

Certificate II in

# Building and Construction

## (Fitout and Finish)

National Course Code: **0676**  
 State Code: **2202ABC**

*This course is subject of extension of the University of Ballarat's Scope of Registration.*

### General Information

This course provides up-front training in the building and construction industry. Trade training in building and joinery, as well as plastering and painting. Most training is on full size work.

The Certificate II incorporates pre-apprenticeship and apprenticeship training in Bricklaying, Painting & Decorating and Building.

### Career Opportunities

Successful students may go on to an Apprenticeship. Certificate II Provides the student with specialised training, assessment and advise on gaining an apprenticeship.

The skills and knowledge gained greatly improve employment prospect with in the building industry , which can lead to careers in the following areas:

- Owning their own business
- Building Contracting
- Site Supervision
- Qualified Trade
- Sub-Contracting

After completion, students can continue on to extra studies in specific fields, including:

- Building Inspecting
- Teaching
- Builder Registration
- Architectural Drafting
- And many other building related areas

### Mode of Study and Location

This course is conducted at the SMB and Horsham Campuses.

The Certificate II is provided on a full-time basis for 16 weeks.

### Entry Requirements

Satisfactory completion of Year 11 or equivalent or Mature Age entry. Students must be 16 years of age and over.

### Course Structure

Certificate II consists of 16 weeks (646 hours) of up-front training, which includes hand skills and power tools. Students also have the opportunity to build a house to completion (final fix).

### Course Content

#### Certificate II Building and Construction

Unit Code	Module
VAB241	Communication 2
VAE360	Occupational Health and Safety 2
VAE742	Plan and Document Interpretation 2
VAG752	Work Organisation 1
VAF018	Problem Solving 6
VAA963	Calculation and Quantities
VAF651	Setting out and Levelling 1
VAB243	Communication 3
VAE367	Occupational Health and Safety 3
VAE744	Plan and Document Interpretation 3
VAG753	Work Organisation 2
VAF652	Setting Out and Levelling 2
VAD201	Industry Induction
VAB240	Communication 1
VAE351	Occupational Health and Safety 1
VAE741	Plan and Document Interpretation 1
VAD204	Industry Mathematics
VAA649	Basic Quality Concepts
VAF541	Scaffolding (Basic)
VAC924	Hand Tool Skills
VAA863	Building Materials
VAF495	Safe Handling of Power Tools
VAA597	Basic Concrete Work
VAA878	Building Structures

**Total Nominal Hours** **646**

### Assessment

Minimum levels of achievement must be attained before progression to the next module.

### Competency Based Training

Competency Based Training is concerned with assisting people to gain specific competencies required in the workplace.

This course has been designed to meet the particular skills and knowledge appropriate to this vocational area.

A student will be assessed as Competent or Not Competent by performing set tasks at specified standards, under prescribed conditions.

### Fees

Enrolment fees are payable at the time of enrolment. For further information a Fees and Charges leaflet is available from the Student Centre.

### **Recognition of Prior Learning**

If what you have learned at work, from other courses, from life experience or training provided at work is relevant to this course, you may be entitled to gain subject credits or exemptions. For further details contact the staff listed under 'Course Enquiries'.

### **Application Information**

Students seeking a place in this course should contact the staff listed under 'Course Enquiries' to obtain information and/or make an appointment for interview.

All applicants must complete an enrolment form and pay their fees at the Student Centre before the enrolment process is complete. All enrolments must first be approved by the relevant department.

### **Course Enquiries**

For further course information contact:

#### **Horsham Campus**

Roy Woodrup  
School of Manufacturing Services – Building &  
Construction  
Telephone (03) 5362 2657

#### **Student Enrolments**

Telephone (03) 5362 2671

#### **SMB Campus – Ballarat**

Reception  
School of Manufacturing Services – Building &  
Construction  
Telephone (03) 5327 8144

Vic Marret  
School of Manufacturing Services – Building &  
Construction  
Telephone: (03) 5327 8220

Peter Weston  
School of Manufacturing Services – Building &  
Construction  
Telephone: (03) 5327 8246

Certificate I in

# Building and Construction (Plumbing)

National Course Code

**2102ABC**

## General Information

This course provides students with:

- knowledge and skills which may enhance their employment prospects in plumbing and related service stream industries
- experience and knowledge to make an informed choice of career
- an understanding of the nature of the workplace and employment
- experience in the use of tools and equipment used in the workplace

## Career Opportunities

Students who complete this course will be able to advance as an apprentice plumber. They will also have the awareness to follow up other desired careers.

## Mode of Study and Location

This course is provided at the SMB Campus on a full-time study basis and is conducted over a 32 hour per week time frame for 14 weeks.

## Flexible Delivery/Off-Campus Study

The units marked with an asterisk (\*) on this course leaflet are available in an off-campus study mode. (A materials fee is payable per unit). For further information contact the Off-campus Centre on (03) 5327 8224.

## Entry Requirements

Students will enter the course through a course selection session. Criteria for selection includes:

- the desire to enter an apprenticeship in plumbing
- the ability to complete a plumbing apprenticeships through both academic and personal fitness requirements
- those with recognised credentials that will assist them to gain employment

## Course Structure

This course has units that are relevant across many employment areas but its core is to give an indication as to the working environment during the apprenticeship in plumbing.

## Course Content

### Module Name - Core Studies

Workplace Communication  
Writing Skills for Work  
Numeracy and Problem Solving

## Work and Careers

Job Seeking Skills

## Orientation

The Plumbing Industry

## Computer Skills

Word Processing  
Database Plumbing Goods Catalogue

## Stream Studies

Introductory Skills

## Plumbing Industry Studies

Units in Plumbing Industry

## Total Nominal Hours

**450**

## Assessment

### Competency Based Training

Competency Based Training is concerned with assisting people to gain specific competencies required in the workplace.

This course has been designed to meet the particular skills and knowledge appropriate to this vocational area.

A student will be assessed as Competent or Not Competent by performing set tasks at specified standards, under prescribed conditions.

## Fees

Enrolment fees are payable at the time of enrolment. For further information a Fees and Charges leaflet is available from the Student Centre.

## Recognition of Prior Learning

If what you have learned at work, from other courses, from life experience or training provided at work is relevant to this course, you may be entitled to gain subject credits or exemptions. For further details contact the staff listed under 'Course Enquiries'.

## Application Information

Students seeking a place in this course should contact the staff listed under 'Course Enquiries' to obtain information and/or make an appointment for interview.

All applicants must complete an enrolment form and pay their fees at the Student Centre before the enrolment process is complete. All enrolments must first be approved by the relevant department.

