

COLLINS ACADEMY

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COURSE BROCHURE

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Certificate IV in Entrepreneurship and New Business

CRICOS: 118370E

NATIONAL CODE: BSB40320

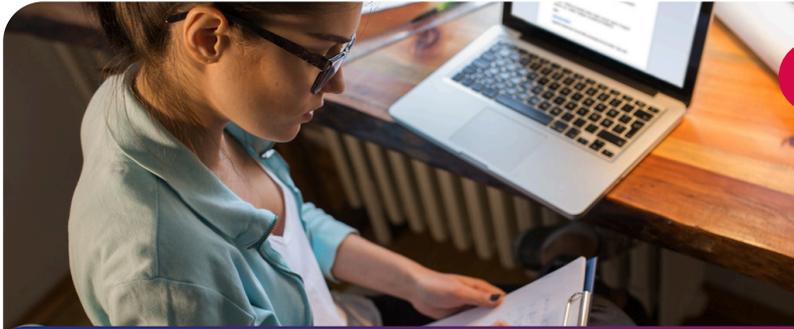


Duration

26 weeks

Delivery mode

Classroom based - Face to Face

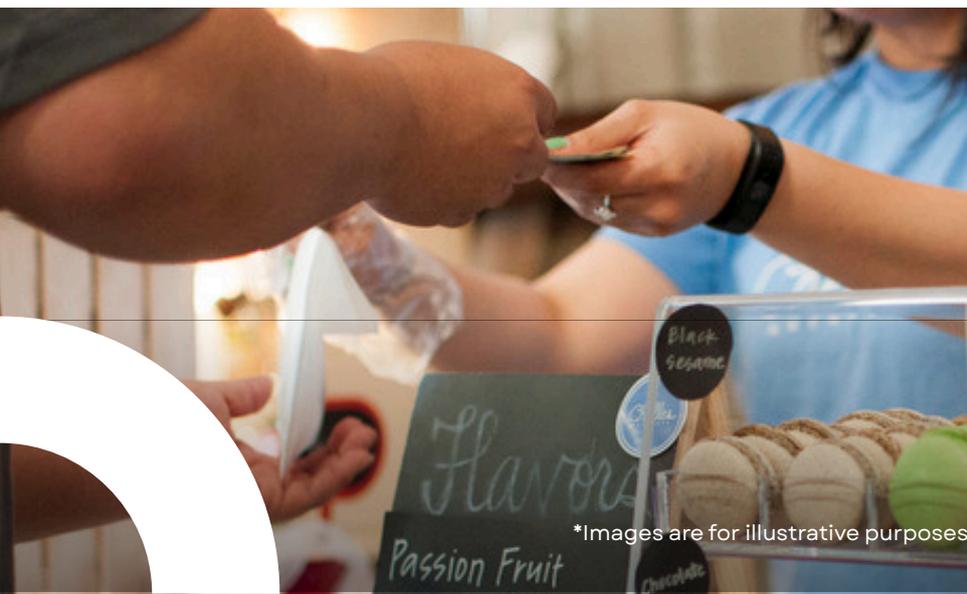


Do you have a business idea you're passionate about? Or are you running a small business and want to take it to the next level? The BSB40320 Certificate IV in Entrepreneurship and New Business gives you the tools, knowledge, and confidence to make it happen.

Course Description

This qualification reflects the role of individuals establishing or operating a business providing self-employment, as well as those establishing a new venture as part of a larger organisation.

These individuals use well developed skills and a broad knowledge base to solve a range of unpredictable problems, and analyse and evaluate information from a variety of sources. They may provide leadership and guidance to others and have responsibility for the output of others.



*Images are for illustrative purposes only.

Units

Core Units

BSBESB401

Research and Develop Business Plans

BSBESB402

Establish Legal and Risk Management Requirements of New Business Ventures

BSBESB403

Plan Finances for New Business Ventures

BSBESB404

Market New Business Ventures

Elective Units

BSBESB302

Develop and Present Business Proposals

BSBESB405

Manage Compliance for Small Businesses

BSBLDR413

Lead Effective Workplace Relationships

BSBMKG431

Assess Marketing Opportunities

BSBMKG434

Promote Products and Services

BSBTWK401

Build and Maintain Business Relationships



Entry Requirements

Age Requirements

Learners must be a minimum age of 18 years or above at the time of course commencement.

