



# Quarterly course calendar

APRIL | MAY | JUNE

2025

# 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
<b>Business Skills</b>						
Business Analysis	<a href="#">DISCOVER MORE</a>	2	\$1,600	16-17 APRIL		26-27 JUNE
Contract Management Essentials	<a href="#">DISCOVER MORE</a>	2	\$1,600		15-16 MAY	
Masterclass: Design Business Strategy	<a href="#">DISCOVER MORE</a>	2	\$2,000		8-9 MAY	
Negotiation Skills	<a href="#">DISCOVER MORE</a>	1	\$900		9 MAY	
<b>Coaching and Innovation</b>						
Masterclass: Leader as Coach	<a href="#">DISCOVER MORE</a>	2	\$2,000		20-21 MAY	
Masterclass: Lead Innovative Thinking and Practice	<a href="#">DISCOVER MORE</a>	2	\$2,000		15-16 MAY	
<b>Communication Skills</b>						
Business Writing Skills	<a href="#">DISCOVER MORE</a>	1	\$900	29 APRIL	29 MAY	
Confident Communication	<a href="#">DISCOVER MORE</a>	1	\$900	17 APRIL		16 JUNE
Conflict Resolution	<a href="#">DISCOVER MORE</a>	1	\$900		6 MAY	
Empowering Women in the Workplace	<a href="#">DISCOVER MORE</a>	1	\$900	<a href="#">Contact us for more information</a>		
How to Have a Difficult Conversation	<a href="#">DISCOVER MORE</a>	1	\$900		13 MAY	
Mediation Training	<a href="#">DISCOVER MORE</a>	1	\$900		22 MAY	
Mastering the Art of Workplace Storytelling	<a href="#">DISCOVER MORE</a>	2	QUOTE	<a href="#">Contact us for more information</a>		
<b>Finance</b>						
Finance for Non Finance Managers	<a href="#">DISCOVER MORE</a>	2	\$1,600		1-2 MAY	
<b>Information Technology</b>						
Microsoft Excel Introduction	<a href="#">DISCOVER MORE</a>	1	\$470	17 APRIL		
Microsoft Excel Intermediate	<a href="#">DISCOVER MORE</a>	1	\$470		1 MAY	
Microsoft Excel Advanced	<a href="#">DISCOVER MORE</a>	1	\$470		21 MAY	24 JUNE
<b>Leadership and Management</b>						
Leadership Development Program	<a href="#">DISCOVER MORE</a>	1	\$900		5 MAY	10 JUNE
Leading in a Hybrid Environment	<a href="#">DISCOVER MORE</a>	1	\$900	<a href="#">Contact us for more information</a>		
Managing for Maximum Performance	<a href="#">DISCOVER MORE</a>	1	\$900	16 APRIL		
Masterclass: Transformational Leadership	<a href="#">DISCOVER MORE</a>	2	\$1,600		7-8 MAY	
New Supervisor	<a href="#">DISCOVER MORE</a>	2	\$1,600		14-15 MAY	
Positive Leadership	<a href="#">DISCOVER MORE</a>	2	\$1,600	30 APRIL - 1 MAY		
Critical Thinking and Problem Solving for Local Government	<a href="#">DISCOVER MORE</a>	1	QUOTE	<a href="#">Contact us for more information</a>		
<b>Organisational Change</b>						
Masterclass: Change Management	<a href="#">DISCOVER MORE</a>	2	\$2,000		12-13 MAY	
<b>Personal Effectiveness</b>						
Emotional Intelligence Training	<a href="#">DISCOVER MORE</a>	1	\$900		7 MAY	
Resilience, Stress Management and Mindfulness	<a href="#">DISCOVER MORE</a>	1	\$900	24 APRIL		20 JUNE
<b>Project Management</b>						
Masterclass: Agile Project Management	<a href="#">DISCOVER MORE</a>	2	\$2,000	8-9 APRIL		17-18 JUNE
Project Management Fundamentals	<a href="#">DISCOVER MORE</a>	2	\$1,600	22-23 APRIL		3-4 JUNE

## Special offers

Swinburne Alumni and Not for Profit organisations\* receive a 10% discount on all non-accredited short courses.

Book three or more places in a short course to receive a discount.

