

SHORT COURSE GUIDE

ISSUE 2 2025 / APR-JUN



BOX HILL
INSTITUTE



CONTENTS

<u>ARTS</u>	<u>3</u>
<u>BUSINESS</u>	<u>5</u>
<u>COMPUTERS & TECHNOLOGY</u>	<u>6</u>
<u>CRAFTS & TEXTILES</u>	<u>6</u>
<u>DIGITAL DESIGN</u>	<u>7</u>
<u>ENGLISH AS AN ADDITIONAL LANGUAGE</u>	<u>7</u>
<u>FASHION, SEWING & STYLE</u>	<u>8</u>
<u>FITNESS</u>	<u>8</u>
<u>FLORISTRY</u>	<u>9</u>
<u>FOOD & BEVERAGE</u>	<u>9</u>
<u>HEALTH & WELLBEING</u>	<u>10</u>
<u>HISTORY, SCIENCE & PHILOSOPHY</u>	<u>10</u>
<u>INTERIOR DESIGN</u>	<u>11</u>
<u>LANGUAGES</u>	<u>12</u>
<u>MARRIAGE CELEBRANCY</u>	<u>15</u>
<u>PERFORMING ARTS</u>	<u>16</u>
<u>PHOTOGRAPHY & FILM</u>	<u>16</u>
<u>WRITING & EDITING</u>	<u>17</u>
PROFESSIONAL DEVELOPMENT	18

Welcome to the CAE Short Course Guide featuring our wide range of face-to-face and online courses.

Click on the links to see more courses on our website, subscribe to our eNews or contact us for further information. Courses take place at our City Campus unless specified otherwise.

What do I need for an online course with CAE?

- > You need a computer or device with an internet connection and webcam. You may wish to use headphones but they are not essential.
- > Courses are conducted online via MS Teams, which can be accessed in your web browser or by downloading the app.
- > Course sessions can only be accessed by students enrolled in the course. You will receive login instructions after you enrol.
- > The sessions are live and interactive, and will be running at the times and dates specified.

All courses are subject to change. For the full range of courses and latest information visit cae.edu.au

OUR LOCATIONS

CAE City Campus:
253 Flinders Lane, Melbourne

B Box Hill Campus:
465 Elgar Road, Box Hill

L Lilydale Lakeside Campus:
Jarlo Drive, Lilydale

O Ola Cohn Centre:
41-43 Gipps Street, East Melbourne



Every effort has been made to ensure the information contained in this publication is accurate at the date of production (Apr 2025). For the most up-to-date information, please refer to cae.edu.au before booking a course. © Box Hill Institute RTO 4687 IHE PRV12117 M5407

ARTS

CERAMICS

Kintsugi for Beginners

Explore the ancient Japanese art of kintsugi. Learn how to repair and transform your broken ceramics into beautifully imperfect pieces of art.

1 x Mon 6-9pm · May 19 · \$209 · HXBA6302C

Mosaic Art for Beginners

Discover the beauty of assembling colourful ceramic tiles into stunning mosaic pieces. In this playful and creative course, you will be guided through the maze of materials and design applications to create your own mosaic art for your home or garden.

2 x Sun 10am-12:30pm · Jun 29 to Jul 6 · \$240 · HXBA6402C

DRAWING

Botanical Drawing in Colour

Learn a variety of techniques to draw flowers and foliage using graphite and colour pencils. Students will be working with still life and photos. Suitable for all skill levels.

1 x Sun 10am-4pm · Jun 29 · \$255 · HXAX7803C



Children's Book Illustration

From initial concepts to final artwork. Create original characters, develop a storyboard, and learn appropriate techniques for contemporary children's book illustration.

4 x Wed 6-9pm · Apr 30 to May 21 · \$375 · HXM02002C

Drawing: Beginners

This hands-on drawing course for beginners covers a range of drawing skills and materials required to produce representational drawings.

4 x Tue 6-8:30pm · May 13 to Jun 3 · \$365 · HXP68203C

4 x Thu 10am-12:30pm · Jun 12 to Jul 3 · \$365 · HXP68204C

Drawing for Beginners and Beyond

Begin your drawing journey or continue to develop and refine your existing drawing skills in this hands-on course suitable for all levels.

4 x Tue 10am-12:30pm · Jun 10 to Jul 1 · \$365 · HXBA8803C

Drawing: Intro

Using still-life arrangements in the studio, explore basic drawing principles such as composition, tone, shading and proportion. All materials included.

1 x Sun 10am-3pm · May 25 · \$235 · HWX76203C

Drawing Pet Portraits **NEW!**

Learn how to capture a lifelike image of a cherished pet, sketching with charcoal or pencil, to create your own work of art.

4 x Tue 10am-12:30pm · 22 Jul to 12 Aug · \$365 · HXBB2001C

Portrait & Self-Portrait Drawing

Study the structure and proportions of the head and facial features to develop portrait and self-portrait drawing techniques using pencil, charcoal, and ink.

1 x Sun 10am-4pm · Jun 22 · \$245 · HXAS2102C

Urban Sketching

Learn the basics of perspective drawing and try your hand at sketching Melbourne's popular laneway, Degraeves Street.

1 x Sat 10am-1pm · Jun 14 · \$159 · HXAZ2302C

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ARTS

PAINTING

Landscapes in Watercolour

Through close observation of nature, learn the principles of perspective, colour, and composition to create dynamic watercolour paintings full of life and energy.

1 x Sun 10am-4pm · May 18 · \$245 · HXAM6901C

Marbling Art

Explore the art form of marbling and unleash your creativity using a variety of marbling pattern styles and design transfer techniques.

1 x Sun 1:30-4pm · Jun 1 · \$199 · HXBA6602C

Oil Painting: For Beginners

Explore the many facets of oil painting: from paint application to surface preparation, mediums and finishings.

4 x Sat 10am-3pm · Aug 9 to Aug 16 · \$365 · HXD86603C

Painting: Abstract

Learn about composition, colour mixing, design and space.

