



St Bede's College

2026

# VCE VM Pathways Handbook

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St Bede's College advises that the information contained in this publication comprises general statements based on information compiled from the Department of Education, VCAA, RTOs, TAFEs, VTAC websites. At the time of printing, this information was accurate, however no reliance or actions must therefore be made on that information without seeking prior expert professional guidance from a qualified Career Practitioner.

St Bede's College acknowledges the traditional custodians of this land, the Bunurong people of the Kulin Nation, whose ancient wisdom nurtured these lands and waters for millennia.

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## **Course Overview**

### **VET Courses**

- o Allied Health Assistance
- o Animal Studies
- o Applied Fashion Design & Technology
- o Automotive Vocational Preparation
- o Building & Construction
- o Business
- o Cabinet Making & Timber Technology
- o Community Services
- o Computer Assembly & Repair
- o Construction Pathways
- o Cookery
- o Design Fundamentals – Graphic
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- o Early Childhood Education & Care
- o Electrotechnology
- o Enabling Technologies
- o Engineering Studies
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- o Information Technology (Games & Cyber Security)
- o Laboratory Skills
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- o Music
- o Plumbing
- o Printing & Graphic Arts
- o Salon Assistant
- o Screen & Media
- o Small Business Operations & Innovation
- o Sport, Aquatics & Recreation
- o Tourism
- o Visual Arts

## Glossary of Terms

<b>AAP</b>	Australian Apprenticeship Pathways
<b>ATAR</b>	Australian Tertiary Admission Rank
<b>NS</b>	Non-Scored Assessment
<b>RTO</b>	Registered Training Organisation
<b>SA</b>	Scored Assessment
<b>SBAT</b>	School Based Apprenticeship / Traineeship
<b>SWL</b>	Structured Workplace Learning
<b>TAFE</b>	Technical and Further Education
<b>UOC</b>	Units of Competency
<b>USI</b>	Unique Student Identifier
<b>VCAA</b>	Victorian Curriculum Assessment Authority
<b>VCE</b>	Victorian Certificate of Education
<b>VET</b>	Vocational Educational Training
<b>VETDSS</b>	Vocational Educational Training Delivered to Secondary Schools
<b>VCE-VM</b>	Vocational Major
<b>VTAC</b>	Victorian Tertiary Admissions Centre

## Websites

<b>Holmesglen</b>	<a href="https://www.holmesglen.edu.au/explore-courses/secondary-school-courses?f_studyType=VET%20Delivered%20to%20Secondary%20Schools">https://www.holmesglen.edu.au/explore-courses/secondary-school-courses?f_studyType=VET%20Delivered%20to%20Secondary%20Schools</a>
<b>Chisholm</b>	<a href="https://www.chisholm.edu.au/career-fields/vet-in-schools">https://www.chisholm.edu.au/career-fields/vet-in-schools</a>
<b>Foundation Learning Centre</b>	<a href="https://www.foundation.vic.edu.au/courses/?types=vetdss">https://www.foundation.vic.edu.au/courses/?types=vetdss</a>
<b>Kangan Institute</b>	<a href="https://www.kangan.edu.au/for-schools/vetdss/2023-vetdss-programs">https://www.kangan.edu.au/for-schools/vetdss/2023-vetdss-programs</a>
<b>Integrity Business College</b>	<a href="https://www.integritybusinesscollege.au/courses/vetis-courses/">https://www.integritybusinesscollege.au/courses/vetis-courses/</a>
<b>USI</b>	<a href="https://www.usi.gov.au/students/get-a-usi">https://www.usi.gov.au/students/get-a-usi</a>
<b>VCAA</b>	<a href="https://www.vcaa.vic.edu.au/Pages/vet/VETFAQs-GettingStarted.aspx">https://www.vcaa.vic.edu.au/Pages/vet/VETFAQs-GettingStarted.aspx</a> <a href="http://www.vcaa.vic.edu.au/Pages/vet/programs/index.aspx">http://www.vcaa.vic.edu.au/Pages/vet/programs/index.aspx</a>
<b>VTAC</b>	<a href="http://www.vtac.edu.au/">http://www.vtac.edu.au/</a>
<b>AAP</b>	<a href="https://www.aapathways.com.au/career-research">https://www.aapathways.com.au/career-research</a>

## What is VET/VETDSS?

### Vocational Education & Training Delivered to Secondary Students (VET)

VET Delivered to Secondary Students refers to Vocational Education and Training (VET) courses undertaken as part of a student's school studies. VET courses enable students to earn credit towards a recognised VET qualification while they complete their senior secondary certificate.