Academic Requirements

Applicants should have successfully completed an Australian Year 11 (or an international secondary school year which is equivalent to Australian Year 11) with satisfactory results.

English Requirements

Applicants must provide evidence of completion of the International English Language Testing system (IELTS Test), either Academic (A) or General (G) band 6 overall, or its equivalent completed within 2 years from the application date. Note: Refer to our website for more information on English requirements.

Additionally, all applicants are required to:

- Provide documentation according to Department of Home Affairs requirements.
- Undertake pre-training review to determine suitability for the course and student needs.
- Complete an LLND assessment prior to the enrolment of the course.

RPL and Credit Transfer

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To find out more detailed information about the course, visit our website at <https://collinsacademy.edu.au>

Career Pathways



Certificate IV in Entrepreneurship & New Business

opens doors to roles such as:

- Small Business Owner / Operator
- Business Development Officer
- Franchisee / Entrepreneur
- Operations Coordinator
- Freelance or Online Business Founder

Why this course?

- ✓ Practical skills you can use right away
- ✓ Designed for start-ups, freelancers, and small business managers
- ✓ Builds both your business knowledge and your confidence
- ✓ Nationally recognised qualification under the Australian Qualifications Framework (AQF)

Certificate IV in Marketing and Communication

CRICOS: 118371D

NATIONAL CODE: BSB40820



Duration

26 weeks

Delivery mode

Classroom based - Face to Face



In a world where every business needs a strong online presence, your skills will make you stand out. This course gives you the tools to create campaigns, tell brand stories, and make a real impact.

Course Description

This qualification reflects the role of individuals who use well developed marketing and communication skills and a broad knowledge base in a wide variety of contexts. This qualification applies to individuals in full-time marketing roles, as well as those who are responsible for an organisation's marketing in addition to other duties.

Individuals in these roles apply solutions to a defined range of unpredictable problems and analyse and evaluate information from a variety of sources.

Units

Core Units

BSBCMM411

Make Presentations

BSBCRT412

Articulate, Present and Debate Ideas

BSBMKG433

Undertake Marketing Activities

BSBMKG435

Analyse Consumer Behavior

BSBMKG439

Develop and Apply Knowledge of Communication Industry

BSBWRT411

Write Complex Documents

Elective Units

BSBMKG434

Promote Products and Services

BSBMKG442

Conduct E-marketing Communications

BSBTWK503

Manage Meetings

BSBFIN401

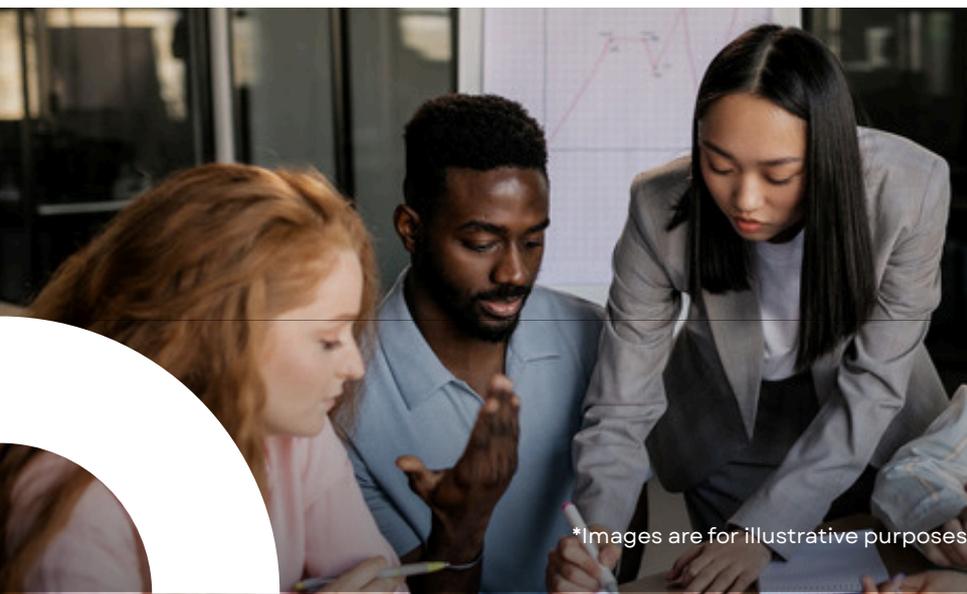
Report on Financial Activity

BSBOPS404

Implement Customer Services Strategies

BSBMKG437

Create and Optimise Digital Media





Entry Requirements

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Career Pathways



Certificate IV in Marketing and Communication

opens doors to roles such as:

- **Marketing or Campaign Coordinator**
- **Social Media & Digital Marketing Assistant**
- **Communications or Promotions Officer**
- **Events and Campaign Support Officer**

Why this course?

- ✓ **Practical & job-ready:**
Work on real projects and learn what employers want.
- ✓ **Flexible pathways:**
Step into the workforce or continue with a Diploma or Bachelor's degree in Marketing and Communication.

- ✓ **Nationally recognised:**
Your qualification is valued across Australia.
- ✓ **Future-proof skills:**
Digital marketing, social media, and communication skills are growing fast in today's job market.

Certificate IV in Project Management Practice

CRICOS: 112498D

NATIONAL CODE: BSB40920



Duration

52 weeks

Delivery mode

Classroom based - Face to Face



Unlock your potential with the Certificate IV of Project Management Practice. Whether you're looking to advance your career or step into project management for the first time, this certificate will provide you with the confidence and knowledge to succeed in today's dynamic work environment.

Course Description

This qualification reflects the role of individuals who apply project management skills and knowledge in a wide variety of contexts.

Individuals in these roles work autonomously, and might be members of a project team, with no direct responsibility for overall project outcomes. Primarily, these roles would support wider project operations.



*Images are for illustrative purposes only.

Units

Core Units

BSBPMG420

Apply Project Scope Management Techniques

BSBPMG421

Apply Project Time Management Techniques

BSBPMG422

Apply Project Quality Management Techniques

Elective Units

BSBPMG423

Apply Project Cost Management Techniques

BSBPMG424

Apply Project Human Resources Management Approaches

BSBPMG425

Apply Project Information Management and Communications Techniques

BSBPMG426

Apply Project Risk Management Techniques

BSBLDR413

Lead Effective Workplace Relationships

BSBPMG428

Apply Project Life Cycle Management Processes



Entry Requirements

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Career Pathways



Certificate IV in Project Management Practice

opens doors to roles such as:

- **Project Administrator**
- **Quality Officer**
- **Contracts Officer**

Why this course?

- ✓ **Practical skills you can use right away**
- ✓ **Builds both your business knowledge and your confidence**
- ✓ **Nationally recognised qualification under the Australian Qualifications Framework (AQF)**

Diploma of Project Management

CRICOS: 112497E

NATIONAL CODE: BSB50820



Duration

52 weeks

Delivery mode

Classroom based - Face to Face



Diploma of Project Management offers advanced skills and knowledge necessary to lead complex projects with confidence. You'll learn all tailored to meet the demands of today's fast-paced business landscape and be well-prepared to navigate challenges and drive successful outcomes.

Course Description

This qualification reflects the role of individuals who apply project management skills and knowledge in a variety of contexts, across a number of industry sectors.

Individuals possess a sound theoretical knowledge base and use a range of specialised, technical and managerial competencies to initiate, plan, execute and evaluate their own work and/or the work of others.



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Units

Core Units

BSBPMG530
Manage Project Scope

BSBPMG531
Manage Project Time

BSBPMG532
Manage Project Quality

BSBPMG533
Manage Project Cost

BSBPMG534
Manage Project Cost

BSBPMG535
Manage Project Information and Communication

BSBPMG536
Manage Project Risk

BSBPMG540
Manage Project Integration

Elective Units

BSBSTR502
Facilitate Continuous Improvement

BSBCMM511
Communicate With Influence

BSBTWK502
Manage Team Effectiveness

BSBPEF501
Manage Personal and Professional Development



Entry Requirements

Age Requirements

Learners must be a minimum age of 18 years or above at the time of course commencement.

Academic Requirements

Applicants should have successfully completed an Australian Year 12 (or an international secondary school year which is equivalent to Australian Year 12) with satisfactory results.

