

2024 COURSE SNAPSHOTS

SPORT, FITNESS & RECREATION

BUSINESS & TOURISM

FIRST AID & CPR



Binnacle
Training
RTO CODE 31319



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OUR STORY

Since our inception, Binnacle Training has been 100% devoted to providing Secondary Schools and Colleges with the support and teaching resources required to 'Make Life Easier for Teachers'.

We have always been driven by one ethos, to make our programs easy to deliver, ALLOWING TEACHERS TO TEACH.

Our experience in the education field is what gives us the edge. We understand the daily challenges that teachers face and are single-minded about ensuring you have the space, resources, support and skills (through first-class professional development) to thrive.

We are proud to be partnering with over 250 Secondary Schools, working with 800+ teachers, and offering over 15 nationally recognised courses custom-built for schools, across five Program Areas: Sport and Recreation, Fitness, Business, Tourism and First Aid.

Our growing team occupies three office locations to best uphold our reputation for outstanding service and providing 'great teacher experiences'.

OUR MISSION

We are leaders in Vocational Education in Schools, enabling teachers with quality programs and support; equipping students with skills to navigate a successful future.

OUR VISION

To unlock the true potential of Australian Secondary Schools and provide quality Vocational Education to every student.

SPORT, FITNESS & RECREATION PROGRAMS



Binnacle
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RTO CODE 31319

CERTIFICATE II & III COURSES



SIS20122 Certificate II
in Sport and Recreation

1-Year Format



SIS20321 Certificate II
in Sport Coaching

1-Year Format



SIS30321 Certificate III in Fitness +
SIS20122 Certificate II in Sport and
Recreation

2-Year Format



SIS30321 Certificate III
in Fitness

2-Year Format



SIS30122 Certificate III in Sport, Aquatics
and Recreation + SIS20122 Certificate II in
Sport and Recreation

2-Year Format



SIS30122 Certificate III in Sport, Aquatics
and Recreation

2-Year Format

[VISIT PROGRAMS FOR SCHOOLS](#)



The information in this 2024 Course Snapshot is current at the time of publishing and should be used as a guide only.

2024 EDITION

SIS20122 CERTIFICATE II IN SPORT AND RECREATION

Binnacle Training (RTO Code 31319)

HOW DOES IT WORK

This qualification reflects the role of individuals who assist with the delivery of sport and recreation activities and who complete a range of customer contact duties.

Students participate in the delivery of a range of sport and recreation activities and programs within the school.

Available with a 'General' or 'Sport Specialty' Coaching outcome - AFL, NRL, Netball, Rugby Union or Choose Your Own Sport!

WHAT DO STUDENTS ACHIEVE?

- › SIS20122 Certificate II in Sport and Recreation (Maximum 4 QCE Credits)
- › Community Coaching - Essential Skills Course (non-accredited), issued by [Australian Sports Commission](#)
- › Direct pathway into SIS30122 Certificate III in Sport, Aquatics and Recreation (or SIS30321 Certificate III in Fitness)
- › Recommended 'Optional' Additional Training - The nationally recognised First Aid competency - HLTAID011 Provide First Aid

SKILLS ACQUIRED

- › Officiating games or school competitions
- › Coaching beginner participants to develop fundamental skills
- › Effective communication skills
- › Providing quality service to participants

CAREER PATHWAYS



FLEXIBLE PROGRAMS

PRACTICAL-BASED LEARNING

RESOURCES PROVIDED



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SIS20122 CERTIFICATE II IN SPORT AND RECREATION

Registered Training Organisation:
Binnacle Training (RTO 31319)

Delivery Format:

1-Year Format

Timetable Requirements:

1-Timetabled Line

Units of Competency:

10 (6 Core Units, 4 Elective Units)

Suitable Year Level(s):

Year 10 (or Year 11 or 12)

Study Mode:

Combination of classroom and project-based learning, online learning (self-study) and practical work-related experience

Cost (Fee-For-Service):

\$265.00 per person (+ optional First Aid \$55.00)

QCE Outcome:

Maximum 4 QCE Credits

TERM 1	TOPICS
	<ul style="list-style-type: none"> › Introduction to Sport, Fitness and Recreation (SFR) Industry › Introduction to Coaching Programs
	PROGRAMS
	<ul style="list-style-type: none"> › SFR Coaching Program (Supervisor): Assist with Delivering Coaching Sessions › Coaching Program (Student Delivery): Plan and Deliver Coaching Sessions

TERM 2	TOPICS
	<ul style="list-style-type: none"> › Research Topics and Create a Group Presentation › Participate in a Conditioning Program
	PROGRAMS
	<ul style="list-style-type: none"> › Group Nutrition Presentation: Create and Deliver a Presentation to your Peers › Conditioning Program: Participate in Conditioning Session

TERM 3	TOPICS
	<ul style="list-style-type: none"> › Cardio and Conditioning Programs › Anatomy and Physiology › The SFR Industry
	PROGRAMS
	<ul style="list-style-type: none"> › One-on-One Cardio Program › Group Conditioning Sessions for Adolescent Participants › Respond to an Emergency Situation: Fire Evacuation Drill

TERM 4	TOPICS
	<ul style="list-style-type: none"> › Anatomy and Physiology › First Aid Course: HLTAID011 Provide First Aid (Optional Additional Training)
	PROGRAMS
	<ul style="list-style-type: none"> › Recreation Program (Teacher Facilitated): Assist with Delivering Recreation Activities

A Language, Literacy and Numeracy (LLN) Screening process is undertaken at the time of initial enrolment (or earlier) to ensure students have the capacity to effectively engage with the content and to identify support measures as required.

UNITS OF COMPETENCY	
SISXIND011	Maintain sport, fitness and recreation knowledge
BSBPEF202	Plan and apply time management
BSBPEF301	Organise personal work priorities
BSBSUS211	Participate in sustainable work practices
SISSPAR009	Participate in conditioning for sport
HLTWHS001	Participate in workplace health and safety
SISXFAC006	Maintain activity equipment
SISOFLD001	Assist in conducting recreation sessions
SISXCCS004	Provide quality service
SISXEMR003	Respond to emergency situations
HLTAID011	Provide First Aid (Optional Additional)

2024 EDITION

SIS20321 CERTIFICATE II IN SPORT COACHING

Binnacle Training (RTO Code 31319)

HOW DOES IT WORK

This qualification provides a pathway to work in assistant coaching roles working or volunteering at community-based sports clubs and organisations in the Australian sport industry.

Individuals with this qualification use a range of basic coaching skills to engage participants in a specific sport. They work under the supervision of a coach.

Available with a 'General' or 'Sport Specialty' Coaching outcome - AFL, NRL, Netball, Rugby Union or Choose Your Own Sport!

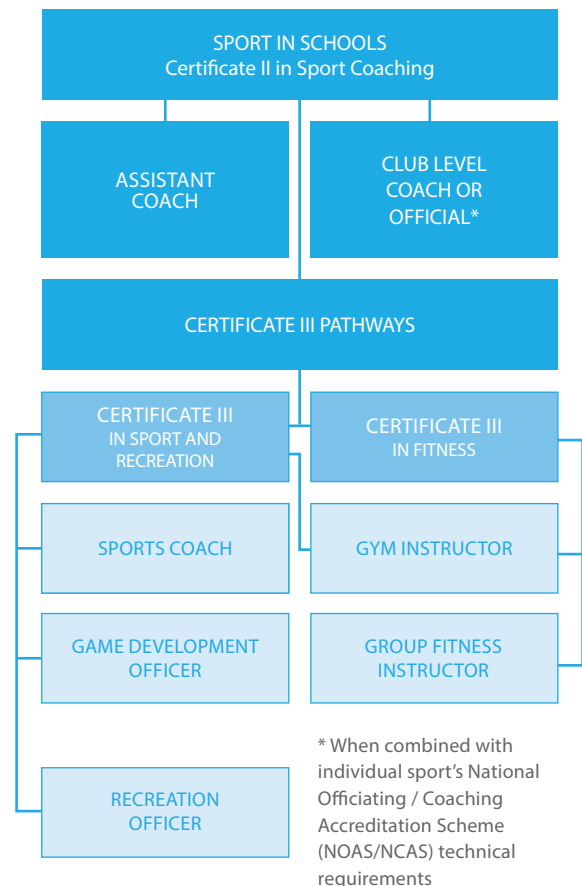
WHAT DO STUDENTS ACHIEVE?

