Invest in yourself

July – December 2015

Short Course Guide
Big returns

For small investments in short courses

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Enquiries and Enrolments

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Cover image: Madeline Bourke, Styling for Food Photography student

Every effort has been made to ensure the information contained in this publication is accurate at the date of printing. For the most up-to-date information, please refer to www.shortcourses.rmit.edu.au before booking a course. Published in June 2015.
Why RMIT?

RMIT is a global university of technology and design and Australia’s largest tertiary institution. The University enjoys an international reputation for excellence in practical education and outcome-oriented research. RMIT courses are constantly updated to meet the changing needs of business and the broader community, and to provide students with specialised content relevant to professional and personal success in a rapidly changing world.

Taking a short course with RMIT gives you access to:

- industry experts with a passion for excellence and innovation
- cutting-edge technology, equipment and facilities
- current and relevant course content
- convenient Melbourne locations.

Many of our courses also provide pathways into further studies.

Short Courses

An RMIT short course offers you the opportunity to quickly enhance your professional skills, increase general knowledge in a chosen area or simply nurture a new talent or hobby.

RMIT offers short courses in a variety of subject areas including design, business, engineering, fashion, architecture, communication, art, languages, technology, community services, health and more. The courses are practical and designed to fit within your busy lifestyle, with contents varying from project-based to portfolio development. The courses run throughout the year and are based in central locations.

Single Courses

RMIT also offers a range of single courses, which are subjects from degree programs that are available for you to study even if you’re not enrolled as a university student. View our range of single courses at www.singlecourses.rmit.edu.au.

Enrol Online

You can enrol online for short courses at www.shortcourses.rmit.edu.au
Architecture

3D Studio Max for Architects and Designers
3D Studio Max is the current, state-of-the-art rapid modelling and visualisation tool for architects and interior designers. You will learn how to transform your designs into 2D and 3D visual representations, and explore the processes involved in designing, rendering and animating your 3D model.

City: $1150 · S345139
15.8.2015 9.30am–4.30pm 5 sessions
10.10.2015 9.30am–4.30pm 5 sessions
30.11.2015 9.30am–4.30pm 5 sessions

Architectural Drawing Techniques – Introduction
You will be introduced to standard residential building design and drafting procedures, conventions and documentation practices. You will engage in drawing studio activities to develop an understanding of associated drawings and graphic techniques.

City: $550 · S320078
14.7.2015 6–9pm 8 sessions
6.10.2015 6–9pm 8 sessions

AutoCAD – Level 1
You will be provided with a comprehensive introduction to creating 2D drawings using AutoCAD software. The course focuses on basic drafting techniques so will suit users across a broad range of industries. You will gain hands-on experience using AutoCAD through a series of practical exercises.

City: $790 · S320001
4.7.2015 10am–5pm 4 sessions
1.8.2015 9am–5pm 4 sessions
11.8.2015 9am–5pm 4 sessions
18.8.2015 6–9.15pm 8 sessions
21.9.2015 9am–5pm 4 sessions
3.10.2015 9am–5pm 4 sessions
14.10.2015 6–9.15pm 8 sessions
16.11.2015 9am–5pm 4 sessions

AutoCAD – Level 2
Developed for practitioners with existing AutoCAD skills, this course is aimed at refining and further developing drawing and drafting productivity techniques. Delivery is through a combination of demonstration and practical exercises.

City: $790 · S320002
27.7.2015 6–9.15pm 8 sessions
29.8.2015 9am–5pm 4 sessions
12.10.2015 6–9.15pm 8 sessions

Rhinoceros Level 1 – 3D Modelling with an Introduction to Grasshopper
You will be introduced to Rhinoceros 3D modelling. This course provides participants with a comprehensive understanding of a workflow for developing 3D models using Rhino command, including the creation of sculptural forms for 3D printing.

City: $790 · S320194
19.08.2015 6–9pm 8 sessions
17.11.2015 10am–5pm 4 sessions

SketchUp for Beginners
You will learn how to use SketchUp, the free, industry standard, rapid 3D modelling software that anyone can learn. Design buildings, furniture and everyday objects easily and quickly. SketchUp has the shortest learning curve of any 3D software in existence.

City: $420 · S345297
21.11.2015 9.30am–4.30pm 2 sessions

SolidWorks – Level 1
You will be introduced to 3D modelling, sketching and assembly creation using SolidWorks. You will learn how to create and manipulate 3D models and learn how to generate detail drawings. The course will include a practical guide to creating models for 3D printing and getting those files printed.

Brunswick: $990 · S320118
25.7.2015 10am–5pm 4 sessions
3.10.2015 10am–5pm 4 sessions
17.11.2015 10am–5pm 4 sessions

Calligraphy

Calligraphy: The Fundamentals – Module 1
Discover the art of Western calligraphy. All modules will cover major lettering styles using nibs and brushes with an emphasis on developing strong design, layout and composition skills together with quality lettering and creative artworks.

City: $520 · S320204
13.7.2015 6–9pm 12 sessions

Creative Calligraphy and Lettering – Module 3
The evolution of calligraphy and lettering arts continues. All modules will cover major lettering styles using nibs and brushes with an emphasis on developing strong design, layout and composition skills together with quality lettering and creative artworks.

City: $520 · S320205
14.7.2015 6–9pm 12 sessions

Craft

Artist Books
Explore the papermaking and book techniques used for artist books presentation of visual information and ideas.

Brunswick: $500 · S320197
8.9.2015 6–9pm 10 sessions

Book Repair and Restoration
You will undertake practical exercises in bookbinding and finishing on an intermediate to advanced level, depending on ability. You will work on your own projects under the supervision and direction of experienced staff.

Brunswick: $560 · S320178
9.7.2015 5.30pm–8.30pm 15 sessions

Bookbinding – Introduction
You will undertake practical exercises in bookbinding and finishing. This course is designed for people interested in the introductory aspects of bookbinding, book restoration and gold blocking.

Brunswick: $650 · S320176
15.7.2015 6–9pm 15 sessions

Bookbinding – Intermediate
This course complements Bookbinding – Introduction. You will undertake one major project for the duration of the course to consolidate existing skills and to learn new methods.

Brunswick: $450 · S320177
7.7.2015 6–9pm 8 sessions
Origami
This course will introduce you Origami – the Japanese art of paper folding. In this practical, skill-based course you will learn both traditional and modern techniques.
City: $350 – S320192
13.7.2015 6–9pm 6 sessions
12.10.2015 6–9pm 6 sessions

Fashion and Textiles
Adobe e-Portfolios
Develop skills in Adobe Behance and other comparable software platforms used to showcase a designer’s best work. Curate the most creative work you have into an impressive e-presence – a valuable component of your CV presentation that is sure to impress a future employer.
Brunswick: $380 – S350505
26.9.2015 9.30am–4.30pm 2 sessions

Adobe Illustrator and Photoshop for Fashion – Introduction
This course introduces the use of Adobe Photoshop and Illustrator specifically for the fashion and textile industry. You will learn new techniques and gain skills in the use of both these programs to develop artwork relevant to fashion and textile design. This is a beginner level course.
Brunswick: $850 – S350210
20.6.2015 9.30am–4.30pm 5 sessions
5.8.2015 5.30pm–8.30pm 10 sessions
22.9.2015 5.30pm–8.30pm 10 sessions

Adobe Illustrator for Fashion – Introduction
This course introduces the use of Adobe Illustrator. The course will include new techniques and skills used to develop artwork relevant to fashion and textile design. This is a beginner level course.
Brunswick: $710 – S350245
29.8.2015 9.30am–4.30pm 4 sessions

Adobe InDesign for Fashion – Introduction
The aim of this course is to introduce you to the use of Adobe InDesign for the fashion and textile industry. The software can be used to develop range books, promotional presentations, digital and print publications and marketing materials. Prerequisites apply.
Brunswick: $275 – S350333
7.11.2015 9.30am–2pm 2 sessions

Adobe Photoshop for Fashion – Introduction
This course introduces the use of Adobe Photoshop software to develop artwork using hand drawings and photographic images relevant to the fashion and textile industry. This is a beginner level course.
Brunswick: $380 – S350244
17.10.2015 9.30am–4.30pm 2 sessions

Bag Making 1: Clutch Bag
This course will teach you to design and create a clutch bag, as well as the introductory knowledge associated with bag making.
Brunswick: $490 – S350264
6.8.2015 6–9pm 6 sessions

Bag Making 2: Gusseted Hand Bag
This course will teach you to design and create a gusseted hand bag, with strap and internal zip pocket, building on the skills already gained in the Bag Making 1: Clutch Bag course. Prerequisites apply.
Brunswick: $490 – S350271
29.10.2015 6–9pm 6 sessions

Bag Making 2: Tote Bag
This course will teach you to design and create a tote bag, including design and pattern making, leather working and folding and attaching standard fittings. This course builds on the skills already gained in the Bag Making 1: Clutch Bag course. Prerequisites apply.
Brunswick: $490 – S350273
14.9.2015 6–9pm 6 sessions