A VET course allows students to:

- Combine a vocational pathway with their VCE or VCE/VM studies
- Complete (or work towards) a Certificate I, II, or III qualification
- Keep their options open to pursue further vocational education (such as courses at a TAFE or RTO) or move into higher education (such as undertaking courses at university via non-ATAR pathways).
- Genuine industry and employability skills

### Selecting a VET Course

We ask students to nominate 3 preferences for VET during subject selection. While we work closely with the TAFE providers to offer students their first preference, we can't guarantee everyone a place in their preferred course or their preferred TAFE. There are external factors that may limit the number of places provided. In those instances, students will be offered their reserve choice. Please note: a VET course is compulsory for students undertaking the VCE Vocational Major Program. Regular attendance at TAFE is compulsory for students undertaking a VET study. Students are required to make their own way to and from TAFE.

### Advantages of VETDSS

There are many advantages to completing Vocational Education and Training (VET) in school. Upon completion it can provide you with:

- A VCE and/or VM certificate and a Nationally recognised VET certificate issued by a registered training organisation (RTO)
- An enhanced ATAR which can improve access to further education.
- Pathways to employment and/or further VET qualifications and training.
- Workplace experience gained through structured workplace learning (SWL).

### What is TAFE?

TAFE institutes are government funded Registered Training Organizations (RTO's) that offer Vocational Education and Training relating to a specific industry or occupation.

St Bede's College have strong associations with Holmesglen and Chisholm, TAFE's, with Box Hill, Kangan Institute and other RTO's available depending on VET requirements.

## What is an R.T.O.?

A registered training organization (RTO) is a provider and assessor of nationally recognised vocational education and training. They can offer students training and qualifications or statements of attainment that are recognized across Australia and are accepted by industry and other educational institutions.

## What is a SBAT?

A School Based Apprenticeship Traineeship (SBAT) is an Australian Apprenticeship which is undertaken part-time while the apprentice or trainee is at school. It combines paid employment, on or off the job vocational training and senior secondary school studies.

A SBAT provides senior secondary students with hands-on industry experience, and the ability to work towards or complete a nationally recognized qualification, while they complete their senior school certificate.

Students are encouraged to commence SBAT's through the VCE VM program.

Students undertaking School Based Apprenticeship Training (SBAT) will undertake SWL with their host employer as well as on the job training, whilst attending TAFE in blocks throughout the year.

Many employers engage the skills of MEGT to support our students with their **School Based Apprenticeship Traineeship** <https://www.megt.com.au/>

## How long are VET courses?

VET courses generally run for two years, whilst the student is completing Yr 11 & Yr 12 with classes held one day or half day a week during school terms at an RTO. VCE Students should ensure this option does not clash with their internal subject choices. We do request an afternoon classes for our VCE students to attend TAFE, and students are required to attend school up until recess on their VET days.

## What do I obtain at the end?

When you complete a VET course, you will either be awarded a Statement of Attainment for partial completion or an industry recognised certificate for the course completed eg: Certificate II or III in Hospitality

## Are there any prerequisites?

To enroll in a VET course, you must be older than 15 years, with some RTO's and VET courses requiring a minimum age of 16 years old. Students must be enrolled as full-time student at St Bede's College. Please note several courses require a competent pass in Yr 10 Math and English eg: Certificate II Electrotechnology and a pre-entrance testing for Cert 111 Allied Health Services.

## VET courses indicative fees for 2026

There will be an additional fee that will be added to your school fees for each student completing a VET course with the remaining VET fee paid for by St Bede's College (avg. cost of a VET course is \$2,500). For any VET fee in excess of \$3,600 the difference is payable by the family. Additional costs are student's expenses for materials eg: Uniform (trades, hospitality, appropriate PPE uniform), relevant tools and textbooks required by the TAFE are to be paid for by the family.

Click here to [view](https://www.stbedes.catholic.edu.au/enrol/fees/) College fees. (<https://www.stbedes.catholic.edu.au/enrol/fees/>)

## Enrolment Process

Students need to research and gather information on at least three VET courses of interest. During subject selection, students are required to input their VET choice, noting 1<sup>st</sup> preference, 2<sup>nd</sup> preference and 3<sup>rd</sup> preference. Application for enrolment will be submitted with the relevant TAFE by the College VET coordinator.

**A student's VET subject selection does not mean direct enrolment – due to the popularity of some course's placement is not guaranteed. VET selection is dependent on availability by the TAFE / RTO.**

Holmesglen applicants will receive an email confirming VET enrolment will be sent to the students for acceptance. Chisholm applicants will receive an E-form request. Enrolment processes **MUST** be actioned and completed by the student before the enrolment can proceed. Chisholm & Holmesglen TAFE have an online assessment (BKSB) for some VET courses that must also be completed by the student prior to enrolment being accepted.

In the event the student commences the VET course and decides they do not wish to continue, they must advise the VET coordinator in the **first 3 weeks of study (before the end of February)**.

It is best for students not to apply for a VET course because their friend has applied. Students must be dedicated and interested in this pathway of study as they are required to attend and complete the selected VET course for 2 years.

