

2027 SHORT COURSE GUIDE



**Binnacle
Training**
RTO CODE 31319



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OFFICIATING (2-UNIT SHORT COURSE)

Registered Training Organisation: Binnacle Training (RTO 31319)

COURSE OVERVIEW & OUTLINE

This 2-Unit Short Course is a great Year 10 (or Year 11 or 12) option for HPE or Sports Academy Programs.

Topics of study cover legal and ethical responsibilities of an Official, how to prepare for officiating through mental and physical preparation, and the expectations of an Official (focusing on behaviour and communication).

The school has entered a Third Party Agreement and will be recruiting prospective VET students, providing student support services and conducting training and assessment on behalf of Binnacle Training.

A Language, Literacy, Numeracy and Digital Literacy (LLND) screening process is undertaken as part of pre-enrolment in order to provide advice to students on the suitability of the training product.

Delivery Format

1-Term Format

Timetable Requirements

1-Timetabled Line

Units of Competency

2 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)

\$75.00 per person

QCE Outcome

Potential 1 QCE Credit

Important Note: These 2-Units of Competency are reported towards the SIS20321 Certificate II in Sport Coaching

COURSE SCHEDULE

TERM 1	TOPICS
	› Legal and Ethical Responsibilities of an Official › Physical and Mental Preparation for Officiating › Behaviour and Communication Expectations of an Official
	PROGRAMS
	› Officiate Sporting Competitions

UNITS OF COMPETENCY	
SISSSOF001	Work as an official in sport
SISSSOF003	Officiate sport competitions

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COACHING (2-UNIT SHORT COURSE)

Registered Training Organisation: Binnacle Training (RTO 31319)

COURSE OVERVIEW & OUTLINE

This 2-Unit Short Course is a great Year 10 (or Year 11 or 12) option for HPE or Sports Academy Programs.

Topics of study include beginning coaching principles, and communicating and collaborating with others in a sport environment. This leads to experience in delivering coaching sessions.

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A Language, Literacy, Numeracy and Digital Literacy (LLND) screening process is undertaken as part of pre-enrolment in order to provide advice to students on the suitability of the training product.

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

Cost (Fee-For-Service)
\$75.00 per person

QCE Outcome
0 QCE Credits

Delivery Format
1-Term Format

Timetable Requirements
1-Timetabled Line

Units of Competency
2 Units

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

COURSE SCHEDULE

TERM 1	TOPICS
	› Beginning Coaching Principles › Communicating and Collaborating in a Sport Environment
	PROGRAMS
	› Deliver Coaching Sessions

UNITS OF COMPETENCY	
SISSSCO009	Work collaboratively with others in a sport environment
BSBCMM211	Apply communication skills

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ATHLETE HEALTH AND WELLBEING (2-UNIT SHORT COURSE)

Registered Training Organisation: Binnacle Training (RTO 31319)

COURSE OVERVIEW & OUTLINE

This Short Course focuses on teaching students the foundational wellbeing practices they need to adopt as athletes.

By maintaining both physical and mental health, students will learn how to consistently optimise their performance and recovery. The course introduces students to the basics of human anatomy and physiology, helping them to understand the key functions and healthy maintenance considerations required for the major body systems.

Furthermore, the course teaches students how these complex systems interrelate to allow them to perform effectively and safely in their sporting endeavours.

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Delivery Format

1-Term Format

Timetable Requirements

1-Timetabled Line

Units of Competency

2 Units

Suitable Year Level(s)

Year 10 (or Year 11 or 12)

Study Mode

Combination of classroom and self-directed online learning

Cost (Fee-For-Service)

\$75.00 per person

QCE Outcome

0 QCE Credits

COURSE SCHEDULE

TERM 1	TOPICS
	› Major Body Systems › Recovery techniques › Physical wellbeing practices › Managing mental health and performance anxiety
	PROGRAMS
	› Apply pre and post-session wellbeing practices as an athlete › Deliver a wellbeing presentation to athletes

UNITS OF COMPETENCY	
HLTAAP001	Recognise healthy body systems
SISSPAR008	Maintain personal wellbeing as an athlete

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INCLUSIVITY AND COMMUNICATION IN THE WORKPLACE (3-UNIT SHORT COURSE)

Registered Training Organisation: Binnacle Training (RTO 31319)

COURSE OVERVIEW & OUTLINE

This 3-Unit Short Course provides students with an opportunity to participate in two practical projects where they will develop skills in communication and social and cultural awareness.