Fashion Blogging: How to Create a Fashion Blog
The perfect introduction to fashion blogging with Lady Melbourne’s, Phoebe Montague. Learn how to set up your own blog or finesse an existing one. Discover the art of fabulous image selection alongside writing and editing engaging content to keep your blog readers fashion-savvy and fashion-happy.
City: $485 – S350344
14.7.2015 6–8.30pm 6 sessions
17.9.2015 6–8.30pm 6 sessions

Fashion Drawing
This course is designed to introduce beginners to fashion drawing. For those with creative ideas, this is the opportunity to learn how to draw a model and present your fashion design ideas in the most effective manner.
City: $425 – S350296
22.8.2015 12.30–4.30pm 5 sessions
14.11.2015 12.30–4.30pm 5 sessions

Fashion Merchandising Planning
An introduction to the theories, concepts and practice of allocating fashion and textile merchandise to appropriate retail outlets/clients. Through analysing collected retail data you will design and develop retail strategies that would contribute to corporate financial planning. Prerequisites apply.
City: $875 – S350343
18.8.2015 6–9pm 10 sessions

Fashion Styling
An insider’s guide to the role of the stylist today. Learn about being an interpreter of fashion from a professional industry renowned stylist. Topics include photo shoots for fashion and homewares, coordinating fashion shows, wardrobe styling for television or film and personal wardrobe styling.
Brunswick: $695 – S350345
25.7.2015 10am–1pm 6 sessions
1.10.2015 6–9pm 6 sessions

Gerber – Pattern Making (PDS)
This course provides training in computer-aided techniques that are fundamental to the latest Gerber software. The emphasis of this course is on the development of patterns on screen. You will learn through practical activities, demonstrations and printed learning guides.
Brunswick: $895 – S350247
1.9.2015 6–9pm 14 sessions

Getting Market Ready – Selling Your Work
Have you ever wanted to learn how to sell your work in the retail marketplace? This course will prepare you for selling online, in brick and mortar stores and at markets. Come away with a realistic plan on how to take your creative talents to the next level.
City: $595 – S350347
23.7.2015 6–9pm 6 sessions

Leather Purse One Day Workshop
Are you interested in working with leather and learning the skills required to get the most from this classic material? In just one day this course will teach you the introductory principles of working with leather in order to make your very own leather purse.
Brunswick: $155 – S350349
15.8.2015 10am–4.30pm 1 session

Pattern Drafting
You will learn how to draft and fit basic women’s blocks to your own measurements and develop the skills required to draft and fit made-to-measure garments for yourself or clients.
Brunswick: $675 – S350324
20.7.2015 6–9pm 10 sessions

Patternmaking
This course covers basic patternmaking techniques. You will develop base style patterns from the provided basic/foundation blocks. A choice of Australian standard sizes 8 to 20 basic/foundation block patterns will be available.
Brunswick: $675 – S350203
23.8.2015 10am–4.30pm 5 sessions
5.10.2015 6–9pm 10 sessions

Sewing
In this course you will learn to make your own trendy clothes that suit and actually fit your body. You will learn techniques of top designers. You will also learn how to fit and adjust commercial patterns to your size, so your garments look professionally made.
Brunswick: $595 – S350234
18.7.2015 10am–1pm 10 sessions
21.7.2015 6–9pm 10 sessions
23.7.2015 6–9pm 10 sessions
26.8.2015 6–9pm 10 sessions
29.9.2015 6–9pm 10 sessions
1.10.2015 6–9pm 10 sessions
3.10.2015 10am–1pm 10 sessions

Sewing Studio
This course is for students who have completed the Sewing short course at RMIT (or equivalent) and would like to extend their practice. Students are invited to bring in continuing projects and use the facilities at RMIT under the supervision and guidance of one of our experienced tutors.
Brunswick: $275 – S350351
25.8.2015 6–9pm 4 sessions

More available course dates, information, prerequisites and individual course flyers at www.shortcourses.rmit.edu.au
### Fine and Visual Art

#### Illustrating and Writing a Children's Picture Book
This course is a practical project-based course designed to take you through the stages of planning, writing and illustrating for children. You will work on your own idea for a book.
- **Brunswick** - $540 • S320040
- **City** - $240 • S345301
- **Dates**:
  - **Brunswick**: 7.10.2015 (6–9pm) 6 sessions

#### Illustration: Styles and Techniques
This project-based course is designed to develop an illustration folio using a variety of techniques, styles and media. You will explore collage, pen, brush and wash work and computer-generated artwork for a range of contexts including books, magazines, packaging and cards.
- **Brunswick** - $540 • S320121
- **City** - $240 • S345301
- **Dates**:
  - **Brunswick**: 12.9.2015 (6–9pm) 6 sessions

#### Portfolio Preparation and Career Discovery

##### Career Discovery in Fashion and Textiles
You will be introduced to the world of fashion and textiles through a series of presentations/workshops delivered by university and industry experts.
- **Brunswick** - $275 • S350337
- **Dates**:
  - **Brunswick**: 8.7.2015 (8.45am–4pm) 2 sessions

##### Portfolio Development in Fashion and Textiles
This course will be conducted by experienced RMIT practitioners. You will experiment in different media and in different aspects of fashion and textiles exploration and will be able to document the 'ideas generation' process.
- **Brunswick** - $595 • S350348
- **Dates**:
  - **Brunswick**: 15.8.2015 (10am–4.30pm) 4 sessions

#### Portfolio Preparation in 3D Product Design
You will be introduced to some simple drawing techniques for planning and recording ideas for 3D projects, as well as introductory concept development applicable to 3D design.
- **City** - $430 • S320038
- **Dates**:
  - **City**: 28.9.2015 (9.30am–4.30pm) 4 sessions

#### Portfolio Preparation in Graphic Design – Level 1
This is a practical project-based course that focuses on idea generation, concept development and creating text and image projects for communication design. You will learn manual techniques through short projects.
- **Brunswick** - $430 • S320082
- **City** - $430 • S320087
- **Dates**:
  - **Brunswick**: 28.9.2015 (9.30am–4.30pm) 4 sessions

#### Portfolio Preparation in Graphic Design – Level 2
This is a practical project-based course that focuses on idea generation, concept development and the creation of text and image design through longer, more in-depth projects than in Level 1. You will work to set briefs, which are interpreted in an individual way with teacher guidance and feedback.
- **Brunswick** - $430 • S320087
- **City** - $430 • S320082
- **Dates**:
  - **Brunswick**: 28.9.2015 (9.30am–4.30pm) 4 sessions

#### Portfolio Preparation in Interior Decoration
You will gain an insight into the specific standards and requirements of the study area. The course will assist you to refine your design approach and gain experience in presentation techniques. You will be provided with a broad overview of some of the key areas relevant to interior decoration.
- **City** - $430 • S320012
- **Dates**:
  - **City**: 28.9.2015 (9.30am–4.30pm) 4 sessions

#### Portfolio Preparation in Photography
In this course, your current folio will be assessed, you will be assisted in refining your body of work and a tailored plan will be devised for continuing your photography. An industry professional will share techniques in both camera and post-processing. You will have the opportunity to shoot in a studio environment and to discuss current industry practice and trends.
- **City** - $390 • S345129
- **Dates**:
  - **City**: 4.7.2015 (9.30am–4.30pm) 3 sessions
  - **City**: 28.9.2015 (9.30am–4.30pm) 3 sessions

#### Portfolio Preparation in Visual Merchandising
You will gain skills in sketching techniques, studio workshop process and arranging merchandise. You will be involved in store display and design, exhibition design, photographic styling and theming. You will work through your own practical visual merchandising project.
- **City** - $430 • S320044
- **Dates**:
  - **City**: 21.9.2015 (6–9pm) 6 sessions
  - **City**: 28.9.2015 (9am–4pm) 4 sessions

### Graphic and Communication Design

#### Adobe Illustrator – Level 1
You will learn the fundamental tools and functions of Adobe Illustrator, the premier graphics creation vector software. Logos, posters, packaging and digital illustrations are all ideal projects for Illustrator. It is also the perfect tool for character design and animation layout.
- **Brunswick** - $590 • S320181
- **Dates**:
  - **Brunswick**: 15.7.2015 (6–9pm) 7 sessions
  - **Brunswick**: 7.10.2015 (6–9pm) 7 sessions

#### Adobe InDesign – Level 1
You will cover the fundamental features of InDesign, and also address some more advanced functions. You will learn how to assemble graphic elements into single or multiple pages for publishing, how to apply type and illustration controls, page make-up and formatting using Adobe InDesign.
- **Brunswick** - $590 • S320182
- **Dates**:
  - **Brunswick**: 15.7.2015 (6–9pm) 7 sessions
  - **Brunswick**: 7.10.2015 (6–9pm) 7 sessions

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**Facilitator profile:**
Luca Abate

Luca is an industrial designer at award-winning video technology company Blackmagic Design. He previously worked as a senior design consultant with Charlwood Design developing products for a diverse range of clients and industries including medical, homewares and electronics.

A multifaceted designer, his career has spanned business development, marketing as well as a product design role with the Ford Motor Company. He has also lectured a number of industrial design courses and workshops with RMIT University.