We encourage any students interested in VET subjects to speak with the VM or VET Coordinators to find out more.



## What is VCE Vocational Major (VM)?

The VCE Vocational Major (VM) offers an applied learning pathway within the VCE, providing students the flexibility to pursue their specific interests. Through real-life workplace experiences, the program equips students with the essential skills and confidence to navigate their transition into further study or the workforce.

## VCE Vocational Major (VM) Structure?

Year 11 & 12 students undertaking the VCE-VM will choose from one of the following pathways:

### VCE VM: Subject-Based

Students will undertake five days of VCE Vocational Major schooling at St Bede's College. Their program will include the following VCE studies:

- VCE-VM Literacy or VCE English
- VCE-VM Numeracy or VCE Mathematics
- VCE-VM Work-Related Skills
- VCE-VM Personal Development Skills
- One additional VCE study from the available subjects
- VET Cert 11 in Workplace Skills

### VETDSS at TAFE: One day per week

- TAFE: One day (or part day) per week to complete their Cert II or Cert III VET Course

### VCE VM: Industry-Based

Students will undertake three days of VCE Vocational Major schooling at St Bede's College. Their program will include the following VCE studies:

- VCE-VM Literacy
- VCE-VM Numeracy
- VCE-VM Work-Related Skills
- VCE-VM Personal Development Skills

## **VETDSS at TAFE and SWL: One day per week for VET & SWL**

- TAFE: One day (or part day) per week to complete their Cert II or Cert III VET Course
- Structured Workplace Learning (SWL): One day per week
- SWL provides students with the opportunity to integrate on-the-job experience with their VCE-VM and VET studies
- Students will work with an employer in their related VET industry one day per week

Please refer to the College Website for further information in regard to VCE-VM

Generally, students undertaking VM-Industry learning will attend school on Monday, Tuesday and Thursday with Wednesday set aside for VET and Friday for SWL (\*days may vary, depending on allocated VET at TAFE)

<https://www.vcaa.vic.edu.au/curriculum/vce/Pages/AboutVCEVocationalMajor.aspx>

## **What is Structured Workplace Learning? (SWL)**

Structured Workplace Learning (SWL) provides students with the opportunity to integrate practical on-the-job experience and learnings in an industry with nationally recognised VET undertaken as part of with the VCE-VM units.

***It is the responsibility of the students, with their family's assistance, to source a relevant business/employer in the industry that the student is studying their VET for SWL placement. Best practice is for students to make contact with family and friends who may work in the industry and ask if they can obtain one day per week SWL placement with their business.***

Students develop an understanding about what is needed to be a competent worker in a specific industry related to their VET they are undertaking. Work exploration is a vital component of SWL that allows students to explore career options and enhance skill development, which may be transferable, enhancing employment opportunities.

A work placement enables students to better understand employability skills linked to the workplace. Employability skills are more easily learnt on the job and employers are ideally placed to provide the opportunity for students to practice employability skills in a work environment.

SWL is an integral and compulsory part of the St Bede's College VM -Industry Based program and every student will be required to complete SWL one day per week with an employer in the industry they are studying at TAFE. Most students will complete their SWL arrangements on a Friday, unless their VET day falls on a Friday, then the SWL day will be on a Wednesday.

A legal requirement of SWL is the completion of SWL Arrangement and SWL Travel forms. These SWL forms ensure students have WorkSafe Insurance whilst on placement. SWL forms must be completed and signed by all parties and approved by our College Principal prior to SWL commencing. (WorkSafe Insurance does not cover accidents that occur on the way to or from the workplace).

Students undertaking School Based Apprenticeship Training (SBAT) will undertake SWL with their host employer as well as on the job training, whilst attending TAFE in blocks throughout the year.

<https://www.vcaa.vic.edu.au/curriculum/vet/swl-vet/Pages/HowSWLWorks.aspx>

## **VCE VET Programs with an ATAR study score**

The following examples of VCE VET programs have a study score available to students undertaking the relevant Units 3/4 sequence. For a full list (2024) visit VCAA

[www.vcaa.vic.edu.au/Documents/vet/GetVET/resources/VCE-VET-program-chart.pdf](http://www.vcaa.vic.edu.au/Documents/vet/GetVET/resources/VCE-VET-program-chart.pdf)

- Cert 111 Business
- Cert 111 Community Services
- Cert 111 Screen & Media
- Cert 111 Dance
- Cert 11 Engineering
- Cert 111 Equine Studies
- Cert 11 Furniture Making Pathways
- Cert 111 Allied Health Assistance
- Cert 111 Health Services Assistance
- Cert 11 Hospitality & Cookery
- Cert 111 Information, Digital Media and Technology
- Cert 11 Integrated Technologies
- Cert 11 Laboratory Skills – Sampling & Measurement
- Cert 111 Music (Sound Production)
- Cert 111 Sports, Aquatics and Recreation

The contribution of a scored VCE VET program is as follows:

- Any contribution to the ATAR is subject to satisfactory completion of the designated Units 3 and 4 sequence.
- Study scores will contribute directly to the ATAR, either as one of the student's best four studies (the primary four) or as a fifth or sixth study.
- A contribution to the ATAR is subject to receiving a study score
- Students may choose not to receive a study score; however, in that case they will not be eligible for any ATAR contribution from the Units 3 and 4 sequence of that scored VCE VET program.
- Block Credit Recognition – Students that undertake qualifications that are not approved by VCAA may also be eligible for credit towards their VCE through Block Credit. This is achieved by being awarded successful completion of units of competency.