- › SIS20321 Certificate II in Sport Coaching (max. 4 QCE Credits)
- › The nationally recognised First Aid competency - HLTAID011 Provide First Aid
- › Community Coaching - Essential Skills Course (non-accredited), issued by [Australian Sports Commission](#)
- › Direct pathway into SIS30321 Certificate III in Fitness or SIS30122 Certificate III in Sport, Aquatics and Recreation in Year 11 and 12.

SKILLS ACQUIRED

- › Planning coaching sessions
- › Coaching foundation level participants
- › Officiating games and competitions
- › Work Safely in the Sport, Fitness and Recreation Industry

CAREER PATHWAYS



FLEXIBLE PROGRAMS

PRACTICAL-BASED LEARNING

RESOURCES PROVIDED



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SIS20321

CERTIFICATE II

IN SPORT COACHING

Registered Training Organisation:
Binnacle Training (RTO 31319)

Delivery Format:
1-Year Format
(Packaged as 3-Terms)

Timetable Requirements:
1-Timetabled Line

Units of Competency:
7 (3 Core Units, 4 Elective Units)

Suitable Year Level(s):
Year 10 (or Year 11 or 12)

Study Mode:
Combination of classroom and project-based learning, online learning (self-study) and practical work-related experience

Cost (Fee-For-Service):
\$265 per person (+ First Aid \$55.00)

QCE Outcome:
Maximum 4 QCE Credits

TERM 1	TOPICS
	<div>› Binnacle Lounge Induction</div> <div>› Sport Specific Coaching Program</div> <div>› Self-awareness</div>
	PROGRAMS
	<div>› Coaching Program: Development Program</div>

TERM 2	TOPICS
	<div>› Community Coaching Programs</div> <div>› Working Effectively with Others</div> <div>› Work in a Community Coaching Role</div>
	PROGRAMS
	<div>› Community Coaching Program #1</div> <div>› AIS Community Coaching Essential Skills (Online Course)</div>

TERM 3	TOPICS
	<div>› Respond to Emergencies</div> <div>› Work Safely</div> <div>› Provide First Aid</div>
	PROGRAMS
	<div>› Community Coaching Program #2</div> <div>› First Aid Course: HLTAID011 Provide First Aid</div>

A Language, Literacy and Numeracy (LLN) Screening process is undertaken at the time of initial enrolment (or earlier) to ensure students have the capacity to effectively engage with the content and to identify support measures as required.

UNITS OF COMPETENCY	
HLTAID011	Provide First Aid
SIRXWHS001	Work safely
SISSCO002	Work in a community coaching role
SISSCO001	Conduct sport coaching sessions with foundation level participants
BSBPEF302	Develop self-awareness
BSBTWK201	Work effectively with others
SISXEMR001	Respond to emergency situations

2024 EDITION

SIS30321 CERTIFICATE III IN FITNESS + SIS20122 CERTIFICATE II IN SPORT AND RECREATION

Binnacle Training (RTO Code 31319)

HOW DOES IT WORK

This qualification provides a pathway to work as a fitness instructor in settings such as fitness facilities, gyms, and leisure and community centres.

Students gain the entry-level skills required of a Fitness Professional (Group Exercise Instructor or Gym Fitness Instructor).

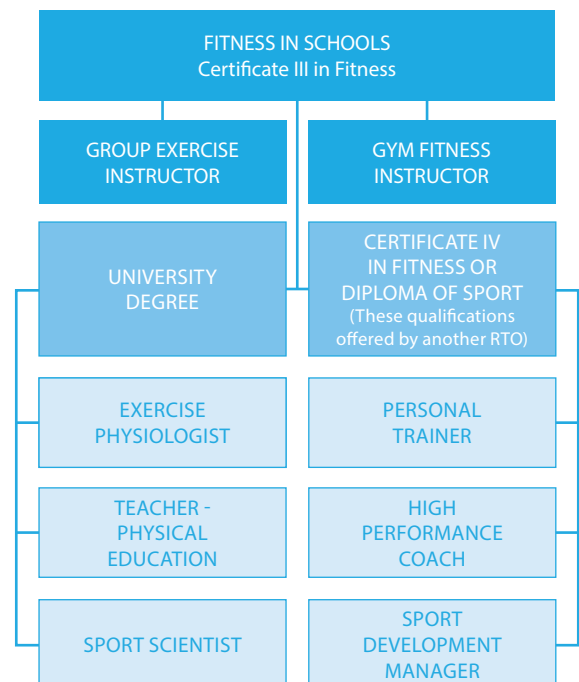
Students facilitate programs within their school community including:

- › Community fitness programs
- › Strength and conditioning for athletes and teams
- › 1-on-1 and group fitness sessions with male adults, female adults and older adult clients

WHAT DO STUDENTS ACHIEVE?

- › SIS30321 Certificate III in Fitness (max. 8 QCE Credits)
- › Entry qualification: SIS20122 Certificate II in Sport and Recreation
- › The nationally recognised First Aid competency - HLTAID011 Provide First Aid
- › Community Coaching - Essential Skills Course (non-accredited), issued by [Australian Sports Commission](#)
- › Successful completion of the Certificate III in Fitness may contribute towards a student's Australian Tertiary Admission Rank (ATAR)
- › A range of career pathway options including pathway into SIS40221 Certificate IV in Fitness; or SIS50321 Diploma of Sport - These qualifications offered by another RTO.

CAREER PATHWAYS



SKILLS ACQUIRED

- › Client screening and health assessment
- › Planning and instructing fitness programs
- › Deliver 1-on-1 and group fitness programs
- › Exercise science and nutrition
- › Anatomy and physiology

FLEXIBLE PROGRAMS

PRACTICAL-BASED LEARNING

RESOURCES PROVIDED



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SIS30321 CERTIFICATE III IN FITNESS + SIS20122

CERTIFICATE II IN SPORT AND RECREATION

(or as Standalone Qualification:
SIS30321 Certificate III in Fitness)

Registered Training Organisation:
Binnacle Training (RTO 31319)

Delivery Format:
2-Year Format

Timetable Requirements:
1-Timetabled Line

Units of Competency:
Standalone Qualification -15 Units
Dual Qualification - Additional 4 Units

Suitable Year Level(s):
Year 11 and 12

Study Mode:
Combination of classroom and project-based learning, online learning (self-study) and practical work-related experience

Cost (Fee-For-Service):
\$365.00 per person (Cert II entry qualification =
\$265.00 + Cert III Gap Fee = \$100.00)
(+ First Aid \$55.00)

QCE Outcome:
Maximum 8 QCE Credits

A Language, Literacy and Numeracy (LLN) Screening process is undertaken at the time of initial enrolment (or earlier) to ensure students have the capacity to effectively engage with the content and to identify support measures as required.