- **Packaging Design**
Adobe Photoshop – Level 1
You will be introduced to the fundamental functions and tools of Photoshop. The Photoshop package is the standard image manipulation tool for electronic publishing, and knowledge of the software is essential to quality publications. You will also look at saving images for web.
Brunswick · $590 · S320183
7.2.2015 6–9pm 7 sessions
Adobe Suite for Design and Presentation – Level 1
This course will cover essential Adobe Illustrator, Photoshop and InDesign techniques that will allow you to produce professional graphic materials. The focus of the course is on creating posters for your design presentations.
Brunswick · $450 · S320179
30.7.2015 6–9pm 6 sessions
Adobe Suite for Design and Presentation – Level 2
If you know the basics of the Adobe Creative Suite and want to take your skills further, this course is for you. You will produce professional flyers, brochures and newsletters using industry standard courseware and techniques.
Brunswick · $450 · S320180
9.7.2015 6–9pm 6 sessions
Graphic Design: Design and Layout
You will learn the basics of sound typography and layout with contemporary graphic approaches, and apply them to briefs. This may include items such as page layout, business identity stationery and promotional materials, personal logos, newsletters or posters.
Brunswick · $590 · S320132
16.7.2015 6–9pm 12 sessions
Graphic Design: Type and Image Fundamentals
You will explore the principles and elements that are the foundation of design. You will explore typography including an introduction to core principles of use, elements of type, overview of selected fonts and font designers, and practical applications of typography – traditional and experimental.
Brunswick · $590 · S320131
14.7.2015 6–9pm 12 sessions
Industrial, Furniture and Product Design
3D Modelling Workshop
You will learn how models are made and how to make your own models. This course will cover new technology available as well as traditional techniques. It will enable you to continue on to creating more complex models using a range of skills and equipment, including rapid prototyping.
City · $350 · S320174
22.7.2015 6–9pm 5 sessions
Styling for Photography
You will be introduced to the styling profession and take a behind-the-scenes look at the tips and tricks and just plain hard work that goes into preparing a product for the perfect shot. Areas covered are food, fashion and interiors, and you will complete a hands-on brief with your own props.
City · $450 · S320154
14.10.2015 6–9pm 6 sessions
Visual Merchandising – Introduction
You will gain an understanding of the power and scope of visual merchandising in today’s world of retailing. You will be provided with an overview of the many aspects of visual merchandising affecting traders and retailers.
City · $450 · S320089
22.7.2015 6–9pm 8 sessions
14.10.2015 6–9pm 8 sessions
Visual Merchandising Product Presentation – Introduction
You will learn the fundamentals of visual presentation of a range of product categories. You will be introduced to a variety of hands-on product presentation techniques to merchandise products. You will produce your own displays and props and be exposed to a range of merchandise for display.
City · $595 · S320162
7.7.2015 6–9pm 8 sessions
6.10.2015 6–9pm 8 sessions
Interior Design
Creative Lighting Applications
Be introduced to the impact of light and architecture. Focus is on the art of lighting to create exciting, vibrant and functional environments. Explore lighting terminology, techniques and demands for interiors, commercial, urban, retail and domestic projects.
City · $595 · S320125
22.7.2015 6–9pm 12 sessions
Design Fundamentals for Interiors
If you want to learn the underpinning principles for interior decoration and design, this is an excellent course to begin with. You will practise resolving visual and spatial problems by applying design principles and elements in interior settings.
City · $595 · S320126
11.8.2015 6–9pm 12 sessions
Drawing Simple Interior Perspectives
You will learn the introductory skills required to draw views, with some rendering techniques to communicate your ideas in interior spaces. You will discover how to draw floor plans and how to represent the placement of furniture, furnishings and selected finishes and to indicate light direction.
City · $450 · S320158
30.7.2015 6–9pm 8 sessions
Student profile:
Deborah Hall
"The Styling for Food Photography course was an excellent introduction to food styling with a combination of visual images, theory and practical hands-on experience.

The facilitator is a passionate and very talented stylist. Her teaching style and the willingness to share her knowledge and experience is a reflection of her dedication to teaching. Her warmth and inclusiveness is a true gift."

• Styling for Food Photography – Level 1

Drawing Techniques for Design
You will learn tips, tricks and shortcuts from the professionals to create understandable drawings. This could mean new products, improvements, alterations or inventions, spaces, structures or mechanisms.
City · $495 · S320030
23.7.2015 5.30–8.30pm 8 sessions
10.10.2015 9.30am–4.30pm 5 sessions
Exhibition Design – Introduction
You will gain an understanding of the concept and practicalities of exhibition design as a career and a means of enhancing existing skills. You will be able to apply skills and knowledge to a range of spaces and increase expertise in 2D and 3D design through a range of activities and presentations.
City · $400 · S320170
12.8.2015 6–9pm 5 sessions
Styling for Food Photography – Level 2
You will learn advanced components of styling for food photography. A variety of food themes, hero shots, styling, propping and how to will be explored with industry professionals. With photography studio time, discussions and presentations included advance and explore the role of a stylist.
City · $450 · S320200
24.8.2015 6–9pm 4 sessions
5.10.2015 6–9pm 4 sessions
More available course dates, information, prerequisites and individual course flyers at www.shortcourses.rmit.edu.au
Foundation Colour
You will be introduced to the foundation of colour and the basic concepts of colour, through mixing and adjusting colours and applying the principles to an interior design scheme. You will complete a range of painting exercises and projects investigating colour and how it can be used.
City · $595 · S320166
15.7.2015 6–9pm 10 sessions

Interiors – Design and Decoration for Living
You will learn about major aspects of redecorating a home, such as decoration, colour and space planning, elements and principles of interior decoration, lighting, soft furnishing, furniture styles, renovation techniques, application of decorative materials, and surface coatings selection.
City · $500 · S320013
16.7.2015 6–9pm 8 sessions
17.7.2015 9.30am–12.30pm 8 sessions
8.10.2015 6–9pm 8 sessions
9.10.2015 9.30am–12.30pm 8 sessions

Japanese Aesthetics: From Flower Arrangements to Contemporary Art
You will explore the world of Japanese aesthetics through theory and practical exercises. The first three lessons focus on Ikebana, the art of Japanese flower arranging. Later lessons involve group work analysing a variety of Japanese aesthetic expressions – food, gardens, architecture and kimono.
City · $420 · S320193
7.10.2015 6–9pm 6 sessions

Kitchen Design – Introduction
Are you about to renovate your kitchen? Would you like to design it yourself but don’t know where to start? This course teaches the basic principles of kitchen planning and design, current trends, materials selection, application of materials and the latest technology in kitchen appliances.
City · $400 · S320093
17.7.2015 9.30am–12.30pm 4 sessions

Photography
In this six-week introductory course you will begin to develop the appropriate use of various tools in Photoshop. Focusing on the needs of photographers you will learn how to manipulate and enhance digital images and reliably produce high-quality photographic images.
City · $495 · S345261
18.08.2015 6.30–9.30pm 6 sessions

Student Profile:
Laura Green
Laura Green started her RMIT journey with two creative short courses, Design Fundamentals for Interiors and Styling for Photography. She then went on to complete a Diploma of Interior Design at RMIT and to win the annual Soft Furnishing Award presented by BQ Design products and Zepel Fabrics.
Aside from garnering practical skills in building design software, hand drawing and rendering, Laura cites confidence as a turning point in her journey at RMIT. “I feel that I have become better at making decisions and trusting my own judgement,” she said.

• Design Fundamentals for Interiors and Styling for Photography

Adobe Photoshop – Advanced: Specialist Techniques for Digital Photography
You will explore essential methods for adjusting and controlling colour and tonal information within images. Through a heightened attention to colour management, monitor calibration and use of the RAW file format you will learn to take your images to a new level of control and expression.
City · $495 · S345282
13.10.2015 6.30–9.30pm 6 sessions

Food Photography
Learn how to capture those perfect food moments. Using real dishes on location, you will learn – and practise – different styles of food photography. This course will cover lighting tricks, the correct lenses, camera settings and editing techniques for your food photos.
City · $240 · S345313
20.06.2015 9.30am–4.30pm 2 sessions
26.09.2015 9.30am–4.30pm 2 sessions

Introduction to Photography – Level 1: Technical and Aesthetic
This is a practical course explaining the basics of digital SLR camera operation and exploring methods of creating more visually dynamic photographs. An introduction to post production and output to print is also included.
City · $640 · S345151
11.7.2015 9.30am–4.30pm 4 sessions
11.8.2015 6–9pm 8 sessions
12.9.2015 9.30am–4.30pm 4 sessions
8.10.2015 6–9pm 8 sessions

Introduction to Photography – Level 2: Technical and Aesthetic
A course for the DSLR enthusiast who understands the basics of exposure and camera operation. You will be guided through a range of common shooting scenarios to consolidate your camera skills and compositional understanding. Emphasis is on practical skill building in a fun, relaxed environment.
City · $640 · S345294
15.8.2015 9.30am–4.30pm 4 sessions
7.10.2015 6–9pm 8 sessions

People and Portrait Photography
You will learn the techniques for photographing people. This course includes choice of appropriate equipment, best use of lighting, location selection and technical considerations for formal and environmental portraits.
City · $640 · S345183
6.8.2015 6–9pm 8 sessions
13.10.2015 6–9pm 8 sessions

Travel and Landscape Photography
This eight-week course covers important aspects of travel and landscape photography from equipment selection to methods of photographing a variety of locations, events, people and wildlife. Learning takes place through explanation, demonstration, discussion and practical assignments.
City · $620 · S345182
21.10.2015 6–9pm 8 sessions
AutoCAD and Revit

Revit Architecture – Level 1
You will be introduced to Revit Architecture, a powerful building modeller for architectural design and documentation in 2D and 3D. This course is delivered through theory, demonstrations and practical work. You will gain hands-on experience using Revit’s modelling and documentation commands.

