

2025 Digital Classroom Training Calendar

BOOK ONLINE

- Prices are Per Person, Per Session
- Please make sure you check your time zone

Duration	SESSION COMMENCEMENT TIMES – AEDT/AEST (SYDNEY/MELBOURNE TIME ZONE) This calendar of scheduled course dates can be subject to change. Please check our website for additional dates should a below link not be active. New dates and courses may be added over the year.		Member Price	Non-member Price
	9.30AM/10.00AM	1.00PM/2.00PM		

WORKPLACE RELATIONS					
Annualised Salaries	1 hour		13 Mar 21 Aug 4 Dec	\$99	\$115
Disciplinary Action for Poor Performance & Misconduct	3 x 1.5 hrs	19, 26 Aug and 2 Sep	29 Jan, 5 and 12 Feb 12, 19 and 26 Mar 22, 29 May and 5 Jun 30 Oct, 6 and 13 Nov	\$458	\$520
Diversity and Inclusion in the Workplace	1.5 hrs	27 Mar	14 Aug	\$140	\$155
Employment Law Awareness for Managers & Supervisors	2 hrs	6 Mar 8 May 26 Jun	27 Aug 29 Oct	\$207	\$230
How to Implement Competency Standards	2 x 2 hrs		4 and 11 Jun 5 and 12 Nov	\$465	\$515
Navigating Modern Awards – Manufacturing & Associated Industries & Occupations Award 2020	1.5 hrs	2 Apr 7 May	23 Jul 18 Sep	\$140	\$155
Navigating Modern Awards – Clerks – Private Sector Award 2020	1.5 hrs	27 Feb 29 Apr	17 Jul 24 Sep	\$140	\$155
Navigating Modern Awards – Road Transport & Distribution Award 2020	1.5 hrs	13 Mar 8 Oct		\$140	\$155
Navigating Modern Awards – Food, Beverage and Tobacco Manufacturing Award 2020	1.5 hrs	5 Jun 28 Oct		\$140	\$155
Navigating Modern Awards – Social, Community, Home Care and Disability Services Industry Award 2010	1.75 hrs	8 May 20 Aug		\$140	\$155
Navigating Modern Awards – Professional Employee Awards	1.5 hrs	4 Feb 10 Jun 16 Sep		\$140	\$155
Navigating Modern Awards – Road Transport (Long Distance Operations) Award 2020	1.5 hrs	5 Mar		\$140	\$155
EFFECTIVE WORKPLACE BEHAVIOURS					
Effective Workplace Behaviours for Managers and Supervisors	1.5 hrs	29 Jan 19 Mar 14 May	24 Jul 15 Oct 10 Dec	\$140	\$155
Investigating Bullying, Harassment & Misconduct Complaints	3 x 1.5 hrs	6, 13 and 20 Mar 22, 29 May and 5 Jun 12, 19 and 26 Nov	20, 27 Aug and 3 Sep	\$450	\$495
Skills for Contact Officers	3 x 1.5 hrs	18, 25 Feb and 4 Mar 4, 11 and 18 Jun	8, 15 and 22 Jul 14, 21 and 28 Oct	\$450	\$495
HEALTH AND SAFETY IN THE WORKPLACE					
Multi-State: All You Need to know about Workers Compensation	4 x 2 hrs	17, 19, 24 and 26 Jun 17, 18, 24 and 25 Nov	25, 27 Mar and 1, 3 Apr 16, 18, 23 and 25 Sep	\$450	\$495
Applying Trauma-Informed Care in the Workplace	2 hrs	12 Feb	27 May 7 Aug	\$207	\$230
Achieving Due Diligence under Safety Laws	2.5 hrs	11 Mar 1 May 13 Aug 5 Nov		\$311	\$345
Chain of Responsibility	2.5 hrs	4 Mar 1 Apr 15 May 23 Jul 9 Oct		\$311	\$345
Health and Safety Awareness for Managers and Supervisors	2.5 hrs	8 Apr 12 Jun 14 Aug 16 Oct 3 Dec		\$297	\$326

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Mental Health and Awareness for Managers and Supervisors	1.5 hrs	6 Feb 9 Apr 24 Jul	22 Oct	\$140	\$155
Psychological Safety in the Workplace	2.5 hrs	7 Mar 21 May 21 Aug 13 Nov	7 Mar 21 May 21 Aug 13 Nov	\$311	\$345
Traffic Management	2.5 hrs	26 Feb 11 Jun 25 Sep 20 Nov		\$311	\$345
Safety Training for Managers and Supervisors	3 x 1.5 hrs	6, 13 and 20 Mar 5, 12 and 19 Aug 15, 22 and 29 Oct		\$468	\$520
	LEADERSHIP AND PEOPLE MANAGEMENT				
Conducting Toolbox Meetings	1.5 hrs	3 Jun 15 Jul 7 Aug 28 Aug 14 Oct 6 Nov	30 Jan 5 Mar 10 Sep	\$140	\$155
Communication Skills	1.5hrs	12 Mar 9 Sep		\$140	\$155
Dealing with Difficult People and Conflict	1.5 hrs	5 Feb 10 Apr 28 May 25 Jun 14 Aug 17 Sep 19 Nov	23 Oct	\$140	\$155
Family and Domestic Violence Awareness	1.5 hrs	20 Feb 3 Apr 4 Jun 22 Oct		\$140	\$155
Introduction to Supervision	3 x 1.5 hrs	4, 11 and 18 Sep	18, 25 Feb and 4 Mar 6, 13 and 20 May 5, 12 and 19 Aug	\$468	\$520
Leadership Skills for Managers and Supervisors	4 x 3 hrs	5, 6, 12 and 13 Feb 18, 25 Feb and 4, 11 Mar 6, 13, 20 and 27 May	25, 27 Mar and 1, 3 Apr 13, 14, 20 and 21 Aug 11, 12, 18 and 19 Nov	\$865	\$951
Performance Management (Disciplinary Procedures)	2 hrs	11 Feb 3 Apr 28 May	7 Aug 15 Oct 25 Nov	\$207	\$230
Prepare Successful Executive Briefings	2 hrs	30 Jul		\$311	\$345
Time Management	1 hr	2 Apr 10 Jun	6 Aug 30 Oct	\$99	\$115
Emotional Intelligence	1.5 hrs	5 Mar 25 Jun 6 Aug 23 Oct		\$140	\$155
	CYBER SECURITY				
Cyber Security Essentials	2 hrs	4 Mar 3 Jun	8 May 4 Aug	\$207	\$230
Cyber Security for Managers & Supervisors	2 hrs	30 Apr 12 Aug	5 Feb 11 Jun	\$207	\$230
Cyber Security for Board Members	1.5 hrs	7 Feb 29 Jul	6 May	\$140	\$155
Cyber Security in Industrial Control & Manufacturing	2 hrs	10 Apr 30 May	27 Feb 20 Aug	\$207	\$230
Cyber Security in HR Professionals	1.5 hrs	8 Jul 10 Sep	30 Jan 3 Apr	\$140	\$155
Introduction to the ACSC Essential 8	1.5 hrs	7 Mar 31 Jul	21 May	\$140	\$155
Cyber Security for IT Teams	3 x 2hr	5, 13 and 20 Jun		\$468	\$520