5 x Thu 6-9pm · May 1 to May 29 · \$475 · HXA27302C

5 x Wed 10am-1pm · Jul 30 to Aug 27 · \$475 · HXA27303C

Painting: Beginners

An introduction to a range of painting, colour mixing and application, tone, composition, still life, abstract and expressionist painting.

4 x Wed 6-8:30pm · Jun 4 to Jun 25 · \$365 · HXA26402C

Painting & Drawing: Beginners

Get into painting and drawing using acrylic, charcoal, and pastels. The course will cover composition, representation, abstraction, and colour theory.

4 x Fri 10am-1pm · May 9 to May 30 · \$399 · HXW84403C

5 x Thu 6-8:30pm · Jul 3 to Jul 31 · \$399 · HXW84404C

Watercolours: Beginners

Learn colour theory, develop techniques and experiment with a variety of watercolour painting methods.

4 x Tue 6-8:30pm · May 27 to Jun 17 · \$389 · HXA6302C

Watercolours: Intro

Develop confidence in mixing colours and practising a variety of watercolour painting techniques.

1 x Sat 10am-3pm · Jun 28 · \$245 · HXA30102C

PICTURE FRAMING

Picture Framing

Learn how to custom frame a piece of artwork or photography, using matting, frame, glass and backing board techniques.

4 x Sat 10am-1pm · May 3 to May 24 · \$475 · HXA16103C

4 x Wed 10am-1pm · Jun 11 to Jul 2 · \$475 · HXA16104C

PRINTMAKING

Linocuts for Beginners

Learn the process of developing and printing relief prints using lino. Explore block preparation, designing, transferring your image, carving techniques, paper handling and printing.

2 x Sun 10am-4pm · Jul 27 to Aug 3 · \$445 · HXZ44802C

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BUSINESS

FINANCIAL MANAGEMENT

Bookkeeping: Introduction

This practical course will provide you with an insight and appreciation into why bookkeeping is one of the cornerstones of running a good business.

2 x Sat 9:30am-3:30pm · May 24 to May 31 · \$419 · SKH36002C

PERSONAL WEALTH

Building Wealth with Real Estate

Learn the necessary skills and knowledge to successfully invest in real estate.

1 x Fri 9:30am-4:30pm · Jul 18 · \$259 · SKS23502C

Introduction to Share Markets

Understand the Australian Stock Market and how to invest in it.

1 x Fri 9:30am-4:30pm · May 30 · \$259 · SKG09102C

PROFESSIONAL DEVELOPMENT

Effective Communication and Interpersonal Skills

Unlock the secrets to being heard and understood in every aspect of your professional life. Equip yourself with the practical skills and confidence needed to communicate with impact, influence, and success.

1 x Thu 9:30am-4:30pm · Jul 31 · \$249 · SKBA1302C

Leadership Skills for New and Emerging Leaders

Lead your team and projects successfully! Discover innovative ways of working from the latest leadership and Agile practices.

2 x Thu 9:30am-4pm · May 1 to May 8 · \$395 · SKBA1401C

Powerful Presentation Skills

Learn to deliver a presentation which connects with the audience. Communicate clearly and speak with confidence.

2 x Wed 9:30am-4:30pm · Jun 25 to Jul 2 · \$419 · SKT73202C

Time Management: Get Organised for Peak Performance

This one-day workshop is full of ideas for organising your workspace and workflow and prioritizing tasks for maximum workplace efficiency.

1 x Tue 9:30am-4:30pm · May 6 · \$265 · SKT84202C

PROJECT MANAGEMENT

Project Management Fundamentals

Discover the most common terms and industry techniques to manage your projects to time and budget.

2 x Thu 9:30am-4:30pm · May 29 to Jun 5 · \$429 · SKT85302C

SMALL BUSINESS

Small Business: A Start-up Guide

Develop a flexible but disciplined process to validate your business ideas or review your current business.

1 x Sat 10am-4pm · Jun 14 · \$219 · SKZ57002C



COMPUTERS & TECH

APPLE COURSES

Apple Mac Basics and the Web

This apple Mac course is a gentle introduction to the Mac computer and basic internet usage.

2 x Fri 2:30-5:30pm · Jun 27 to Jul 4 · \$245 · SRAT9002C

BASIC IT SKILLS

Introduction to Personal Computers & the Internet

If using a computer seems scary, this course will teach you all the basics in a comfortable, friendly environment.

4 x Sat 9:30am-12:30pm · May 10 to May 31 · \$365 · SRZ42202C

MICROSOFT OFFICE

Introduction to Microsoft 365

Gain insights into using Microsoft 365 Apps to edit, communicate, inform, and collaborate with confidence.

1 x Fri 9:30am-4:30pm · May 23 · \$259 · SRBB0803C

1 x Thu 9:30am-4:30pm · Jul 31 · \$259 · SRBB0804C

Microsoft Excel Introduction

A gently-paced introduction to Excel fundamentals for people who have not previously been involved in work or roles that depend on Excel.

2 x Wed 9:30am-4:30pm · May 21 to May 28 · \$445 · SRAX3502C

Microsoft Excel Intermediate

This is a moderately-paced workout for people who work with Excel often.

2 x Wed 9:30am-4:30pm · Jun 18 to Jun 25 · \$445 · SRAX3602C

Microsoft Word and Excel: Introduction

Improve your knowledge of workplace essentials Microsoft Word and Microsoft Excel.

6 x Thu 6-8:30pm · May 15 to Jun 19 · \$495 · SRX46603C



CRAFTS & TEXTILES

BOOKBINDING

Book Repairs and Restoration for Beginners

Learn how to repair and restore your favourite books to their former glory, from sewing spines to patching paper.

2 x Wed 6-9pm · Jun 25 to Jul 2 · \$259 · HXAZ9902C

Coptic Stitch Bookbinding

Discover the technique for Coptic spine stitching and create your own hand-stitched hardback book cover.