English Requirements

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Career Pathways



Diploma of Leadership and Management

opens doors to roles such as:

- Project Manager
- Project Team Leader

Why this course?

- ✓ Project management skills are highly transferable across industries.
- ✓ You'll be better equipped to take on leadership roles, manage teams and successfully deliver projects
- ✓ Nationally recognised qualification under the Australian Qualifications Framework (AQF)

Diploma of Artificial Intelligence (AI)

CRICOS: 118171A

NATIONAL CODE: 11287NAT

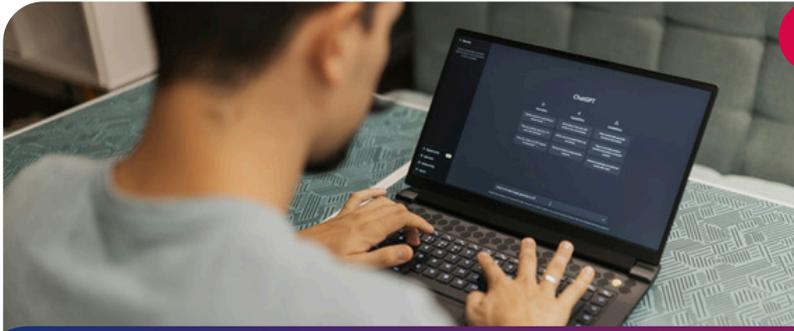


Duration

52 weeks

Delivery mode

Classroom based - Face to Face



**No tech background?
No problem.
Future-Ready Skills.
Real-World Application.**

Course Description

The Diploma of Artificial Intelligence (AI) will provide graduates with a range of skills and knowledge in pragmatically applying AI technologies to enhance business outcomes. It is applicable to a wide range of workplaces and industries aiming to improve their AI plans, strategies and practices.

This course will assist those wanting to complete a qualification for professional development, career advancement or upskilling in the context of Artificial Intelligence (AI).

Units

Enterprise Units

NAT11287001

Apply prompt engineering for generative Artificial Intelligence

NAT11287002

Use Artificial Intelligence technologies to produce engaging content

NAT11287003

Analyse data and make forecasts using Artificial Intelligence

NAT11287004

Optimise a brand's digital presence using Artificial Intelligence

NAT11287005

Use Artificial Intelligence technologies to enhance business operations

AT11287006

Apply Artificial Intelligence technology to improve an organisation's customer experience

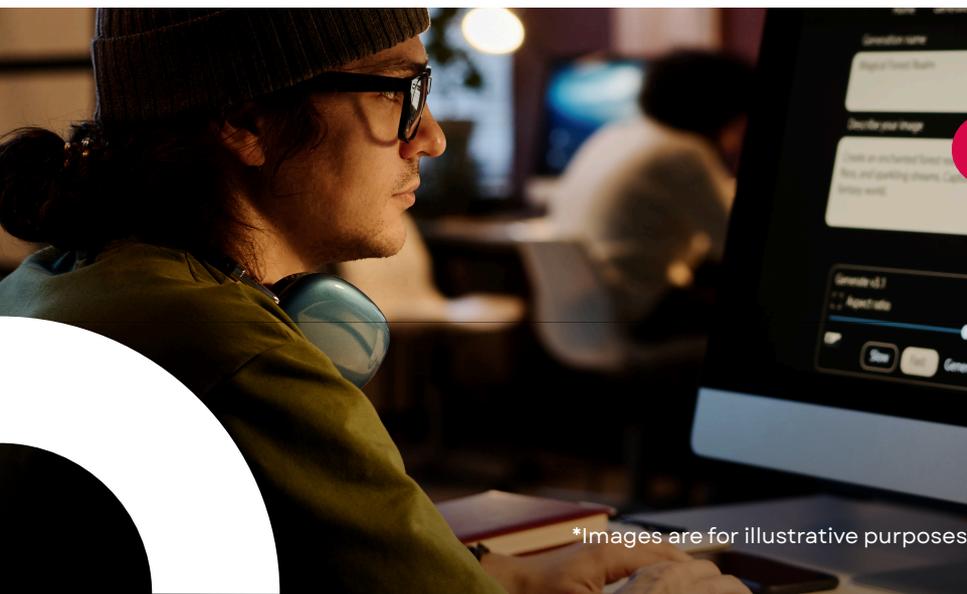
NAT11287007

Apply critical thinking and Artificial Intelligence ethics

Training Package Units

ICTAII401

Identify opportunities to apply artificial intelligence, machine learning and deep learning





Entry Requirements

Age Requirements

Learners must be a minimum age of 18 years or above at the time of course commencement.