TERM 1	TOPICS
	<ul style="list-style-type: none"> › Introduction to the Sport, Fitness and Recreation (SFR) Industry › Introduction to Coaching Programs
	PROGRAMS
	<ul style="list-style-type: none"> › Coaching Program (Student Delivery): Plan and Deliver Coaching Sessions › SFR Coaching Program (Supervisor): Assist with Delivering Coaching Sessions

TERM 2	TOPICS
	<ul style="list-style-type: none"> › Research Topics and Create a Group Presentation › Participation in a Conditioning Program
	PROGRAMS
	<ul style="list-style-type: none"> › Group Nutrition Presentation: Create and Deliver a Presentation to your Peers › Conditioning Program: Participate in Conditioning Sessions

TERM 3	TOPICS
	<ul style="list-style-type: none"> › Cardio and Conditioning Programs › Anatomy and Physiology › The SFR Industry
	PROGRAMS
	<ul style="list-style-type: none"> › One-on-One Cardio Program › Group Conditioning Sessions for Adolescent Participants › Respond to an Emergency Situation: Fire Evacuation Drill

TERM 4	TOPICS
	<ul style="list-style-type: none"> › Anatomy and Physiology › First Aid Course: HLTAID011 Provide First Aid
	PROGRAMS
	<ul style="list-style-type: none"> › Bootcamp Program (Teacher Facilitated): Assist with Delivering Bootcamp Sessions › Sports Program: Plan and Conduct Sport Sessions for Participants

QUALIFICATION SCHEDULED FOR FINALISATION	
SIS20122 CERTIFICATE II IN SPORT AND RECREATION	

TERM 5	TOPICS
	<ul style="list-style-type: none"> › Anatomy and Physiology › Health and Nutrition Consultations
	PROGRAMS
	<ul style="list-style-type: none"> › One-on-One Gym Program: Adolescent Client › Conduct Consultations with a Client (Peer) › Plan and Conduct Sessions (Scenario Clients)

TERM 6	TOPICS
	<ul style="list-style-type: none"> › Screening and Health Assessments › Specific Population Clients › Older Clients
	PROGRAMS
	<ul style="list-style-type: none"> › Fitness Orientation Program: Client Orientation › Gentle Exercise Program: Participate in Gentle Exercise Sessions › Mobility Program: Plan and Instruct Mobility Sessions

TERM 7	TOPICS
	<ul style="list-style-type: none"> › Older Clients › Specific Populations
	PROGRAMS
	Group Exercise and Gym-based One-on-One Sessions: <ul style="list-style-type: none"> › Female and Male Adults aged 18+; and › Older adults aged 55+

UNITS OF COMPETENCY

HLTAID011	Provide First Aid	ICTICT203	Operate application software packages
HLTWHS001	Participate in workplace health and safety	BSBSUS201	Participate in environmentally sustainable work practices
SISXEMR001	Respond to emergency situations	BSBOPS304	Deliver and monitor a service to customers
SISXIND001	Work effectively in sport, fitness and recreation environments	BSBPEF301	Organise personal work priorities
SISXCAI002	Assist with activity session	SISFFIT035	Plan group exercise sessions
SISXIND002	Maintain sport, fitness and recreation industry knowledge	SISFFIT036	Instruct group exercise sessions
SISXCCS001	Provide quality service	SISFFIT032	Complete pre-exercise screening and service orientation
BSBSUS211	Participate in sustainable work practices	SISFFIT033	Complete client fitness assessments
BSBWOR202	Organise and complete daily work activities	SISFFIT052	Provide healthy eating information
BSBTEC201	Use business software applications	SISFFIT040	Develop and instruct gym-based exercise programs for individual clients
BSBTEC202	Use digital technologies to communicate in a work environment	SISFFIT047	Use anatomy and physiology knowledge to support safe and effective exercise
BSBTEC203	Research using the internet		

2024 EDITION

SIS30321 CERTIFICATE III IN FITNESS

Binnacle Training (RTO Code 31319)

HOW DOES IT WORK

This qualification provides a pathway to work as a fitness instructor in settings such as fitness facilities, gyms, and leisure and community centres.

Students gain the entry-level skills required of a Fitness Professional (Group Exercise Instructor or Gym Fitness Instructor).

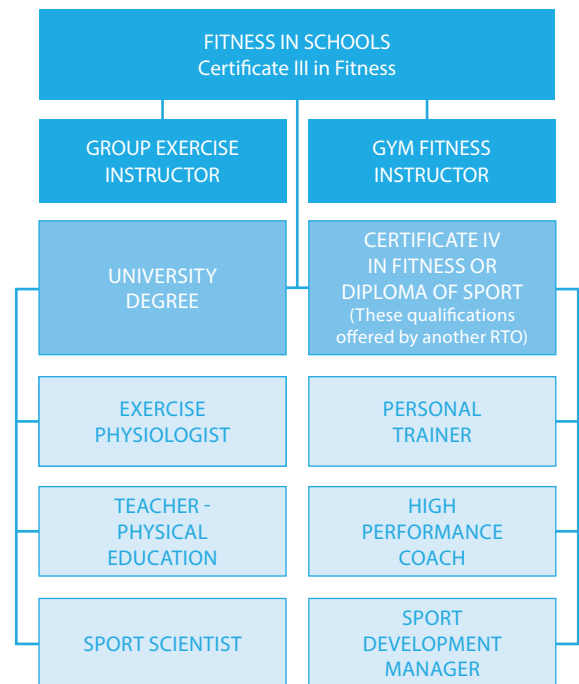
Students facilitate programs within their school community including:

- › Community fitness programs
- › Strength and conditioning for athletes and teams
- › 1-on-1 and group fitness sessions with male adults, female adults and older adult clients

WHAT DO STUDENTS ACHIEVE?

- › SIS30321 Certificate III in Fitness (max. 8 QCE Credits)
- › The nationally recognised First Aid competency - HLTAID011 Provide First Aid
- › Community Coaching - Essential Skills Course (non-accredited), issued by [Australian Sports Commission](#)
- › A range of career pathway options including pathway into SIS40221 Certificate IV in Fitness; or SIS50321 Diploma of Sport - These qualifications offered by another RTO.
- › Successful completion of the Certificate III in Fitness may contribute towards a student's Australian Tertiary Admission Rank (ATAR)

CAREER PATHWAYS



SKILLS ACQUIRED

- › Client screening and health assessment
- › Planning and instructing fitness programs
- › Deliver 1-on-1 and group fitness programs
- › Exercise science and nutrition
- › Anatomy and physiology

FLEXIBLE PROGRAMS

PRACTICAL-BASED LEARNING

RESOURCES PROVIDED



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SIS30321

CERTIFICATE III

IN FITNESS

Registered Training Organisation:
Binnacle Training (RTO 31319)

Delivery Format:
2-Year Format

Timetable Requirements:
1-Timetabled Line

Units of Competency:
15 Units

Suitable Year Level(s):
Year 11 and 12

Study Mode:
Combination of classroom and project-based learning, online learning (self-study) and practical work-related experience

Cost (Fee-For-Service):
\$365.00 per person (+ First Aid \$55.00)

QCE Outcome:
Maximum 8 QCE Credits

A Language, Literacy and Numeracy (LLN) Screening process is undertaken at the time of initial enrolment (or earlier) to ensure students have the capacity to effectively engage with the content and to identify support measures as required.