1 x Sun 1-4pm · Jun 29 · \$209 · HXBA4401C

Japanese Bookbinding

Create your own handmade books using Japanese binding techniques, perfect for journaling, sketch-booking or as a beautiful, handcrafted gift for your loved ones.

1 x Sun 1-4pm · May 25 · \$209 · HXBA4501C

Simple Book Binding

Learn traditional bookbinding skills to create your own hardcover book with a soft spine.

1 x Sat 10am-4pm · Jun 28 · \$285 · HXT83102C

PAPER CRAFT

Make Paper Flowers

Discover the art of paper flower making and take home a stunning bouquet of paper flowers handcrafted by you!

1 x Sun 2-4:30pm · Jul 6 · \$189 · HXBA6802C

Paper Collage Art

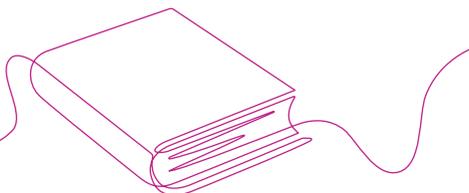
Delve into the vibrant art of paper collage! Learn the techniques for layering and blending different papers to create captivating compositions.

1 x Sun 2-4:30pm · May 4 · \$159 · HXBA7001C

Papermaking 101

Discover the ancient art of papermaking. Create gorgeous, eco-friendly stationery using a variety of materials and leave with a bundle of beautifully handcrafted paper.

1 x Sun 10am-1pm · May 4 · \$189 · HXBA6501C





DIGITAL DESIGN

ADOBE CREATIVE CLOUD

Adobe Illustrator: Introduction

Learn how to create scalable vector graphics such as logos, illustrations and other graphics using Adobe Illustrator CC.

4 x Wed 6-9pm · Apr 30 to May 21 · \$365 · HDV80001C

Adobe InDesign: Introduction

Learn the fundamentals of Adobe InDesign CC and its ability to create and design documents such as flyers, brochures, and magazine layouts.

4 x Wed 6-9pm · Jul 30 to Aug 20 · \$370 · HDV76802C

Adobe Photoshop: Introduction

Learn the fundamentals of Adobe Photoshop CC and its ability to add impact to photography and illustration projects.

2 x Sat/Sun 10am-4pm · Jun 14 to Jun 15 · \$370 · HDV59702C

DIGITAL DESIGN & MULTIMEDIA

Digital Art with Procreate

Learn how to Design, Sketch, Paint and Create with Procreate.

1 x Sun 1-4pm · May 18 · \$149 · HDBA2402C

Graphic Design

This hands-on course will introduce all aspects of the graphic design process.

6 x Thu 6-9pm · Jun 5 to Jul 10 · \$510 · HDAD3402C

Podcasting for Beginners **NEW!**

Have you ever listened to podcasts and wondered how they do it? This is your chance to enter the world of podcasting.

2 x Sat 10am-1pm · May 17 to May 24 · \$248 · HDBB0502C



ENGLISH AS AN ADDITIONAL LANGUAGE

ENGLISH AS AN ADDITIONAL LANGUAGE (EAL)

Business English – Speaking for Professionals

Gain confidence with your English when speaking in a professional environment.

8 x Thu 6-9pm · May 8 to Jun 26 · \$659 · SKR50802C

8 x Wed 6-9pm · Jul 23 to Sep 10 · \$659 · SKR50803C

Business English – Writing for Work

Develop your workplace writing, grammar, sentence construction and spelling. Practise all forms of writing from emails to memos and reports.

8 x Thu 6-9pm · May 8 to Jun 26 · \$560 · SKR51902C

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BECOME A TRAINER IN YOUR FIELD

If you've been working in your industry for at least 5 years, why not consider becoming a trainer?

It could be time for a career change.

Our Certificate IV in Training & Assessment (TAE40122) is a great way to start – it's part of the government-funded Free TAFE initiative*.

CALL 1300 BOX HILL

*For eligible students

FASHION, SEWING & STYLE

FITNESS

PATTERN MAKING

Pattern Making

Create, define, and express your style. Learn to create interesting and individual designs made to measure, using a range of professional pattern-making techniques.

2 x Sat 10am-5pm · Jun 21 to Jun 28 · \$439 · HVA10603C

Pattern Making from an Existing Garment

Bring your favourite basic pieces such as a skirt, shirt or a simple dress and turn them into a pattern you can re-create time and time again.

1 x Sat 11am-4pm · May 3 · \$215 · HVP52402C

1 x Sun 11am-4pm · Jun 15 · \$215 · HVP52403C

SEWING

Master Your Sewing Machine in a Day

Become an expert in one day. This course covers everything from the basics, such as threading and tension adjustments, how and when to use the built-in stitches and presser feet that come with your machine to achieve professional results.

1 x Sun 10am-4:30pm · May 4 · \$248 · HVV19003C

1 x Sat 10am-4:30pm · Jul 26 · \$248 · HWV19004C

Sewing: Beginners

An excellent introduction to making your own clothes with ease. Covers machine set-up and use, reading patterns, fabric suitability and finishing techniques.

2 x Sat 10am-4:30pm · May 17 to May 24 · \$374 · HVAS7503C

TEXTILES & MATERIALS

Needle Felting

Use the needle felting process to create three-dimensional shapes and unique designs. Kit included.

1 x Sun 10am-3pm · May 18 · \$215 · HVZ52802C



FITNESS

Bone Boosters: Level 1

Improve bone strength through simple and safe bodyweight and resistance band exercises.

9 x Thu 11:45am-12:45pm · May 1 to Jun 26 · \$218 · DJAB9202C

Bone Boosters: Open Level

Regular resistance training strengthens muscles, protects joints and optimises bone density. All levels of experience are welcome to join this vitalising course with our fitness instructor.

9 x Fri 11:30am-12:30pm · May 2 to Jun 27 · \$218 · DJAT7302C

Exercise For Wellbeing

Stretch and strengthen your body through safe and gentle exercises with Liz Ede, to provide a thorough workout.