## Course Enquiries

For further course information contact:

### SMB Campus - Ballarat

Peter Nunn or Eric Sharman  
School of Manufacturing Services – Building & Construction  
Telephone (03) 5327 8149  
Mobile 0407 051 317

Certificate III in

# Furniture Making (Cabinet Making)

**Certificate III in Furniture Making**

National Course Code:

**LMF30302****Certificate III in Furniture Making (Cabinet Making)**

National Course Code:

**LMF30402****General Information**

In the past, training in the Furniture Industry has been specific to one trade. Whilst this option will remain, the Certificate III in Furniture Making may provide broad skills training in more than one stream of work for industry. The hard stream sector is designed to incorporate three major traditional declared vocations of Wood Machining, Cabinet Making, Polishing (Furniture). This framework also accommodates the training requirements of the other smaller declared vocations of Chair and Couch Making.

**Career Opportunities**

This course has been created to encourage the Furniture Tradesperson to be cross skilled. The Certificate of Furnishing - Tradesperson will be competent to undertake a wide range of skills within the industry.

**Mode of Study and Location**

The apprentice is required to complete:

24 weeks trade training at SMB. The 24 weeks are spread over 3 years, with an apprentice completing 8 weeks training each 12 months.

Trade classes at Yuille Street Campus, Ballarat.

Total hours per year 320

(Day Release 40 days X 8hours).

**Entry Requirements**

Satisfactory completion of Year 11 or equivalent or Mature Age entry. Students must be apprenticed to an employer.

**Course Structure**

This course provides the school based training required by apprentices in the Furnishing Industry.

**Course Content**

This course comprises:

Mandatory Core Units	48 hours
Mandatory Sector Specialist Unit	8-80 hours
Mandatory Cross Sector Unit	40 hours
Mandatory Cross-Industry Unit	40 hours
Elective Units 6	268 hours

**Certificate III – Furniture Making****Mandatory Core Units**

Unit Code	Module Name
LMFCR0001A	Follow safe working policies and practices
LMFCR0002A	Communicate in the Workplace
LMFCR0003A	Carry Out Measurements and Calculations
LMFCR0004A	Work Effectively with Others

**Mandatory Sector Specialists Units**

LMFFM2001A	Use Furniture Making Sector Hand and Power Tools
LMFFM2002A	Assemble Furnishing Components
LMFFM2006A	Hand Made Timber Joints
LMFFM2010A	Set Up, Operate and Maintain Basic Static Machines
LMFFM2011A	Apply Manufactured Board Conversion Techniques
LMFFM3011A	Produce Manual and Computer – Aided Production Drawings

**Mandatory Cross-Sector Units**

LMFFF2004A	Prepare Surfaces for Finishing
LMFGN3001A	Read and Interpret Work Documents
LMFGN3002A	Estimate and Cost Job

**Mandatory Cross-Industry Unit**

TDTD397B	Handle Dangerous and Hazardous Goods
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Electives 7 Sector Specialist Units from the Furniture Making Unit Inventory

Electives - 6 Other Electives to be selected

**Assessment****Competency Based Training**

Competency based training is concerned with assisting people to gain specific competencies which are required in the workplace. This course has been designed to meet the particular skills and knowledge appropriate to this vocational area. A student will be assessed by performing set tasks at specified standards, under prescribed conditions.

**Fees**

Enrolment fees are payable at the time of enrolment. For further information a Fees and Charges leaflet is available from the Student Centre.

**Recognition of Prior Learning**

If what you have learned at work, from other courses, from life experience or training provided at work is relevant to this course, you may be entitled to gain subject credits or exemptions. For further details contact the staff listed under 'Course Enquiries'.

### **Application Information**

Students seeking a place in this course should contact the staff listed under 'Course Enquiries' to obtain information and/or make an appointment for interview.

All applicants must complete an enrolment form and pay their fees at the Student Centre before the enrolment process is complete. All enrolments must first be approved by the relevant department.

### **Course Enquiries**

For further course information contact:

#### **SMB Campus - Ballarat**

Reception

School of Manufacturing Services – Building &  
Construction

Telephone (03) 5327 8144

Certificate III in

# General Construction (Bricklaying/ Blocklaying)

National Course Code:

**BCG30698**

## General Information

This course provides up-front training in the building and construction industry.

Student must be employed as apprentice Bricklayer/Blocklayer

## Career Opportunities

Successful students may go on to careers in the following areas:

- Owning their own business
- Building Contracting
- Site Supervision
- Qualified Trade
- Sub-Contracting

After completion, students can continue on to extra studies in specific fields, including:

- Building Inspecting
- Teaching
- Builder Registration
- Architectural Drafting
- And many other building related areas

## Mode of Study and Location

This course is conducted at the SMB. The Certificate III is provided on a part-time basis for 24 weeks over 3 years.

## Entry Requirements

Satisfactory completion of Year 11 or equivalent or Mature Age entry. Students must be 16 years of age and over.

## Course Structure

Certificate III is structured as follows in three years of block-mode studies:

- 1st Year – 8 one week blocks over 12 months = 320 hours.
- 2nd Year – 8 one week blocks over 12 months = 320 hours.
- 3rd Year – 8 one week blocks over 12 months = 320 hours

## Certificate III in General Construction (Bricklaying/Blocklaying)

### Unit Code Module

BCG1000A	Carry Out Interactive Workplace
BCG1001A	Communication
BCG1008A	Carry Out OH&S Requirements
BCG1015A	Use Simple Levelling Devices
BCG3011A	Pre Construct Process(Brick/Block Laying)
BCG3107A	Carry Out Basic Setting Out
BCG3110A	Carry Out Veneer Construction
BCG3114A	Lay Bricks and Blocks (Wall & Corner) Construct
BCG1006A	Use Small Plant and Equipment
BCG2004A	Carry Out Levelling
BCG1002A	Plan and Organise Work
BCG1004A	Carry Out Measurements and Calculations
BCG1005A	Use Hand and Power Tools
BCG1007A	Erect and Dismantle Restricted Height Scaffolding
BCG1011A	Handle Construction Materials and Safely Disposal
BCG3021A	Install Door Frames
BCG3108A	Carry Out Solid Brick Construction
BCG3112A	Construct Masonry Arch-Semi Circular
BCG2003A	Carry Out General Demolition
BCG1010A	Carry Out Concreting to Simple Forms
BCG2007A	Operate Elevating Work Platforms (Ewp)
BCG2008A	Use Explosive Power Tools (Ept)
BCG3109A	Construct Masonry Steps & Stairs
BCG1003A	Read and Interpret Plans
BCG2001A	Prepare Surfaces
BCG3111A	Lay Multi Thickness Walls & Piers
BCG3013A	Construct Curved Walls

**Total Nominal Hours****976**

Details on Elective Modules can be obtained from the Building Studies Department.

## Assessment

Minimum levels of achievement must be attained before progression to the next module.

## Competency Based Training

Competency Based Training is concerned with assisting people to gain specific competencies required in the workplace.