For further information refer to the VTAC website. [VTAC Website](http://www.vtac.vic.edu.au)

## TAFE / RTO Campus Locations

Please note, for ease of transport and safety **our first preference is to enrol** students into the closest TAFE from their residential address.

### **BOX HILL INSTITUTE** - **RTO 4687**

VET Website	<a href="#">Box Hill VET Search</a>
Location	<b>Melbourne CBD</b> - 253 Flinders Lane <b>Box Hill</b> - 465 Elgar Road
Public Transport	<b>Melbourne CBD</b> - Train, short walk <b>Box Hill</b> – Bus route from Mentone Station up Warrigal Road, then a short walk

### **CHISHOLM TAFE** - **RTO 0260**

VET Website	<a href="#">Chisholm VET Search</a>
Location	<b>Frankston</b> - Fletcher Road, Frankston <b>Dandenong</b> - 121 Stud Road
Public Transport	<b>Frankston</b> – Public Transport and TAFE is cross the road from Frankston train station <b>Dandenong</b> – Accessible via bus routes

### **FOUNDATION LEARNING CENTRE** - **3977**

VET Website	<a href="#">Foundation Learning VET Search</a>
Location	<b>Peninsula Campus</b> - Level 1, 1 & 2 / 54 – 58 Wells Street, Frankston

Public Transport	Frankston line train
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**HOLMESGLEN TAFE****- RTO 0416**

VET Website	<a href="#">Holmesglen VET Search</a>
Location	<b>Moorabbin</b> - 488 South Road <b>Chadstone</b> - Cnr Batesford/Warrigal Rd <b>Glen Waverley</b> - 595 Waverley Road
Public Transport	<b>Moorabbin</b> - Public transport, is a short walk from Moorabbin train station (on the Frankston line) and is accessible by various bus routes.  <b>Chadstone</b> - Bus route directly up Warrigal Rd from Mentone train station. Accessible via train routes  <b>Glen Waverley</b> : Accessible via bus routes

**KANGAN INSTITUTE****- RTO 3077**

VET Website	<a href="#">Kangan Institute VET Search</a>
Location	<b>Cremorne</b> - 85 Cremorne Street <b>Docklands</b> – 1 Batman Hill Drive
Public Transport	<b>Cremorne</b> - 5-minute walk from Richmond station <b>Docklands</b> - 10-minute walk from Southern Cross station

**ST BEDE'S COLLEGE, MENTONE & BENTLEIGH EAST CAMPUS**

Location	<b>Mentone</b> – 2 Mentone Pde, Mentone <b>Bentleigh East</b> - 156 Bignell Road, Bentleigh East
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Public Transport	<b>Bentleigh East</b> – Catch Bus 903 from Mentone Station, change to Bus 703 at Warrigal Rd and walk to Centre Rd, exit bus at Mackie Road and walk 500m down Bignell Rd. <b>OR</b> – Catch the 767 bus from Southland to Bentleigh East
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**Please refer to the St Bede's College Website for further information regarding VET**

## Courses available:

<https://www.stbedes.catholic.edu.au/curriculum/vce-vocational-major/>

## Course Overview

Following is a listing of available VET courses for St Bede's College students. The VET course name is listed, followed by course location, a link directed to the VET course and a brief overview of the course. **Please note:** Subject to RTO's discretion; courses, times and days may change at late notice due to teacher availability or low enrolments. If there is a VETDSS course not listed that you would like to know more about, please do not hesitate to contact our College VET Coordinator Sherine Burl.

## VET Courses

### **CERTIFICATE 111 IN ALLIED HEALTH ASSISTANCE (HLT33015)**

**Holmesglen Moorabbin -**

<https://www.holmesglen.edu.au/explore-courses/nursing-community-and-health-sciences/allied-health/vocational-education/certificate-iii-in-allied-health-assistance-vet-delivered-to-secondary-students>

Prior to enrolment, students will be required to complete a literacy and numeracy assessment (BKSB test) and answer some course-specific, contextualised questions. This will help determine the prospective student's suitability to the course.