9 x Thu 10:15-11:15am · May 1 to Jun 26 · \$218 · DJC40502C

TAI CHI

Tai Chi Yang: Beginners

Using a series of movements and postures called forms, you will utilise slow, flowing movement to develop your intrinsic energy. Gain awareness of the motions of muscles and joints, breathing and movement, and experience the restorative effects of mindful exercise.

9 x Sat 2-3pm · May 3 to Jul 5 · \$218 · DJAT0702C

Tai Chi Yang: Intermediate

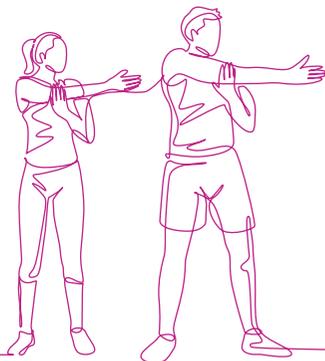
This course offers a progression for those already familiar with this traditional Chinese exercise activity that confers positive health and wellbeing.

9 x Sat 12:55-1:55pm · May 3 to Jul 5 · \$218 · DJBA5102C

Tai Chi Yang: Advanced

Take time to learn the slow gentle movements of Tai Chi and work towards harmony of mind and body.

9 x Sat 11:45am-12:45pm · May 3 to Jul 5 · \$218 · DJC41202C



FLORISTRY

FLORISTRY

Floristry in a Day

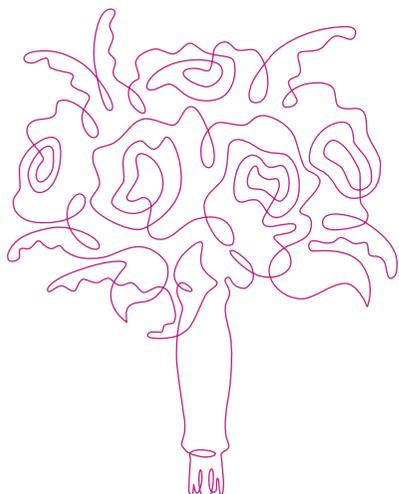
In a single day you can learn flower arranging, including traditional and contemporary techniques. We introduce you to a variety of flowers and foliage widely available.

B 1 x Sat 10am-4pm · May 24 · \$336 · HVR50203B

B 1 x Sat 10am-4pm · Jul 26 · \$336 · HVR50204B

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FOOD & BEVERAGE

HANDS-ON COOKING

Italian Kitchen Boot Camp: Hands on Cooking Skills for Beginners

Create classic Italian favourites, including Caprese salad, risotto, chicken cacciatore, veal saltimbocca and tiramisu.

B 1 x Tue 6-9pm · Jul 1 · \$245 · DHAS7401B

Kitchen Boot Camp: Hands on Cooking Skills for Beginners

Get up to speed with essential kitchen skills. Master basic techniques for creating terrific pastas, casseroles, stir fries and curries at home.

B 1 x Tue 6-9pm · May 20 · \$229 · DHY44602B

Kitchen Knife Skills: Sharpening, Cutting, Deboning & Filleting

Chop, slice, julienne and dice your way to enhanced kitchen knife skills with Simone Mancin. Practise different cutting techniques, learn how to fillet a fish and debone a chicken.

B 1 x Sat 10am-3pm · May 3 · \$285 · DHW58801B



HEALTH & WELLBEING

PERSONAL EFFECTIVENESS

Assertiveness with Difficult People

Learn to be assertive even with unreasonable people. Life coach Jacquie Wise will show you how to say no without guilt, set boundaries, ask for what you want and set boundaries.

1 x Sat 10am-4pm · May 24 · \$225 · DNO05402C

Confident Conversations & Social Etiquette

Learn how to move past shyness and anxiety, how to be more confident and to make more meaningful connections with others.

1 x Sat 10am-4pm · Jun 14 · \$225 · DNV83102C

New Horizons: Life After Retirement

Our psychotherapist and master life coach shows you how to create your best years yet and how to reinforce the philosophy that life gets better with age.

1 x Sat 10am-4pm · Jun 28 · \$225 · DNY79802C

Panic-Free Public Speaking for Nervous Beginners

For many people, public speaking is their number one fear. Learn how to overcome anxiety about public speaking and get your point across with confidence.

3 x Wed 6-8pm · May 7 to May 21 · \$235 · DNT50703C



HISTORY, SCIENCE & PHILOSOPHY

HISTORY, THE ARTS & CULTURE

A History of Singing: Chants, Chansons & Cathedral Choirs

Follow the development of European vocal music from its ancient beginnings to the Renaissance.

4 x Wed 11:30am-1pm · May 7 to May 28 · \$215 · DNAS7001C

After Impressionism – Cezanne, Seurat, Gauguin and Degas

An introduction to the generation of French artists who developed distinctive and challenging approaches to painting in the wake of the Impressionist revolution.

4 x Wed 11:30am-1pm · Jul 2 to Jul 23 · \$172 · DNAN6001C

Cleopatra and her Roman Lovers **NEW!**

Who was the real Cleopatra? Did she really seduce Julius Caesar and Marcus Antony? How did she survive her murderous sister and brother? Forget the Roman Propaganda and discover the real Cleopatra VII.

4 x Wed 6-8pm · Jun 4 to Jun 25 · \$328 · DNBB1401C

Literature & the First World War – A Great War of Words

Dr Richard Stone explores the origin and impact of poetry, books, newspapers, propaganda, personal letters and trench journalism from the period of the Great War (1914-1918).

3 x Fri 11:30am-1pm · Jun 6 to Jun 20 · \$172 · DNBB1701C



HISTORY, SCIENCE & PHILOSOPHY

Paris in the Spring: An Impressionist Calendar

Explore the radical vision of the French Impressionist painters and the technical innovations which enabled artists such as Monet, Pissarro and Sisley to 'paint the weather' through the cycle of seasons.

