



# BLUEDOGTRAINING

## Course Information Booklet

# SHORT COURSES

Advance your trade career or increase your knowledge on-site with our Short Courses.

### Disclaimer

This Student Course Information contains information that is correct at the time of printing. Changes to legislation, government programs and/or [Blue Dog Training](#) policies may impact on the currency of information included. [Blue Dog Training](#) reserves the right to vary and update information without notice. You are advised to seek any changed information and/or updates from your trainer or by contacting [Blue Dog Training](#).

This document has been prepared as a resource to assist students to understand their obligations and also those of [Blue Dog Training](#). Please carefully read through the information contained in this document. In addition to this document all students need to read, understand, be familiar with, and follow the policies and procedures outlined in the [Blue Dog Training](#) Student Handbook.

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## Introduction

### Short Courses

Blue Dog Training's Short Courses provide the essential foundation for a thriving career in construction. Tailored to enhance your skills and broaden your expertise, these courses are designed to meet the needs of a dynamic and evolving industry. Whether you're updating your current knowledge or acquiring new skills, our Short Courses equip you with the critical competencies and practical experience needed to excel in the construction industry.

### Blue Dog Training Model

The training you will undertake for this course is nationally accredited training. Blue Dog Training's flexible online course allows you to fit your study into your work, family and social commitments. You work through the course at your own pace by downloading an assessment workbook directly from our website. A trainer is also available to support you every step of the way.

### What to Expect

Our Short Courses are suitable for builders, site managers, forepersons and other construction industry professionals using specialised knowledge and skills preparing you to complete routine and non-routine tasks. The training also equips participants to use their own judgement to deal with predictable and sometimes unpredictable problems.

Please take time to read the information in this document and the Blue Dog Training [Student Handbook](#), as it is very important you select the right course for you.

## Course Details

### Training & Assessment

The program is designed to progress the learner through competency performances. The learning and assessment materials are separated into segments, as follows:

1. Undertake directed self-paced study and research
2. Complete and submit the assessment activities outlined in the Assessment Workbook developed for each unit of competency
3. Undertake an assessment conversation with a Blue Dog Training trainer and assessor.

You will have a maximum of **three (3) submission attempts** to successfully complete the assessment activities for this course. If you are not deemed competent after the third attempt, you will be required to re-enrol in the program.



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## Resources

Resources you will require for the course are:

- ✓ Computer and printer
- ✓ Internet access for research and information
- ✓ Microsoft Word and Acrobat Reader (Current version)

## Training Costs

The cost of your course is detailed below. This amount must be paid in full upon enrolment

SHORT COURSE UNIT LIST – CSQ FUNDED UNITS				
Unit of Competency	Fee-for-service Cost	CSQ Funded Cost (Administration Fee)	Expected Time to Complete	Enrolment Period
<b>BSBESB402</b> Establish legal and risk management requirements of new business ventures (QBCC Approved Managerial Course)	<b>\$460</b>	\$50	4 weeks	6 weeks
<b>CPCCWHS2001</b> Apply WHS requirements, policies and procedures in the construction industry	<b>\$240</b>	\$50		

For more information regarding these specific Short Courses and the Construction Skills Queensland (CSQ) Initiative, please follow the links above.



**SHORT COURSE UNIT LIST – FEE-FOR-SERVICE UNITS**

Unit of Competency	Fee-for-service Cost	Expected Time to Complete	Enrolment Period
<b>BSBESB407</b> Manage finances for new business ventures	<b>\$373</b>	4 weeks	6 weeks
<b>BSBLDR414</b> Lead team effectiveness			
<b>CPCCB4001</b> Apply building codes and standards to the construction process for Class 1 and 10 buildings			
<b>CPCCB4002</b> Manage work health and safety in the building and construction workplace			
<b>CPCCB4003</b> Select, prepare and administer a construction contract			
<b>CPCCB4004</b> Identify and Produce Estimated Costs for Building and Construction Projects			
<b>CPCCB4006</b> Select, procure and store construction materials for building and construction projects			
<b>CPCCB4007</b> Plan building or construction work			
<b>CPCCB4008</b> Supervise site communication and administration processes for building and construction projects			
<b>CPCCB4009</b> Apply legal requirements to building and construction projects			
<b>CPCCB4012</b> Read and interpret plans and specifications			
<b>CPCCB4018</b> Apply site surveys and set-out procedures to building and construction projects			
<b>CPCCB4024</b> Resolve Business Disputes			
<b>CPCCB4053</b> Apply building codes and standards to the construction process for Class 2 to 9 Type C buildings			
<b>*CPCCB4010</b> Apply structural principles to residential and commercial constructions	<b>\$373</b>	16 weeks	20 weeks

\*Prerequisite units for CPCCB4010, are CPCCB4053 & CPCCB4001.

## How Do I Enrol?

### 1. Course Commencement

Under fee-for service arrangements you can commence your course at any time throughout the year.

### 2. Apply Online

Once you have made your decision, you will need to complete the online application form which is available on our [website](#).

Before proceeding, ensure you read the Blue Dog Training [Student Handbook](#). This Student Handbook provides information about the training services, procedures and policies of Blue Dog Training. As part of the enrolment process, you will be asked to agree to abide by these policies and procedures.

### 3. Provide Supporting Documents

You will need to provide documentation to verify your identity and right to work in Australia.

### 4. Payment

Payment can be made via Direct Deposit or Credit Card.

### 5. Receive Enrolment Details

Once your application is processed and payment is received, you will be sent an email containing your login details. You will then be contacted by your trainer within 1-3 business days.

### 6. Issuance

Upon successful completion of your course, Blue Dog Training will issue your Statement of Attainment.

*\*Further details regarding the enrolment process is available on the online enrolment application form.*

## Non-Accredited Short Courses

Increase your knowledge of different safety topics on-site with our Non-Accredited Short Courses. Employers can use any combination of our awareness courses as part of their on-the-job training to maintain Work Health and Safety obligations.

### Overview

After successfully completing these courses, you will receive a Statement of Completion. While these courses are not accredited, they provide the theory and underpinning knowledge required to complete certain activities safely.

The results of the training will not be accessible through the Commonwealth and will not appear on any VET transcript prepared by the Register.

### Delivery

Our user-friendly and informative online courses allow you to learn at your own convenience. You will be able to easily save your progress, exit the course, and resume right where you left off in our Short Course training.

<b>BDT Short Course</b>	<b>Fee-for-service Cost</b>	<b>Duration</b>
Working at Heights Awareness	<b>\$55</b>	2 – 4 hours
Hydraulics Short Course	<b>\$480</b>	4 – 10 hours
Elevated Work Platform Awareness	<b>\$55</b>	2 – 4 hours
Explosive Power Tools Awareness	<b>\$55</b>	2 – 4 hours
Manual Handling Awareness	<b>\$55</b>	2 – 4 hours



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## Staff Contact Details

For further information, please contact our staff below.

COURSE ADMINISTRATOR	
<b>Phone:</b>	(07) 3331 6003
<b>Email:</b>	<a href="mailto:building@bluedogtraining.com.au">building@bluedogtraining.com.au</a>
<b>Availability:</b>	Monday to Friday: 9:00am to 5:00pm

<b>Trainer/Assessor:</b>	Dan Petty
<b>Phone:</b>	0427 520 529
<b>Email:</b>	<a href="mailto:building@bluedogtraining.com.au">building@bluedogtraining.com.au</a>
<b>Availability:</b>	Monday to Wednesday: 7:00am to 7:00pm