This is a wonderful course for preparing senior students for customer service related employment.

**These units of competency are also included in Binnacle Training's Dual Qualification: BSB30120 Certificate III in Business + SIT20125 Certificate II in Tourism.*

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Delivery Format
1-Term Format

Timetable Requirements
1-Timetabled Line

Units of Competency
3 Units

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

Study Mode
Combination of classroom and self directed online learning

Cost (Fee-For-Service)
\$75.00 per person

QCE Outcome
0 QCE Credits

COURSE SCHEDULE

TERM 1	TOPICS
	› Plan and Participate in Workplace Communication › Work Effectively with Individual Differences › Assess Use of Inclusive Practices › Address Cross-Cultural Misunderstandings
	PROJECTS
	› Social and Cultural Customs › 'Go! Regional' Travel Expo Display – Plan, Deliver and Review

UNITS OF COMPETENCY	
BSBXC301	Engage in workplace communication
BSBTWK301	Use inclusive work practices
SITXCOM007	Show social and cultural sensitivity

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TECHNOLOGY IN THE WORKPLACE (2-UNIT SHORT COURSE)

Registered Training Organisation: Binnacle Training (RTO 31319)

COURSE OVERVIEW & OUTLINE

This 2-Unit Short Course provides students with an opportunity to use business software applications and use digital technologies to communicate in the workplace.

Students will plan, draft and finalise presentation designs to present to peers. Students will collaborate in teams using an array of digital communications. These are skills that will assist in many areas of future work and study.

**These units of competency are also included in Binnacle Training's BSB20120 Certificate II in Workplace Skills.*

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Delivery Format

1-Term Format

Timetable Requirements

1-Timetabled Line

Units of Competency

2 Units

Suitable Year Level(s)

Year 10 (or Year 11 or 12)

Study Mode

Combination of classroom and self directed online learning

Cost (Fee-For-Service)

\$75.00 per person

QCE Outcome

0 QCE Credits

COURSE SCHEDULE

TERM 1	TOPICS
	› Business Software Applications › Inputting and Processing Information Data › Methods of Digital Communication › Managing Digital Communications
	PROJECTS
	› Travel Package Presentation

UNITS OF COMPETENCY	
BSBTEC201	Use digital software applications
BSBTEC202	Use digital technologies to communicate in a work environment

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PERSONAL FINANCES (1-UNIT SHORT COURSE)

Registered Training Organisation: Binnacle Training (RTO 31319)

COURSE OVERVIEW & OUTLINE

This Short Course is all about students developing their money management skills, and is a great option for preparing your senior students with Financial Literacy skills and knowledge.

A Major Project in this course sees students provided with a budget template, to which they are required to set financial goals and are prompted to input budget data in accordance with a progressive real life scenario.

**This unit of competency is also included in Binnacle Training's BSB30120 Certificate III in Business.*

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Delivery Format

1-Term or Flexible Delivery Options

Timetable Requirements

1-Timetabled Line

Units of Competency

1 Unit

Suitable Year Level(s)

Year 10 (or Year 11 or 12)

Study Mode

Combination of classroom and self directed online learning

Cost (Fee-For-Service)

\$75.00 per person

QCE Outcome

0 QCE Credits

COURSE SCHEDULE

TERM 1	TOPICS
	› Budgeting, Cash flow and Savings › Taxation Matters › Superannuation Matters › Debt Management › Insurance Matters › Evaluating financial impacts of career, education and skills
	PROJECTS
	› Create a Budget for the Future (Part 1) › Create a Budget for the Future (Part 2)
UNITS OF COMPETENCY	
FNSFLT311	Develop and apply knowledge of personal finances

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