Academic Requirements

Applicants should have successfully completed an Australian Year 12 (or an international secondary school year which is equivalent to Australian Year 12) with satisfactory results.

English Requirements

Applicants must provide evidence of completion of the International English Language Testing system (IELTS Test), either Academic (A) or General (G) band 6 overall, or its equivalent completed within 2 years from the application date. Note: Refer to our website for more information on English requirements.

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Career Pathways



The Diploma of Artificial Intelligence (AI)

aims to provide graduates with skills and knowledge in Artificial Intelligence for job roles such as:

- **Artificial Intelligence Optimisation (AIO) Writer Customer Experience Manager**
- **Data and AI Sales Specialist**
- **AI Ethicist**
- **Content Creator**
- **Copywriter**
- **AI Data Analyst**
- **AI Operations Manager**
- **AI Talent Acquisition Manager**
- **Business Owner**

Why this course?

- ✓ **Designed for professionals from non-technical backgrounds**
- ✓ **Nationally accredited qualification**

Diploma of Leadership and Management

CRICOS: 105247D

NATIONAL CODE: BSB50420

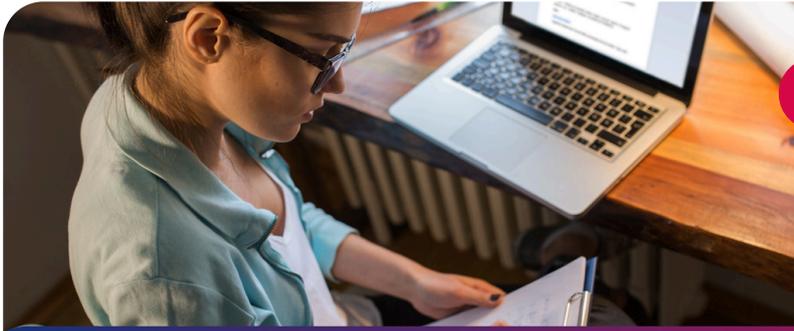


Duration

52 weeks

Delivery mode

Classroom based - Face to Face



Transform your leadership potential with the Diploma of Leadership and Management. You'll be equipped with the essential skills of modern business and how to foster a positive workplace culture, get ready to take on the management roles with confidence.

Course Description

The BSB50420 Diploma of Leadership and Management empowers emerging leaders across a range of industries with the knowledge and practical skills to help grow their organisations strategically.

Students at this level are growing their initiative and judgement in planning, organising, implementing and monitoring their own workload and the workload of others. They use communication skills to support their teams to hit the major strategic targets of their organisation.

Units

Core Units

BSBCMM511

Communicate with Influence

BSBCRT511

Develop Critical Thinking in Others

BSBLDR523

Lead and Manage Effective Workplace Relationships

BSBOPS502

Manage Business Operational Plans

BSBPEF502

Develop and Use Emotional Intelligence

BSBTWK502

Manage Team Effectiveness

Elective Units

BSBFIN501

Manage People Performance

BSBLDR522

Manage People Performance

BSBOPS504

Manage Business Risk

BSBSTR502

Facilitate Continuous Improvement

BSBTWK503

Manage Meetings

BSBWHS521

Ensure a Safe Workplace for A Work Area



Entry Requirements

Age Requirements

Learners must be a minimum age of 18 years or above at the time of course commencement.

Academic Requirements

Applicants should have successfully completed an Australian Year 12 (or an international secondary school year which is equivalent to Australian Year 12) with satisfactory results.

English Requirements

Applicants must provide evidence of completion of the International English Language Testing system (IELTS Test), either Academic (A) or General (G) band 6 overall, or its equivalent completed within 2 years from the application date. Note: Refer to our website for more information on English requirements.