<table>
<thead>
<tr>
<th>City</th>
<th>$990</th>
<th>S320005</th>
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</thead>
<tbody>
<tr>
<td>4.7.2015</td>
<td>9am–5pm</td>
<td>4 sessions</td>
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<tr>
<td>19.8.2015</td>
<td>6–9.15pm</td>
<td>8 sessions</td>
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<td>5.9.2015</td>
<td>9am–5pm</td>
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<td>31.10.2015</td>
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<td>16.11.2015</td>
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Revit Architecture – Level 2
You will explore Revit’s advanced productivity tools with an emphasis on families and custom elements. The course is delivered through theory, demonstrations and practical application. You will gain hands-on experience through practical exercises based on Australian conditions.

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<tr>
<th>City</th>
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<td>31.10.2015</td>
<td>9am–5pm</td>
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Building and Trades

Construction Induction (White Card)
The Construction Induction Card (formerly Red Card) course will enable you to work safely in the construction industry. This course should be undertaken prior to entering any construction sites.

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<tr>
<th>City</th>
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<tr>
<td>30.10.2015</td>
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For more available course dates visit www.shortcourses.rmit.edu.au

Corporate Training
Would you like to run a tailored course at your company?
Register your interest at www.shortcourses.rmit.edu.au/corporate
**Accounting**

**Bookkeeping – Certificate IV: Become a Bookkeeper**
This unique eight-week course incorporates a blended learning and assessment model. It provides the necessary Tax Practitioners Board compliance and educational requirements to practise as a bookkeeper and/or BAS agent within Australia.

<table>
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<th>City</th>
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<td>City</td>
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<tr>
<td>City</td>
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<td>City</td>
<td>5.9.2015</td>
<td>9am–5pm</td>
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City • $1900 • S650218

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**RG 146 Financial Compliance**
RMIT University is registered by ASIC to provide RG 146 training at Tier 1 to meet ASIC’s generic and specialist knowledge and skill requirements. You will gain professional development and be able to provide financial product advice. Prerequisites apply.

You can select the ASIC specialist knowledge from the areas offered:
- life insurance
- securities
- superannuation
- derivatives
- managed investments
- financial planning

City • $849 per skill set • S650260

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**Entrepreneurship**

**Small Business – Certificate IV: Developing and Managing your Small Business**
Do you have technical skills that you would like to turn into a business venture? Learn from experienced business professionals what you need to do to make your business a success, and participate in practical activities to plan your business and operations.

City • $1850 • S650208

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**Lean Course Series**
Our lean course streams provide practical training through face-to-face workshops on understanding lean, designing new systems and creating detailed value stream maps. This training is useful for any industry professional and for enhancing your career. When all three streams are successfully completed you can apply for a Recognition of Prior Learning (RPL) to receive the award of a Certificate IV in Competitive Systems and Practices.

**Lean and Continuous Improvement – Stream 1**
This is an introduction to developing lean systems, the capability to plan and deliver 5S improvements, implement a visual workplace, comprehend waste and gather customer experience data. A project will be developed for implementation in your workplace, with feedback provided.

City • $950 • S650288
15.7.2015 6–9pm 6 sessions

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**Lean Systems and Service Design – Stream 2**
Lean thinking provides tools to design efficient systems and responsive service delivery, including tools to analyse workflows and service provision and identify areas for improvement. You will learn how to implement and monitor incremental change using the Plan-Do-Study-Act model (PDSA).

City • $950 • S650289
2.9.2015 6–9pm 6 sessions

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**Lean Visual Management and Flow – Stream 3**
This course focuses on the development of Visual Stream Maps (VSM) where all touch points and stakeholders of a process are charted. Adjustments to the VSM map allow planning of process improvements. You will apply VSM to an understanding of ‘pull’ and ‘flow’ and set improvement metrics.

City • $950 • S650290
21.10.2015 6–9pm 6 sessions
Project Management

Project Management Practice – Certificate IV (BSB41513)
Project management is becoming a core skill set for managers, coordinators and team leaders in enterprises. This course covers the capabilities to assist professionals responsible for organising, managing, monitoring and reviewing workflow to help increase productivity and overall effectiveness.

City: $2300 S650210
14.8.2015 10.30am–5.30pm 11 sessions
15.8.2015 10am–4pm 11 sessions

Can’t find a course?
Let us know if you can’t find the course you’re looking for.
Give us your feedback at www.shortcourses.rmit.edu.au/contact

For more available course dates visit www.shortcourses.rmit.edu.au

PR Skills Series

Add skills, experience and options to your career with the RMIT PR Skill Series. These short courses offer specialist training for professional communicators. As a leader in PR education, RMIT engages industry experts to provide you with the knowledge and skills to stay ahead of the field. You can choose just one course or several, depending on which area of specialisation or the depth of knowledge you require.

PR Skills Series: Effective PR Writing
Hone your writing skills so that every word works quickly and effectively. This course focuses on brevity and clarity; understanding your audience and tailoring your message; and using good grammar, punctuation, spelling, style and syntax to help you write with influence.

City: $495 S650243
21.10.2015 10am–4pm 1 session

PR Skills Series: Managing Crisis with PR
What happens when the worst-case scenario hits? Learn how to react quickly and effectively to contain a crisis, deal with social media and minimise damage. Learn how to develop a crisis management framework for a successful response, plus how to implement strategies to avoid a crisis culture.

City: $495 S650242
22.7.2015 10am–4pm 1 session

PR Skills Series: PR Strategy Planning
Strategic planning is key to creating top results for your organisation – get your strategic planning right from the start. This course looks at essential steps in high-level strategy planning and implementation to improve organisation problem-solving skills, know how and abilities.

City: $495 S650245
26.8.2015 10am–4pm 1 session

PR Skills Series: Social Media to Boost Your Business
Social media is just another channel but it’s unlike anything that’s been before. Discover how to use social media effectively in PR and communication practice. Analyse digital mediums including Web 2.0 and mobile media, and learn how to build them into your communication strategy.

City: $495 S650233
23.9.2015 10am–4pm 1 session

Facilitator Profile: Emily Wrigglesworth
Emily has more than 17 years of experience in communication roles, primarily in the government, not-for-profit and education sectors.

Working in Australia and the UK, Emily has extensive experience writing for a wide range of purposes and audiences. She recently headed up the PR team at Museum Victoria and is now Senior Client Director with SenateSHJ.

• PR Skills Series: Effective PR Writing

PR Skills Series: PR Strategy Planning
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• PR Skills Series: Effective PR Writing
**Communication and Digital Media**

### Advertising and Marketing

**Advertising – Introduction**  
You will be introduced to the discipline of advertising, and gain an understanding of the industry and the many options within it. The course will demonstrate common techniques for preparing suitable work for a portfolio.  
City: $340 – S320106  
28.9.2015 9.30am–4.30pm 2 sessions

**Art Direction In Action**  
Does your idea need illustration or photography, a big, splashy headline or a logo? Create a unique look to support your idea or vision. In this two-day intensive you will explore how to use art to support your written communication.  
City: $360 – S345265  
10.10.2015 9.30am–4.30pm 2 sessions

### Build Your Brand Online With Creative Content

How can your brand stand out online from your competitors? With creative and compelling content. But what’s the best way to generate it?  
By exploring a variety of creative approaches, this course provides strategies to generate unique content that has a strong impact online.  
City: $540 – S345319  
25.07.2015 9.30am–4.30pm 2 sessions

### Copywriting in Action

You will collaborate as a team in ‘the process’ of writing complete works of copy. Theory, strategy and creativity are put into practice in workshops generating ideas, articulating them into words and writing copy according to the Anatomy of Body Copy.  
City: $750 – S345185  
28.7.2015 6.30–9.30pm 8 sessions  
13.10.2015 6.30–9.30pm 8 sessions

### Customer Experience (CX) Design and Strategy

Today, everything can be copied except the relationships you develop with your customer. Drawing on CX principles and tools used by large organisations including online and social media, this course will help you increase customer loyalty and referrals.  
City: $540 – S345318  
8.7.2015 6–8pm 8 sessions

### Mastering MailChimp

If you want to lift your email communications to the next level, and take advantage of the powerful capabilities and user-friendly interface of MailChimp, this is the course for you. We cover mailing lists, campaigns, the template designer, personalisation, custom HTML content, automation and more.  
City: $290 – S345315  
22.8.2015 9.30am–4.30pm 1 session  
14.11.2015 9.30am–4.30pm 1 session

### Business and Professional Writing

**Business Writing for Maximum Impact**  
This course will help to improve your business writing skills and enhance the effectiveness of your emails and reports. You will learn to write business documents that achieve results and present a professional image.  
City: $360 – S345264  
1.8.2015 9.30am–4.30pm 1 session  
24.10.2015 9.30am–4.30pm 1 session  
26.11.2015 9.30am–4.30pm 1 session