3 x Thu 11:30am-1pm · May 29 to Jun 12 · \$172 · DNAE0201C

The Stalin Years: Soviet Russia 1924-1953

A political and cultural exploration of the Soviet Union during the period of Stalin's duplicitous and tyrannical regime.

4 x Fri 11:30am-1pm · May 2 to May 23 · \$215 · DNBB1601C

PHILOSOPHY

Five Great Political Texts **NEW!**

Introduction to famous texts in political philosophy: Plato (Republic), Aristotle (Politics), Machiavelli (The Prince), Hobbes (Leviathan), Marx & Engels (Communist Manifesto).

5 x Tue 10:30am-12:30pm · Jun 3 to Jul 1 · \$172 · DNBB1901C

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INTERIOR DESIGN

INTERIOR DESIGN

Introduction to Interior Design

Whether you're a passionate interior design enthusiast or new to the theme, this beginner-friendly course is tailored to guide you through every step of creating stunning interior spaces.

2 x Sun 10:30am-3:30pm · May 18 to May 25 · \$349 · HXBA8102C



LANGUAGES

ARABIC

Explore the rich cultural tapestry of Arabic culture, uncover new perspectives, and connect with millions of speakers worldwide.

Arabic: Elementary 1

8 x Tue 6-8pm · Apr 29 to Jun 17 · \$399 · DLV72107C

8 x Wed 6-8pm · May 14 to Jul 2 · \$399 · DLV72108C

8 x Thu 6-8pm · Jun 5 to Jul 24 · \$399 · DLV72109C

8 x Mon 6-8pm · Jun 23 to Aug 11 · \$399 · DLV72110C

8 x Tue 6-8pm · Jul 15 to Sep 9 · \$399 · DLV72111C

Arabic: Elementary 2

8 x Mon 6-8pm · Apr 28 to Jun 16 · \$399 · DLV72302C

CHINESE (MANDARIN)

From Chinese characters to global communication advantages, learning Mandarin opens doors to a world of possibilities. Immerse yourself in Chinese culture, connect with millions of people, and unlock endless opportunities for travel, business, and personal enrichment.

Mandarin: Elementary 1

8 x Thu 6-8pm · Apr 24 to Jun 12 · \$399 · DLV84007C

8 x Mon 6-8pm · May 19 to Jul 14 · \$399 · DLV84008C

8 x Tue 6-8pm · Jun 17 to Aug 5 · \$399 · DLV84009C

8 x Wed 6-8pm · Jul 23 to Sep 10 · \$399 · DLV84010C

FRENCH

Learn how to go shopping, buy food, and greet people in French. Learn key phrases and inside techniques for communicating confidently and effectively with just a few words in almost any situation. Course fees include booklet.

French for Travellers

6 x Tue 6-8pm · Apr 29 to Jun 3 · \$349 · DLB34506C

6 x Sat 1-3pm · May 10 to Jun 14 · \$349 · DLB34507C

6 x Sat 10:30am-12:30pm · May 31 to Jul 5 · \$349 · DLB34508C

6 x Thu 6-8pm · Jun 26 to Jul 31 · \$349 · DLB34509C

Visit cae.edu.au for a comprehensive list of our language courses

French: Elementary 1

8 x Wed 6-8pm · Apr 30 to Jun 18 · \$399 · DLAT6410C

8 x Sat 10:30am-12:30pm · May 3 to Jun 21 · \$399 · DLAT6411C

8 x Mon 6-8pm · May 12 to Jun 30 · \$399 · DLAT6412C

8 x Tue 6-8pm · Jun 3 to Jul 22 · \$399 · DLAT6413C

8 x Thu 6-8pm · Jun 19 to Aug 7 · \$399 · DLAT6414C

8 x Wed 6-8pm · Jul 2 to Aug 20 · \$399 · DLAT6415C

8 x Sat 10:30am-12:30pm · Jul 12 to Aug 30 · \$399 · DLAT6416C

GERMAN

Discover the power of German, the language of arts, music, trade, science, and engineering. Spoken by 130 million people, it is the most widely spoken language in Europe.

With official status in seven countries, learning German opens doors for pleasure, travel, study, and future career opportunities.

German: Elementary 1

8 x Sat 10:30am-12:30pm · May 3 to Jun 21 · \$399 · DLV75410C

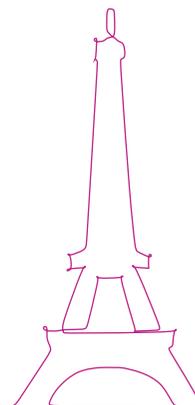
8 x Thu 6-8pm · May 15 to Jul 3 · \$399 · DLV75411C

8 x Mon 6-8pm · Jun 16 to Aug 4 · \$399 · DLV75412C

8 x Wed 6-8pm · Jul 9 to Aug 27 · \$399 · DLV75413C

German: Advanced 8 (Online)

11 x Mon 6-8pm · Apr 28 to Jul 28 · \$709 · DLBA0401C



LANGUAGES

GREEK

Learn about the origins of science, politics, and philosophy. It is a great incentive to visit Greece, enjoy the blue sky and clear seas, taste Greek cuisine, converse with locals and rediscover the true essence of life.

Greek: Elementary 1

8 x Thu 5:30-7:30pm · May 15 to Jul 3 · \$399 · DLV76905C

Greek: Elementary 2

8 x Mon 5:30-7:30pm · May 5 to Jun 23 · \$399 · DLV77001C

INDONESIAN

This is one of the easiest Asian languages to learn. Indonesia is also a popular tourist destination for Australians. Get ready to interact with the most friendly and hospitable people in the region.

Indonesian: Elementary 2

8 x Wed 5:30-7:30pm · Apr 30 to Jun 18 · \$399 · DLV79001C

ITALIAN

Love, food, culture, music, and fashion – just a few of the reasons to learn the fourth most studied language in the world. Speak like a local during your next trip!

