

UPCOMING SHORT COURSES



City Campus:
253 Flinders Lane, Melbourne

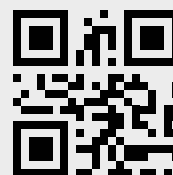
Box Hill Campus:
465 Elgar Road, Box Hill

Lilydale Campus:
Jarlo Drive, Lilydale



Our expert teachers are ready to inspire, challenge and fuel your lifelong learning. Discover our wide range of upcoming short courses, available face-to-face and online.

Click on the courses to view more information and enrol online.



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THE CAE WEBSITE

ARTS

CERAMICS

Mosaic Art for Beginners

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

2 x Thu 6-9pm · Nov 12 to Nov 19 · \$295 · HXBA6403C

DRAWING

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 Sat 10am-1pm · Nov 7 to Nov 28 · \$395 · HXM02003C

Drawing: Beginners

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

2 x Sun 10am-3pm · Nov 22 to Nov 29 · \$385 · HXP68204C

Drawing: Intro

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

1 x Sun 10am-3pm · Nov 8 · \$245 · HXW76204C

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 and charcoal.

1 x Sun 10am-4pm · Nov 15 · \$255 · HXAS2103C

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 · Dec 6 · \$265 · HXAX7804C

Urban Sketching

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

1 x Sun 10am-1pm · Dec 6 · \$185 · HXAZ2304C

PAINTING

Painting: Abstract

Explore the world of abstract painting where you'll learn composition, colour mixing, design, and the creative use of space to help you develop your own expressive style.

5 x Wed 10am-1pm · Nov 4 to Dec 2 · \$495 · HXA27304C

Watercolours: Beginners

Discover the joy of watercolour painting. Learn the fundamentals of colour theory, develop practical techniques, and explore a variety of approaches to create vibrant, confident watercolour artworks of your own.

4 x Wed 6-8:30pm · Oct 14 to Nov 4 · \$395 · HXAS6303C

Watercolours: Intro

Discover the beauty of watercolour in this introductory course, designed to help you develop confidence in mixing colours and practise a variety of expressive painting techniques.

2 x Thu 6-8:30pm · Dec 3 to Dec 10 · \$265 · HXA30105C

Watercolours: Contemporary

Watercolour is a fun and flexible medium with many contemporary applications. Learn to use the materials on their own and with other mediums such as pencil, ink, masking fluid and salt!

2 x Thu 6-8:30pm · Nov 5 to Nov 12 · \$265 · HXW59902C

Ink and Watercolour Art

Ink and watercolour is a quick and easy way to capture landscapes, buildings and your favourite things. Learn how to create sketches in ink and apply watercolour to bring them to life.

1 x Sun 10am-3pm · Nov 15 · \$265 · HXAX5003C

Painting & Drawing: Beginners

Discover the fundamentals of painting and drawing through hands-on practice with acrylics, charcoal, and pastels. This course introduces key concepts in composition, representation, abstraction, and colour theory.

4 x Fri 10am-1pm · Oct 16 to Nov 6 · \$415 · HXW84404C

Palette Knife Painting

Unleash your creativity and enjoy the freedom of experimenting with paint through the unique techniques of palette knife painting.

2 x Sat 10am-3pm · Oct 17 to Oct 24 · \$380 · HXBA1501C

Painting for Beginners and Beyond

Develop painting techniques, creative confidence, and your unique artistic style.

4 x Thu 6-8:30pm · Nov 12 to Dec 3 · \$395 · HXBB7702C

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 Fri 10am-1pm · Nov 13 to Dec 4 · \$495 · HXA16106C

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 · Oct 18 to Oct 25 · \$475 · HXZ44803C



Every effort has been made to ensure the information contained in this document is accurate at the date of production (October 2026). For the most up-to-date information, please visit cae.edu.au before enrolling in a short course.

BUSINESS

PROFESSIONAL DEVELOPMENT

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 · Nov 28 · \$255 · DNV83103C

Diplomacy, Influence and Persuasion

Join life coach Jacquie Wise to learn the principles of diplomacy and the art of persuasion. Avoid misunderstandings, handle unreasonable people and conflicts and enhance your leadership skills.

1 x Sat 10am-4pm · Oct 24 · \$255 · DNK26403C

Effective Cross-Cultural Communication

Gain a clear and practical understanding of how to communicate effectively with people from diverse cultures in the workplace.

1 x Tue 10am-4pm · Dec 1 · \$245 · SKAZ4803C

Harnessing the Power of Body Language

Julie-Anne Black combines theory and a practical approach to provide a better understanding of key body language issues.