**Clear Writing for Effective Communication**  
In this practical, experiential and interactive course you will: (a) learn and practise the process of clear writing; and (b) develop the associated skills by rewriting case studies into concise, compelling and engaging communication.  
City: $560 – S345089  
11.7.2015 9.30am–4.30pm 2 sessions  
19.9.2015 9.30am–4.30pm 2 sessions  
18.11.2015 9.30am–4.30pm 2 sessions

### Copyediting – Introduction

This advanced course builds on your experience and familiarity with basic proofreading in order to develop your speed, accuracy, efficiency, versatility, confidence and thoroughness.  
City: $350 – S345098  
17.10.2015 9.30am–4.30pm 1 session

### Copyediting – Advanced

This advanced course covers the basics of how to proofread fiction and non-fiction documents that are to be typeset and published. You will learn the proofreading marks and apply them to a familiarisation exercise and proofs of real-life documents such as a brochure, book chapters and an advertisement.  
City: $380 – S345099  
14.11.2015 9.30am–4.30pm 1 session

### Grammar and Punctuation

This two-day intensive course revises the eight parts of speech, sentence structure and standard punctuation marks. You will identify and fix common problems in writing and learn the principles of plain English.  
City: $620 – S345043  
25.7.2015 9.30am–4.30pm 2 sessions  
5.8.2015 9.30am–4.30pm 2 sessions  
24.10.2015 9.30am–4.30pm 2 sessions  
2.12.2015 9.30am–4.30pm 2 sessions

### Proofreading – Introduction

This course covers the basics of how to proofread fiction and non-fiction documents that are to be typeset and published. You will learn the proofreading marks and apply them to a familiarisation exercise and proofs of real-life documents such as a brochure, book chapters and an advertisement.  
City: $330 – S345098  
17.10.2015 9.30am–4.30pm 1 session

### Proofreading – Advanced

This advanced course builds on your experience and familiarity with basic proofreading in order to develop your speed, accuracy, efficiency, versatility, confidence and thoroughness.  
City: $380 – S345099  
14.11.2015 9.30am–4.30pm 1 session

### Writing for the Web

Writing for the web has now evolved into a specialist skill essential to getting the most out of your online presence. This course explores the principles for creating standout content for the web, introduces you to search engine optimisation (SEO), content marketing and online branding.  
City: $540 – S345093  
15.8.2015 9.30am–4.30pm 2 sessions  
24.9.2015 9.30am–4.30pm 2 sessions  
7.11.2015 9.30am–4.30pm 2 sessions  
2.12.2015 9.30am–4.30pm 2 sessions
Communication and Writing

Blogging for Business
A blog is an identity, a discussion, a community, and sometimes a way of life. Whether yours is a company or personal blog, or a blog for writing professionals to communicate with their online audience, you will emerge from this course with a fully functioning blog that is ready to gain attention.
City • $490 • S345296
7.7.2015 6.30–9.30pm 6 sessions
6.10.2015 6.30–9.30pm 6 sessions

Building a Social Media Practice for Individuals and Small Business
Mixing social media and an entrepreneurial sense, this course will take you beyond establishing a social media presence into integrating social media as a working component of your professional practice.
Learn the technique of social media while not forgetting why you need it in the first place.
City • $660 • S345279
30.7.2015 6.30–9.30pm 6 sessions
7.11.2015 9.30am–4.30pm 3 sessions

Comedy Writing
Would you like to learn the skills needed to write stand-up or narrative comedy? Build characters, devise stories and apply principles of comedy writing to make your own stand-up routine, comedy film or sitcom. Learn the skills needed to write stand-up, narrative comedy for film, TV and performing.
City • $440 • S345253
4.7.2015 10am–5pm 2 sessions
19.9.2015 10am–5pm 2 sessions
7.11.2015 10am–5pm 2 sessions

Screenwriting – Concept Hothouse
Do you have a concept for film or TV but struggle to make it through the first draft? Learn the mechanics of storytelling before investing all that energy. In this hands-on course you’ll build solid foundations for your script, create compelling characters and plot your story from start to finish.
City • $440 • S345316
4.7.2015 10am–5pm 2 sessions
7.11.2015 10am–5pm 2 sessions

Writing Creative Fiction – Getting Started Weekend
Is it time to bring out the writer in you? In this condensed weekend course you will be encouraged to explore a range of fiction writing styles. This weekend is all about getting you writing on that project you have been meaning to get started for all this time!
City • $420 • S345285
21.11.2015 10am–5pm 2 sessions

Writing Creative Fiction 1 – Introduction
Is it time to bring out the writer in you? In this course you will develop an understanding of a range of fiction writing styles. You will be encouraged to develop and apply fiction writing skills of construction and criticism. Emphasis is on development of short story and novel writing.
City • $760 • S345162
13.7.2015 6–9pm 10 sessions
5.10.2015 6–9pm 10 sessions

Writing Creative Fiction 2
Focus on nurturing the creative impulse and investigate how it can be shaped through crafting the elements of pace (e.g. “showing” in scene and dialogue, fine-tuning syntax, managing time and tenses). You’ll be invited to deepen the texture of your writing and sail the seas of imagery and metaphor.
City • $610 • S345275
8.10.2015 6–9pm 8 sessions

Writing for Children
This course will introduce you to the children’s book industry and focus on writing picture books. You will look at language, pacing, targeting different ages, chapter books, and how to prepare and submit manuscripts to a publisher.
City • $585 • S345256
30.9.2015 6.30–9.30pm 8 sessions

Games and Interactive Media

Adobe After Effects – Beginning Motion Graphics
This course will equip you with fundamental concepts and techniques to produce motion graphics and animation for digital video and interactive media.
City • $715 • S345138
15.7.2015 6.30–9.30pm 8 sessions
7.10.2015 6.30–9.30pm 8 sessions

Animation in Flash
Over three sessions, you will explore the core concepts of animation in this practical introductory course. Under the guidance of a professional, you will cover the traditional and digital techniques involved in producing 2D animation.
City • $420 • S345202
10.10.2015 9.30am–4.30pm 3 sessions

Building a Website with Adobe Muse
Adobe Muse lets you build websites without a single line of code. Muse is aimed at graphic designers who don’t want to learn how to write HTML, CSS and Javascript. You will be guided through how to build and publish your own site using your own images, content and ideas.
City • $440 • S345317
4.7.2015 9.30am–4.30pm 2 sessions
19.9.2015 9.30am–4.30pm 2 sessions
21.11.2015 9.30am–4.30pm 2 sessions

Building Responsive HTML emails
Do you want to create responsive HTML emails that look great on all types of devices and platforms? For those who already have some web design skills this course is a great way to jump in and learn how to code your own HTML emails and learn coding techniques for responsive design.
City • $290 • S345314
17.10.2015 9.30am–4.30pm 1 session

iPhone and iPad Apps Creation for Beginners Level 1
Would you love to be able to get an understanding of how to program your own app? You’re not a programmer, you don’t ‘eat code’ for breakfast but you do know your way around a computer? This course is a great way to get started, leading to you building your own app from scratch.
City • $960 • S345272
15.8.2015 10am–5pm 5 sessions
7.11.2015 10am–5pm 5 sessions

iPhone and iPad Apps Creation for Beginners Level 2
Would you love to be able to program your own iPhone or iPad app? You already have experience in IOS (equivalent to that gained in iPhone and iPad Apps Creation for Beginners Level 1). Using Apple’s Xcode software you will continue building your app development knowledge.
City • $960 • S345291
26.9.2015 10am–5pm 5 sessions

Maya – An Introduction to 3D Creative Design
Maya is an industry standard in film and computer game production. This course serves as an introduction, providing instruction in modelling, texturing, and rendering with Maya.
City • $480 • S345229
19.8.2015 6.30–9.30pm 6 sessions

Website Design 1 – The Full Overview
Exploring a broad range of web development techniques and software, with HTML and the use of Dreamweaver you will soon have a comprehensive understanding of how to design and create a website.
City • $975 • S345057
15.7.2015 6.30–9.30pm 10 sessions
16.7.2015 6.30–9.30pm 10 sessions
7.10.2015 6.30–9.30pm 10 sessions
6.10.2015 6.30–9.30pm 10 sessions

Website Design 2 – Responsive design
Building web pages that look great and function perfectly on mobile devices and desktops is not only essential, but exciting! Learn how to use modern frameworks to build web pages quickly and efficiently. Use your time during the course to start building your own site with expert guidance.
City • $790 • S345312
6.10.2015 6.30–9.30pm 8 sessions
Languages

Arabic – Beginners 1
This introductory course is for students with limited or no prior knowledge of Arabic. The course covers a range of topics designed to develop basic proficiency in spoken and written Arabic, as well as practical knowledge of Arabic culture in different personal and social contexts.
City: $380 • S365044
21.7.2015 6–8pm 10 sessions

Arabic – Beginners 2
This is the second level of the introductory course of the Arabic language. It prepares participants to use the Arabic language for travel, social and cultural engagement and/or workplace application. Delivered in a communicative and practical way, the course stimulates applied skills.
City: $380 • S365076
23.7.2015 6–8pm 10 sessions