Italian for Travellers

6 x Sat 10:30am-12:30pm · May 3 to Jun 7 · \$349 · DLE16407C

6 x Thu 6-8pm · May 15 to Jun 19 · \$349 · DLE16408C

6 x Mon 6-8pm · Jun 16 to Jul 21 · \$349 · DLE16409C

6 x Tue 6-8pm · Jul 22 to Sep 2 · \$349 · DLE16410C

Italian: Elementary 1

8 x Mon 6-8pm · Apr 28 to Jun 23 · \$399 · DLV80709C

8 x Sat 10am-12pm · May 10 to Jun 28 · \$399 · DLV80710C

8 x Tue 6-8pm · May 20 to Jul 8 · \$399 · DLV80711C

8 x Wed 6-8pm · Jun 11 to Jul 30 · \$399 · DLV80712C

8 x Thu 6-8pm · Jun 26 to Aug 14 · \$399 · DLV80713C

8 x Mon 6-8pm · Jul 14 to Sep 1 · \$399 · DLV80714C

Italian: Elementary 5

8 x Wed 6-8pm · Apr 30 to Jun 18 · \$536 · DLV81201C

Vivavoce in Italiano

15 x Tue 1-2:30pm · Apr 29 to Aug 26 · \$669 · DLX13301C

JAPANESE

These courses are ideal if you want to communicate in simple Japanese with family and friends, at work or on vacation; and for people who want to achieve a deeper understanding of Japanese culture and people.

Japanese: Elementary 1

8 x Sat 10am-12pm · Apr 26 to Jun 14 · \$399 · DLV81308C

8 x Wed 6-8pm · Apr 30 to Jun 18 · \$399 · DLV81309C

8 x Mon 6-8pm · May 19 to Jul 7 · \$399 · DLV81310C

8 x Mon 6-8pm · Jun 16 to Aug 4 · \$399 · DLV81311C

8 x Wed 6-8pm · Jul 23 to Sep 10 · \$399 · DLV81312C

KOREAN

Interested in K-pop and Korean dramas? Korean is becoming increasingly popular. These courses give you the chance to experience a rich culture, expand your knowledge, and communicate with locals.

Korean: Elementary 1

8 x Tue 6-8pm · Apr 29 to Jun 17 · \$399 · DLV65708C

8 x Wed 6-8pm · May 14 to Jul 2 · \$399 · DLV65709C

8 x Mon 6-8pm · Jun 16 to Aug 4 · \$399 · DLV65710C

8 x Tue 6-8pm · Jul 22 to Sep 16 · \$399 · DLV65711C

LATIN

Discover the captivating world of Latin and explore the roots of modern languages. Unravel ancient civilizations, examine rich literature, and broaden your horizons. Join us now to embark on an extraordinary journey into the beauty of Latin.

Latin 01

8 x Wed 6-8pm · Jun 4 to Jul 23 · \$399 · DLB67706C

8 x Tue 6-8pm · Jul 1 to Aug 26 · \$399 · DLB67707C

Latin Reading Group (Deliciae Latinae)

12 x Mon 2-3:30pm · Apr 28 to Jul 21 · \$699 · DLK17401C

LANGUAGE SKILLS ASSESSMENT

LANGUAGES

RUSSIAN

A remarkable culture with a vast territory to discover and plenty of opportunities to communicate not only in Russia but also around the world. This is a language spoken by more than 300 million people.

Russian: Elementary 1

8 x Wed 6-8pm · May 14 to Jul 2 · \$399 · DLV73407C

8 x Mon 6-8pm · Jun 16 to Aug 4 · \$399 · DLV73408C

8 x Tue 6-8pm · Jul 22 to Sep 16 · \$399 · DLV73409C

SPANISH

Immerse yourself in Spanish: a vibrant language, a rich culture, and global connections. Unlock new opportunities from literature to communication and embark on an exciting language adventure. Join us to embrace Spanish's beauty and open doors to a world of possibilities.

Spanish for Travellers

6 x Mon 6-8pm · Apr 28 to Jun 2 · \$349 · DLV75906C

6 x Sat 10:30am-12:30pm · May 10 to Jun 14 · \$349 · DLV75907C

6 x Wed 6-8pm · May 28 to Jul 2 · \$349 · DLV75908C

6 x Tue 6-8pm · Jun 17 to Jul 22 · \$349 · DLV75909C

6 x Sat 10:30am-12:30pm · Jul 5 to Aug 9 · \$349 · DLV75910C

Spanish: Elementary 1

8 x Tue 6-8pm · Apr 29 to Jun 17 · \$399 · DLV76710C

8 x Wed 6-8pm · May 14 to Jul 2 · \$399 · DLV76711C

8 x Mon 6-8pm · Jun 16 to Aug 4 · \$399 · DLV76712C

8 x Sat 10am-12pm · Jul 5 to Aug 23 · \$399 · DLV76713C

8 x Mon 10am-12pm · Jul 21 to Sep 8 · \$399 · DLV76714C

All courses are subject to change.
For the latest information visit cae.edu.au

Subscribe to our eNews for announcements.
cae.edu.au

VIETNAMESE

Take a journey into the melodic world of Vietnamese. Immerse yourself in a vibrant culture, unlock new connections and explore the beauty of a unique language. Learning Vietnamese will open doors to a world of discovery.

Vietnamese: Elementary 1

8 x Wed 5:30-7:30pm · Apr 30 to Jun 18 · \$399 · DLV80406C

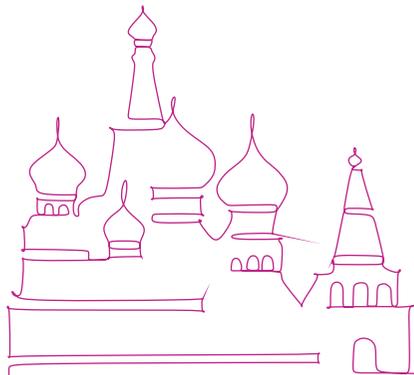
8 x Tue 5:30-7:30pm · May 20 to Jul 8 · \$399 · DLV80407C

8 x Mon 5:30-7:30pm · Jun 16 to Aug 4 · \$399 · DLV80408C

8 x Wed 5:30-7:30pm · Jul 23 to Sep 10 · \$399 · DLV80409C

LANGUAGE SKILLS ASSESSMENT

Visit cae.edu.au for a comprehensive list of our language courses



MARRIAGE CELEBRANCY

This series of non-accredited short courses is for all registered Marriage Celebrants.