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



# 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.

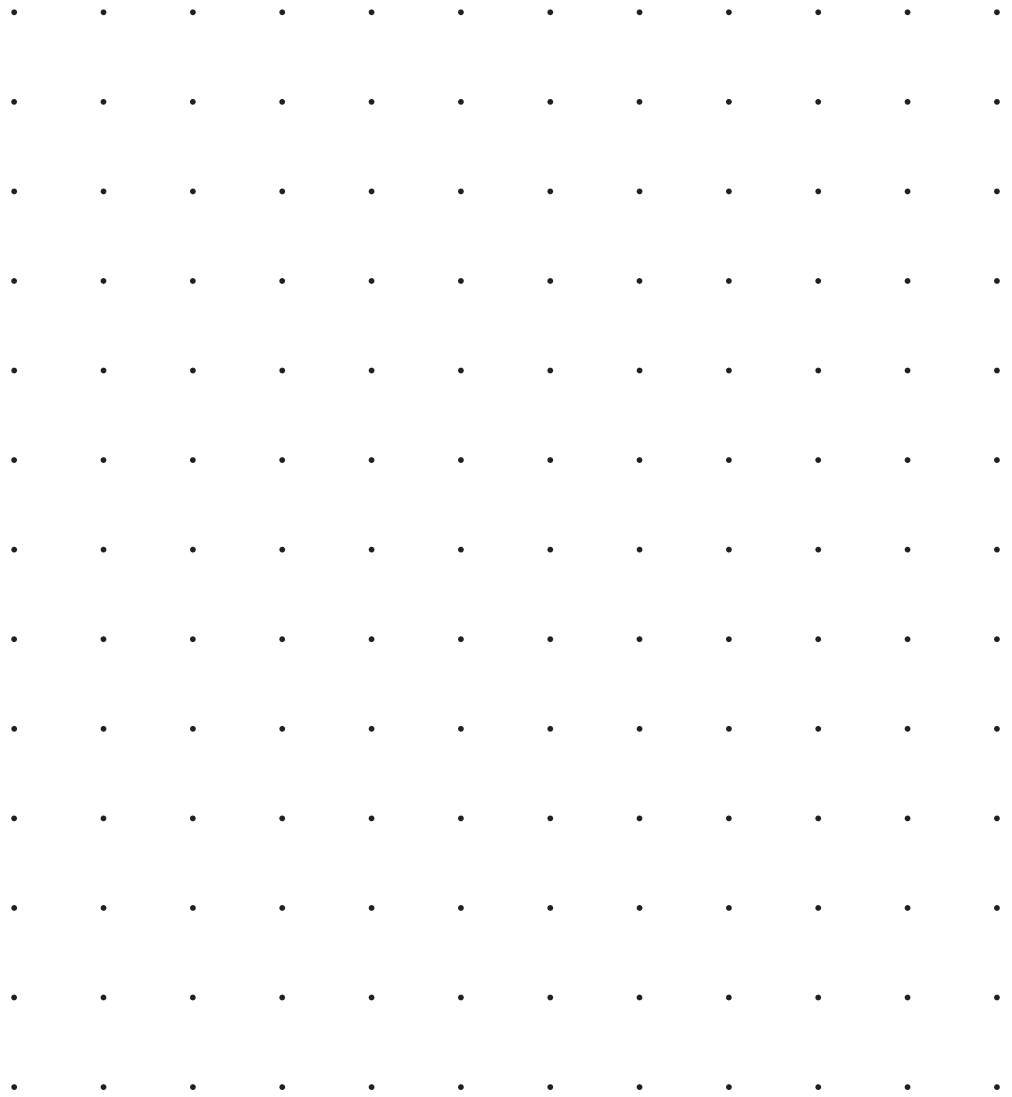
Contact us for more information about our qualification commencement dates.

QUALIFICATIONS	AVAILABILITY
<b>Business</b>	
BSB50120 Diploma of Business	<a href="#">DISCOVER MORE</a>
10840NAT Graduate Certificate in Applied Business	<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>
BSB50920 Diploma of Quality Auditing	<a href="#">DISCOVER MORE</a>
<b>Training and Assessment</b>	
TAE40122 Certificate IV in Training and Assessment	<a href="#">DISCOVER MORE</a>
<b>Coaching</b>	
11252NAT Graduate Certificate in Organisational Coaching	<a href="#">DISCOVER MORE</a>
SS-COACH1 Executive Coaching Program	<a href="#">DISCOVER MORE</a>

## Funding options

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.





## Contact us

 1800 633 560

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

 [swinburne.edu.au/swinburne-edge](https://swinburne.edu.au/swinburne-edge)

The information contained in this calendar was correct at the time of publication, December 2024.  
The university reserves the right to alter or amend the material contained in this guide.  
CRICOS 00111D RTO 3059. TEQSA PRV12148 Australian University

