2020
Short Course
Guide
Online courses

RMIT
UNIVERSITY

Jay Kennedy

Adobe Illustrator – Level 1
Adobe Photoshop – Level 1

Jay Kennedy is an illustrator who caught our eye on Instagram. Follow him @jk_inc.

"Completing two courses, Photoshop – Level 1 and Illustrator – Level 1, I enjoyed how both courses catered to all skill levels and allowed individuals to bring their own projects in so that we could apply the learning on our own personal work.

"I'm looking at applying what I learnt in all my illustration work going forward – looking to see how much further I can push my creativity with a whole new range of skills that, before the course, I wasn't really aware of.

"I would recommend the course for all those wanting to explore the Adobe systems further. It's a great way to get exposure to things like Photoshop and Illustrator with an experienced teacher to bounce questions off."

PAYMENT

If you're an individual, full payment is required at the time of enrolment.

Invoices can be issued if a company purchase order or a letter of authority on company letterhead is provided at the time of enrolment.

Unless stated, RMIT short and single courses do not attract GST.

DISCOUNTS

The following discounts are applicable to most of our courses.

- Healthcare/pensioner cardholders 10%
- RMIT students and alumni 15%
- RMIT staff 25%

Proof must be provided at time of enrolment for a discount to be applied.

Why RMIT University's Short Courses?

RMIT is a global university of technology, design and enterprise.

One of Australia's original tertiary institutions, RMIT University enjoys an international reputation for excellence in professional and vocational education, applied research, and engagement with the needs of industry and the community.

A short course at RMIT 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 courses are constantly updated to meet the changing needs of business and the broader community, and to provide you with specialised content 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
- flexible timetables
- convenient Melbourne locations.

ENROL ONLINE

To learn more about how to enrol online in a short or single course, visit rmit.edu.au/study-with-us/short-courses/how-to-enrol.

If you enrol in a nationally accredited unit of competency, you'll be contacted after enrolment to verify your date of birth, citizenship and Unique Student Identifier (USI).

FOR BUSINESS

Looking to upskill your workforce or partner with experts? RMIT University can work with you to design and deliver bespoke and tailored workforce development solutions to support your organisation's objectives. If you would like RMIT to run a customised training program or to collaborate, please contact us at enquiries@rmit.edu.au.

SINGLE UNIT COURSES

RMIT also covers a wide range of single unit courses. These are subjects from degrees that are available for you to study without committing to a full program. 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 want to:

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

To browse courses visit rmit.edu.au/study-with-us/short-courses/single-unit-courses.

Disclaimer

For the most up-to-date information please refer to shortcourses.rmit.edu.au before booking a course. Prices and start dates are subject to change. Published in July 2020.

WARNING: Aboriginal and Torres Strait Islander readers are warned that the following guide contains an images of a deceased individual.

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Enquiries and enrolments

Tel. +61 3 9925 8111
enquiries@rmit.edu.au
shortcourses.rmit.edu.au

Interact with RMIT

@RMITShortCourses

@RMITshortcourses

youtube.com/rmit

Experience RMIT University with an online-enabled short course

We've changed the way we're teaching some short courses so you can continue your education online. With flexible online delivery methods and start dates, it's easy to find a short course to suit you and your lifestyle.

ONLINE-ENABLED

Live delivery are online short courses taught live by a facilitator with active discussion and interaction to maximise your learning. You will be well supported throughout the course from our industry experts.

Adobe After Effects – Beginning Motion Graphics

🕐 Live delivery   🌐 Online $640

Learn the fundamentals of motion graphics in After Effects, working with video, type, vector and raster assets for digital video and interactive media. Sessions are run via live, online group tutorials and one-on-one, face-to-face chats.

CCNA1: Introduction to Networks (ITN)

🕐 Live delivery   🌐 Online $730

This introductory Cisco Certified Network Associate (CCNA) course introduces students to the central concepts of networking.

CNC Operator – Introduction: Basic Operations and Programming (Beginner)

🕐 Live delivery   🌐 Online $360

This Computer Numerical Control (CNC) introductory short course covers operations, programming, machine and tooling terminology, machine set-up, finishing techniques and safety procedures.

CNC Operator Advanced: Programming, Multitasking and Finishing (Professional)

🕐 Live delivery   🌐 Online $780

This intermediate, online short course is for CNC operators wishing to extend their programming skills, increase efficiency and achieve a higher quality finish. Get an edge over other operators.

Construction Induction White Card

🕐 Live delivery   🌐 Online $175

A CI White Card is legally required to work on a construction or building site in Victoria. In this course, you'll learn about health and safety requirements in order to work safely.

Email Marketing for Business

🕐 Live delivery   🌐 Online $270

Learn how email marketing works within your digital strategy. You will learn about various email platforms, best practice, and practical application of an email management tool (MailChimp). Gain skills to create an email campaign, which can be implemented immediately.