This course has been designed to meet the particular skills and knowledge appropriate to this vocational area.

A student will be assessed as Competent or Not Competent by performing set tasks at specified standards, under prescribed conditions.

## Fees

Enrolment fees are payable at the time of enrolment. For further information a Fees and Charges leaflet is available from the Student Centre.

### **Recognition of Prior Learning**

If what you have learned at work, from other courses, from life experience or training provided at work is relevant to this course, you may be entitled to gain subject credits or exemptions. For further details contact the staff listed under 'Course Enquiries'.

### **Application Information**

Students seeking a place in this course should contact the staff listed under 'Course Enquiries' to obtain information and/or make an appointment for interview.

All applicants must complete an enrolment form and pay their fees at the Student Centre before the enrolment process is complete. All enrolments must first be approved by the relevant department.

### **Course Enquiries**

For further course information contact:

#### **SMB Campus – Ballarat**

Vic Marret

School of Manufacturing Services – Building &  
Construction

Telephone: (03) 5327 8220

Certificate III in

# General Construction (Carpentry-Framework/ Formwork/Finishing)

National Course Code:

**BCG30798**

## General Information

This course provides up-front training in the building and construction industry.

Students must be employed as an apprentice carpenter.

## Career Opportunities

Successful students may go on to careers in the following areas:

Owning their own business  
Building Contracting  
Site Supervision  
Qualified Trade  
Sub-Contracting

After completion, students can continue on to extra studies in specific fields, including:

- Building Inspecting
- Teaching
- Builder Registration
- Architectural Drafting
- And many other building related areas

## Mode of Study and Location

The Certificate III is provided on a part-time basis for 24 weeks over 3 years.

## Entry Requirements

Satisfactory completion of Year 11 or equivalent or Mature Age entry. Students must be 16 years of age and over.

## Course Structure

Certificate III is structured as follows in three years of block-mode studies:

1st Year – 8 one week blocks over 12 months = 320 hours

2nd Year – 8 one week blocks over 12 months = 320 hours

3rd Year – 8 one week blocks over 12 months = 320 hours

## Certificate III in General Construction (Carpentry - Framework/Formwork/Finishing)

### Unit Code    Module

BCG3011A	Carry Out Basic Setting Out
BCG3021A	Install Door Frames
BCG1000A	Carry Out Interactive Workplace Communication
BCG1001A	Carry Out OH&S Requirements
BCG1002A	Plan and Organise Work
BCG1003A	Read and Interpret Plans
BCG1004A	Carry Out Measurements and Calculations
BCG1005A	Use Hand and Power Tools
BCG1006A	Use Small Plant and Equipment
BCG1007A	Erect and Dismantle Restricted Height Scaffolding
BCG1008A	Use Simple Levelling Devices
BCG1010A	Carry Out Concreting to Simple Forms
BCG1011A	Handle Construction Materials and Safely Disposal
BCG1016A	Prepare for Construction Process(Carpentry)
BCG2001A	Prepare Surfaces
BCG2003A	Carry Out General Demolition
BCG2004A	Carry Out Levelling
BCG2005A	Erect and Strip Formwork for Concrete Work
BCG2007A	Operate Elevating Work Platforms (Ewp)
BCG2008A	Use Explosive Power Tools (Ept)
BCG2010A	Remove/Replace Door and Window Furniture
BCG3009A	Construct Non-Load Bearing Int. Part. Wall
BCG3010A	Install Windows to Wall Framing
BCG3012A	Construct & Erect Timber Wall Framing
BCG3014A	Erect Timber Pitched Roof Framing
BCG3016A	Install Sub Floor Framing
BCG3017A	Install Timber & Sheet Flooring
BCG3022A	Finish Eaves
BCG3023A	Install Exterior Cladding
BCG3024A	Construct Timber External Stairs
BCG3025A	Install External or Internal Doors
BCG3027A	Construct Wet Areas Construction/Installation
BCG3029A	Fix Timber Mouldings
BCG3131A	Erect Door Jamb/Frame (Built In)
BCG3120A	Fix Linings and Panelling

### Total Nominal Hours

**930**

Details on Elective Modules can be obtained from the Building Studies Department.

## Assessment

Minimum levels of achievement must be attained before progression to the next module.

### **Competency Based Training**

Competency Based Training is concerned with assisting people to gain specific competencies required in the workplace.

This course has been designed to meet the particular skills and knowledge appropriate to this vocational area.

A student will be assessed as Competent or Not Competent by performing set tasks at specified standards, under prescribed conditions.

### **Fees**

Enrolment fees are payable at the time of enrolment. For further information a Fees and Charges leaflet is available from the Student Centre.

### **Recognition of Prior Learning**

If what you have learned at work, from other courses, from life experience or training provided at work is relevant to this course, you may be entitled to gain subject credits or exemptions. For further details contact the staff listed under 'Course Enquiries'.

### **Application Information**

Students seeking a place in this course should contact the staff listed under 'Course Enquiries' to obtain information and/or make an appointment for interview.

All applicants must complete an enrolment form and pay their fees at the Student Centre before the enrolment process is complete. All enrolments must first be approved by the relevant department.

### **Course Enquiries**

For further course information contact:

#### **SMB Campus – Ballarat**

Reception

School of Manufacturing Services – Building & Construction

Telephone (03) 5327 8144

Certificate III in

# General Construction (Painting & Decorating)

National Course Code: **BCG30498**

### General Information

This course provides up-front training in the building and construction industry.

Student must be employed as an apprentice Painter & Decorator.

### Career Opportunities

Successful students may go on to careers in the following areas:

- Owning their own business
- Building Contracting
- Site Supervision
- Qualified Trade
- Sub-Contracting

After completion, students can continue on to extra studies in specific fields, including:

- Building Inspecting
- Teaching
- Builder Registration
- Architectural Drafting
- And many other building related areas

### Mode of Study and Location

The Certificate III is provided on a part-time basis for 24 weeks over 3 years.

### Entry Requirements

Satisfactory completion of Year 11 or equivalent or Mature Age entry. Students must be 16 years of age and over.