Arabic – Advanced
This advanced level course aims to enhance your language skills in a practical and friendly environment.
City: $380 • S365500
1.8.2015 6–8pm 10 sessions

French – Conversation
This upper-intermediate level course is designed to allow you to practise your conversational French in an informal and friendly environment. It is aimed at those students who have some knowledge of French and can hold a conversation.
City: $285 • S365040
15.7.2015 5.30–7pm 10 sessions
30.9.2015 5.30–7pm 10 sessions

French – Conversation 2
This is an advanced French course for students with limited or no prior knowledge of French and can hold a conversation.
City: $285 • S365040
21.7.2015 6–8pm 10 sessions

Greek – Beginners 1
This is a basic Greek course for people who want to learn the language in a practical and relaxed atmosphere, and use it for recreation, work or study. This course will provide the appropriate level to begin communicating in Greek and prepare you for travel to Greece and Cyprus.
City: $380 • S365062
21.7.2015 6–8pm 10 sessions

Greek – Beginners 2
This is the second level in the Greek for Beginners series. In this course, you will enhance your language skills in a practical and relaxed atmosphere for recreational, work or study related activities.
City: $380 • S365103
21.7.2015 6–8pm 10 sessions

Greek Intermediate
This is an intermediate level course designed to allow you to practise and maintain your Greek language skills in an informal and friendly environment.
City: $380 • S365075
24.7.2015 3–5pm 10 sessions

Greek Advanced
This is an advanced level course designed to allow you to practise and maintain your Greek language skills in an informal and friendly environment.
City: $380 • S365117
24.7.2015 3–5pm 10 sessions

Facilitator profile: Julien Chartier
Dr. Julien Chartier has been coordinating and teaching courses at tertiary level since 2004, including eight and a half years at the University of Queensland where he also completed his PhD.
He has taught French (all levels), intercultural communication, literature, argumentation and French cinema, and his research interests include cross-cultural pragmatics, verbal and nonverbal interactions, and the concept of identity. He joined RMIT University in February 2015.

• French Conversation

Music and Audiovisual
Ableton Live – Up And Running With Live
Ableton Live is the software platform for music creation for sound designers, musicians and artists. Aimed at newcomers this intensive course will teach you all the essentials to create your own compositions, giving you the skills, samples and sounds to create a track from start to finish.
City: $480 • S345320
25.9.2015 6–9pm 3 sessions
Includes two weekend sessions

Audio Production – Studio Recording for the Music Industry
Have you always wanted to record and produce music in a recording studio using the latest in recording technology? In this highly practical course you will record a live band using our $150,000 NEVE Genesys mixing desk. Edit, mix and produce recordings on Pro Tools and take home your final mix.
City: $620 • S345193
11.7.2015 10am–5pm 4 sessions
28.9.2015 10am–5pm 4 sessions
7.11.2015 10am–5pm 4 sessions

Music Production – Creating Your Own Tracks
Create music with software synthesisers, samplers, looping and recording using Pro Tools, while exploring the world of digital audio editing and instrument and audio processing plug-ins. The emphasis will be on learning sound modification techniques to realise the best results for your project.
City: $480 • S345258
21.8.2015 6–9pm 3 sessions
9.10.2015 6–9pm 3 sessions
Includes two weekend sessions

Screen and Media

Documentary Video Production – Introduction
Would you like to experience the full process involved in making a documentary for film or television? This course will show you from start to end, from treatment, pre-production and planning, production with digital video through to post-production editing with Premiere Pro on Mac (or Final Cut Pro).
City: $710 • S345114
16.7.2015 6.30–9.30pm 6 sessions
15.10.2015 6.30–9.30pm 6 sessions

Production Lighting for Live Events
Over three full days you will learn how to set up, record and operate lighting cues and effects. You will explore how to mix colour and use different types of lighting to design and achieve creative lighting effects. Use the latest technology from Martin including M1 and M2GO.
City: $580 • S345236
3.7.2015 9.30am–4.30pm 3 sessions
25.9.2015 9.30am–4.30pm 3 sessions

Screenwriting 1 – Introduction
Do you have an idea for a script or screenplay? You will learn the leading principles and practices for developing industry quality film and TV scripts and how to get projects written and on to the screen.
City: $680 • S345029
13.8.2015 6.30–9.30pm 10 sessions
6.10.2015 6.30–9.30pm 10 sessions

Screenwriting 2 – Writing for Australian Television
Do you want to write for television? From coming up with a concept for a show, to creating compelling characters, plotting an episode and getting it written. In what feels more like a TV writers’ room than a classroom, you will learn what it takes to become a writer in the Australian TV industry.
City: $620 • S345281
6.10.2015 6.30–9.30pm 10 sessions

Video Editing with Adobe Premiere CC – Introduction
You will be introduced to video editing with Adobe Premiere CC (Creative Cloud) and learn the software basics. You will be provided with exercise files for editing/working with, while also having the opportunity to bring your own video footage, images and audio.
City: $450 • S320171
23.7.2015 6–9pm 6 sessions
8.10.2015 6–9pm 6 sessions
Cisco – CCNA Security
This course introduces the core security concepts and skills needed for the installation, troubleshooting, and monitoring of network devices to maintain the integrity, confidentiality and availability of data and devices.
City: $1200 - S130225
9.7.2015 5.30–9.30pm 15 sessions

CCNA1 – Cisco Systems Networking Academy Program: Introduction to Networks
You will understand how to communicate in a network-centric world. You will also gain knowledge and skills to describe the functions of the seven layers of the OSI reference model, describe physical and logical addresses and identify key differences between them.
City: $590 - S130167
22.8.2015 8am–5pm 5 sessions

CCNA2 – Cisco Systems Networking Academy Program: Routing and Switching Essentials
You will understand the architecture, components and operations of routers and switches in a small network, configure a router and a switch for basic functionality, troubleshoot routers and switches, resolve common issues with RIPv1, RIPng, OSPF, LANs and inter-VLAN routing in IPv4, IPv6.
City: $590 - S130168
26.9.2015 8am–5pm 5 sessions

CCNA3 – Cisco Systems Networking Academy Program: Scaling Networks
You will understand architecture, components, operations of routers/switches in complex networks, configure routers and switches for advanced functionality and troubleshoot, resolve OSPF, EIGRP and STP issues in both IPv4 and IPv6 networks and implement WLAN in a small-to-medium network.
City: $590 - S130169
18.7.2015 8am–5pm 5 sessions
31.10.2015 8am–5pm 5 sessions

CCNA4 – Cisco Systems Networking Academy Program: Connecting Networks
You will learn the WAN technologies and network services required by converged applications in a complex network, including the selection criteria of network devices and WAN technologies to meet network requirements. You will also learn how to configure and troubleshoot network devices and resolve issues.
City: $590 - S130170
22.8.2015 8am–5pm 5 sessions

CCNP1: Route
You will learn to plan, configure and verify the implementation of secure enterprise LAN and WAN routing solutions using a range of routing protocols. This course also covers configuration of solutions to support branch offices and mobile workers and prepares you for the CCNP exam (642-902).
City: $1200 - S130195
1.7.2015 5.30–9.30pm 15 sessions

CCNP2: Switch
You will learn to plan, configure and verify the implementation of complex enterprise switching solutions using Cisco’s Campus Enterprise Architecture. This course also covers secure integration of VLANs, WLANs, voice and video into campus networks, and prepares you for the CCNP exam (642-813).
City: $1200 - S130223
7.7.2015 5.30–9.30pm 15 sessions

CCNP3: TSHOOT
You will learn to plan and perform regular maintenance on complex enterprise routed and switched networks, and use technology-based practices and a systematic ITIL-component approach to perform network troubleshooting. The course will prepare you for the CCNP exam, TSHOOT (642-832).
City: $1200 - S130202
6.7.2015 5.30–9.30pm 15 sessions

Cisco – CCNP V8.0
Implementing Cisco Unified Communications Voice over IP and QoS (CCNP v8.0) 642-437 is the exam associated with the CCNP Voice certification. Learners can prepare for the exam by taking CCVP v8.0 Implementing Cisco Unified Communications Voice over IP and QoS v8.0 (CCVP v8.0) 642-437 course.
City: $980 - S130244
3.8.2015 5.30–9.30pm 10 sessions

Cisco IP Telephony 1 v8.0
The Implementing Cisco Unified Communications Manager, Part 1 v8.0 (CIPT1 v8.0) 642-447 is the exam associated with the CCNP Voice certification. This course focuses primarily on Cisco Unified Communications Manager Release v8.0; the call routing and signaling component.
City: $980 - S130237
4.8.2015 5.30–9.30pm 10 sessions

Cisco Systems Academy Program A+ Training (IT Essentials 1)
The IT Essentials: PC Hardware and Software curriculum provides an introduction to the computer hardware and software skills needed to help meet the growing demand for entry-level information and communication technology (ICT) professions.
City: $980 - S130188
2.7.2015 5.30–9.30pm 10 sessions

Receive Course Updates
Receive our e-newsletter with the latest course information and updates.
To subscribe visit www.shortcourses.rmit.edu.au/newsletter

More available course dates, information, prerequisites and individual course flyers at www.shortcourses.rmit.edu.au
Hirschmann Certified Training

RMIT University and Belden Australia, through its brand Hirschmann, have partnered to offer training and certification in Industrial Ethernet skills. Practical and product expertise are offered on the Hirschmann platform, allowing students to obtain the Hirschmann Industrial Systems Engineer (HiSE) certification.

