

# 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)		Member Price	Non-member Price
		9.30AM/10.00AM	1.00PM/2.00PM		
<p>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.</p>					
<b>WORKPLACE RELATIONS</b>					
Annualised Salaries	1 hour		<a href="#">13 Mar</a>	\$99	\$115
Disciplinary Action for Poor Performance & Misconduct	3 x 1.5 hrs		<a href="#">29 Jan, 5 and 12 Feb</a> <a href="#">12, 19 and 26 Mar</a> <a href="#">22, 29 May and 5 Jun</a>	\$458	\$520
Diversity and Inclusion in the Workplace	1.5 hrs	<a href="#">27 Mar</a>		\$140	\$155
Employment Law Awareness for Managers & Supervisors	2 hrs	<a href="#">30 Jan</a> <a href="#">6 Mar</a> <a href="#">8 May</a> <a href="#">26 Jun</a>		\$207	\$230
How to Implement Competency Standards	2 x 2 hrs		<a href="#">5 and 12 Jun</a>	\$465	\$515
Navigating Modern Awards – Manufacturing & Associated Industries & Occupations Award 2020	1.5 hrs	<a href="#">26 Feb</a> <a href="#">2 Apr</a> <a href="#">7 May</a>		\$140	\$155
Navigating Modern Awards – Clerks – Private Sector Award 2020	1.5 hrs	<a href="#">27 Feb</a> <a href="#">29 Apr</a>		\$140	\$155
Navigating Modern Awards – Road Transport & Distribution Award 2020	1.5 hrs	<a href="#">13 Mar</a>			
Navigating Modern Awards – Food, Beverage and Tobacco Manufacturing Award 2020	1.5 hrs	<a href="#">5 Jun</a>		\$140	\$155
Navigating Modern Awards – Social, Community, Home Care and Disability Services Industry Award 2010	1.75 hrs	<a href="#">19 Feb</a> <a href="#">8 May</a>		\$140	\$155
Navigating Modern Awards – Professional Employee Awards	1.5 hrs	<a href="#">4 Feb</a> <a href="#">10 Jun</a>		\$140	\$155
Navigating Modern Awards – Road Transport (Long Distance Operations) Award 2020	1.5 hrs	<a href="#">5 Mar</a>		\$140	\$155
<b>EFFECTIVE WORKPLACE BEHAVIOURS</b>					
Effective Workplace Behaviours for Managers and Supervisors	1.5 hrs	<a href="#">29 Jan</a> <a href="#">19 Mar</a> <a href="#">14 May</a>		\$140	\$155
Investigating Bullying, Harassment & Misconduct Complaints	3 x 1.5 hrs	<a href="#">6, 13 and 20 Mar</a> <a href="#">22, 29 May and 5 Jun</a>		\$450	\$495
Skills for Contact Officers	3 x 1.5 hrs	<a href="#">18, 25 Feb and 4 Mar</a> <a href="#">4, 11 and 18 Jun</a>		\$450	\$495
<b>HEALTH AND SAFETY IN THE WORKPLACE</b>					
Multi-State: All You Need to know about Workers Compensation	4 x 2 hrs	<a href="#">17, 19, 24 and 26 Jun</a>	<a href="#">25, 27 Mar and 1, 3 Apr</a>	\$450	\$495
Applying Trauma-Informed Care in the Workplace	2 hrs	<a href="#">12 Feb</a>		\$207	\$230
Achieving Due Diligence under Safety Laws	2.5 hrs	<a href="#">11 Mar</a> <a href="#">1 May</a>		\$311	\$345
Chain of Responsibility	2.5 hrs	<a href="#">12 Feb</a> <a href="#">4 Mar</a> <a href="#">1 Apr</a> <a href="#">15 May</a>		\$311	\$345
Health and Safety Awareness for Managers and Supervisors	2.5 hrs	<a href="#">13 Feb</a> <a href="#">8 Apr</a> <a href="#">12 Jun</a>		\$297	\$326
Mental Health and Awareness for Managers and Supervisors	1.5 hrs	<a href="#">6 Feb</a> <a href="#">9 Apr</a>		\$140	\$155
Psychological Safety in the Workplace	2.5 hrs	<a href="#">7 Mar</a> <a href="#">21 May</a>	<a href="#">7 Mar</a> <a href="#">21 May</a>	\$311	\$345
Traffic Management	2.5 hrs	<a href="#">26 Feb</a> <a href="#">11 Jun</a>		\$311	\$345
Safety Training for Managers and Supervisors	3 x 1.5 hrs	<a href="#">6, 13 and 20 Mar</a>		\$468	\$520

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