### Course Structure

Certificate III is structured as follows in three years of block-mode studies:

- 1st Year – 8 one week blocks over 12 months = 320 hours.
- 2nd Year – 8 one week blocks over 12 months = 320 hours.
- 3rd Year – 8 one week blocks over 12 months = 320 hours

### Course Content

#### Certificate III in General Construction (Painting & Decorating)

Unit Code	Module
BCG1000A	Carry Out Interactive Workplace Communication
BCG1001A	Carry Out OH&S Requirements
BCG1002A	Plan and Organise Work
BCG1004A	Carry Out Measurements and Calculations
BCG1007A	Erect and Dismantle Restricted Height Scaffolding
BCG1008A	Use Simple Levelling Devices
BCG1011A	Handle Construction Materials and Safely Disposal
BCG2007A	Operate Elevating Work Platforms (Ewp)
BCG1003A	Read and Interpret Plans
BCG1005A	Use Hand and Power Tools
BCG1006A	Use Small Plant and Equipment
BCG2001A	Prepare Surfaces
BCG3044A	Apply Decorative Finishes
BCG3045A	Apply Paint by Spray
BCG4056A	Apply Text Coatings
BCG3096A	Apply Paint by Brush/Roller
BCG3097A	Match Specified Paint Colour
BCG3098A	Apply Clear Timber Finish
BCG3100A	Prepare Surfaces for Painting & Decorating
BCG3101A	Apply Wall Paper

**Total Nominal Hours** **962**

Details on Elective Modules can be obtained from the Building Studies Department.

### Assessment

Minimum levels of achievement must be attained before progression to the next module.

### Competency Based Training

Competency Based Training is concerned with assisting people to gain specific competencies required in the workplace.

This course has been designed to meet the particular skills and knowledge appropriate to this vocational area.

A student will be assessed as Competent or Not Competent by performing set tasks at specified standards, under prescribed conditions.

### Fees

Enrolment fees are payable at the time of enrolment. For further information a Fees and Charges leaflet is available from the Student Centre.

### **Recognition of Prior Learning**

If what you have learned at work, from other courses, from life experience or training provided at work is relevant to this course, you may be entitled to gain subject credits or exemptions. For further details contact the staff listed under 'Course Enquiries'.

### **Application Information**

Students seeking a place in this course should contact the staff listed under 'Course Enquiries' to obtain information and/or make an appointment for interview.

All applicants must complete an enrolment form and pay their fees at the Student Centre before the enrolment process is complete. All enrolments must first be approved by the relevant department.

### **Course Enquiries**

For further course information contact:

#### **SMB Campus – Ballarat**

Peter Weston

School of Manufacturing Services – Building &  
Construction

Telephone: (03) 5327 8246

Certificate III in

# Plumbing and Gasfitting

National Course Code: **20085VIC**

*This course is subject of extension of the University of Ballarat's Scope of Registration.*

## General Information

In order to gain employment, prospective apprentices are advised to contact employers direct, or Ballarat Group Training Incorporated on (03) 5333 1707.

## Career Opportunities

Completion of the Certificate will enable the person to continue employment in the plumbing industry as an employee or through self-employment.

## Mode of Study and Location

This training is provided at the SMB Campus.

## Entry Requirements

The desire to enter the plumbing industry as an apprentice.

## Course Structure

The course is now structured in three stages:

### Stage One

This stage takes 240 hours of course time to complete. Here the apprentice will learn the basic skills required to do plumbing installations. The apprentice will, upon completion, be able to recognise fittings, fixtures and tools, and will be able to do all types of plumbing joints and carry out a simple installation. These are skills that will make the apprentice a productive member of a plumbing team.

### Stage Two

This stage takes 650 hours of training and is referred to as the installation stage. The student will physically install, in simulated on-site conditions, the various fixtures and their associated pipework. Each apprentice will individually follow an integrated Theory - Practical program on the installation procedures relating to their particular task. When the student has completed the program the installation is inspected to see if it meets the standards stipulated in the program.

The installation inspections are monitored by representatives from industry. This enables industry to maintain effective control of installation standards.

After the successful completion of Stage One and Two the apprentice is eligible to sit for the Plumbing Industry Commission's Board's 16 hour examination.

### Stage Three

This is referred to as the advanced section of the course. In this stage each unit has 150 hours of training. The apprentice, in conjunction with the employer, selects the area of studies to pursue. Apprentices may choose to qualify in more than one advanced field. This would be dependent upon the time it takes to complete each stage, and the apprentice's willingness to attend special advanced classes outside normal training hours.

## Course Content

### Stage One - 240 hours

Introductory Skills

VAD202	Industry Induction
VAE502	Oxyacetylene Welding & Cutting
VAA825	Building Construction
VAF762	Small Diameter Pipes & Tubes
VAB907	Disposal Systems Joints
VAA828	Fixing Devices
VAC578	Fixture Appliances & Appropriate Valves
VAC081	Electric Welding
VAF673	Sheetmetal Practices

### Total Nominal Hours

**232**

### Stage Two – 650 hours

1. Drainage and Water Supply
2. Sanitary and Water Supply
3. Gasfitting and Water Supply
4. Roofing and Water Supply
5. Mechanical Services and Water Supply

### Stage Three

1. Advanced Waste Disposal and Drainage
2. Advanced Gasfitting
3. Advanced Roofing
4. Advanced Mechanical Services
5. Advanced Water Supply

## Assessment

The method of assessment during the course is internal through practical work, assignments and tests, except after the completion of Stage Two and Stage Three areas, where external examinations are the basis of assessment.

## Competency Based Training

Competency Based Training is concerned with assisting people to gain specific competencies required in the workplace.

This course has been designed to meet the particular skills and knowledge appropriate to this vocational area.

A student will be assessed as Competent or Not Competent by performing set tasks at specified standards, under prescribed conditions.

### **Fees**

Enrolment fees are payable at the time of enrolment. For further information a Fees and Charges leaflet is available from the Student Centre.

### **Recognition of Prior Learning**

If what you have learned at work, from other courses, from life experience or training provided at work is relevant to this course, you may be entitled to gain subject credits or exemptions. For further details contact the staff listed under 'Course Enquiries'.

### **Application Information**

Students seeking a place in this course should contact the staff listed under 'Course Enquiries' to obtain information and/or make an appointment for interview.

All applicants must complete an enrolment form and pay their fees at the Student Centre before the enrolment process is complete. All enrolments must first be approved by the relevant department.

### **Course Enquiries**

For more detailed course information contact:

#### **SMB Campus**

Peter Nunn or Eric Sharman  
School of Manufacturing Services – Building &  
Construction  
Telephone (03) 5327 8149  
Mobile 0407 051 317

Certificate III in

# Off Site Construction

## (Joinery-Timber/ Aluminium/Glass)

National Course Code:

**BCF30200****General Information**

Broadstream Joinery, Stairbuilding and Shopfitting is designed to provide apprentices with the skills and knowledge from basic hand skills and joints through to cupboards and windows and their installation.

Specific areas such as the construction and installation of staircases, curved work, partitions and showcases will also be covered in this program.

Prospective apprentices are advised to contact the Central Highlands Group Training Incorporated; telephone: (03) 5333 1707.

**Career Opportunities**

Students who complete this course can expect to gain employment in their chosen field or the opportunity for further trade study.

**Mode of Study and Location**

This certificate is offered on a part-time basis located at Yuille St, Building Studies SMB. Student's complete 24 weeks of study over three years during their apprenticeship.