Students must have the;

interpersonal skills to interact with the public / clients / patients / superiors and other staff  
physical ability to attend to clients / patients in a hospital, rehabilitation or community health setting  
fine motor skills and physical dexterity required to assemble pieces of equipment, such as crutches and strength needed to move equipment such as a trolley, wheelchair or rehabilitation equipment.

This course is perfect for any students wishing to continue study or work in the Allied Health or Health Industry as an Allied Health Assistant and Allied Services Assistant and is delivered as a two-year part time course.

The course will be delivered through a mixture of online activities, classroom delivery and laboratories, including in a state-of-the-art allied health laboratory, community apartment and a simulated hospital environment. During this course, learners will gain industry specific training in basic medical terminology, anatomy and physiology, infection control, workplace health and safety, communication in the health industry and working with difficult clients. They will also develop practical skills in patient movement and mobility, taking clinical measurements and first aid.

As part of study of this course, learners will be required to come into close contact with other students and there will be a requirement of physical contact with other students in order to complete some assessments. Holmesglen has implemented a range of protocols and policies in order to maintain health and safety of students including additional cleaning, wearing of PPE and undertaking Federal Government COVID safe training. All students and staff will be expected to comply with these procedures.

## **CERTIFICATE 11 IN ANIMAL CARE (ACM20121)**

**Peninsula Campus – Frankston** <https://www.foundation.vic.edu.au/courses/animal-care/>

**Box Hill Institute** - <https://www.boxhill.edu.au/courses/certificate-ii-in-animal-care-acr20-d/>

The Certificate II in Animal Care is the course for you if you are looking to build a career in the animal care industry or working with animals. This general qualification is designed to get you ready for work under supervision in animal shelters, kennels, catteries, sanctuaries, veterinary clinics and animal product retailers.

Through theoretical and practical coursework, you will learn to:

- Provide care to a range of animals
- Monitor and maintain animal health
- Practice hygiene and infection control
- Respond to expectations of pet owners
- Understand what is required in running a small companion animal business

## **CERTIFICATE 11 IN APPLIED FASHION DESIGN & TECHNOLOGY (MST20616)**

**Holmesglen Chadstone** -

<https://www.holmesglen.edu.au/explore-courses/arts-and-design/fashion/vocational-education/certificate-ii-in-applied-fashion-design-and-technology-vet-delivered-to-secondary-school-students>

This course is a starting point if you are interested in further study and a career in the fashion design field, in a variety of different areas. These could include fashion design, pattern making and drafting, production, marketing or styling.

The course provides an introductory overview of fashion design, which may lead to employment opportunities producing fashion products where a basic understanding of design skills is required. It is particularly suitable for those who aspire to start their own small fashion business or undertake repairs and alterations for themselves or others. While on campus, learners will have access to the Adobe Design software.

## **CERTIFICATE 11 IN AUTOMOTIVE VOCATIONAL PREPARATION (AUR20720)**

**Chisholm Frankston** -

<https://www.chisholm.edu.au/courses/vet-in-schools/certificate-ii/automotive-vocational-preparation--mechanical-vet-delivered-to-secondary-students>

**Kangan Institute – Docklands** - <https://www.kangan.edu.au/course-guides>

This course is designed to introduce students to the theory and practice of automotive maintenance and repair in a hands-on learning environment and focuses on providing students with simulated practical work experiences, employability skills and career pathways into the automotive industry as an apprentice.

## **CERTIFICATE 11 IN BUILDING & CONSTRUCTION PRE-APPRENTICESHIP (22614VIC)**

### **Holmesglen Chadstone -**

<https://www.holmesglen.edu.au/explore-courses/building-and-construction/carpentry-and-joinery/vocational-education/certificate-ii-in-building-and-construction-pre-apprenticeship-carpentry-vet-delivered-to-secondary-school-students>

### **Chisholm Frankston (Carpentry) -**

<https://www.chisholm.edu.au/courses/vet-in-schools/certificate-ii/building-and-construction-pre-apprenticeship-carpentry-vet-delivered-to-secondary-students>

### **Chisholm Frankston (Bricklaying 22614VIC) -**

<https://www.chisholm.edu.au/courses/vet-in-schools/certificate-ii/building-and-construction-pre-apprenticeship-bricklaying-vet-delivered-to-secondary-students>

### **Chisholm Frankston (Floor & Wall Tiling 22614VIC) –**

<https://www.chisholm.edu.au/courses/vet-in-schools/certificate-ii/building-and-construction-pre-apprenticeship-floor-and-wall-tiling>

All applicants to complete BKSB test in both literacy and numeracy, and demonstrate capacity in reading, writing, numeracy, oracy and learning. Students must have digital capability, White card (CPCCWHS1001) is required for site visits and will be delivered as part of the course

During the course you will gain experience in using hand and power tools, and learn a wide range of carpentry skills, including how to install windows and doors, wall framing, interior fixing and roofing.

This course opens up employment opportunities in the building construction and building design industries by providing the skills and knowledge you need for the carpentry and building trades.

