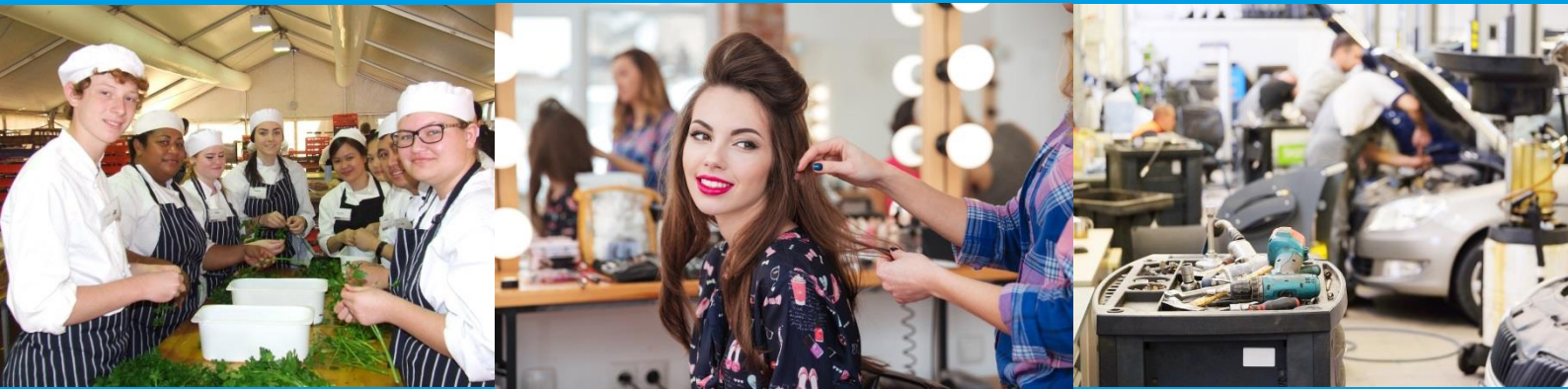


Pre-enrolment Information



SIT30516

Certificate III in Events

S2-2019

With Hospitality and Tourism electives

Training Package Version

PRE-ENROLMENT INFORMATION

WHY CHOOSE TAFE?

More courses, more qualifications, more places to learn. Full time, part time, on campus, online, in your workplace or any combination of these.

With more than 980 TAFE qualifications to choose from, delivered by five TAFE colleges at campuses right across Western Australia, there are more opportunities than ever for you to make your name.

From Certificate I to Advanced Diploma level, TAFE specialises in combining theory with practical training in industry relevant learning environments. This ensures you are well equipped with the skills you need to enter the workforce, gain a promotion or undertake further study via one of our university pathways upon completion of your qualification.

For more information about TAFE and Central Regional TAFE, check out our website at www.centralregionaltafe.wa.edu.au

PRE-ENROLMENT INFORMATION

about myCourse

Course Information

Course Title	SIT30516 - Certificate III in Events
<p><i>This qualification reflects the role of individuals who use a range of well-developed events administration or operational skills and knowledge to complete event-related work activities. Using discretion and judgement, they work with some independence under the guidance of more senior event personnel, using plans, policies and procedures to guide work activities.</i></p>	
Packaging Information	<p>Fifteen (13) units must be completed:</p> <p>Six (6) core units</p> <p>Seven (7) electives</p>
Duration	1 Semester , 2 Terms
Location	Geraldton

Unit of competency (National code and title)	Core or Elective	Pre-requisite	Amount of training (For the standard learner, suggested hours may change based on needs of individual learners)
SITXCOM002 Show social and cultural sensitivity	Core		
SITXCCS006 Provide Service to others	Core		
BSBWOR203 Work Effectively with others	Core		
SITEEVT001 Source and use information on the events industry	Core		

HOSPITALITY ELECTIVES FOR EVENTS = 7 ELECTIVES over Terms 3 and 4

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about myCourse

SITEEVT004 Provide Event Staging support	Listed Elective A		
SITHFAB005 Prepare and serve espresso	Elective ANY		
SITXFSA001 Use hygiene practices for food safety	Elective ANY		
Total units delivered Term 3 = 7			
SITXHRM001 Coach others in job skills	Listed Elective B		
SITHFAB002 Provide responsible service of alcohol	Listed Elective B		
SITHFAB007 Serve food and beverage	Elective ANY		
SITEEVT002 Process and monitor Event registrations	Core		
SITXWHS001 Participate in safe work practices	Core		
SITTTSL008 Book supplier products and services	Listed Elective A		
Total units delivered Term 4 = 6			