Delivered by Celebrant Trainer and Celebrant of 15 years, Di Schmidtke, the classes are designed for those who want to update their knowledge, regain confidence and be part of a thriving community of celebrants.

Each session will include a time for questions and answers, where we can workshop those tricky situations.

The suite of courses is offered over four individual sessions, so you can choose to register for one or more to suit your personal goals.

MARRIAGE CELEBRANT REFRESHER COURSE

Registering Marriages, Accessing Records and Celebrant Easy **NEW!**

1 x Tue 5:30-8:30pm · 08 Jul · \$259 · SKBB0901C

Legal Documents Refresher **NEW!**

1 x Tue 5:30-8:30pm · 15 Jul · \$259 · SKBB1001C

Public Speaking and Stagecraft **NEW!**

1 x Tue 5:30-8:30pm · 22 Jul · \$259 · SKBB1101C

Expert Industry Panel Case Studies, Questions and Answers **NEW!**

1 x Tue 5:30-8:30pm · 29 Jul · \$359 · SKBB1201C





PERFORMING ARTS



PHOTOGRAPHY & FILM

ACTING

Acting: Beginners

All the world's a stage – and you can light it up. Gain confidence working with scripts and learn acting techniques in a supportive and fun environment.

7 x Tue 5:30-8pm · May 20 to Jul 1 · \$451 · HWA36802C

INSTRUMENTAL

Piano & Keyboard: For Beginners Day

Always wanted to play but never had the courage to try? In this introductory course students take turns at the keyboard. Learn in 7 weeks what might normally take 7 months.

9 x Wed 12-1pm · Apr 23 to Jul 2 · \$303 · HWZ68603C

Piano & Keyboard: For Beginners Evening

9 x Wed 5-6pm · Apr 23 to Jul 2 · \$303 · HWZ89303C

Piano: Level 2 Day

This course is ideal for students who have completed our Piano Beginners class and are eager to develop their playing ability further.

9 x Wed 2-3pm · Apr 23 to Jul 2 · \$303 · HWA47403C

Piano: Level 2 Evening

9 x Wed 6-7pm · Apr 23 to Jul 2 · \$303 · HWZ89403C

Piano: Level 3 Day

Continue to develop and improve. You need to have completed Piano Level 2 course or equivalent playing experience. If you are unsure, please contact us to discuss it.

9 x Wed 1-2pm · Apr 23 to Jul 2 · \$303 · HWA47503C

Piano: Level 3 Evening

9 x Wed 7-8pm · Apr 23 to Jul 2 · \$303 · HWZ89603C

SINGING

Fundamentals of Singing: Finding Your Own Voice and Singing from the Heart

Perfect start for the inexperienced but passionate singer. In a relaxed environment, learn basic vocal techniques, develop singing confidence, and experience the joy of contemporary pop/rock songs, supported by a professional singer and tutor. Put the FUN into Fundamentals.

6 x Mon 5:30-8pm · May 19 to Jun 30 · \$396 · HWZ52602C

FILMMAKING & EDITING

Film Editing with Adobe

Premiere Pro: Introduction

This course covers everything needed to get started with Adobe Premiere Pro.

4 x Tue 6-9pm · May 20 to Jun 10 · \$385 · HDAT4202C

Film Editing with Adobe Premiere

Pro: Intermediate

Take your Premiere Pro skills to the next level. Explore technical and creative techniques to enhance your editing skills. Learn tips to improve the creative editing process and become a more efficient editor.

4 x Tue 6-9pm · Jul 22 to Aug 12 · \$385 · HDBA5801C

iPhone Video Making Workshop:

Shoot, Edit, Share

Learn core filming techniques and essential camera movements necessary to make the perfect video using your iPhone.

3 x Sun 10am-2pm · Jul 27 to Aug 10 · \$370 · HDAL9502C

POINT & SHOOT PHOTOGRAPHY

Travel Photography

Learn how to make the most of light, colour, and design opportunities to produce beautiful images while travelling.

1 x Sat 10am-3pm · Jul 5 · \$185 · HDAD3502C

Advanced Smartphone

Photography: Masterclass

Expand on the fundamentals of smartphone photography by delving deeper into the art of creative composition and image design principles.

1 x Sat 10:30am-3:30pm · Jun 28 · \$185 · HDAR8103C

SLR CAMERA PHOTOGRAPHY

Digital SLR and Mirrorless Photography

Get the most from your Digital SLR or Mirrorless camera with a combination of classroom learning and practical shooting under the expert guidance of an expert photographer.

2 x Sun 10am-4pm · Jun 15 to Jun 22 · \$370 · HDAD3103C

WRITING & EDITING

FICTION

Fiction Writing Masterclass

In this course, new and emerging writers will learn to hone a range of micro-skills to enrich their fiction. In each class we will focus on a particular skill or aspect of writing.

6 x Sat 10am-1pm · May 10 to Jun 21 · \$462 · HABA2702C

Novel Writing

This practical course will teach you everything you need to know to begin your novel journey.

5 x Thu 6-9pm · May 15 to Jun 12 · \$396 · HAL00402C

The Short Story

Discover what techniques will craft wonderfully imaginative short stories that will appeal to readers and hold their attention.

5 x Thu 6-9pm · Jun 5 to Jul 3 · \$396 · HAP35402C

NON-FICTION

Intro to Creative Non-Fiction

Apply the techniques of creative writing to write biography, travel, memoir, reportage, and many other forms of non fiction.