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- Complete an LLND assessment prior to the enrolment of the course.

RPL and Credit Transfer

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Career Pathways



Diploma of Leadership and Management

opens doors to roles such as:

- Team Leader
- Project Manager
- Operation Manager
- Executive Assistance
- Human Resources Manager

Why this course?

- ✓ Practical skills you can use right away
- ✓ Enhance Strategic Management Abilities
- ✓ Nationally recognised qualification under the Australian Qualifications Framework (AQF)

Advanced Diploma of Leadership and Management

CRICOS: 105248C

NATIONAL CODE: BSB60420



Duration

52 weeks

Delivery mode

Classroom based - Face to Face

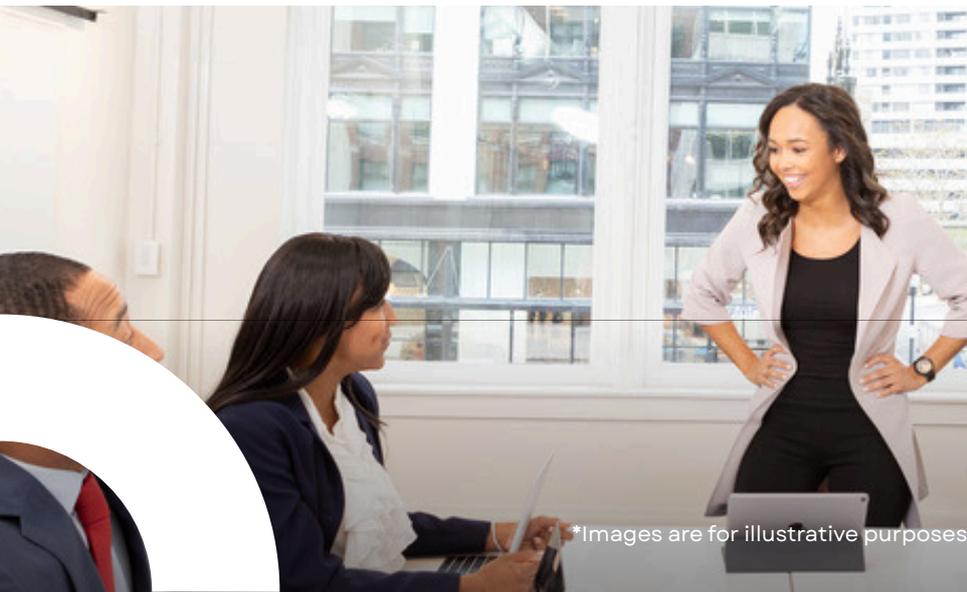


This comprehensive course is designed for aspiring leaders who want to elevate their strategic thinking and management skills. You'll gain in-depth knowledge in areas such as change management, organizational development, and advanced decision-making processes.

Course Description

The BSB60420 Advanced Diploma of Leadership and Management exposes leaders and managers to a wide range of innovative practices in modern organisations. Apply insights across a broad spectrum of enterprise and industry.

Students develop the initiative and judgement to plan and implement a range of leadership and management functions, with accountability for personal and team outcomes.



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Units

Core Units

BSBCRT611

Apply critical thinking for complex problem solving

BSBLDR601

Lead and manage organisational change

BSBLDR602

Provide leadership across the organisation

BSBOPS601

Develop and implement business plans

BSBSTR601

Manage innovation and continuous improvement

Elective Units

BSBHRM614

Contribute to strategic workforce planning

BSBPEF501

Manage personal and professional development

BSBPMG633

Provide leadership for the program

BSBSTR602

Develop organisational strategies

BSBSUS601

Lead corporate social responsibility



Entry Requirements

Age Requirements

Learners must be a minimum age of 18 years or above at the time of course commencement.

Academic Requirements

Applicants should have successfully completed an Australian Year 12 (or an international secondary school year which is equivalent to Australian Year 12) with satisfactory results.

English Requirements

Applicants must provide evidence of completion of the International English Language Testing system (IELTS Test), either Academic (A) or General (G) band 6 overall, or its equivalent completed within 2 years from the application date. Note: Refer to our website for more information on English requirements.

Additionally, all applicants are required to:

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- Complete an LLND assessment prior to the enrolment of the course.