1 x Sat 10am-4:30pm · Oct 17 · \$265 · SKZ32202

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 · Nov 18 to Dec 2 · \$255 · DNT50704C

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 Wed 9:30am-4:30pm · Nov 11 · \$265 · SKT84203C

PROJECT MANAGEMENT

Project Management Fundamentals

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

2 x Thu/Fri 9:30am-4:30pm · Nov 26 to Nov 27 · \$480 · SKT85304C

SOCIAL MEDIA FOR BUSINESS

Digital Marketing Essentials

Gain top-level insights into various digital marketing techniques, their uses, and benefits. Topics include Website Design, SEO, Analytics, A.I., Direct Marketing, Digital Advertising and Social Media.

2 x Sat 10am-3pm · Nov 28 to Dec 5 · \$385 · SKBA7904C

Social Media Strategy for Business

Learn to start or improve your organisation's marketing, branding and sales via social media.

1 x Tue 9:30am-4pm · Nov 17 · \$265 · SRY39205C

Website Optimisation - SEO and AIO

Learn how to improve your website's visibility in search engines and AI-powered platforms.

This practical course covers the fundamentals of SEO and AI Optimisation (AIO) to attract more traffic.

1 x Sat 9:30-12:30pm · Oct 31 · \$175 · SRAB0804C

Understanding the Basics of Social Media - Instagram, LinkedIn, TikTok and YouTube

Sue Ellson explores social media fundamentals and the options available to you. Discover how they work and what works best.

1 x Wed 1:30-4:30pm · Nov 11 · \$175 · SRAM4404C

CELEBRANCY

Marriage Celebrant Business Toolbox

Designed specifically for celebrants, this practical session covers the fundamentals of building a sustainable, professional celebrant practice

1 x Sat 10am-1pm · Oct 17 · \$215 · SKBB9301C

Marriage Celebrant Art of Storytelling

Whether you're just starting out as a marriage celebrant or looking to lift your storytelling craft to the next level, this is the workshop that will transform your ceremonies.

1 x Sat 10am-1pm · Nov 7 · \$215 · SKBB9401C

COMPUTERS & TECHNOLOGY

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 · Nov 14 to Dec 5 · \$395 · SRZ42206C

MICROSOFT OFFICE

Introduction to Microsoft 365

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

1 x Mon 9:30am-4:30pm · Nov 30 · \$265 · SRBB0808C

Excel: Refresh & New Features

Refresh your Excel skills and learn the latest features to work smarter. Master practical techniques for data analysis and dynamic reports using XLOOKUP, Dynamic Arrays, PivotTables, and Power Query

2 x Mon 9:30am-4:30pm · Nov 16 to Nov 23 · \$465 · SRBB8402C

DIGITAL DESIGN & MULTIMEDIA

GRAPHIC DESIGN & ANIMATION

Graphic Design

This hands-on course will introduce participants to all aspects of the graphic design process. Ideal for those keen to understand design principles and how to apply them using Adobe Creative Cloud.

2 x Wed/Thu 10am-4:30pm · Dec 9 to Dec 10 · \$435 · HDAD3403C

Digital Art with Procreate

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

1 x Wed 6-9pm · Nov 25 · \$165 · HDBA2404C

FASHION, SEWING & STYLE

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 · Nov 14 to Nov 21 · \$475 · 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 · Oct 24 · \$245 · HVP52403C

SEWING

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 Sun 10am-4pm · Nov 15 to Nov 22 · \$455 · HVAS7504C

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's widely available.

1 x Sat 10am-4pm · Nov 7 · \$375 · HVR50204B

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cae.edu.au



FOOD & BEVERAGE

HANDS-ON COOKING

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 & debone a chicken.

1 x Sat 10am-3pm · Nov 21 · \$325 · DHW58802B

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.

1 x Tue 6-9pm · Oct 20 · \$255 · DHY44603B

1 x Tue 6-9pm · Dec 8 · \$255 · DHY44604B

Spanish Tapas & Paella Cooking Class

Discover how to prepare Spain's iconic paella in three mouthwatering styles, along with a variety of tempting tapas.

1 x Tue 6-9pm · Oct 27 · \$255 · DHZ69701B

HEALTH & WELLBEING

PERSONAL EFFECTIVENESS

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 · Nov 7 · \$255 · DNY79803C

HISTORY AND PHILOSOPHY

History, The Arts & Culture

Amusing Her Majesty - Queen Victoria's Music
While Victorian Britain had few top-tier musicians, music was central to daily life. We'll explore works by Tosti, Sullivan, Balfe, and Prince Albert.