TERM 1	TOPICS
	<ul style="list-style-type: none"> › Introduction to the Sport, Fitness and Recreation (SFR) Industry › Introduction to Coaching Programs
	PROGRAMS
	<ul style="list-style-type: none"> › Coaching Program (Student Delivery): Plan and Deliver Coaching Sessions › SFR Coaching Program (Supervisor): Assist with Delivering Coaching Sessions
TERM 2	TOPICS
	<ul style="list-style-type: none"> › Research Topics and Create a Group Presentation › Participate in a Conditioning Program
	PROGRAMS
	<ul style="list-style-type: none"> › Group Nutrition Presentation: Create and Deliver a Presentation to your Peers › Conditioning Program: Participate in Conditioning Sessions
TERM 3	TOPICS
	<ul style="list-style-type: none"> › Cardio and Conditioning Programs › Anatomy and Physiology › The SFR Industry
	PROGRAMS
	<ul style="list-style-type: none"> › One-on-One Cardio Program › Group Conditioning Sessions for Adolescent Participants › Respond to an Emergency Situation: Fire Evacuation Drill
TERM 4	TOPICS
	<ul style="list-style-type: none"> › Anatomy and Physiology › First Aid Course: HLTAID011 Provide First Aid
	PROGRAMS
	<ul style="list-style-type: none"> › Bootcamp Program (Teacher Facilitated): Assist with Delivering Bootcamp Sessions › Sports Program: Plan and Conduct Sport Sessions for Participants
TERM 5	TOPICS
	<ul style="list-style-type: none"> › Anatomy and Physiology › Health and Nutrition Consultations
	PROGRAMS
	<ul style="list-style-type: none"> › One-on-One Gym Program: Adolescent Client › Conduct Consultations with a Client (Peer) › Plan and Conduct Sessions (Scenario Clients)
TERM 6	TOPICS
	<ul style="list-style-type: none"> › Screening and Health Assessments › Specific Population Clients › Older Clients
	PROGRAMS
	<ul style="list-style-type: none"> › Fitness Orientation Program: Client Orientation › Gentle Exercise Program: Participate in Gentle Exercise Sessions › Mobility Program: Plan and Instruct Mobility Sessions
TERM 7	TOPICS
	<ul style="list-style-type: none"> › Older Clients › Specific Populations
	PROGRAMS
	Group Exercise and Gym-based One-on-One Sessions: <ul style="list-style-type: none"> › Female and Male Adults aged 18+; and › Older adults aged 55+

UNITS OF COMPETENCY

HLTAID011	Provide First Aid	SISFFIT035	Plan group exercise sessions
HLTWH5001	Participate in workplace health and safety	SISFFIT036	Instruct group exercise sessions
SISXEMR001	Respond to emergency situations	SISFFIT032	Complete pre-exercise screening and service orientation
SISXCCS004	Provide quality service	SISFFIT033	Complete client fitness assessments
SISXIND011	Maintain sport, fitness and recreation industry knowledge	SISFFIT052	Provide healthy eating information
BSBSUS211	Participate in sustainable work practices	SISFFIT040	Develop and instruct gym-based exercise programs for individual clients
BSBOPS304	Deliver and monitor a service to customers	SISFFIT047	Use anatomy and physiology knowledge to support safe and effective exercise

2024 EDITION

SIS30122 CERTIFICATE III IN SPORT, AQUATICS AND RECREATION + SIS20122 CERTIFICATE II IN SPORT AND RECREATION

Binnacle Training (RTO Code 31319)

HOW DOES IT WORK

This qualification reflects the role of individuals with well developed skills and knowledge to deliver recreational services.

Students assist with facilitation of sport and recreation programs within their school community including:

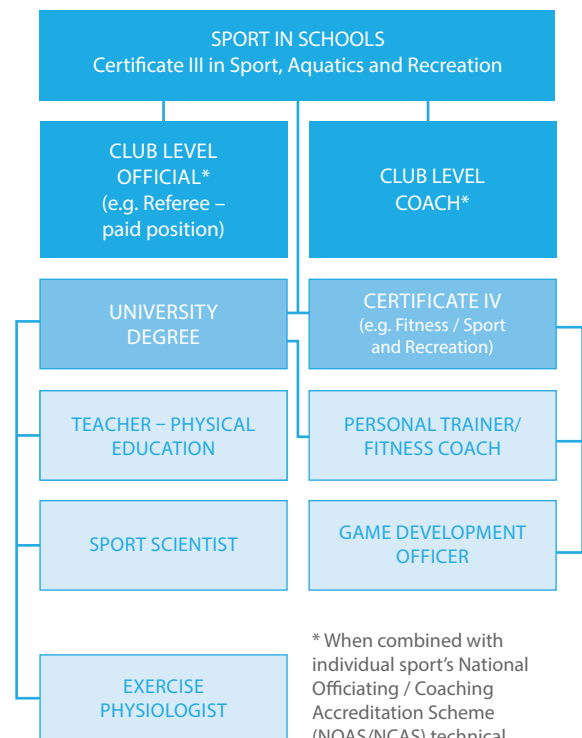
- › Officiating games
- › Conducting coaching sessions
- › Community sport, fitness and recreation programs

Available with a 'General' or 'Sport Specialty' Coaching and Officiating outcome - AFL, NRL, Netball, Rugby Union or Choose Your Own Sport!

WHAT DO STUDENTS ACHIEVE?

- › SIS30122 Certificate III in Sport, Aquatics and Recreation (max. 7 QCE Credits). Completing the 'Term 7 Add-On' as well can result in a maximum 8 QCE Credits
- › Entry qualification: SIS20122 Certificate II in Sport and Recreation (only in Dual Qualification)
- › The nationally recognised First Aid competency - HLTAID011 Provide First Aid
- › Community Coaching - Essential Skills Course (non-accredited), issued by [Australian Sports Commission](#)
- › A range of career pathway options including Club Level Official and/or Coach
- › Successful completion of the Certificate III in Sport and Recreation may contribute towards a student's Australian Tertiary Admission Rank (ATAR)

CAREER PATHWAYS



SKILLS ACQUIRED

- › Officiating games or competitions
- › Coaching beginner participants to develop fundamental skills
- › Effective communication skills
- › Using digital technologies in sport environments

FLEXIBLE PROGRAMS

PRACTICAL-BASED LEARNING

RESOURCES PROVIDED



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SIS30122 CERTIFICATE III IN SPORT, AQUATICS AND RECREATION + SIS20122 CERTIFICATE II IN SPORT AND RECREATION

(or as Standalone Qualification:
**SIS30122 Certificate III in Sport
and Recreation**)

Registered Training Organisation:
Binnacle Training (RTO 31319)

Delivery Format:
2-Year Format

Timetable Requirements:
1-Timetabled Line

Units of Competency:
Standalone Qualification -15 Units
Dual Qualification - Additional 3 Units

Suitable Year Level(s):
Year 11 and 12

Study Mode:
Combination of classroom and project-based
learning, online learning (self-study) and
practical work-related experience

Cost (Fee-For-Service):
\$335.00 per person (Cert II entry qualification
= \$265.00 + Cert III Gap Fee = \$70.00)
(+ First Aid \$55.00)

QCE Outcome:
Maximum 7 QCE Credits.
› Completing the Term 7 Add-on as well can
result in a maximum 8 QCE Credits

A Language, Literacy and Numeracy (LLN) Screening process is undertaken at the time of initial enrolment (or earlier) to ensure students have the capacity to effectively engage with the content and to identify support measures as required.