RPL and Credit Transfer

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Career Pathways



Advance Diploma of Leadership and Management opens doors to roles such as:

- Senior Manager
- Human Resources Director
- Operation Director
- Business Consultant

Why this course?

- ✓ Practical Application and Real-world Scenarios
- ✓ Enhanced Leadership Skills
- ✓ Nationally recognised qualification under the Australian Qualifications Framework (AQF)

Graduate Diploma of Management (Learning)

CRICOS: 105249B

NATIONAL CODE: BSB80120



Duration

52 weeks

Delivery mode

Classroom based - Face to Face

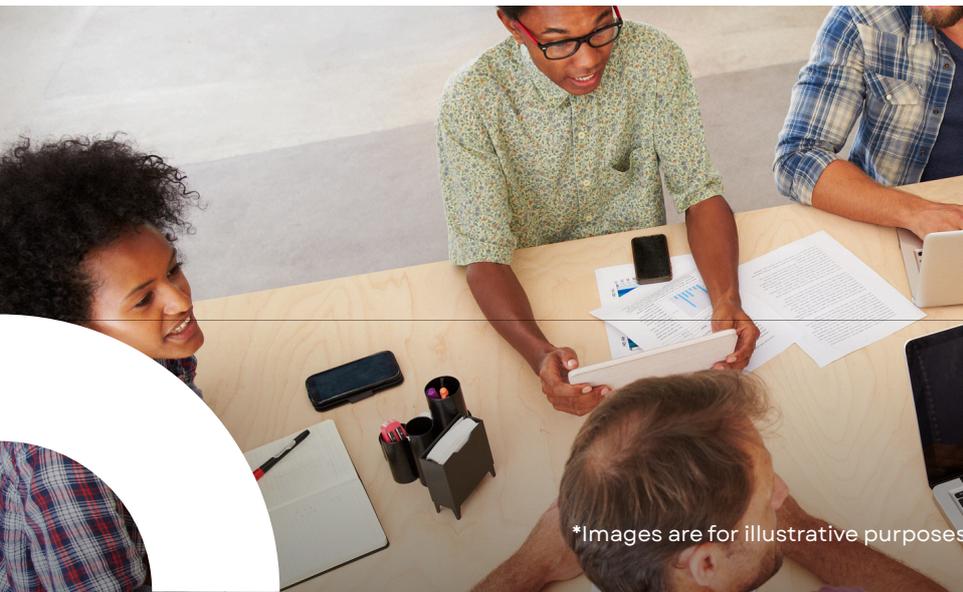


This specialized course is designed for professionals seeking to enhance their capabilities in educational leadership and management. Explore innovative learning strategies, curriculum development, and effective teaching methodologies, all aimed at fostering a culture of continuous improvement.

Course Description

The BSB80120 – Graduate Diploma of Management (Learning) equips graduates with specialised knowledge and skills in the field of organisational learning and capability development.

Throughout the course, students integrate various sources of data with their own professional experience to generate and evaluate complex ideas.



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Units

Core Units

BSBCMM511

Communicate with Influence

BSBCRT511

Develop Critical Thinking in Others

BSBLDR523

Lead and Manage Effective Workplace Relationships

BSBOPS502

Manage Business Operational Plans

BSBPEF502

Develop and Use Emotional Intelligence

BSBTWK502

Manage Team Effectiveness

Elective Units

BSBFIN501

Manage Budgets and Financial Plans

BSBLDR522

Manage People Performance

BSBOPS504

Manage Business Risk

BSBSTR502

Facilitate Continuous Improvement

BSBTWK503

Manage Meetings

BSBWHS521

Ensure A Safe Workplace For A Work Area



Entry Requirements

Age Requirements

Learners must be a minimum age of 18 years or above at the time of course commencement.

Academic Requirements

To enter this qualification, applicants should have successfully completed an Australian diploma level qualification or equivalent or higher with satisfactory results.

English Requirements

Applicants must provide evidence of completion of the International English Language Testing system (IELTS Test), either Academic (A) or General (G) band 6 overall, or its equivalent completed within 2 years from the application date. Note: Refer to our website for more information on English requirements.