2 x Thu 11am-1pm · Dec 3 to Dec 10 · \$215 · DNBB4501C

Beyond Impressionism: Innocents and Hedonists

Introduction to four French painters of the late 19th and early 20th Century. Each one developed a personal response to the Post-Impressionist generation, and each would inspire the next wave of Modernists.

3 x Thu 11am-1pm · Nov 5 to Nov 19 · \$275 · DNBB2301C

What's New in Languages?

For 8 Session Courses (Elementary to Advanced):

In-Class – 16 hrs

Online Learning – 8 hrs

24/7 access to online materials

For 6 Session Courses (Travellers courses):

In-Class – 12 hrs

Online Learning – 6 hrs

24/7 access to online materials

Wisdom of Ancient Civilisations

Explore ancient wisdom from around the world and reflect on a timeless question: how can wisdom become a practical way of life?

6 x Tue 10am-12:15pm · Nov 10 to Dec 15 · \$485 · DNBB9501C

PHILOSOPHY

Four Political Classics

An introduction to four famous works in political philosophy: Plato (Republic), Aristotle (Politics), Machiavelli (The Prince), Hobbes (Leviathan).

4 x Tue 10:30am-12:30pm · Nov 17 to Dec 8 · \$350 · DNBB9101C

LANGUAGES

CHINESE (MANDARIN)

Mandarin: Elementary 1

Learn Mandarin essentials with interactive lessons that cover everyday expressions, pronunciation, and cultural insights – from tea traditions to modern life in China.

8 x Sat 10am-12pm · Oct 31 to Dec 19 · \$499 · DLV84010C

FRENCH

French for Travellers

Travel smarter with essential French phrases for dining, directions, and greetings. Role-play real travel scenarios and gain cultural tips to make your trip unforgettable. Includes handouts and a Lonely Planet Phrasebook.

6 x Tue 6-8pm · Nov 10 to Dec 15 · \$399 · DLB34510C

ITALIAN

Italian for Travellers

Get ready for your Italian adventure with essential phrases for dining, shopping, and travel. Role-play lively scenarios and learn cultural tips to enjoy 'la dolce vita.' Includes handouts and a Lonely Planet Phrasebook.

6 x Sat 10am-12pm · Oct 24 to Nov 28 · \$399 · DLE16408C

6 x Wed 10am-12pm · Nov 11 to Dec 16 · \$399 · DLE16409C

JAPANESE

Japanese: Elementary 2

Take your Japanese skills to the next level as you further develop your speaking, listening, reading, and writing abilities. Discover more about Japan's unique culture, where centuries-old traditions exist alongside cutting-edge innovation.

8 x Wed 5:30-7:30pm · Oct 21 to Dec 9 · \$499 · DLV81401C

RUSSIAN

Russian: Elementary 1

Start speaking Russian and explore the rich traditions of literature, music, and everyday life. Learn greetings, pronunciation, and cultural etiquette in a supportive, interactive environment.

8 x Thu 6-8pm · Oct 29 to Dec 17 · \$499 · DLV73410C

VIETNAMESE

Vietnamese: Elementary 1

Begin your Vietnamese adventure with engaging, interactive lessons – master everyday greetings, learn how to order phở, and discover the vibrant traditions of Vietnamese street markets and Tết (Lunar New Year). Join a community of learners, share laughs, and immerse yourself in the flavours, sounds, and friendships that only in-person classes can deliver.

8 x Wed 5:30-7:30pm · Oct 28 to Dec 16 · \$499 · DLV80406C

Languages Skills Assessment

This assessment will help us place you in the right class, whether you're a beginner or an expert.

[Click here to get started.](#)



NURSING

NURSING SKILLS

Urinary Catheterisation Training for Nurses

Designed for Registered and Enrolled nurses, this practical course provides learners with the skills and knowledge to confidently insert, remove and manage male, female and suprapubic catheters.

1 x Wed 5-7:30pm · Oct 21 · \$395 · SKBB8202B

PERFORMING ARTS

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.

5 x Tue 6-9pm · Nov 10 to Dec 8 · \$495 · HWA36803C

INSTRUMENTAL

Music Theory Fundamentals

Whether you're a recent school leaver or an adult reigniting your passion, our Music Theory Fundamentals short course is your gateway to higher music study.

8 x Tue 2-5pm · Nov 24 to Feb 2 · \$995 · HWBB5402B

Piano & Keyboard for Beginners

Have you always wanted to learn piano but never quite known where to start? This beginner-friendly course provides a supportive and relaxed introduction to playing the piano, with students taking turns at the keyboard. You'll build skills and confidence in one term that often takes six months or more to achieve.