Hirschmann Certified Training: Industrial Ethernet – CT1
In this Industrial Ethernet course you will learn details of the technical fundamentals and deployment objectives of the world's most widely used LAN communication protocol. At the end of the course you will have a good understanding of Ethernet.
City: $1500 – S130247
6.7.2015 8am–5pm 2 sessions

Hirschmann Certified Training: Industrial Networking – CT2
This course builds on the experience gained from Industrial Ethernet (CT1), providing network experts with intensive theoretical and practical knowledge about TCP/IP, IP communication and multicasting. Emphasis is placed on deploying TCP/IP and multicasting in complex industrial environments.
City: $2000 – S130248
8.7.2015 8am–5pm 3 sessions

Hirschmann Certified Training: Industrial Routing – CT3
This course builds on the experience gained from Industrial Networking (CT2), providing network experts with intensive theoretical and practical knowledge about unicast and multicast routing. Special emphasis is placed on deploying routing protocols in complex industrial environments.
City: $1500 – S130249
13.7.2015 8am–5pm 2 sessions

MCITP Training: 70-646 Windows Server 2008 Administrator
This course provides 40 hours of instructor-led training to provide you with the required knowledge and skills to plan server deployments, infrastructure services, active directory deployment, application services, file and print services, storage solutions, high availability and more.
City: $850 – S130233
10.9.2015 5.30–9.30pm 10 sessions

MCTS Training: 70-642 Network Infrastructure Configuration
This course provides 40 hours of instructor-led training to provide you with the required knowledge and skills to install Windows Server 2008, configure and manage DHCP server and DNS server, configure routing and remote access and file services.
City: $850 – S130242
12.8.2015 5.30–9.30pm 10 sessions

MCTS Training: 70-640 Windows Server 2008 Active Directory, Configuring
This course provides 40 hours of instructor-led training to provide you with the required knowledge and skills to configure and manage user accounts, group and computer accounts, implement and manage Active Directory, implementing Group Policy and performing software installation.
City: $850 – S130241
13.8.2015 5.30–9.30pm 10 sessions

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MCTS Training: 70-662 Microsoft Exchange Server 2010, Configuring
This course provides the required knowledge and skills to configure and manage an Exchange Server 2010 messaging environment.
City: $850 – S130255
18.8.2015 5.30–9.30pm 10 sessions

MCTS Training: 70-680 Microsoft Windows 7 Configuring
This course provides 40 hours of instructor-led training to provide you with the required knowledge and skills to expand your knowledge base and technical skills about Windows 7 Client. In this course, you will learn how to install, upgrade, and migrate to Windows 7 Client.
City: $850 – S130246
17.8.2015 5.30–9.30pm 10 sessions

Computer Science

Structured Query Language (SQL)
In this course you will develop skills in the use of Structured Query Language (SQL). SQL will be used to create, populate and manipulate databases within a client-server database system, as well as to retrieve data in a variety of ways.
City: $800 – S650194
20.7.2015 5.30–7.30pm 8 sessions
23.7.2015 5.30–7.30pm 8 sessions

Database and Information Systems

Excel for Engineers, Project Managers and Related Professions
This course is designed for engineers, project managers, building and construction and other professionals looking to improve their basic skills and use of Microsoft Excel.
City: $390 – S130274
10.8.2015 5.30–9.30pm 2 sessions
15.8.2015 9am–5pm 1 session
12.10.2015 9am–5pm 2 sessions

SCADA – Citect Software in Supervisory Control and Data Acquisition Systems
This course aims to provide you with hands-on knowledge of SCADA systems and their applications. Emphasis will be placed on relating the course material to actual control situations.
City: $600 – S130176
26.8.2015 5.30–9.30pm 6 sessions

Hirschmann Certified Training: Rail-Family – Theory and Practice – CP1
In a professional environment, you will receive in-depth knowledge about the OpenRail, Open MICE, MACH, and OCTOPUS Layer 2 functionality. This includes installation, commissioning and supervision. Training is part theory and part practice.
City: $2000 – S130250
15.7.2015 8am–5pm 3 sessions

Hirschmann Certified Training: Network Management with Industrial HiVision – CP2
You will learn the functions of Industrial HiVision, and reinforce this knowledge with practical exercises. Following this two-day course, participants can make effective use of Industrial HiVision to supervise and configure any size of Ethernet network.
City: $1500 – S130251
20.7.2015 8am–5pm 2 sessions

In a professional environment, you will receive in-depth knowledge about the MACH and PowerMICE Layer 3 functionality. This includes installation, commissioning and supervision. Training is part theory and part practice.
City: $2000 – S130252
22.7.2015 8am–5pm 3 sessions

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City: $850 – S130255
18.8.2015 5.30–9.30pm 10 sessions
Career Education

Grammar Fundamentals
RMIT English Worldwide Grammar
Fundamentals workshops aim to build your confidence in using and describing English grammar. Our tutors are experienced English language professionals who are well equipped to give you the basics of English grammar on which to build your skills and knowledge.
City · $395 · S004008
14.7.2015 6–8pm 4 sessions
20.10.2015 6–8pm 4 sessions

English as an Additional Language

General English – Pre-Intermediate Level
General English classes are taught by our Cambridge CELTA Certificate trainees as part of their teacher training program. Classes are open to anyone interested in improving their English skills. Students are required to have at least an average/good level of English knowledge.
City · $20 · S004009
5.8.2015 6–8pm 19 sessions
17.11.2015 1–3pm 19 sessions

General English – Upper-Intermediate Level
General English classes are taught by our Cambridge CELTA Certificate trainees as part of their teacher training program. Classes are open to anyone interested in improving their English skills. Students are required to have an intermediate/above average level of English knowledge.
City · $20 · S004010
5.8.2015 6–8pm 19 sessions
17.11.2015 1–3pm 19 sessions

IELTS Preparation
Whether enrolling in an Australian university or completing a permanent residency application, RMIT’s IELTS Preparation part-time courses will get you ready for your next challenge. These courses are suited to candidates who want to improve particular skills, and learn more about the test and test-taking strategies.

IELTS Preparation – Academic Reading and Writing
City · $395 · S004003
6.7.2015 6–8.30pm 8 sessions
3.8.2015 6–8.30pm 8 sessions
31.8.2015 6–8.30pm 8 sessions
28.9.2015 6–8.30pm 8 sessions
26.10.2015 6–8.30pm 8 sessions
23.11.2015 6–8.30pm 8 sessions
7.12.2015 6–8.30pm 8 sessions

IELTS Preparation – General Training Reading and Writing
City · $395 · S004002
20.7.2015 6–8.30pm 8 sessions
17.8.2015 6–8.30pm 8 sessions
12.10.2015 6–8.30pm 8 sessions
9.11.2015 6–8.30pm 8 sessions
7.12.2015 6–8.30pm 8 sessions

Teacher Education

Cambridge CELTA Certificate
Acquire essential subject knowledge and familiarity with the principles of effective teaching, gain a range of practical skills for teaching English to adult learners and demonstrate the ability to apply your learning in a real teaching context.
City · $3100 · S004011
3.8.2015 5–9pm 30 sessions
16.11.2015 9am–5pm 20 sessions

Training and Assessment

Certificate IV in Training and Assessment – One Day a Week Program (Tuesday, Wednesday or Friday)
This course is essential for those who are responsible for presenting and assessing accredited training to meet identified competency requirements in vocational education and in the workplace. It also provides workplace trainers and assessors with a range of delivery and assessment skills.
City · $2900 · S360052
14.7.2015 9.30am–4.30pm 10 sessions
5.8.2015 9.30am–4.30pm 10 sessions
28.8.2015 9.30am–4.30pm 10 sessions
### Electrical and Electronic Engineering

#### Cabling – Open CPR Conversion Program for Electricians and Communication Cablers
This Cabling Registration allows the cabler to perform cabling activities in typical domestic premises. It will also allow security and fire computer cablers to perform cabling activities beyond an approved device.

- **City** - $900 · S130159
- **Duration** - 25.8.2015 8am–5pm 7 sessions
- **Course Fee** - $900

#### Cabling – Restricted Cabling Registration
This Cabling Registration allows the cabler to perform cabling activities in typical domestic premises. It will also allow security, fire and computer cablers to perform cabling activities beyond an approved device.

- **City** - $480 · S130152
- **Duration** - 21.8.2015 8am–5pm 2 sessions
- **Course Fee** - $480

#### Electrical Contractor Registration Course – Part B Commercial
You will gain the required knowledge to pass the Part B Commercial written examination.

- **City** - $630 · S130017
- **Duration** - 8.9.2015 5.30–9.30pm 10 sessions
- **Course Fee** - $630

#### Engineering – Certificate II: Split Systems Air Conditioning
This course will give you the knowledge and experience to install and commission residential split-system air conditioners.

- **City** - $1500 · S130240
- **Duration** - 21.7.2015 5.30–9.30pm 14 sessions
- **Course Fee** - $1500

#### Inspection and Safety Testing of Electrical Equipment
This course aims to provide testing and tagging skills to persons required to test electrical appliances, tools and apparatus. The course involves theory and hands-on training.