Delivered over two years to students currently enrolled in senior secondary school, the duration of the qualification allows students to achieve a partial completion while completing their normal secondary school studies.

## **CERTIFICATE 111 IN BUSINESS (BSB30120)**

### **Chisholm Frankston –**

<https://www.chisholm.edu.au/courses/vet-in-schools/certificate-iii/business-vet-delivered-to-secondary-students>

This scored VCE VET qualification, reflects the role of individuals in a variety of Business Services job roles. It is likely that these individuals are establishing their own work performance. Individuals in these roles carry out a range of routine procedural, clerical, administrative or operational tasks that require technology and business skills. They apply a broad range of competencies using some discretion, judgment and relevant theoretical knowledge. They may provide technical advice and support to a team.

Must demonstrate capacity in reading, writing, numeracy, oracy and learning with a Year



10 Mathematics and English is preferred.

## **CERTIFICATE 11 IN CABINET MAKING AND TIMBER TECHNOLOGY (MSFG20322)**

**Chisholm Frankston -**

<https://www.chisholm.edu.au/courses/vet-in-schools/certificate-ii/cabinet-making-and-timber-technology-vet-delivered-to-secondary-students>

Complete a pre-training BKSB assessment for language, literacy and numeracy skills.  
Students must be currently enrolled and studying at Year 10 level or above.

The aim of this certificate is to provide learners with basic industry specific skills and knowledge to enable transition into an apprenticeship of a particular trade stream within one of the building and construction industry sectors at the Certificate III level.

## **CERTIFICATE 11 IN COMMUNITY SERVICES (CHC22015)**

**Chisholm Frankston -**

<https://www.chisholm.edu.au/courses/vet-in-schools/certificate-ii/community-services--vetis>

Complete a pre-training BKSB assessment for language, literacy and numeracy skills.  
Students must be 16 years of age in January of the year the course commences.  
Requirements must have Year 10 Maths and English level or above and students are required to attend compulsory information sessions before their applications are accepted.

Please note: The course covers sensitive areas and issues which may trigger learners who have experienced topics covered.

## **CERTIFICATE 11 IN COMPUTER ASSEMBLY AND REPAIR (UEE20520)**

**Chisholm Frankston -**

<https://www.chisholm.edu.au/courses/vet-in-schools/certificate-ii/computer-assembly-and-repair--vetis>

This course is designed to introduce students to the theory and practice of selecting components and assembling computers to customer specification and carrying out routine hardware repairs.

Requirements must have Year 10 Maths and English level or above and students are required to attend compulsory information sessions before their applications are accepted.

## **CERTIFICATE 11 IN CONSTRUCTION PATHWAYS (CPC20220)**

### **Holmesglen Chadstone -**

<https://www.holmesglen.edu.au/explore-courses/building-and-construction/carpentry-and-joinery/vocational-education/certificate-ii-in-construction-pathways-vet-delivered-to-secondary-school-students>

Undertaking this course will give you a chance to sample a variety of trade skills such as painting, tiling, shopfitting, carpentry and bricklaying and help you find your career path in a highly employable sector.

You'll learn the best work health and safety practices, how to correctly use tools, and learn about the materials you will be working with. You will gain a great understanding to the building and construction industry.

## **CERTIFICATE 11 IN COOKERY (SIT20421)**

### **Holmesglen Moorabbin (Year 1) & Glen Waverley (Year 1 & 2) –**

<https://www.holmesglen.edu.au/explore-courses/hospitality-tourism-and-events/cookery/vocational-education/certificate-ii-in-cookery-vet-delivered-to-secondary-schools>

### **Chisholm Frankston -**

<https://www.chisholm.edu.au/courses/vet-in-schools/certificate-ii/cookery-vet-delivered-to-secondary-students>

This program prepares individuals for various roles in the hospitality industry, including commercial cookery, catering, and food and beverage service.

In the first year, learners study units from both hospitality and cookery before focusing on cookery in the second year. As the course progresses, students develop higher levels of organizational, cookery, and restaurant skills, while also acquiring time management abilities. Learners who decide to leave after the first year, having successfully completed all units, may receive a Certificate II in Hospitality. Those who complete the second year of the program are awarded a Certificate II in Cookery. Year 2 units may contribute to an ATAR score and are referred to as scored units.

### **Chisholm Frankston – Cookery (Patisserie SIT20421) -**

<https://www.chisholm.edu.au/courses/vet-in-schools/certificate-ii/cookery-patisserie-vet-delivered-to-secondary-students>

Making a variety of different culinary delights, with a greater focus on cakes and sweet treats as part of your learning.