TERM 1	TOPICS
	› Introduction to the Sport, Fitness and Recreation (SFR) Industry › Introduction to Coaching Programs
	PROGRAMS
	› Coaching Program (Student Delivery): Plan and Deliver Coaching Sessions › SFR Coaching Program (Supervisor): Assist with Delivering Coaching Sessions
TERM 2	TOPICS
	› Research Topics and Create a Group Presentation › Participate in a Conditioning Program
	PROGRAMS
	› Group Nutrition Presentation: Create and Deliver a Presentation to your Peers › Conditioning Program: Participate in Conditioning Sessions
TERM 3	TOPICS
	› Cardio and Conditioning Programs › Anatomy and Physiology › The SFR Industry
	PROGRAMS
	› One-on-One Cardio Program › Group Conditioning Sessions for Adolescent Participants › Respond to an Emergency Situation: Fire Evacuation Drill
TERM 4	TOPICS
	› Anatomy and Physiology › Provide First Aid
	PROGRAMS
	› Recreation Program (Teacher Facilitated): Assist with Delivering Recreation Sessions › Sports Program: Plan and Conduct Sport Sessions for Participants
QUALIFICATION SCHEDULED FOR FINALISATION	
SIS20122 CERTIFICATE II IN SPORT AND RECREATION	
TERM 5	TOPICS
	› Plan and Conduct Sports Programs › Apply Knowledge of Officiating Practices
	PROGRAMS
	› Group Sports Program (Teacher Facilitated) › Use and Maintain Business Technology (Additional Project) › Community Officiating General Principles (Online Course)
TERM 6	TOPICS
	› Plan and Deliver a Sports Competition › Community SFR Program
	PROGRAMS
	› Community SFR Program: Plan and Conduct Community SFR Sessions for Participants › Round Robin Tournament
TERM 7 ADD-ON: 2 x Units of Competency	TOPICS
	› Sport-Specific Coaching Sessions › Personal Development › Workplace Performance
	PROGRAMS
	› Sport-Specific Coaching Program

UNITS OF COMPETENCY			
SISXIND011	Maintain sport, fitness and recreation industry knowledge	BSBPEF302	Develop self-awareness
BSBPEF301	Organise personal work priorities	BSBTWK201	Work effectively with others
SISSPAR009	Participate in conditioning for sport	SISSSCO001	Conduct sport coaching sessions with foundation level participants
BSBPEF202	Plan and apply time management	SISOFLD001	Assist in conducting recreation sessions *
BSBSUS211	Participate in sustainable work practices *	BSBWHS308	Participate in WHS hazard identification, risk assessment and risk control processes
HLTWH5001	Participate in workplace health and safety	SISXPLD004	Facilitate groups
SISXFAC006	Maintain activity equipment	SISXIND009	Respond to interpersonal conflict
SISXCCS004	Provide quality service	SISXPLD002	Deliver recreation session
SISXEMR003	Respond to emergency situations	TERM 7 ADD-ON UNITS OF COMPETENCY	
HLTAID011	Provide First Aid	BSBPEF201	Support personal wellbeing in the workplace
* For students not enrolled in entry qualification SIS20122 Certificate II in Sport and Recreation - these will be issued as a separate Statement of Training (Subject Only Training)		HLTAID009	Provide cardiopulmonary resuscitation (Completed as part of Provide First Aid - HLTAID011)

FIRST AID & CPR SHORT COURSES



Binnacle
Training
RTO CODE 31319

FIRST AID & CPR SHORT COURSES



HLTAID011 Provide First Aid

Flexible Delivery Options



HLTAID009 Provide cardiopulmonary resuscitation

Flexible Delivery Options

[VISIT PROGRAMS FOR SCHOOLS](#)



The information in this 2024 Course Snapshot is current at the time of publishing and should be used as a guide only.

2024 EDITION

HLTAID011 PROVIDE FIRST AID

Binnacle Training (RTO Code 31319)

HOW DOES IT WORK

Students learn to confidently manage emergency situations and provide first aid care to a casualty. It is suitable for both people in a workplace and members of the public who want first aid training.

Binnacle Training recommends, in line with Australian Resuscitation Council guidelines, that First Aid skills are recertified every 3 years, and CPR skills are recertified every 12 months.

Participants are required to undertake practical training and assessment at floor level which includes demonstrating CPR on a manikin for at least two minutes.

Participants must attend 100% of this first aid training and will also require suitable language, literacy and numeracy skills to complete the course.

COURSE OVERVIEW

Delivery Format:

This course has the following course duration options:

- › School Term Delivery: 12 x 70 min lessons
- › Two-Day Delivery: 10 hours (2 x 5-hour days).
- › One-Day Delivery: The practical can be completed in approximately 5 hours.
 - All knowledge assessments must be completed by participants prior to this one-day delivery.

Suitable Year Level(s):

Year 9, 10, 11 and 12

Study Mode:

Combination of Face-to-face and online

Cost (Fee-For-Service):

\$55.00 per person

QCE Outcome:

0 QCE Credits

COURSE OUTLINE

TOPICS COVERED

- › Emergency Management
- › Assessing the Scene
- › CPR and Defibrillation
- › Injuries and Trauma
- › Conditions
- › Bites and Stings

UNITS OF COMPETENCY

- › HLTAID011 Provide First Aid
- › HLTAID010 Provide basic emergency life support
- › HLTAID009 Provide cardiopulmonary resuscitation

WHAT DO STUDENTS ACHIEVE?

- › The nationally recognised First Aid competency - HLTAID011 Provide First Aid
 - Most workplaces require a specific number of people to hold this competency.

SKILLS ACQUIRED

- › Performing CPR, including use of an Automated External Defibrillator (AED)
- › Providing initial treatment for injuries, trauma, bites and stings
- › Managing a range of conditions including Asthma, Anaphylaxis, Shock and Hypothermia

QUALIFICATIONS THAT REQUIRE HLTAID011

- › SIS20115 Certificate II in Sport and Recreation
- › SIS20321 Certificate II in Sport Coaching
- › SIS30321 Certificate III in Fitness
- › SIS30115 Certificate III in Sport and Recreation

Please note this 2024 Course Schedule is current at the time of publishing and should be used as a guide only. This document is to be read in conjunction with Binnacle Training's Program Disclosure Statement (PDS). The PDS sets out the services and training products Binnacle Training as RTO provides and those services carried out by the Schools Third Party (i.e. the facilitation of training and assessment services). To access Binnacle's PDS, please visit: www.binnacletraining.com.au/rto

FLEXIBLE DELIVERY

PRACTICAL-BASED LEARNING

RESOURCES PROVIDED



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2024 EDITION

HLTAID009 PROVIDE CARDIOPULMONARY RESUSCITATION

Binnacle Training (RTO Code 31319)

HOW DOES IT WORK

Students learn the skills to recognise and manage a casualty who is unconscious and not breathing. CPR is a lifesaving technique which can sustain life until an ambulance arrives.

Binnacle Training recommends, in line with Australian Resuscitation Council guidelines, that CPR skills are recertified every 12 months.

Participants are required to undertake practical training and assessment at floor level which includes demonstrating CPR on a manikin for at least two minutes.

Participants must attend 100% of this first aid training and will also require suitable language, literacy and numeracy skills to complete the course.

COURSE OVERVIEW

Delivery Format:

This course has the following course duration options:

- › School Term Delivery: 4 x 70 min lessons
- › One-Day Delivery: Approximately 5 hours.
- › Half-Day Delivery: The practical may be completed in approximately 3 hours.
 - All knowledge assessments must be completed by participants prior to this one-day delivery.

Suitable Year Level(s):

Year 9, 10, 11 and 12

Study Mode:

Combination of Face-to-face and online

Cost (Fee-For-Service):

\$40.00 per person

QCE Outcome:

0 QCE Credits

COURSE OUTLINE

TOPICS COVERED

- › Emergency Management
- › Assessing the Scene
- › CPR and Defibrillation

UNIT OF COMPETENCY

- › HLTAID009 Provide cardiopulmonary resuscitation

WHAT DO STUDENTS ACHIEVE?

- › The nationally recognised competency - HLTAID009 Provide cardiopulmonary resuscitation
 - Most workplaces require a specific number of people to hold this competency.

