**CGEA ENTRY PROGRAM**

**Philosophy:**
To welcome clients into industry based, employability training and education at the Echuca Learn Local RTO; Campapse College of Adult Education—TOID 3665.

**Aim:** With three [3] days per week attendance, enable clients to achieve new goals by:
- Experiencing trade related skills and seeing potential employment possibilities first hand.
- Developing skills in a flexible learning program with alternative settings that provides the motivation to engage in education, training and/or employment.
- Problem solving, reasoning, cooperative skills, perspective and insight into their own learning.

**TRAINING & EDUCATION PROGRAMS**

**22235VIC Certificate I in General Education for Adults (Introductory):** 385 hours.

**ICA10111 Certificate I in Information, Digital Media and Technology:** 185 hours. The program involves Digital Photography—Video Making.

**Careers:** 50 hours. Pre-vocational skill development & work-placement creating career and job awareness.

Select 4 x 50 hour pre-accredited programs in the year with 2 electives selected per semester. This is a Tuesday ACFE program.
- Drafting & Frame Construction,
- Scrap Furniture Creation and Welding,
- Fashion—textiles and design,
- Ceramics and Pottery Making,
- Adventure Education,
- Food and Hospitality.

**COST:** $1267.07 [Concession]
$1681.64 [NCC-Funded]

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**22235VIC Certificate I in General Education for Adults (Introductory)**

The Certificate in General Education for Adults [CGEA] (Introductory) is an accredited certificate for adults (16+) who have not completed their secondary education.

CGEA (Introductory) is designed to improve literacy, numeracy and general education; meet personal needs; increase participation within the community; access further education, training and/or employment.

The CGEA (Introductory) is a competency based curriculum. Where training is competency based, students are taught knowledge, skills and attitudes required to achieve the specific competency standard and are assessed against competency criteria, not against each other.

The CGEA is a curriculum framework allowing flexible and customised programs to meet the needs of a diverse range of learners. It is used with adults who:
- wish to improve literacy, numeracy and general education skills
- have not completed secondary school
- come from language backgrounds other than English.

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**ICA10111 Certificate I in Information, Digital Media and Technology**

**Units**
- Operate a personal computer
- Operate word processing applications
- Use, communicate & search securely on the internet
- Use digital devices
- Use digital literacy skills to access the internet
- Operate presentation packages

Make a short movie: create a script, shoot and edit.

IDMT will assist Personal Development Skills through the development of a detailed electronic portfolio of personal involvement and achievements in sports, work and community activities.

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**Careers**
- Personal Management & Individual Career Plan
- Resume and Electronic Portfolio
- Work Health and Safety Issues and Assessments
- Research on Career Pathways, Job Functions
- Research on Industries and locations that embrace those Careers and Job Functions
- JSA Expectations of Job Seekers
- Mock Interviews and Personal Presentation
- Work-placement or Work-experience
- Review

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**Construction to scale [or] Welding [or] Scrap Furniture Creation**

Build to scale a 1BR/2BR unit using correct measurements and skills of a real house.

Design & build furniture from scrap using power and hand tool operational skills.

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**Fashion: Textiles and Design**

Design clothes to wear everyday and for special occasions; clothes for competition rules; use sewing machines and overlockers, participate in catwalk modelling with CCAE’s annual Echuca-Moama Fashion Parade.

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**Ceramics and Pottery Making**

Students initially decorate, glaze & fire pre-made ceramic items before progressing to the design, creation, decoration, glazing and firing of their own hand made items for use and display at their homes.
**Adventure Education**

Learn to strengthen one’s body without expensive gym equipment through nutrition and planned training circuits.

Learn to work in teams to overcome obstacles and to complete adventure tasks.

The Program involves 8 sessions per activity.

Term 1 involves a ropes course.
Term 2 involves abseiling.

CCAE will fund these two events. Other options created by students must be self-funded.

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**Food and Hospitality**

This program involves the creation of a range of different meals and skill development so that in the students can operate a restaurant in the second half of the semester.

**Beverages:** Make coffee and Mocktails.

**Waiter Service:** Set and clear tables for different dining options; serve customers, explain menus, take orders, RSA.

**Kitchen Hand:** Food hygiene; knife handling, knife sharpening, cutting-chopping; colour coded food preparation boards; refrigerator storage; industrial dishwasher operation.

**Sales:** Menu creation and design; discounting; displays, sales/change; point of sale operations; handling of notes, coin and banking.

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**Travel — Tourism**

**Travel-Tourism** [Cost $150]

_Don’t be like our friend in the photo!!_

This night time course involves planning your travel, get passports, access travel notices, currency requirements, etc.

Participants in _CCAE’s Cambodia Immersion Program_ must complete this program.

Investigate destinations then fundraise and participate in an overnight fieldtrip.

CCAE will not provide funds except for the wages of staff.

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**VISUAL PERCEPTUAL DYSLEXIA**

‘CCAE - Irlen Dyslexia Project’

CCAE Entry students are offered a FREE Irlen assessment by CCAE’s Speech Pathologist to see if visual interpretation is a factor affecting learning.

Many students have difficulty reading and writing because background colour affects how the brain interprets visual information. If it is a factor, we train students in practical measures to improve their visual interpretation.

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**CGEA ENTRY**

Provides foundation skills for employment, training and education.

Select 3 Electives from below

- Construction to scale [or] Welding [or] Scrap Furniture Construction
- Fashion: Textiles + Craft
- Digital Photography [or] Video Making
- Nutrition & Training Circuits-NuTC [or] Adventure Ed
- Food + Hospitality Skill Set
- **Education:** Pathways/Further
- **Training:** Certificate II Level
- **Volunteering**
- **Employment**

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**Careers and Work-placement**

- Training which ticks all the boxes…
  - Community focused
  - Flexible learning
  - Skilled trainers
  - After training support
  - Variety courses
  - Recognised prior learning