PRE-ENROLMENT INFORMATION

about myCourse

TOURISM ELECTIVES FOR EVENTS = 7 ELECTIVES over Terms 3 and 4

SITXCOM002 Show social and cultural sensitivity	Core		
SITXCCS006 Provide Service to others	Core		
BSBWOR203 Work Effectively with others	Core		
SITEEVT001 Source and use information on the events industry	Core		
SITEEVT004 Provide Event Staging support	Listed Elective A		
SITTTSL002 Access and interpret product information	Listed Elective B		

Total units delivered Term 3 = 6

SITEEVT002 Process and monitor Event registrations	Core		Practical demonstration and learner practise 10 hours. Lecturer presentation and progression through learning activities 10 hours.
HLTAID003 Provide First Aid	Elective Anywhere		Block delivery 2 days combination of Lecturer presentation and demonstration and student learning and assessment. Total 16 hours with student additional learning 4 hours.
SITTTSL001 Operate online information systems	Listed Elective B		Practical demonstration and learner practise 10 hours. Lecturer presentation and progression through learning activities 10 hours.

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about myCourse

SITXWHS002 Identify hazards, assess and control safety risks	Listed Elective B	Practical demonstration and learner practise 5 hours. Lecturer presentation and progression through learning activities 5 hours.
SITXWHS001 Participate in safe work practices	Core	Practical demonstration and learner practise 5 hours. Lecturer presentation and progression through learning activities 5 hours.
SITXEBS001 Use social media in a business	Listed Elective B	Practical demonstration and learner practise 10 hours. Lecturer presentation and progression through learning activities 10 hours.
SITTTSL008 Book supplier products and services	Listed Elective A	Practical demonstration and learner practise 10 hours. Lecturer presentation and progression through learning activities 10 hours.

Total units delivered Term 4 = 7

Entry Requirements

Search for your course on our website at www.centralregionaltafe.wa.edu.au and you can find detail on the entry requirements for this course.

Career Pathways

Your course provides you with skills and knowledge to enter the workforce in varied job roles as well as further education. Details can be found on our website at www.centralregionaltafe.wa.edu.au

Course Costs

You will find detailed information about your course costs and how the costs are compiled on the Central Regional TAFE website here :

<http://www.centralregionaltafe.wa.edu.au/futurestudents/feespaymentoptions>

Alternatively, check the drop down box for FEES on your course page on the website which will also have details about the course fees.

Textbooks and Learning Materials

Our physical and online library has a wide range of written and electronic resources useful to your course.

You can find our online library on the Central Regional TAFE website at :

<http://www.centralregionaltafe.wa.edu.au/currentstudents/librarybookshop>

PRE-ENROLMENT INFORMATION

about myCourse

For on campus students your learning materials for each unit will be provided to you as you progress through the semester and the price is incorporated in your enrolment fees. If you are enrolled off campus other information about your learning materials and purchases will be provided with your enrolment.

(List any extra or recommended text that needs to be purchased and the cost)

Other Course Requirements

Some courses may require you to provide additional resources such as Personal Protective Equipment (PPE) or uniforms. A list is provided below.

Provide details here of uniforms – costs, where to purchase etc, PPE, Toolkits, You may also like to provide information here on co-requisites such as the need for a WWCC or First Aid etc

(Note to Lecturers – if a Third Party is not used delete this text box)

Third Party Providers

In some cases Central Regional TAFE will work with another party to provide training in this course.

Insert details of WHO the Third Party is here and why, how they are engaged in the delivery or assessment.

Kelly to insert statement from Jo about guarantee here

Work Placement

Work Placement provides a practical opportunity for students to develop skills in a real life situations. Ask about traineeship opportunities or online learning if you are working.

STUDY OPTIONS

Central Regional TAFE aims to provide varied options for study to suit your needs. Not all courses are available at all campuses in the same way.

PRE-ENROLMENT INFORMATION

about myCourse

The following options are available in this course at this campus. For additional information about flexible study options at all of our campuses please check the courses pages on the Central Regional TAFE website.

(Face to Face)

- (Duration of course eg: 6 months full time, part time, how many days)
- Students are expected to allow a minimum of 40 hours home study time

YOUR TIMETABLE

Geraldton Campus students can locate their Timetables from the myPortal page on the Central Regional TAFE website. You can also subscribe to your timetable so that you can view in your own Calendar. Details on how to subscribe to your Calendar can be found on the myTimetable link in the Student Portal. Please note that the days below are approximate and additional event mornings and evening will be added as they are booked.

TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8:30am- 12:00 am	TBA	Central Regional TAFE Room TBA	Touring day		
12:00-12:30 LUNCH BREAK					
12:30pm- 3:00pm	TBA	Central Regional TAFE Room TBA	Central Regional TAFE Room TBA		