Facebook Advertising for Business

🕐 Live delivery   🌐 Online $270

This one-day course shows the latest Facebook advertising techniques and teaches the difference between organic and boosted posts. Learn about best practices, advertising objectives and targeting. Gain an understanding of effective advertising and design a blueprint for immediate implementation.

Feature Writing with Dr Sian Prior

🕐 Live delivery   🌐 Online $610

Media editors are always looking for freelance content, especially travel articles, opinion pieces, personal columns, profiles and informative features. In this course we will introduce you to the basics of feature writing and show you how to pitch your work for publication.

Grammar Fundamentals

🕐 Live delivery   🌐 Online $395

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 so you can build your skills and knowledge.

Teaching during COVID-19

To ensure the safety and wellbeing of our community, in response to government coronavirus (COVID-19) advice, from 22 March 2020 RMIT suspended face-to-face learning and teaching activities on its Australian campuses. RMIT is committed to supporting its students with study-from-home arrangements via online learning until further notice. Face-to-face learning will resume as soon as possible, and students will be supported to make this transition.

HSR Initial OHS Training

🕐 Live delivery   ⊗ Online $925

The aim of this WorkSafe-approved training is to provide HSRs and Deputy HSRs with the knowledge, skills and confidence to represent members of their designated work group and to help make their workplace safer.

HSR Refresher OHS Training

🕐 Live delivery   ⊗ Online $270

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.

Mastering MailChimp

🕐 Live delivery   ⊗ Online $240

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. It covers mailing lists, campaigns, the template designer, personalisation, custom HTML content, automation and more.

Picture Book Writing

🕐 Live delivery   ⊗ Online $420

Gain deeper understanding of and an appreciation for the complexities of children's writing and how to bring your work to a professional, finished level.

Programmable Logic Control and Automation Level 1

🕐 Live delivery   ⊗ Online $720

In this course, you will create, document and test simple programs, troubleshoot software and hardware problems, and apply analysis techniques to break down complex automation systems into subsystems and interfacing requirements for these subsystems.

Programmable Logic Control and Automation Level 2

🕐 Live delivery   ⊗ Online $720

This course introduces design and programming methods for control systems in process sequencing applications. The focus is on building state sequencer function blocks and integrating these into multi-mode process control solutions.

Programmable Logic Control and Automation Level 3

🕐 Live delivery   ⊗ Online $720

Participants who successfully complete this course will gain a good understanding of programming analogue values, logging production data, implementing quality control requirements, implementing distributed safety requirements and diagnosing faults.

Programmable Logic Control and Automation Level 4

🕐 Live delivery   ⊗ Online $720

This course introduces design and programming methods for large-scale distributed control systems. The focus is on modular program elements with defined interfaces and communication protocols between function blocks.

Project Management Practice – Certificate IV (BSB41515)

🕐 Live delivery   🌐 Online $2,500

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.

Social Media Marketing for Beauty and Fashion

🕐 Live delivery   🌐 Online $430

Style and trend are no longer defined by glossy pages. Consumers now look online for inspiration from style icons, sartorialists and influencers. Learn how to harness this change by developing strategies to create hype for your label, campaign or product on digital platforms.

Structured Query Language (SQL)

🕐 Live delivery   🌐 Online $880

In this course, 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.

Writing Creative Fiction – Introduction (Online)

🕐 Live delivery   🌐 Online $450

Is it time to bring out the writer in you? In this online 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 and be given the opportunity to workshop your own writing project.

Writing for the Web

🕐 Live delivery   🌐 Online $490

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, and introduces you to Search Engine Optimisation (SEO), content marketing and online branding.

SELF-PACED ONLINE COURSES

Advanced Radiobiology for Radiation Therapy

▷ Self-paced   🌐 Online $500

The purpose of this module is to review principles of radiobiology in relation to advanced applications of radiation therapy. By the end of this module you will be able to explain the key factors that contribute to DNA damage and cell death.

Business Writing for Maximum Impact (Online)

▷ Self-paced   🌐 Online $145

This is a self-paced, introductory-level, online short course that will help you to improve your business writing and communication skills.

Medico-legal and Ethical Principles for Medical Radiation Sciences

▷ Self-paced   🌐 Online $500

This module will provide the learner with an understanding of medico-legal and ethical principles as they apply to the medical radiation sciences.

Radiation Therapy Practice Modules: Implementing Practice Change

▷ Self-paced   🌐 Online $500

This module provides an overview of concepts and ideas that relate to how we can implement changes to clinical practice within radiation therapy settings.

Social Media Marketing – Introduction (Online)

▷ Self-paced   🌐 Online $145

In this self-paced online short course, you will learn strategies and best practices for using social media in your marketing communications.

Aged Care Modules

▷ Self-paced   🌐 Online $39 per module

The aged care mandatory training modules have been designed and developed with a leading aged care provider and RMIT teaching staff that currently work in the sector. These nine mandatory training modules cover topics including infection prevention and control, absconding residents, elder abuse, reportable assault, diversity, manual handling, work health and safety, chemical handling and safety, fire safety and emergency response.