4 x Wed 6-9pm · Jun 4 to Jun 25 · \$363 · HAZ41902C

SCRIPTWRITING & SCREENPLAY

Introduction to Screenwriting

Cover key aspects of writing for film. Explore narrative structure and film language, script format, layout, treatments, and synopses.

6 x Thu 6-9pm · May 8 to Jun 12 · \$462 · HAJ64602C

Writing for Television

How to turn an idea into a compelling TV series. Create strong narrative, characters, and pilot script for a short or long-form series.

6 x Tue 6-9pm · Jun 17 to Jul 22 · \$462 · HABA3902C

WRITING FOR WORK

Business Writing That Works

Learn to capture thoughts on paper so they are strong and persuasive, but at the same time clear, concise, complete, and correct.

2 x Tue/Wed 9:30am-3:30pm · Jun 3 to Jun 4 · \$419 · SKT98102C

WRITING INSPIRATION

Life Writing Workshop

Start writing your autobiography or biography. Learn fundamental storytelling elements, creative exercises and receive constructive feedback.

6 x Wed 10am-12pm · May 7 to Jun 11 · \$363 · HAT13702C

Poetry Writing

Established Australian poet Claire Gaskin will guide you on your journey into the world of composing poetry.

5 x Wed 6-9pm · May 7 to Jun 4 · \$396 · HAN20802C

WRITING SKILLS

Beginning Creative Writing

A fun and informative course for people who are interested in creative writing but are unsure how to get started.

3 x Sat 10am-2pm · May 3 to May 17 · \$363 · HAG59002C

Beginning Creative Writing Advanced

Broaden and refine your skills through further workshopping and writing exercises in a supportive and constructive environment.

3 x Sat 10am-2pm · Jun 21 to Jul 5 · \$363 · HAAD2802C

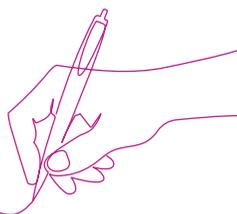
Micropublishing **NEW!**

A workshop for anyone who wants to produce books to promote their brand or just a lover of words wanting to start their own micro press.

2 x Tue 6-8pm · May 27 to Jun 3 · \$165 · HABA5702C

Subscribe to our eNews for announcements.
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UPSKILL, LEARN AND CONNECT WITH YOUR WORK TEAM



Unlock your team's full potential with our flexible training solutions.

The Centre for Adult Education (CAE) offers on-site training at your workplace or at our conveniently located CBD campus, allowing your teams to connect and develop professionally in a setting that suits you.

With over 75 years of experience as a trusted training provider, our industry-expert trainers deliver over 200 short courses across various disciplines, including business skills, creative pursuits, and personal development. Our programs cater to diverse needs, from enhancing existing skills to acquiring new ones, and foster collaborative learning.

Choose from a wide range of courses, such as:

Business skills:

Cross-Cultural Communication, Coaching and Mentoring, Workplace Communication, Business Writing, and Microsoft Office 365

Creative skills:

Copyrighting, Smartphone Photography and Video Making, and Adobe programs

Team-building activities:

Health & Wellbeing, Languages, Cooking, Art, Crafts, Walking Tours, and Performing Arts.

If your organisation is looking to bring your colleagues together and build professional capacity, CAE is the perfect choice.

UPSKILL, LEARN AND CONNECT WITH YOUR WORK TEAM

BUSINESS WRITING THAT WORKS

Business Writing That Works will improve your overall business writing skills for both professional and personal development.

For those who must write as part of their job, being able to write well can play a crucial role when dealing with both internal and external stakeholders across every level.

In this program participants will learn how to capture thoughts on paper that are strong and persuasive, clear, concise, complete and correct.

EFFECTIVE CROSS-CULTURAL COMMUNICATION

Understand how intercultural communication is vital for a high performing and productive workplace.

This training provides participants with a clear and practical understanding of how to communicate effectively with people from diverse cultures in the workplace.

COACHING & MENTORING

Develop a foundational awareness and understanding of effective coaching and mentoring skills.

Suitable for a broad range of industries, job roles and community groups, this introductory mentoring and coaching course will equip you with the knowledge and skills necessary to inspire and empower others to achieve their goals.

SMARTPHONE PHOTOGRAPHY AND VIDEO MAKING

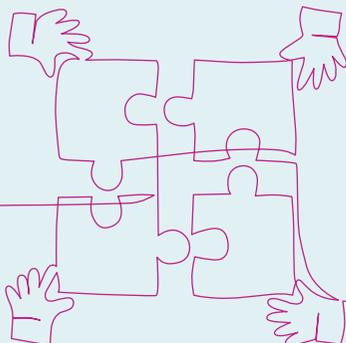
As a professional, having the skills to create high-quality smartphone photography and video content is essential for effective communication, marketing, and social media engagement.

This interactive training is designed to equip your team with the knowledge and skills to take their smartphone photography and videography to the next level, specifically tailored for professional applications.

MICROSOFT 365 TRAINING

Gain Insights into using Microsoft 365 Apps to edit, communicate, inform and collaborate. Your team will learn how Teams and Outlook are interwoven with OneDrive, SharePoint and Groups.

Discover how to maximise the use of online versions of Word, Excel, Outlook, PowerPoint and OneNote and explore Microsoft Forms, Planner, Lists, Whiteboard and more.



Enquire about Workforce Training by visiting cae.edu.au/workforce-training-programs

All courses are subject to change.
For the latest information visit cae.edu.au

OUR SHORT COURSE INFORMATION IS GOING PAPERLESS



SCAN TO EXPLORE
THE LATEST ON
OUR COURSES

From July 2025, we will no longer publish a short course guide and encourage you to explore our courses through the website.

That way, you'll see the most up-to-date information about courses – including their dates, times and locations – and it will be simple for you to enrol online.

Plus, we'll be doing our bit for the planet by reducing the impact of printing.

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