

Course Overview

This qualification provides the students with skills and knowledge about foundation skills development in preparation for workforce entry or vocational training pathways.

The course is suitable for individuals who require a pathway to employment or further vocational training and vocational training and employment plan.





Online

Support













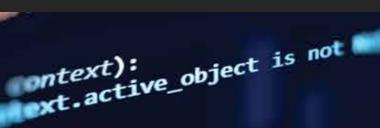
Course Units

CORE UNITS

FSKLRG011 Use routine strategies for work-related learning

ELECTIVE UNITS

FSKNUM018	Collect data and construct routine tables and graphs for work
FSKNUM017	Use familiar and routine maps and plans for work
FSKOCM004	Use oral communication skills to participate in workplace meetings
FSKOCM010	Use oral communication skills for complex workplace presentations
FSKOCM005	Use oral communication skills for effective workplace presentations
FSKNUM019	Interpret routine tables, graphs and charts and use information'
	and data for work
FSKNUM014	Calculate with whole numbers and familiar fractions, decimals
	and percentages for work
FSKLRG018	Develop a plan to organise routine workplace tasks
FSKRDG009	Read and respond to routine standard operating procedures
FSKRDG010	Read and respond to routine workplace information
NAT11247013	Take measurement of individual corals
NAT11247008	Plan a coral nursery restoration project
NAT11247012	Present information regarding coral and reef conservation



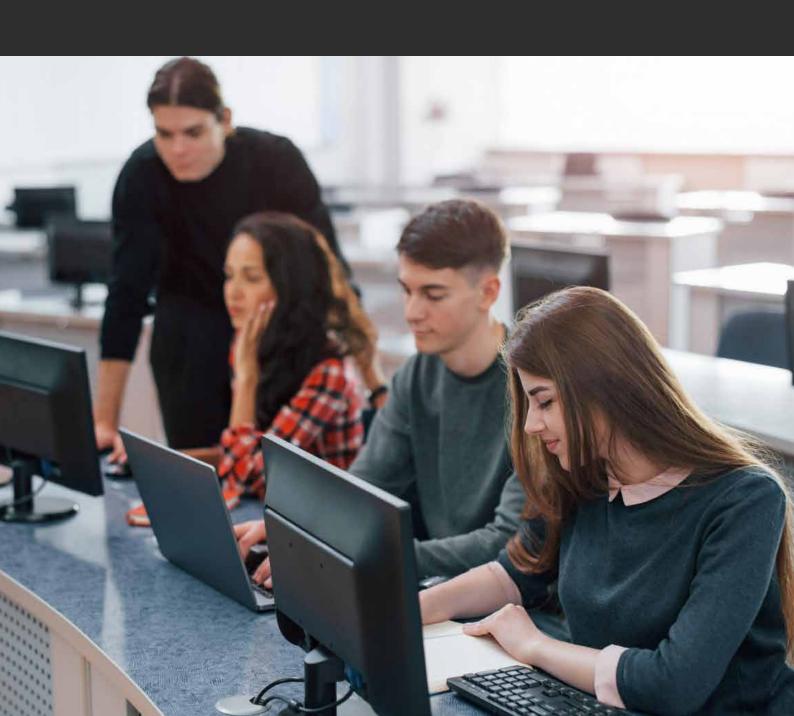
Skills and Knowledge Development

Upon completion of the course, participants will be able to:

- Identify own learning goals and needs and develop a formal learning plan to participate in a vocational or workplace learning environment.
- Collect, collate and organise familiar and routine data and construct tables, column and bar graphs for work.
- Interpret data from workplace tables and graphs and communicating mathematical information.
- Interpret and use familiar and routine maps and plans using direction, simple scales, labels, symbols and keys.
- Use oral communication skills to contribute to workplace meetings.
- Use oral communication skills to deliver complex workplace presentations.
- Deliver effective workplace presentations.
- Select and interpret information in routine tables, graphs and charts.
- Interpret and calculate with whole numbers, routine fractions, decimals and percentages for workplace activities and tasks.
- Plan routine workplace tasks.
- Interpret and respond to routine standard operating procedures in printed or digital formats.
- Interpret and respond to information in routine workplace texts in printed or digital formats.
- Take measurement of individual corals.
- Plan a coral nursery restoration project
- Present information regarding coral and reef restoration

Career Outcomes

- General Labourer or Entry-Level Environmental Assistant supporting basic worksite activities
- Workplace Trainee in industries such as conservation, land care, marine support, or community services
- Administrative Support Assistant, performing routine clerical or customer service tasks in office or field environments
- Ranger Support Worker, assisting Indigenous Rangers or land managers with tasks such as data entry, equipment maintenance, or cultural site preparation





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