9 x Wed 12-1pm · 14 Oct to 09 Dec · \$325 · HWZ68604C

9 x Wed 5-6pm · 14 Oct to 09 Dec · \$325 · HWZ89304C

Piano: Level 2

Build on your existing skills and take your piano playing to the next level with guidance from our experienced piano teacher.

9 x Wed 2-3pm · 14 Oct to 09 Dec · \$325 · HWA47404C

9 x Wed 6-7pm · 14 Oct to 09 Dec · \$325 · HWZ89404C

Piano: Level 3

Continue your piano journey and further develop your technique, confidence, and musical expression, with Ysolde Nichols.

9 x Wed 1-2pm · 14 Oct to 09 Dec · \$325 · HWA47504C

PHOTOGRAPHY & FILM

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 · Nov 17 to Dec 8 · \$415 · HDAT4204C

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 · Nov 7 · \$195 · HDAD3503C

Advanced Smartphone Photography:

Masterclass

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

1 x Sat 10:30am-3:30pm · Dec 12 · \$195 · HDAR8105C

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 Sat 10am-4pm · Nov 28 to Dec 5 · \$410 · HDAD3105C

Intro to Photo Editing:

Shoot and Edit in a Day

Learn the essentials of photography and editing in one day. Capture stunning shots and polish them like a pro.

1 x Sat 10am-4pm · Dec 12 · \$245 · HDBB6804C

WRITING & EDITING

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 Tue 6-9pm · Nov 17 to Dec 8 · \$405 · HAZ41903C

Writing Workshop: From Family History to Published Book

Learn how to transform real-life facts into a compelling published story with former journalist and established author, Beverley Eikli.

1 x Sun 10am-4pm · Nov 29 · \$245 · HABB6703C

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 · Oct 29 to Dec 3 · \$585 · HAJ64604C

WRITING INSPIRATION

Poetry Writing

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

5 x Wed 6-9pm · Oct 21 to Nov 18 · \$495 · HAN20803C

Life Writing Workshop

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

6 x Wed 10am-1pm · Nov 11 to Dec 16 · \$585 · HAT13703C

Writing Workshop: Where Fact Meets Fiction - Turning Memoir into a Page-Turning Novel

Unlock the secrets to transforming real-life stories into compelling narratives with novelist Beverley Eikli.

1 x Sun 10am-4pm · Oct 18 · \$245 · HABB6603C

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 · Nov 21 to Dec 5 · \$410 · HAG59004C

Novel Writing

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

5 x Thu 6-9pm · Nov 5 to Dec 3 · \$495 · HAL00404C





Upskill, learn and connect with your team at CAE

Unlock your team's potential with flexible, high quality training.

The Centre for Adult Education (CAE) offers tailored on-site training delivered at your workplace or at our Melbourne CBD, Box Hill, or Lilydale campuses. Our programs help teams build skills, collaborate effectively, and grow professionally in the environment that suits them best.

With more than 75 years of experience, CAE delivers over 200 short courses led by industry experts. Our programs span business capability, creative skills, and personal development—supporting learners whether they're strengthening existing skills or exploring something new.

Course areas include:

- › **Business skills:** Workplace Communication, Coaching and Mentoring, Project Management, Business Writing, Microsoft 365
- › **Creative skills:** Smartphone Photography and Video, Adobe applications
- › **Team-building:** Health & Wellbeing, Languages, Cooking, Art, Crafts, Walking Tours, Performing Arts

CAE is the ideal partner for organisations looking to build capability and bring teams together.

FEATURED COURSES

Business Writing Essentials

Strengthen your professional writing skills to communicate clearly and confidently with internal and external stakeholders. Learn to craft writing that is concise, persuasive and effective.

Business English Speaking for Professionals

Build confidence and speak with impact in any professional setting. This practical Business English course helps you refine pronunciation, master real workplace communication, and speak with clarity and confidence in meetings, calls, and conversations.

Effective Cross-Cultural Communication

Build practical skills for communicating across cultures and fostering a productive, inclusive workplace.

Project Management

Gain a practical introduction to planning, scheduling, budgeting and risk management—ideal for beginners or those wanting to enhance their project skills.

iPhone Video Making Workshop

Learn to create high quality smartphone photos and videos for professional communication, marketing and social media.

Microsoft 365 Training

Explore how Teams, Outlook, OneDrive, SharePoint and Groups work together, and learn to make the most of online versions of Word, Excel, PowerPoint, OneNote and more.

[Click here to learn more.](#)