**Entry Requirements**

Satisfactory completion of Year 10 or equivalent or Mature Age entry. Students must be 16 years of age and over. Must have an employer for this course.

**Course Structure**

The apprentice is required to complete 24 weeks of trade training at SMB. The 24 weeks are spread over three years, with an apprentice completing 8 weeks training each 12 months.

Total hours per year is 320 (40 hour weeks).

1<sup>st</sup> Year - eight one-week blocks

2<sup>nd</sup> Year - eight one-week blocks

3<sup>rd</sup> Year - eight one-week blocks

This particular course provides the school based training required by apprentice joiners. Included in this training is a theory component, which all apprentices must complete.

This includes:

- Theory Relating to Construction
- Drafting
- Plan Interpretation
- Estimating and Material Quantities

**Course Content****Certificate III in Off-Site Construction  
(Joinery – Timber/Aluminium/Glass)**

Appropriate for a qualified tradesperson working in a joinery workshop. To achieve this qualification all core competencies and 8 electives must be completed.

**Core Competencies**

Unit Code	Module Name
BCG1000A	Carry Out Interactive Workplace Communication
BCG1001A	Carry Out OH&S Requirements
BCG1002A	Plan and Organise Work
BCG1003A	Read Interpret Plans
BCG1004A	Carry Out Measurements and Calculations
BCG1005A	Use Hand and Power Tools
BCG1006A	Use Small Plant and Equipment
BCG1008A	Use Simple Levelling Devices
BCG1011A	Handle Construction Materials and Safe Disposal of Waste
BCG2000A	Assemble Simple Partition Frames
BCG2001A	Prepare Surfaces
BCG2004A	Carry Out Levelling
BCF2010A	Remove/Replace Door and Window Furniture
BCG2012A	Make Set Outs
MEM2.5C11	Measure With Graduated Devices
BCF2001A	Use Static Machines
BCF2010A	Maintain Inventory and Control Stock
BCF2012A	Package Manufactured Products for Transport
BCF2013A	Assemble Components
BCF2014A	Manually Cut Glass to Simple Shapes
BCF2016A	Prepare for Off-Site Manufacturing Process
BCF2018A	Apply and Install Sealants and Sealant Devices
BCF3000A	Maintain Static Machinery
BCF3001A	Set Up Static Machinery
BCF3008A	Identify Windows and Doors
BCF3010A	Manufacture Components for Door and Window Frames, Doors and Sashes
BCF3011A	Assemble (Doors/Windows)
BCF3024A	Install Internal Lining
BCF3036A	Shift Materials Manually
BCF3037A	Set Out and Level
BCF3038A	Apply and Trim Decorative Finishes
BCF3041A	Cut and Install Glass
BCF3042A	Mark Off/Out
BCF3045A	Manufacture Joinery Unit Components

**Total Nominal Hours****950**

### Selected Elective Competencies

Unit Code	Module Name
BCF3014A	Prepare Aluminium for Assembly
BCG3016A	Prepare for Construction Process (Carp)
BCF3023A	Apply Finishes
BCF3003A	Identify Stair Construction and the Factors Governing Stair Design
BCF3004A	Set Out Stairs
BCF3005A	Manufacture Stair Components – Straight Flighted Stairs
BCF3006A	Assemble and Install Stairs
BCF3071A	Assemble Fabricated Components

**Total Nominal Hours** **282**

### Assessment

Minimum levels of achievement must be attained before progression to the next module.

### Competency Based Training

Competency Based Training is concerned with assisting people to gain specific competencies required in the workplace.

This course has been designed to meet the particular skills and knowledge appropriate to this vocational area.

A student will be assessed as Competent or Not Competent by performing set tasks at specified standards, under prescribed conditions.

### Fees

Enrolment fees are payable at the time of enrolment. For further information a Fees and Charges leaflet is available from the Student Centre.

### Recognition of Prior Learning

If what you have learned at work, from other courses, from life experience or training provided at work is relevant to this course, you may be entitled to gain subject credits or exemptions. For further details contact the staff listed under 'Course Enquiries'.

### Application Information

Students seeking a place in this course should contact the staff listed under 'Course Enquiries' to obtain information and/or make an appointment for interview.

All applicants must complete an enrolment form and pay their fees at the Student Centre before the enrolment process is complete. All enrolments must first be approved by the relevant department.

### Course Enquiries

For further course information contact:

#### SMB Campus - Ballarat

Reception  
School of Manufacturing Services – Building & Construction  
Telephone (03) 5327 8144

Certificate II in

# Computer Systems

National Course Code: **2206AJC**

*This course is subject of extension of the University of Ballarat's Scope of Registration.*

## General Information

The Certificate II in Computer Systems is a prerequisite for students wishing to study for Certificate IV or Diploma levels in Computer Systems. The course aims to develop in students skills and knowledge related to computer hardware, software and networking.

## Career Opportunities

A student who completes the Certificate II in Computer Systems is eligible to proceed to a Certificate IV and then a Diploma in Computer Systems. The Certificate provides a base for consideration of employment as Technical Assistant.

## Mode of Study and Location

This course is provided at the SMB Campus on a full-time basis. Some modules are also available on a Flexible Delivery basis. The course is provided over 2 semesters.

## Entry Requirements

Applicants must have successfully completed Year 11, or have completed other vocational training, or be mature age. Mature age students are encouraged to apply.

## Course Structure

The course duration for Post Year 11 students is 720 hours of study. The course duration for Post Year 12 students will range between 480 hours and 720 hours of study depending on previous studies. Prospective students will be interviewed to determine module enrolment requirements.

## Course Content

Unit Code	Module Name
EA034	Communication Studies
ITF201	Basic Operations – Word Processing
ITF205	Basic Operations – Databases
ITF207	Basic Operations – Spreadsheets
ITH203	Using a Command Line Interface
NE160	Electrical Principles 1
VBB228	Mathematics for Electronics 1
ITH202	Using a Graphical User Interface
AP726	Certificate in Basic CPR
NBB02	Occupational Health and Safety

NE179	Digital Electronics 1
NE184	Electronic Hand Soldering Technology
VBB219	Electrical Fundamentals
VBB220	Basic Test Equipment
VBB221	Analogue Systems
VBB222	Digital Systems Computer Systems
VBB223	Introduction to the Internet
VBB225	Engineering Management & Communications
NE178	DC Power Supplies
VBB229	Mathematics for Electronics 2
VBB230	Assembly Techniques

**Total Nominal Hours****720**

## Assessment

### Competency Based Training

Competency Based Training is concerned with assisting people to gain specific competencies that are required in the workplace.

This course has been designed to meet the particular skills and knowledge appropriate to this vocational area.

A student will be assessed as Competent or Not Competent by performing set tasks at specified standards, under prescribed conditions.