SKILLS ACQUIRED

- › Performing CPR, including use of an Automated External Defibrillator (AED)

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FLEXIBLE DELIVERY

PRACTICAL-BASED LEARNING

RESOURCES PROVIDED



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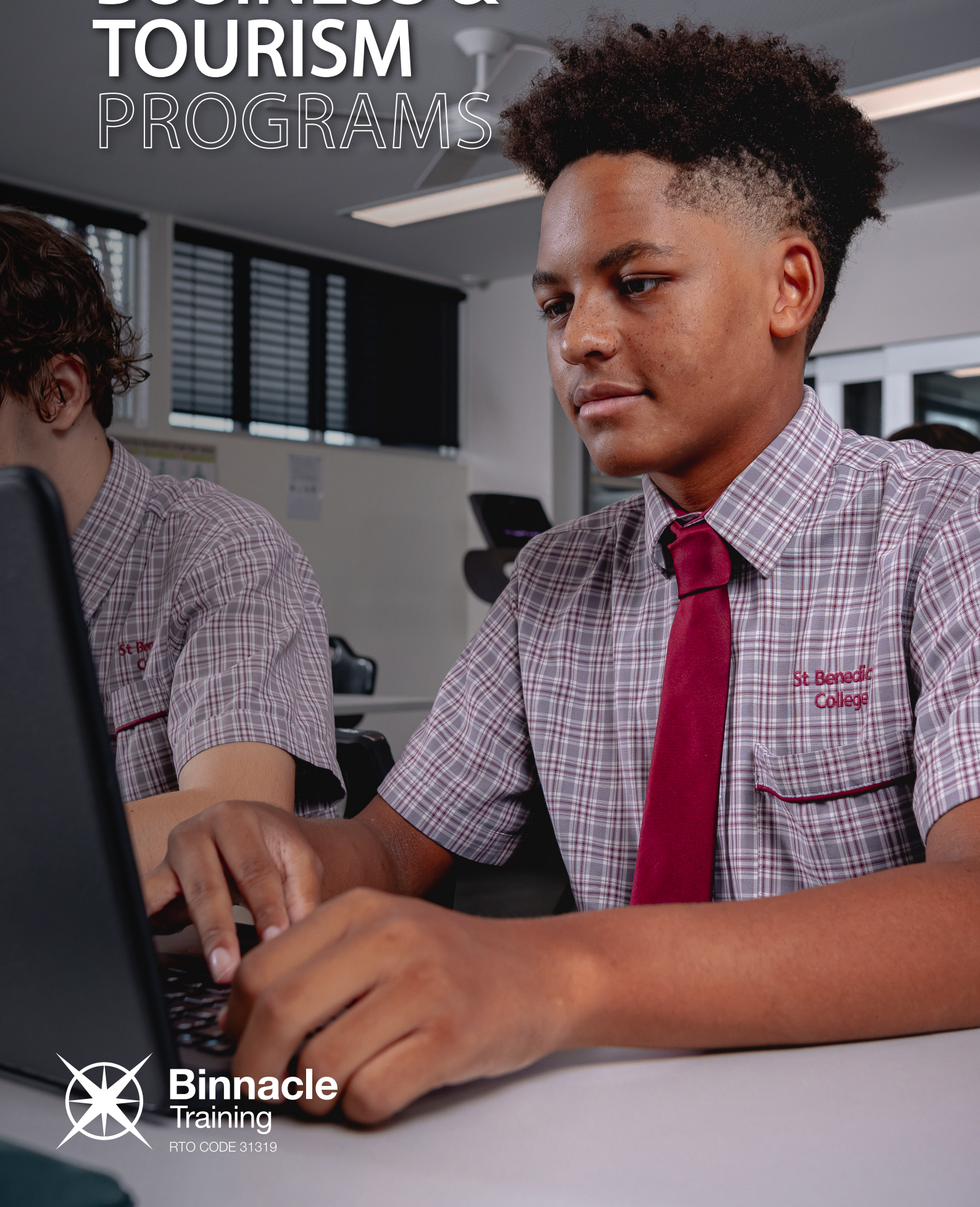
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BUSINESS & TOURISM PROGRAMS



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CERTIFICATE II & III COURSES



BSB20120 Certificate II
in Workplace Skills

1-Year Format



SIT20122 Certificate II in Tourism

1-Year Format



BSB30120 Certificate III in Business +
SIT20122 Certificate II in Tourism

2-Year Format



BSB30120 Certificate III
in Business

2-Year Format

[VISIT PROGRAMS FOR SCHOOLS](#)



The information in this 2024 Course Snapshot is current at the time of publishing and should be used as a guide only.

2024 EDITION

BSB20120 CERTIFICATE II IN WORKPLACE SKILLS

Binnacle Training (RTO Code 31319)

HOW DOES IT WORK

This qualification reflects the role of individuals in a variety of entry-level Business Services job roles.

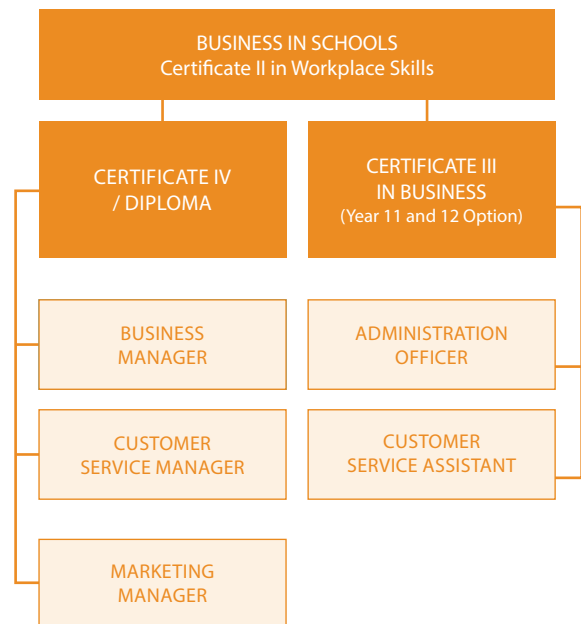
The program will be delivered through class-based tasks as well as both simulated and real business environments at the school - involving the delivery of a range of projects and activities within the school community.

An excellent work readiness program where students develop a range of essential workplace skills.

SKILLS ACQUIRED

- › Personal effectiveness
- › Communication in the workplace
- › Using digital technologies in business environments
- › Critical thinking and problem solving
- › Time management
- › Teamwork
- › Self-awareness
- › Workplace health and safety
- › Sustainability

CAREER PATHWAYS



WHAT DO STUDENTS ACHIEVE?

- › BSB20120 Certificate II in Workplace Skills (max. 4 QCE Credits)
- › A range of career pathway options including pathway into BSB30120 Certificate III in Business

FLEXIBLE PROGRAMS

PROJECT-BASED LEARNING

RESOURCES PROVIDED



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BSB20120

CERTIFICATE II

IN WORKPLACE

SKILLS

Registered Training Organisation:
Binnacle Training (RTO 31319)

Delivery Format:
1-Year Format

Timetable Requirements:
1-Timetabled Line

Units of Competency:
10 (5 Core Units, 5 Elective Units)

Suitable Year Level(s):
Year 10 (or Year 11 or 12)

Study Mode:
Combination of classroom and project-based learning, online learning (self-study) and practical work-related experience

Cost (Fee-For-Service):
\$225.00 per person

QCE Outcome:
Maximum 4 QCE Credits

TERM 1	TOPICS
	<div>› Introduction to the Business Services Industry</div> <div>› Time Management</div> <div>› Self-Awareness</div>
	PROJECTS
	<div>› Personal Effectiveness</div>
TERM 2	TOPICS
	<div>› Workplace Health and Safety</div> <div>› Sustainable Work Practices</div> <div>› Communication Skills</div>
	PROJECTS
	<div>› Operate Safely in the Work Environment (Incident Role Play)</div> <div>› WHS Audit of the Go! Travel Office Space</div> <div>› Communication in the Workplace</div>
TERM 3	TOPICS
	<div>› Software Applications</div> <div>› Using Digital Technologies</div> <div>› Working Effectively with Others</div>
	PROJECTS
	<div>› Travel Package Presentation</div> <div>› Creating a Positive Work Environment - Travel Expert Team Games</div>
TERM 4	TOPICS
	<div>› Critical Thinking and Problem Solving</div>
	PROJECTS
	<div>› Problem Solving at Go! Travel</div>

A Language, Literacy and Numeracy (LLN) Screening process is undertaken at the time of initial enrolment (or earlier) to ensure students have the capacity to effectively engage with the content and to identify support measures as required.