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Career Pathways



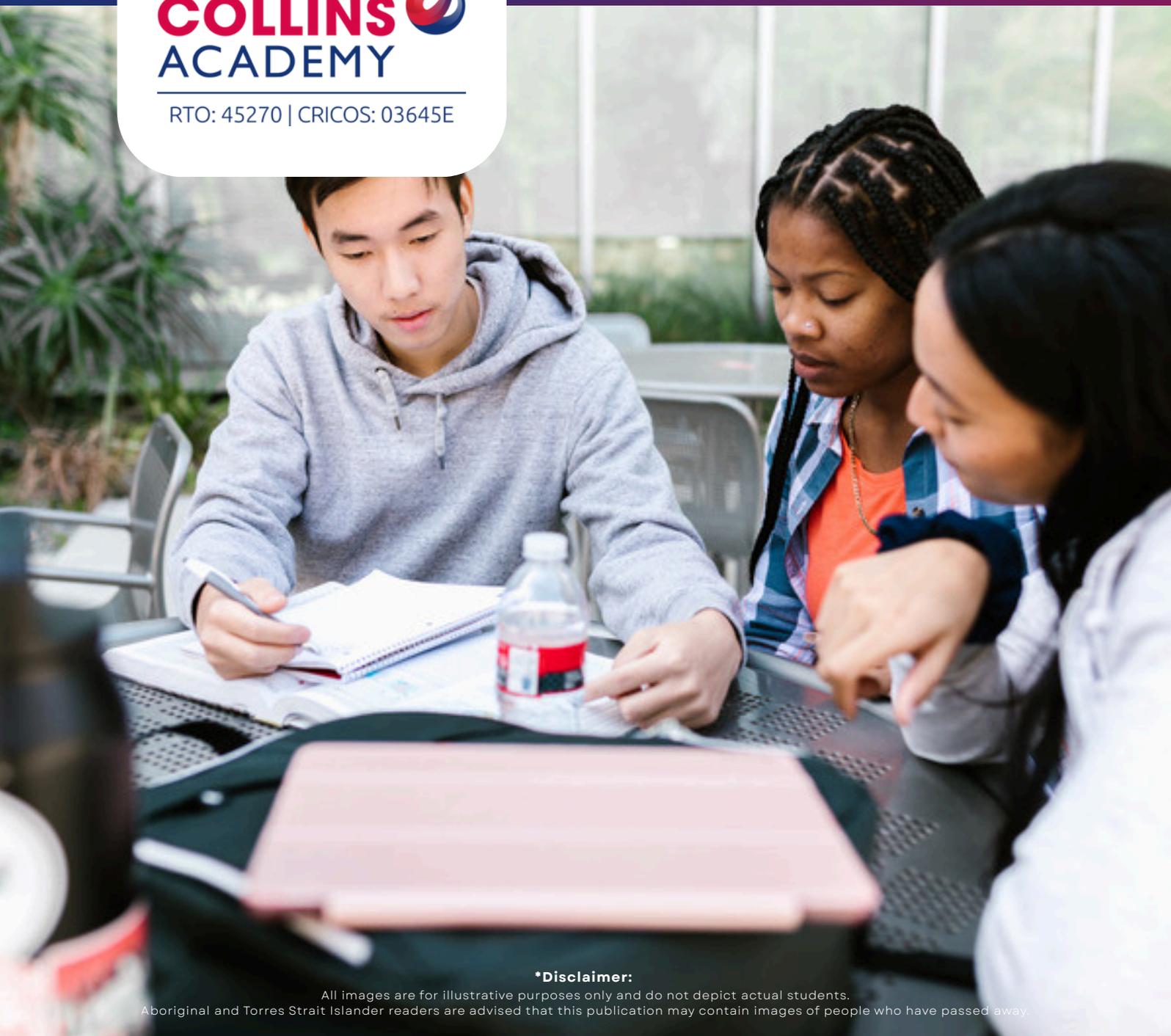
Graduate Diploma of Management (Learning)

opens doors to roles such as:

- Training Consultant
- Operations Manager
- Talent Development Specialist
- E-Learning Coordinator

Why this course?

- ✓ Global Business Perspective
- ✓ Valuable asset If you have aspirations of starting your own business
- ✓ Nationally recognised qualification under the Australian Qualifications Framework (AQF)



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