## Fees

Enrolment fees are payable at the time of enrolment. For further information a Fees and Charges leaflet is available from the Student Centre.

## Recognition of Prior Learning

If what you have learned at work, from other courses, from life experience or training provided at work is relevant to this course, you may be entitled to gain subject credits or exemptions. For further details contact the staff listed under 'Course Enquiries'.

## Application Information

Students seeking a place in this course should contact the staff listed under 'Course Enquiries' to obtain information and/or make an appointment for interview.

All applicants must complete an enrolment form and pay their fees at the Student Centre before the enrolment process is complete. All enrolments must first be approved by the relevant department.

## Course Enquiries

For further course information contact:

### SMB Campus – Ballarat

Peter Parry  
School of Manufacturing Services – Building & Construction  
Telephone (03) 5327 8210

Certificate IV in

# Computer Systems (Internetworking)

National Course Code: **2406APC**

*This course is subject of extension of the University of Ballarat's Scope of Registration.*

## General Information

The course includes all the training needed to prepare a student to sit for the internationally recognised Cisco Computer Network Associate (CCNA accreditation) and most of the training for Microsoft Certified Professional (MCP). It also provides the majority of training needed to prepare a student for the CompTIA A Plus and Network Plus accreditation.

## Career Opportunities

This course provides studies for employment in the computer systems sector of the computer industry, specifically to manage computers and computer networks.

The course offers articulation into the Diploma of Computer Systems.

## Mode of Study and Location

The Certificate IV in Computer Systems is offered on a full-time basis at the SMB Campus.

The Certificate IV is commenced in the second semester of the first year of the full-time course, following the successful completion of the Certificate II in Computer Systems, and continues into the first semester of the second year of the course. This then leads into the Diploma of Computer Systems course.

## Entry Requirements

Successful completion of Year 12, Year 11, or Mature age students, direct entry subject to suitability interview, or satisfactory completion of Certificate II in Computer Systems.

## Course Structure

The course consists of twenty-five weeks attendance and requires 640 hours of study in 40 hour modules at the appropriate levels from the Course Content listed, or approved subjects from other courses.

## Course Content

Unit Code	Module Name
EA11	Operating Systems 2
NE115	Introduction to Local Area Networks
EA126	Introduction to Programming
EA128	Modems

EA129	Network Cables & Connectors
CES006	PC Systems Hardware Installation
EA187	Introduction to C
EA196	Single User Operating Systems
ITH303	Installing & Managing a GUI
ITH402	Configuring & Optimising a Graphical User Interface
ITC407	Microcomputer Hardware – Faultfinding
NE110	Introduction to Information Theories
NE180	Digital Electronics 2
VBB226	Engineering Management and Communications 2
VBB229	Mathematics for Electronics 2
VBJ430	Internetworking 2
VBJ431	Internetworking 3
VBJ432	Internetworking 4

**Total Nominal Hours** **640**

## Assessment

### Competency Based Training

Competency Based Training is concerned with assisting people to gain specific competencies that are required in the workplace.

This course has been designed to meet the particular skills and knowledge appropriate to this vocational area.

A student will be assessed as Competent or Not Competent by performing set tasks at specified standards, under prescribed conditions.

## Fees

Enrolment fees are payable at the time of enrolment. For further information a Fees and Charges leaflet is available from the Student Centre.

## Recognition of Prior Learning

If what you have learned at work, from other courses, from life experience or training provided at work is relevant to this course, you may be entitled to gain subject credits or exemptions. For further details contact the staff listed under 'Course Enquiries'.

## Application Information

Students seeking a place in this course should contact the staff listed under 'Course Enquiries' to obtain information and/or make an appointment for interview.

All applicants must complete an enrolment form and pay their fees at the Student Centre before the enrolment process is complete. All enrolments must first be approved by the relevant department.

## Course Enquiries

For further course information contact:

### SMB Campus – Ballarat

Peter Parry  
School of Manufacturing Services – Building & Construction  
Telephone (03) 5327 8210

Advanced Diploma of

# Computer Systems (Internetworking)

National Course Code:

**UTE60199**

*This course is subject of extension of the University of Ballarat's Scope of Registration.*

## General Information

The Advanced Diploma of Computer Systems trains people to manage computers and computer networks. It commences as an introductory course in electronics, followed by studies which provide both hardware and software skills for those dealing with computer systems. The course is designed to provide strong practical skills in computer maintenance, operating systems, network configuration and maintenance and use of the Internet. The course includes all the training needed to prepare a student to sit for the internationally recognised Cisco Computer Network Associate (CCNA accreditation) and most of the training for Microsoft Certified Professional (MCP), CompTIA A+ and Network Plus accreditation.

## Career Opportunities

Computer Network Administration, Computer Network Support, Computer Support, Computer Retail.

## Mode of Study and Location

Full time study over two years at the SMB TAFE Campus.

## Entry Requirements

Satisfactory completion of the VCE (or equivalent) with pre-requisite Units 1 & 2: mathematical methods, or units 3 & 4: any mathematics

Or

Mature age entry - whereby a prospective student can demonstrate the ability and experience required to achieve the aims of the course.

## Course Structure

The Advanced Diploma of Computer Systems incorporates seven competencies over two years.

## Course Content

Unit Code	Modules - Year 1
NES008A	Provide Technical Leadership in the Workplace
NES304AA	Undertake Commissioning of Advanced Systems and Associated Apparatus
NES406AA	Develop Complex Testing and Evaluation Procedures

NES702AAA Design Electronic Apparatus and Systems

Unit Code	Modules - Year 2
NES406AA	Develop Complex Testing and Evaluation Procedures
NES504AA	Diagnose Faults in Advanced Systems and Associated Apparatus
NES702AAB	Design Electronic Apparatus and Systems

The above competencies can be achieved by studying modules which provide underpinning knowledge and by demonstrating proficiency through practical design exercises (simulations).

## Assessment

### Competency Based Training

Competency Based Training is concerned with assisting people to gain specific competencies required in the workplace. This course has been designed to meet the particular skills and knowledge appropriate to this vocational area.

A student will be assessed as Competent or Not Competent by performing set tasks at specified standards, under prescribed conditions.

## Fees

Enrolment fees are payable at the time of enrolment. For further information a Fees and Charges leaflet is available from the Student Centre.

## Recognition of Prior Learning

If what you have learned at work, from other courses, from life experience or training provided at work is relevant to this course, you may be entitled to gain subject credits or exemptions. For further details contact the staff listed under 'Course Enquiries'.

## Application Information

Students seeking a place in this course should contact the staff listed under 'Course Enquiries' to obtain information and/or make an appointment for interview.

All applicants must complete an enrolment form and pay their fees at the Student Centre before the enrolment process is complete. All enrolments must first be approved by the relevant department.

