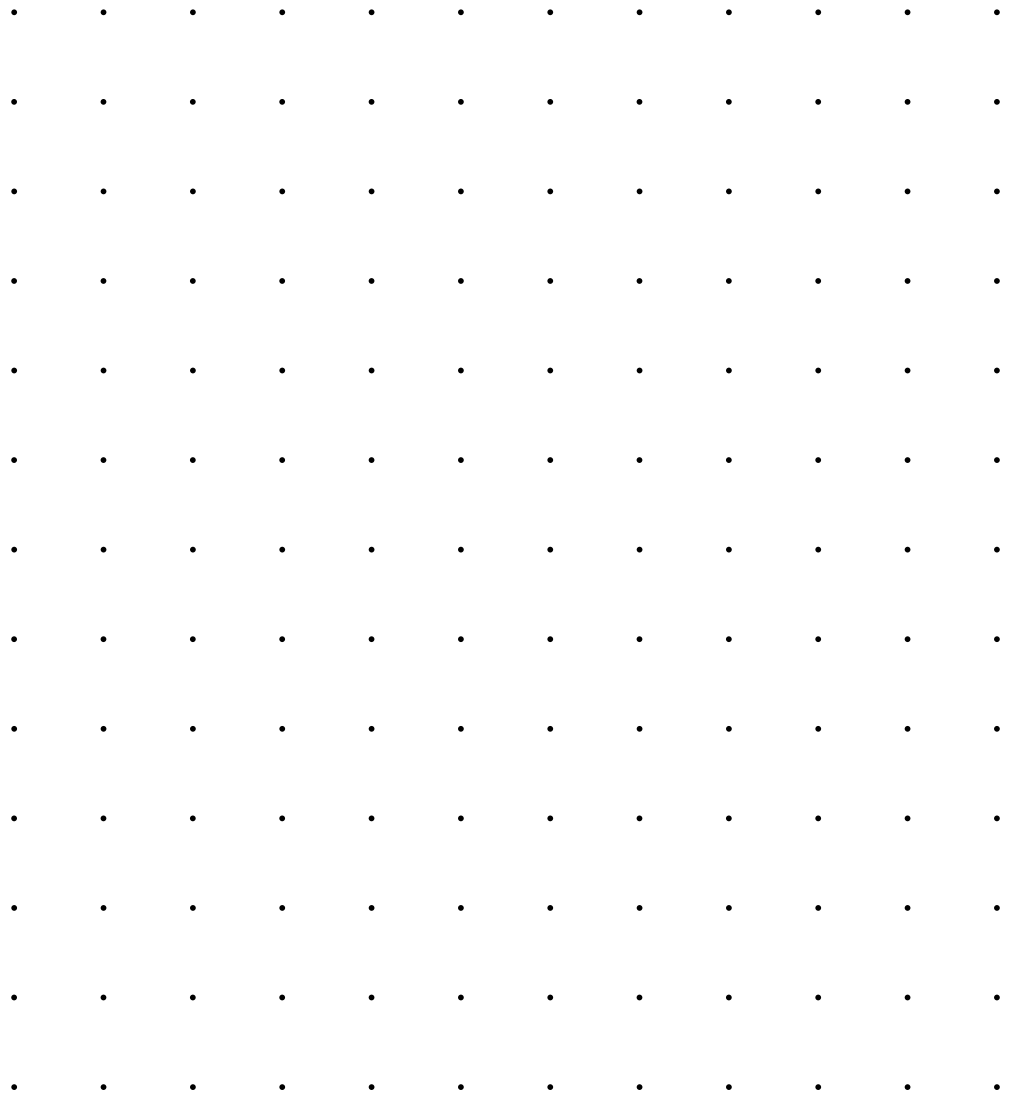
Victoria

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, February 2024.
The university reserves the right to alter or amend the material contained in this guide.
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