## **CERTIFICATE 111 IN DESIGN FUNDAMENTALS - GRAPHIC (CUA30720)**

**Chisholm Frankston –**

<https://www.chisholm.edu.au/courses/vet-in-schools/certificate-iii/design-fundamentals--vetis>

Provides students with an introduction to foundation skills in art, design, media and graphic design. This program includes colour theory, drawing, design, typography, digital image creation, production and preparation of photo images. Students use the latest Adobe Creative Cloud applications including Photoshop and Illustrator

## **CERTIFICATE 111 IN DESIGN FUNDAMENTALS - PHOTOGRAPHY (CUA30720)**

**Chisholm Frankston -**

<https://www.chisholm.edu.au/courses/vet-in-schools/certificate-iii/design-fundamentals--photography-vet-in-schools>

This course provides students with an introduction to foundation skills in photography, video art, animation and design. This program includes photography, videography, creative design process, drawing, digital image creation, production and preparation of photo images. Students use the latest Adobe Creative Cloud applications including Photoshop and Illustrator. Students have the opportunity to meet with professionals from the photography, animation and videography Industry.

## **CERTIFICATE 111 IN EARLY CHILDHOOD EDUCATION & CARE (CHC30121)**

**Holmesglen Glen Waverley & Moorabbin -**

<https://www.holmesglen.edu.au/explore-courses/english-education-and-teacher-training/early-childhood-education/vocational-education/certificate-iii-in-early-childhood-education-and-care-vet-delivered-to-secondary-students>

**Chisholm Frankston -**

<https://www.chisholm.edu.au/courses/vet-in-schools/certificate-iii/early-childhood-education-and-care--vetis>

The partial completion of this Certificate is delivered through the combination of classroom face-to-face, online and practical learning and via simulated Early Learning Centre environment, you will acquire the necessary skills and knowledge to work effectively as a professional team member in an early childhood service.

These skills include gaining an understanding of legal and ethical requirements, engaging with young children and their families, facilitating children's leisure and play, and fostering holistic development and wellbeing.

For work placement a current Working with Children Check card is required for students 18 years of age or older and proof of COVID-19 vaccination may be required by individual centres/businesses.

## **CERTIFICATE 11 IN ELECTROTECHNOLOGY (CAREER START) (UEE22020)**

**St Bede's College, East Bentleigh Campus. (RTO – Frontier Institute of Technology)**

This course requires at least Yr 10 mathematical knowledge and is not recommended if you find mathematics at this level challenging.

Prior to enrolment or commencement of training you will be required to complete a literacy and numeracy assessment and a pre-training interview. These will assist with determining your suitability to the course, verify your training plan, and identify any learning support needs.

This is a pre-vocational electrical program, designed to provide an introduction to the electrical/electronic industries in areas such as air-conditioning, electrical, refrigeration, or instrumentation, and learners must be at least 16 years of age when enrolling into this VETDSS.

It enables you to develop broad based competencies in a range of electrotechnology fields such as lighting, general power, fire protection and security, robotics, instrumentation, optical data and voice systems, electrical motors and control systems.

It also enables you to make more informed choices in the selection of vocational career paths and gain a recognised credential and credits for further training as an apprentice or trainee in the electrotechnology industry.

## **CERTIFICATE 111 IN ENABLING TECHNOLOGIES (22588VIC)**

**Holmesglen Chadstone -**

<https://www.holmesglen.edu.au/explore-courses/computing-and-it/information-systems/vocational-education/certificate-iii-in-enabling-technologies-vet-delivered-to-secondary-school-students>

This course prepares students for careers in emerging ICT roles.

The program incorporates two main elective streams: Cyber Security and Hardware Technician. This two-year course will develop your skills in:

- computer hardware installation and repair
- helpdesk support
- cyber security threat detection
- securing private information from security threats
- building security awareness best practice in workplace environments
- working in a team to drive solutions for workplace problems
- teamwork in supporting business decision making
- health and safety in a workplace
- investigating emerging technologies and their job roles

Learners who undertake this program require digital literacy skills and the ability to:

- turn on a computer
- connect to the internet
- use a mouse, keyboard, headset with microphone or speakers and webcam
- open and close a software application
- conduct a search in a web browser
- send and receive emails
- save a file and locate a saved file
- download and install the software application.

### **CERTIFICATE 11 IN ENGINEERING STUDIES (22632VIC)**

**Holmesglen Moorabbin -**

<https://www.holmesglen.edu.au/explore-courses/building-and-construction/engineering-and-fabrication/vocational-education/certificate-ii-in-engineering-studies-fabrication-vet-delivered-to-secondary-students>

Prior to enrolment or commencement of training, you will be required to complete a literacy and numeracy assessment and a pre-training interview. These will assist with determining your suitability to the course, verify your training plan and identify any learning support needs.

This course will provide you with competencies in a range of engineering skills such as welding, basic machining, fabrication, and the use of hand and power tools. This course is ideal if you have an interest in air conditioning and refrigeration, CAD, electrical, mechanical, structural engineering, fabrication, and panel beating. It will provide you with competencies in a range of engineering skills such as welding, basic machining, fabrication, and the use of hand and power tools.