UNITS OF COMPETENCY	
BSBPEF202	Plan and apply time management
BSBPEF302	Develop self-awareness
BSBWHS211	Contribute to the health and safety of self and others
BSBSUS211	Participate in sustainable work practices
BSBCMM211	Apply communication skills
BSBTEC201	Use business software applications
BSBTEC202	Use digital technologies to communicate in a work environment
BSBOPS201	Work effectively in business environments
BSBTWK201	Work effectively with others
BSBCRT201	Develop and apply thinking and problem solving skills

2024 EDITION

SIT20122 CERTIFICATE II IN TOURISM

Binnacle Training (RTO Code 31319)

HOW DOES IT WORK

This qualification provides a pathway to work in many tourism and travel industry sectors including travel agencies, holiday parks and resorts, attractions, and any small tourism business.

The program will be delivered through class-based tasks as well as both simulated and real business and tourism environments at the school - involving the delivery of a range of projects and activities within the school community.

This program also includes the following:

- › Participation in a Tourism-related Industry Discovery

SKILLS ACQUIRED

- › Communication
- › Customer service
- › Safe and sustainable work practices
- › Source and present information
- › Social and cultural sensitivity
- › Digital technologies and software applications
- › Working effectively in business environments

CAREER PATHWAYS



WHAT DO STUDENTS ACHIEVE?

- › SIT20122 Certificate II in Tourism (max. 4 QCE Credits)
- › A range of career pathway options including pathway into BSB30120 Certificate III in Business

FLEXIBLE PROGRAMS

PROJECT-BASED LEARNING

RESOURCES PROVIDED



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SIT20122 CERTIFICATE II IN TOURISM

Registered Training Organisation:
Binnacle Training (RTO 31319)

Delivery Format:

1-Year Format
(Packaged as 3-Terms)

Timetable Requirements:

1-Timetabled Line

Units of Competency:

11 (5 Core Units, 6 Elective Units)

Suitable Year Level(s):

Year 10 (or Year 11 or 12)

Study Mode:

Combination of classroom and project-based learning, online learning (self-study) and practical work-related experience

Cost (Fee-For-Service):

\$225.00 per person

QCE Outcome:

Maximum 4 QCE Credits

TERM 1	TOPICS
	<ul style="list-style-type: none"> › Source, Use and Present Information › Research Using the Internet › Public Activities and Events › Business Software Applications
	PROJECTS
	<ul style="list-style-type: none"> › Ecotourism and the 'Invest in our Planet' Event › Tourism Business Industry Discovery › Travel Package Presentation

TERM 2	TOPICS
	<ul style="list-style-type: none"> › Safe Work Practices at the Go! Travel Office › Deliver a Safety Briefing › Social and Cultural Sensitivity
	PROJECTS
	<ul style="list-style-type: none"> › Participate in Safe Work Practices at Go! Travel › Deliver a Safety Briefing to Go! Travel Exhibitors › Show Social and Cultural Sensitivity in the Tourism Industry

TERM 3	TOPICS
	<ul style="list-style-type: none"> › Provide Information to Visitors and Customers › Interacting with Customers
	PROJECTS
	<ul style="list-style-type: none"> › Go! Travel 'VIP' Information Evening › Interact with Customers at the Go! Travel Agency

A Language, Literacy and Numeracy (LLN) Screening process is undertaken at the time of initial enrolment (or earlier) to ensure students have the capacity to effectively engage with the content and to identify support measures as required.

UNITS OF COMPETENCY	
SITTIND003	Source and use information on the tourism and travel industry
SITXCOM006	Source and present information
CUAEVP211	Assist with the staging of public activities or events
BSBTEC201	Use business software applications
BSBTEC203	Research using the internet
SITXWHS005	Participate in safe work practices
SITXCOM008	Provide a briefing or scripted commentary
SITXCOM007	Show social and cultural sensitivity
SITXCCS010	Provide visitor information
SITXCCS009	Provide customer information and assistance
SITXCCS011	Interact with customers

2024 EDITION

BSB30120 CERTIFICATE III IN BUSINESS + SIT20122 CERTIFICATE II IN TOURISM

Binnacle Training (RTO Code 31319)

HOW DOES IT WORK

The Certificate II in Tourism entry qualification provides a pathway to work in many tourism and travel industry sectors including travel agencies, holiday parks and resorts, attractions, and any small tourism business. The Certificate III in Business qualification reflects the role of individuals in a variety of Business Services job roles.

The program will be delivered through class-based tasks as well as both simulated and real business and tourism environments at the school - involving the delivery of a range of projects and services within the school community.

This program also includes the following:

- › Student opportunities to design for a new product or service as part of our (non-accredited) Entrepreneurship Project - Binnacle Boss
- › Participation in a Tourism-related industry discovery

SKILLS ACQUIRED

- › Customer service
- › Source and present information
- › Personal and teamwork effectiveness
- › Critical and creative thinking
- › Inclusivity and effective communication
- › WHS and sustainability
- › Business technology and documentation
- › Source and present information

CAREER PATHWAYS



WHAT DO STUDENTS ACHIEVE?

- › BSB30120 Certificate III in Business + SIT20122 Certificate II in Tourism (max. 10 QCE Credits)
- › Successful completion of the Certificate III in Business may contribute towards a student's Australian Tertiary Admission Rank (ATAR)

FLEXIBLE PROGRAMS

PROJECT-BASED LEARNING

RESOURCES PROVIDED



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BSB30120 CERTIFICATE III IN BUSINESS + SIT20122 CERTIFICATE II IN TOURISM

Registered Training Organisation:
Binnacle Training (RTO 31319)

Delivery Format:
2-Year Format

Timetable Requirements:
1-Timetable Line

Units of Competency:
Dual Qualification - 22 Units

Suitable Year Level(s):
Year 11 and 12

Study Mode:
Combination of classroom and project-based learning, online learning (self-study) and practical work-related experience

Cost (Fee-For-Service):
\$265.00 per person (Cert II qualification = \$225 + Cert III Gap Fee = \$40)

QCE Outcome:
Maximum 10 QCE Credits

A Language, Literacy and Numeracy (LLN) Screening process is undertaken at the time of initial enrolment (or earlier) to ensure students have the capacity to effectively engage with the content and to identify support measures as required.

TERM 1	TOPICS
	<ul style="list-style-type: none"> › Introduction to the Business Services / Tourism and Travel Industries › Personal Wellbeing in the Workplace › Organise Personal Work Priorities
TERM 2	PROJECTS
	<ul style="list-style-type: none"> › Wellbeing in the Workplace
TERM 3	TOPICS
	<ul style="list-style-type: none"> › Source, Use and Present Information › Research Using the Internet › Public Activities and Events › Business Software Applications
TERM 4	PROJECTS
	<ul style="list-style-type: none"> › Ecotourism in Australia and Invest in our Planet Event › Tourism Industry Discovery › Travel Package Presentation
TERM 5	TOPICS
	<ul style="list-style-type: none"> › Workplace Health and Safety › Sustainable Work Practices
TERM 6	PROJECTS
	<ul style="list-style-type: none"> › Participate in Safe Work Practices at Go! Travel › WHS Processes at the 'Go! Regional' Travel Expo
TERM 7	TOPICS
	<ul style="list-style-type: none"> › Providing Information to Visitors and Customers › Interacting with Customers › Social and Cultural Sensitivity
TERM 8	PROJECTS
	<ul style="list-style-type: none"> › Go! Travel 'VIP' Information Evening › Interact with Customers at the Go! Travel Agency › Show Social and Cultural Sensitivity in the Tourism Industry
QUALIFICATION SCHEDULED FOR FINALISATION	
SIT20122 CERTIFICATE II IN TOURISM	
TERM 9	TOPICS
	<ul style="list-style-type: none"> › Inclusive Work Practices › Workplace Communication › Working in a Team › Critical Thinking Skills
TERM 10	PROJECTS
	<ul style="list-style-type: none"> › Inclusivity and Communication in the Workplace (Go! Travel Expo) › Critical Thinking at Go! Travel
TERM 11	TOPICS
	<ul style="list-style-type: none"> › Business Documents
TERM 12	PROJECTS
	<ul style="list-style-type: none"> › Binnacle Boss (Part 1) – Business Proposal
TERM 13	TOPICS
	<ul style="list-style-type: none"> › Deliver a Service
TERM 14	PROJECTS
	<ul style="list-style-type: none"> › Binnacle Boss (Part 2) - Market Day / Entrepreneurship Expo