## Course Enquiries

For further course information contact:

### SMB Campus - Ballarat

School of Manufacturing Services – Building & Construction  
Telephone (03) 5327 8153

Certificate I in

# Electrical (Pre-Apprenticeship)

National Course Code: **14935VIC**

## General Information

This pre-apprenticeship program is designed to provide a pathway into an electrical apprenticeship.

Program participants will gain significant skills in the electrical area that will be very attractive to employers seeking apprentices.

All units within the course are nationally recognised and some will gain credits towards an electrical apprenticeship as well as most electrical/electronic courses.

## Career Opportunities

Students who complete this course give themselves a greater chance of being selected as an electrical Apprentice.

## Mode of Study and Location

The course consists of 543 hours of study over 18 weeks at the SMB TAFE Campus.

## Entry Requirements

Satisfactory completion of Year 10, or Mature Age entry.

## Course Structure

This course will be conducted for a duration of 540 hours. It is designed in such a way that students who are successful in obtaining an apprenticeship during that period, will be able to convert directly into the normal apprenticeship stream.

## Course Content

Unit Code	Module Name
AP726	Certificate in Basic CPR
EPC173	Functional Mathematics
EPC193	Electrical Engineering Drawing
NBB002	Occupational Health and Safety
NE172	Electrical Wiring and Equipment 1
NE175	Workshop Practices
NE031	Electrical Drawing Interpretation and Connection
NEC05	Project Work
NEC06	REGS, ACC and Circuit Protection
NUE052	Applied Electricity 1
NUE053	Maths Skills for the Electrical Trade
VBH081	CAD for Electrical Trades

VBH082	Solder & Crimp for Electrical Trade
VBH083	Test Instruments for the Electrical Trade
VBH084	Comm Skills for the Electrical Trade
VBH085	Fabricating for the Electrical Trade
VBH086	Building material hand skills for the Electrical Trade
VBH087	Introduction to Electrical Trades

**Total Nominal Hours****543**

## Assessment

Competency Based Training is concerned with assisting people to gain specific competencies, which are required in the workplace.

This course has been designed to meet the particular skills and knowledge appropriate to this vocational area.

A student will be assessed as Competent or Not Competent by performing set tasks at specified standards, under prescribed conditions.

## Fees

Enrolment fees are payable at the time of enrolment. For further information a Fees and Charges leaflet is available from the Student Centre.

## Recognition of Prior Learning

If what you have learned at work, from other courses, from life experience or training provided at work is relevant to this course, you may be entitled to gain subject credits or exemptions. For further details contact the staff listed under 'Course Enquiries'.

## Application Information

Students seeking a place in this course should contact the staff listed under 'Course Enquiries' to obtain information and/or make an appointment for interview.

All applicants must complete an enrolment form and pay their fees at the Student Centre before the enrolment process is complete. All enrolments must first be approved by the relevant department.

## Course Enquiries

For further course information contact:

### SMB Campus - Ballarat

Peter Parry  
School of Manufacturing Services – Building & Construction  
Telephone (03) 5327 8210

Certificate II in

# Electronics

National Course Code: **7751**  
 State Code: **2206AKC**

## General Information

The Certificate II in Electronics forms the base studies for those students wishing to study for Certificate IV or Diploma levels in Electrical or Electronics. The course aims to develop in students a range of skills and knowledge identified as being required by students in the higher level courses.

## Career Opportunities

A student who completes the Certificate II in Electronics may be eligible to proceed to an Advanced Diploma in Electronics. The Certificate provides a base for consideration of employment as Technical or Engineering Assistant.

## Mode of Study and Location

This course is provided at the SMB on a full-time basis. Some modules are also available on a Flexible Delivery basis. The course is provided over 2 Semesters.

## Entry Requirements

Applicants must have successfully completed Year 11, or have completed other vocational training, or be Mature age. Mature age students are encouraged to apply.

## Course Structure

The course duration for Post Year 11 students is 720 hours of study. The course duration for Post Year 12 students will range from 480 hours and 720 hours of study depending on previous studies. Prospective students will be interviewed to determine module enrolment requirements.

## Course Content

Unit Code	Module Name
EA034	Communication Studies
ITF201	Basic Operations – Word Processing
ITF205	Basic Operations – Databases
ITF207	Basic Operations – Spreadsheets
ITH203	Using a Command Line Interface
NE160	Electrical Principles 1
VBB228	Mathematics for Electronics 1
ITH202	Using a Graphical User Interface
AP726	Certificate in Basic CPR
NBB02	Occupational Health and Safety
NE179	Digital Electronics 1
NE184	Electronic Hand Soldering Technology
VBB219	Electrical Fundamentals
VBB220	Basic Test Equipment
VBB221	Analogue Systems

VBB222	Digital Systems Computer Systems
VBB223	Introduction to the Internet
VBB225	Engineering Management & Communications 1
NE178	DC Power Supplies
VBB229	Mathematics for Electronics 2
VBB230	Assembly Techniques

**Total Nominal Hours**

**723**

## Assessment

### Competency Based Training

Competency Based Training is concerned with assisting people to gain specific competencies that are required in the workplace.

This course has been designed to meet the particular skills and knowledge appropriate to this vocational area.

A student will be assessed as Competent or Not Competent by performing set tasks at specified standards, under prescribed conditions.

## Fees

Enrolment fees are payable at the time of enrolment. For further information a Fees and Charges leaflet is available from the Student Centre.

## Recognition of Prior Learning

If what you have learned at work, from other courses, from life experience or training provided at work is relevant to this course, you may be entitled to gain subject credits or exemptions. For further details contact the staff listed under 'Course Enquiries'.

## Application Information

Students seeking a place in this course should contact the staff listed under 'Course Enquiries' to obtain information and/or make an appointment for interview.

All applicants must complete an enrolment form and pay their fees at the Student Centre before the enrolment process is complete. All enrolments must first be approved by the relevant department.

## Course Enquiries

For further course information contact:

### SMB Campus - Ballarat

Peter Parry  
 School of Manufacturing Services – Building & Construction  
 Telephone (03) 5327 8210

Certificate III in

# Electrotechnology Entertainment and Servicing

National Course Code: **UTE30799**

## General Information

Graduates of the Certificate III in Electrotechnology will be considered competent to install and maintain consumer products ie. Television, Audio, Radio Equipment and Video systems.

## Career Opportunities

Student must be employed as an apprentice in the consumer products service area of TV HI-FI etc. to commence this course.

## Mode of Study and Location

This course is conducted at the SMB Campus.

## Entry Requirements

Applicants must be currently employed as an apprentice.

## Course Structure

The course has a nominal 960 hours of training based on a series of modules each with a nominal 40 hours of study, normally taken over 3 years. Core Modules form a broad base that includes skills common to most people following a career path in this industry. Specialisation modules are then chosen for the remainder of the course to meet the requirements of the industry in which the apprentice is employed.