- **City** - $470 · S130104
- **Duration** - 14.9.2015 8am–5pm 2 sessions
- **Course Fee** - $470

#### KNX (Basic) Accredited Training Course
This course provides the knowledge and skills that enable participants to become basic level accredited KNX building automation technicians. The full KNX accreditation requires successful completion of the basic and advanced training courses.

- **City** - $2200 · S130267
- **Duration** - 14.9.2015 8am–5pm 4 sessions
- **Course Fee** - $2200

#### LEA Assessment – Licensed Electrical Practical (LEP) Assessment Coaching Course
You will learn about testing, MEN systems, visual defects, RCDs and other components assessed in the LEP exam.

- **City** - $450 · S130185
- **Duration** - 11.7.2015 8am–5pm 3 sessions
- **Duration** - 26.9.2015 8am–5pm 3 sessions
- **Course Fee** - $450

#### LEA Assessment – Licensed Electricians Theory (LET) Assessment Coaching Course
You will learn about electrical safety, code of practice for electrical work, low voltage electrical installation and other components assessed in the LET exam.

- **City** - $450 · S130184
- **Duration** - 18.7.2015 8am–5pm 3 sessions
- **Duration** - 10.10.2015 8am–5pm 3 sessions
- **Course Fee** - $450

#### LEA Assessment – Safe Working Practice (SWP) for Electricians Coaching Course
This course prepares you for the SWP (Safe Working Practice) Licensing Assessment. It covers safe disconnection and reconnection of permanently wired electrical appliances to AS/NZ3000:2007 and testing of appliances prior to reconnection and commissioning.

- **City** - $250 · S130183
- **Duration** - 4.7.2015 8am–5pm 1 session
- **Duration** - 12.9.2015 8am–5pm 1 session
- **Duration** - 7.11.2015 8am–5pm 1 session
- **Course Fee** - $250

#### Programable Logic Control and Automation Short Course 2
On successful completion of the course you will have a good understanding of programming sequence control, process optimisation, process visualisation, implementing failsafe function requirements, and fault diagnosis.

- **City** - $630 · S130055
- **Duration** - 3.9.2015 5.30–9.30pm 6 sessions
- **Course Fee** - $630

#### Programable Logic Control and Automation Short Course 3
Upon successful completion of this course, you have a good understanding of programming analogue values, logging production data, implementing quality control requirements, implementing distributed safety requirements, and fault diagnosis.

- **City** - $630 · S130056
- **Duration** - 6.8.2015 5.30–9.30pm 6 sessions
- **Course Fee** - $630

#### Programable Logic Control and Automation Short Course 4
In this course you will gain sound knowledge in motion control and integrated motion with PLC and safety for industrial Ethernet networks. You will be able to effectively apply systems analysis techniques; create, document and test programs; and specify, configure and maintain industrial networks.

- **City** - $630 · S130057
- **Duration** - 28.7.2015 5.30–9.30pm 6 sessions
- **Duration** - 15.10.2015 5.30–9.30pm 6 sessions
- **Course Fee** - $630

#### Refrigeration and Air-conditioning – Service and Repair CO2 Refrigeration Systems
In response to the carbon tax and the drive for more environmentally responsible industries, this course was created to teach the principles needed to safely handle and apply a new environmentally friendly refrigerant, CO2 wherever required, as well as repair and service CO2 refrigeration systems.

- **City** - $960 · S130257
- **Duration** - 28.9.2015 8am–5pm 12 sessions
- **Course Fee** - $960

#### Mechanical and Automotive Engineering

##### Installation of Solid Fuel Heating Appliances
This course provides you with the skills and knowledge to safely install and maintain solid fuel heaters in domestic situations.

- **City** - $1850 · S130260
- **Duration** - 14.9.2015 8am–5pm 7 sessions
- **Course Fee** - $1850
Health and Wellbeing

Myofascial Dry Needling (MDN)
This is a comprehensive 60-hour course. Upon completion you will be awarded with the following unit of competency from the Advanced Diploma of Myotherapy: VU21418 Provide Myofascial Dry Needling Treatment.
City · $1200 · S155112
6.9.2015 1–5pm 8 sessions
Includes seven-hour sessions on Sundays.

Nursing and Allied Health

Transfusion Science Workshop – Advanced
This four-day workshop will be conducted at an advanced level and during the first two days will cover complex antibody investigations including autoantibodies, mixtures and HTLA.
Bundoora · $1900 · S160023
1.9.2015 9am–5pm 8 sessions

Occupational Health and Safety

Safety in School Laboratories (Chemical and Laboratory Safety) – 1 Day
This one-day course provides secondary school staff the opportunity to learn more about the Australian Standards relating to safety in laboratories and how they apply in secondary schools, as well as practical experience in setting up experiments and undertaking risk assessments.
City · $630 · S135002
16.11.2015 8.30am–5pm 1 session

Health and Safety Representatives OHS Training

Courses approved by: WorkSafe

HSR Initial OHS Training course
The aim of this WorkSafe approved training is to provide HSRs and Deputy HSRs with the knowledge, skills and confidence to enable them to exercise their powers for the purpose of representing members of their designated work group and to help make their workplace safer.
City · $990 · S150070
6.7.2015 9am-5pm 5 sessions
17.8.2015 9am-5pm 5 sessions
14.10.2015 9am-5pm 5 sessions
19.10.2015 9am-5pm 5 sessions
16.11.2015 9am-5pm 5 sessions

HSR Refresher OHS Training course
This WorkSafe approved HSR Refresher course is an opportunity to revisit aspects of the HSR Initial OHS Training Course and refresh your knowledge of the learning outcomes covered.
City · $290 · S150069
4.9.2015 9am-5pm 1 session
20.11.2015 9am-5pm 1 session

Delivery of the course is subject to the enactment of the WHS Bill and future approval provisions by RMIT as an approved provider of training for health and safety representatives (HSRs).

Single Courses

A wide range of single courses is also available.
Find out more at www.shortcourses.rmit.edu.au/singlecourses

More available course dates, information, prerequisites and individual course flyers at www.shortcourses.rmit.edu.au
Short Course Enrolment Form

RMIT Training Pty Ltd | A company of RMIT University | ABN 61 006 067 349

Course Name

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Student Details

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How did you hear about the course(s)?

- [ ] Same address as above
- [ ] Alternative billing address (complete details below)

Company

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Are you eligible for a discount? Discounts do not apply to all short courses. Please check if you are unsure.

- [ ] Healthcare/Pensioner card (copy must be provided with enrolment form)
- [ ] RMIT student
- [ ] RMIT alumni
- [ ] RMIT staff

Provide your RMIT number for verification

Payment Details

- [ ] Visa
- [ ] MasterCard
- [ ] Cheque/Money Order (payable to RMIT Training Pty Ltd)
- [ ] Invoice (please attach a company purchase order/letter of authority)

Card number

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Cardholder’s name

Signature

Short Course Terms and Conditions

Payment

1. For individuals, the course fee is payable at the time of enrolment.
2. For organisations, we will issue an invoice when a purchase order or letter of authority is received by us. This invoice must be paid in full either within seven days of the invoice date or prior to course commencement, whichever comes first.
3. Promotional codes may only be redeemed once per person during the relevant promotional period to provide a course fee discount. The total amount of all applicable discounts may not exceed 25% of the course fee. You must tell us prior to payment if you are eligible for any discounts.

Transfers

1. You may transfer to another available course at no cost, provided you make a request at least five business days before the course starts. An administration fee of 10% of the course fee will apply if a request is made after that time but before the course starts.
2. We will not accept any changes in enrolments, including transfers, after the course starts.
3. If you are unable to attend the course you are enrolled in, another person may attend the course in your place for the entire course at no extra charge, provided that:
   a. you let us know in writing before the course starts; and
   b. you and that person respectively agree to any terms and conditions which may apply in this case.

Refunds

1. You may cancel your course booking provided you make a request at least five business days before the course starts. RMIT Training may request that you forward refund requests to us in writing. Refunds will only be credited to the original funding source or via other means as agreed by RMIT Training. An administration fee of 50% of the course fee will apply if a request is made after that time but before the course starts.
2. There will be no refunds after the course starts.
3. Note: If you have previously transferred from another course, then the course start date will be the start date of the course you were first enrolled in.

General

1. Full course fee is payable for non-attendance.
2. We may change the course details or cancel any course including those with insufficient enrolments or because of circumstances beyond our reasonable control. A refund or alternative courses will be offered to you in these circumstances.
3. Additional conditions of enrolment may apply to some courses including online, flexible, blended and distance delivery courses.
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Single Courses

RMIT also offers a wide range of single courses. Single courses are subjects from degree programs that are available for you to study even if you’re not enrolled as a university student. You take the same classes and complete the same assessment tasks as enrolled RMIT University students.

A single course could be ideal for you if you wish to:

- gain experience as a university student
- check if you really like the subject matter before committing to a degree
- undertake a single course to complement your degree
- obtain credits or exemptions when applying or reapplying for an undergraduate or postgraduate program (after successfully completing a relevant single course – not applicable to all single courses).