UNITS OF COMPETENCY

SITTIND003	Source and use information on the tourism and travel industry	BSBPEF301	Organise personal work priorities
CUAEVP211	Assist with the staging of public activities or events	BSBPEF201	Support personal wellbeing in the workplace
SITXCOM006	Source and present information	BSBWHS311	Assist with maintaining workplace safety
BSBTEC201	Use business software applications	BSBSUS211	Participate in sustainable work practices
BSBTEC203	Research using the internet	BSBTWK301	Use inclusive work practices
SITXCCS009	Provide customer information and assistance	BSBXC301	Engage in workplace communication
SITXWHS005	Participate in safe work practices	BSBXTW301	Work in a team
SITXCOM007	Show social and cultural sensitivity	BSBCRT311	Apply critical thinking skills in a team environment
SITXCCS011	Interact with customers	BSBTEC301	Design and produce business documents
SITXCCS010	Provide visitor information	BSBWRT311	Write simple documents
SITXCOM008	Provide a briefing or scripted commentary	BSBOPS304	Deliver and monitor a service to customers

2024 EDITION

BSB30120 CERTIFICATE III IN BUSINESS

Binnacle Training (RTO Code 31319)

HOW DOES IT WORK

This qualification reflects the role of individuals in a variety of Business Services job roles.

The program will be delivered through class-based tasks as well as both simulated and real business environments at the school - involving the delivery of a range of projects and services within the school community.

This program also includes the following:

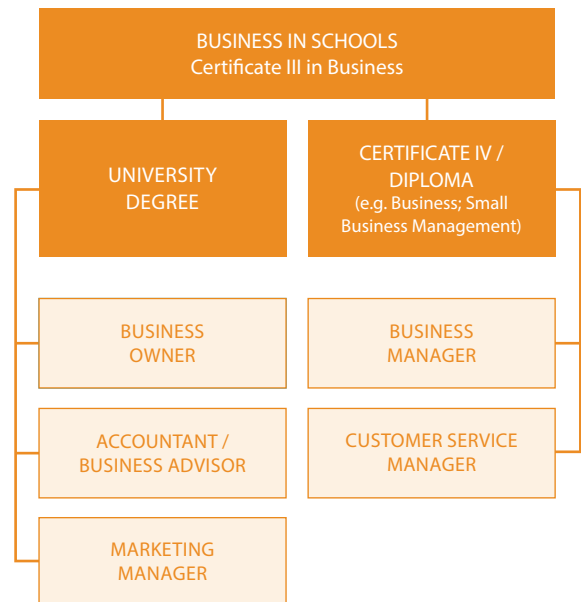
- › Student opportunities to design for a new product or service as part of our (non-accredited) Entrepreneurship Project - Binnacle Boss
- › Students examine business opportunities and participate in an Industry discovery

An excellent work readiness program where students develop a range of essential workplace skills.

SKILLS ACQUIRED

- › Leadership, innovation and creative thinking
- › Customer service and teamwork
- › Inclusivity and effective communication
- › WHS and sustainability
- › Financial literacy
- › Business documentation

CAREER PATHWAYS



WHAT DO STUDENTS ACHIEVE?

- › BSB30120 Certificate III in Business (max. 8 QCE Credits)
- › Successful completion of the Certificate III in Business may contribute towards a student's Australian Tertiary Admission Rank (ATAR)

FLEXIBLE PROGRAMS

PROJECT-BASED LEARNING

RESOURCES PROVIDED



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BSB30120 CERTIFICATE III IN BUSINESS

Registered Training Organisation:
Binnacle Training (RTO 31319)

Delivery Format:
2-Year Format

Timetable Requirements:
1-Timetable Line

Please consult Binnacle Training to discuss
Fast-Track options.

Units of Competency:
13 (6 Core Units, 7 Elective Units)

Suitable Year Level(s):
Year 11 and 12

Study Mode:
Combination of classroom and project-based
learning, online learning (self-study) and
practical work-related experience

Cost (Fee-For-Service):
\$265.00 per person

QCE Outcome:
Maximum 8 QCE Credits

TERM 1	TOPICS
	<ul style="list-style-type: none"> › Introduction to the Business Services Industry › Personal Wellbeing in the Workplace › Organise Personal Work Priorities
TERM 2	PROJECTS
	<ul style="list-style-type: none"> › Wellbeing in the Workplace
TERM 3	TOPICS
	<ul style="list-style-type: none"> › Develop and Apply Knowledge of Personal Finances
TERM 4	PROJECTS
	<ul style="list-style-type: none"> › Knowledge of Personal Finances
TERM 5	TOPICS
	<ul style="list-style-type: none"> › Workplace Health and Safety › Sustainable Work Practices
TERM 6	PROJECTS
	<ul style="list-style-type: none"> › WHS Processes at the 'Go! Regional' Travel Expo
TERM 7	TOPICS
	<ul style="list-style-type: none"> › Inclusive Work Practices › Engage in Workplace Communication
TERM 8	PROJECTS
	<ul style="list-style-type: none"> › Inclusivity and Communication in the Workplace
TERM 9	TOPICS
	<ul style="list-style-type: none"> › Work in a Team › Critical Thinking Skills
TERM 10	PROJECTS
	<ul style="list-style-type: none"> › Critical Thinking at Go! Travel
TERM 11	TOPICS
	<ul style="list-style-type: none"> › Create Electronic Presentations › Creating Presentations Using PowerPoint › Write Simple Documents
TERM 12	PROJECTS
	<ul style="list-style-type: none"> › Binnacle Boss (Part 1) – Business Proposal
TERM 13	TOPICS
	<ul style="list-style-type: none"> › Critical Thinking and Problem Solving
TERM 14	PROJECTS
	<ul style="list-style-type: none"> › Binnacle Boss (Part 2) - Market Day / Entrepreneurship Expo

A Language, Literacy and Numeracy (LLN) Screening process is undertaken at the time of initial enrolment (or earlier) to ensure students have the capacity to effectively engage with the content and to identify support measures as required.

UNITS OF COMPETENCY	
BSBPEF201	Support personal wellbeing in the workplace
BSBPEF301	Organise personal work priorities
FNSFLT311	Develop and apply knowledge of personal finances
BSBWHS311	Assist with maintaining workplace safety
BSBSUS211	Participate in sustainable work practices
BSBXCM301	Engage in workplace communication
BSBTWK301	Use inclusive work practices
BSBXTW301	Work in a team
BSBCRT311	Apply critical thinking skills in a team environment
BSBTEC301	Design and produce business documents
BSBWRT311	Write simple documents
BSBTEC303	Create electronic presentations
BSBOPS304	Deliver and monitor a service to customers



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Allowing Teachers
to Teach