## Course Content

### Core Modules

Unit Code	Module Name
AP726	Basic Course in CPR
NBB02	Occupational Health & Safety
NE08	Amplifier Applications
NE018	Microprocessor Fundamentals
NE039	Communications Fundamentals
NE172.1	Electrical Wiring & Equipment 1
NE175	Workshop Practices
NE178	DC Power Supplies
NE179	Digital Electronics 1
NE180	Digital Electronics 2
NE182	Amplifiers 1
NE183	Amplifiers 2
NE184.1	Electronic Hand Soldering Technology
NUE052	Applied Electricity 1
NUE054	Applied Electricity 2
NUE056	Applied Electricity 4
NUE113	Linear and Switched Mode Power Supplies
NUE154	Electronic Fault Finding
NUE158	Introduction to Resonance, Filters & Oscillators
NUE505	Electronic Systems Safety

NUE703	Digital Sub-Systems
NE091	Sound & Acoustics
NE094	Professional Audio Electronics
NE095	AM & FM Tuners Principles & Servicing
NE096	Tape Recorders – Audio
NE098	Loudspeakers & Microphones
NE099	CD Player Principles & Servicing
NE100	Digital Audio Fundamentals
NE101	Digital Audio Tape Recorders
NUE101	Introduction to Television
NUE102	Chrominance & Luminance
NUE103	Scanning & Deflection
NUE104	Power Supplies – TV & VCR
NUE107	Television RF Stages
NUE160	Consumer Audio Electronics
NUE801	TV Reception Systems
NUE804	Microwave Appliances

**Total Hours****960**

## Assessment

Assessment is based on competency testing carried out for each individual module or in some cases parts of a module. Every student will be required to achieve a minimum stated standard prior to progressing to the next module. Full national recognition is given for work successfully completed in this course.

## Fees

Enrolment fees are payable at the time of enrolment. For further information a Fees and Charges leaflet is available from the Student Centre.

## Recognition of Prior Learning

If what you have learned at work, from other courses, from life experience or training provided at work is relevant to this course, you may be entitled to gain subject credits or exemptions. For further details contact the staff listed under 'Course Enquiries'.

## Application Information

Students seeking a place in this course should contact the staff listed under 'Course Enquiries' to obtain information and/or make an appointment for interview.

All applicants must complete an enrolment form and pay their fees at the Student Centre before the enrolment process is complete. All enrolments must first be approved by the relevant department.

## Course Enquiries

For further course information contact:

### SMB Campus - Ballarat

Peter Parry  
School of Manufacturing Services – Building & Construction  
Telephone (03) 5327 8210

Jim Bland  
School of Manufacturing Services – Building & Construction  
Telephone (03) 5327 8181

Certificate III in

# Electrotechnology Systems Electrician

National Course Code:

UTE31199

## General Information

Graduates of the Certificate III in Electrotechnology will be considered competent to install and maintain electrical components, wiring, equipment and systems, and may work in specialised areas of the electrical industry.

This includes

- carrying out electrical work safely
- ensuring that electrical systems worked-on are safe to use
- ensuring measures for protection against faults are in a place and will operate as intended, and
- selecting approximately rated equipment and cables

The Certificate III program provides the following benefits for students:

- The more broadly based training will give greater openings for career progress.
- With the support of their employer, students will be able to select their own program of elective modules. This means they need only achieve skills, which are directly relevant to their work and interests.
- Provides the student with a qualification to apply for an electrical licence.

## Career Opportunities

Students can be employed in all facets of the electrical industry.

## Mode of Study and Location

This course is conducted at the SMB Campus

Access to off the job training is available for school leavers or adults who have obtained employment and entered a training contract within a relevant industry.

## Entry Requirements

Applicants must be currently employed as an electrician.

## Course Structure

The course has a nominal 960 hours of off the job training based on a series of modules each with a nominal 40 hours of study, normally taken over 3 years. Core Modules form

## Course Content

Unit Code	Module - Core
AP726	Basic Course in CPR
NBB02	Occupational Health and Safety
NE172.1	Electrical Wiring & Equipment 1
NE175	Workshop Practices
NUE052	Applied Electricity 1
NUE062	Drawings and Diagrams for Electrical Work
NE173	Electrical Wiring & Equipment 2
NUE044	Electrical Safe Working Practice
NUE054	Applied Electricity 2
NUE045	Applied Electromagnetism
NE32	Circuit Development 1
NUE056	Applied Electricity 4
NUE400	Electrical Installations – Protection Methods and Devices
NE164	Lighting
NUE407	Electrical Wiring Systems
NE163	Heating
NUE048.1	Single & Three Phase Transformers
NUE057	Applied Electricity 5
NUE403	Electrical Installations – Design & Equipment Selection
NUE046	Alternating Current Machines
NUE064	Electronic Power & Control 1
NUE408	Electrical Installations Testing & Verification
NUE505A&B	Electrical Systems Safety

**Total Nominal Hours**

**1063**

## Specialisations Available

Specialisations relate to the work environment in which the core technical requirements are contextualised and applied. One of the following will be chosen to give effect to the qualification:

- Installation and Servicing
- Plant Servicing
- Control

## Specialisation Module Selection

The choice of specialisation modules is to be made by negotiation between the employer, the TAFE Institute and the student based upon the following conditions:

- I. skilling needs of each industry sector;
- II. within the course structure ensuring a broad range of skills are undertaken;
- III. existing resources at each individual TAFE Institute;
- IV. recognition of competencies previously achieved.

## Assessment

Assessment is based on competency testing carried out for each individual module or in some cases parts of a module. Every student will be required to achieve a minimum stated standard prior to progressing to the next module. Full national recognition is given for work successfully completed in this course.

### **Competency Based Training**

Competency Based Training is concerned with assisting people to gain specific competencies required in the workplace.

This course has been designed to meet the particular skills and knowledge appropriate to this vocational area.

A student will be assessed as Competent or Not Competent by performing set tasks at specified standards, under prescribed conditions.

### **Fees**

Enrolment fees are payable at the time of enrolment. For further information a Fees and Charges leaflet is available from the Student Centre.

### **Recognition of Prior Learning**

If what you have learned at work, from other courses, from life experience or training provided at work is relevant to this course, you may be entitled to gain subject credits or exemptions. For further details contact the staff listed under 'Course Enquiries'.

### **Application Information**

Students seeking a place in this course should contact the staff listed under 'Course Enquiries' to obtain information and/or make an appointment for interview.

All applicants must complete an enrolment form and pay their fees at the Student Centre before the enrolment process is complete. All enrolments must first be approved by the relevant department.

### **Course Enquiries**

For further course information contact:

#### **SMB Campus - Ballarat**

Peter Parry

School of Manufacturing Services – Building &  
Construction

Telephone (03) 5327 8210