### **CERTIFICATE 111 IN EQUINE STUDIES (22513VIC)**

**Box Hill Institute -**

<https://www.boxhill.edu.au/courses/certificate-iii-in-equine-studies-eq300-vetis/>

This program is an introduction to the equine industry. In the first year, you will learn the skills and knowledge to work safely with horses including basic horse husbandry and care, understanding equine behaviour, daily work routines and equine anatomy.

In the second year, you will learn how to identify and monitor the signs of common illness and injury in horses; understand basic horse physiology and the impact of illness and injury on horses.

Identify conformation in horses and develop the ability to use appropriate conformation terminology to describe the relationship between conformation, movement and function; and gain understanding of how to implement feeding programs, monitor the quality of feed, feed supplements and individual feeding habits of horses.

Students are required to have the following:

- Ambulance Cover
- Tetanus vaccinations
- Basic horse handling skills
- Further instructions outside of course time at students own cost

### **CERTIFICATE 111 IN EVENTS (SIT30522)**

**Holmesglen Glen Waverley & Moorabbin -**

<https://www.holmesglen.edu.au/explore-courses/hospitality-tourism-and-events/events/vocational-education/certificate-iii-in-events-vet-delivered-to-secondary-school-students>

Prior to enrolment or commencement of training you will be required to complete a literacy and numeracy assessment and a pre-training interview.

Throughout the course students will learn how to communicate event ideas, gather information, plan and organise activities, work in teams and solve problems.

In the first-year students will develop and promote a special themed event, put an event proposal together for an 'in-house' customer and organise an end of year event.

The focus for the second year is to further develop skills and knowledge of the events industry by running a larger Holmesglen in-house event. This will develop skills in meeting management, team building, client liaison and coordinating events.

### **CERTIFICATE 111 IN HEALTH SERVICES ASSISTANCE (HLT33115)**

**Chisholm Frankston -**

<https://www.chisholm.edu.au/courses/vet-in-schools/certificate-iii/health-services-assistance--vetis>

This scored VCE VET qualification covers a wide range of areas within the health industry and is designed to provide students with the skills and knowledge required to work in an entry-level role within a range of fields, depending on the electives and focus of the program undertaken.

Students will be trained by industry professionals who have many years' experience working in these sectors and will learn in our specialised training facilities and simulation laboratories.

Requirement of Year 10 Mathematics and English is preferred.

## **CERTIFICATE 11 IN HORTICULTURE (ACH20422)**

### **Holmesglen Glen Waverley -**

<https://www.holmesglen.edu.au/explore-courses/horticulture-and-environment/horticulture/vocational-education/certificate-ii-in-horticulture-vet-delivered-to-secondary-school-students>

Prior to enrolment or commencement of training you will be required to complete a literacy and numeracy assessment and a pre-training interview.

These will assist with determining your suitability to the course, verify your training plan, and identify any learning support needs.

You will learn how to build retaining walls, lay paving, maintain gardens, test soils, drive a tractor, use a ride-on mower and identify pests and diseases in plants. This course allows you to work outdoors in a variety of roles.

## **CERTIFICATE 11 IN HOSPITALITY (SIT20322)**

### **Holmesglen Moorabbin (Yr 1) & Glen Waverley (Yr 1 & 2) –**

<https://www.holmesglen.edu.au/explore-courses/hospitality-tourism-and-events/hospitality/vocational-education/certificate-ii-in-hospitality-vet-delivered-to-secondary-school-students>

### **Chisholm Frankston -**

<https://www.chisholm.edu.au/courses/vet-in-schools/certificate-ii/hospitality-vet-delivered-to-secondary-students>

This course provides you with the skills and knowledge to work in multiple food and beverage settings within the hospitality industry.

The course is taught through a blend of classroom and practical training at Holmesglen's kitchens and student training restaurants, Zest, located at the Glen Waverley campus, and Cilantro, located at the Moorabbin campus.

During this course, you will learn key hospitality skills such as customer service, coffee making, food and beverage service, basic kitchen skills, and methods of cookery. You will also learn about food safety procedures and safe work practices.

In your second year, you can specialise in hospitality or cookery, depending on which pathway you prefer. On completion of your secondary school studies, you can gain credits towards the above listed qualifications.



## **CERTIFICATE 111 IN INFORMATION TECHNOLOGY (ICT30120)**

### **Holmesglen Moorabbin -**

<https://www.holmesglen.edu.au/explore-courses/computing-and-it/game-design-and-development/vocational-education/certificate-iii-in-information-technology-vet-delivered-to-secondary-students>

Over the course of this two-year program, learners will be able to complete the qualification and have the option of undertaking a scored assessment.

During the first year of the program, learners will learn how to manage personally identifiable information (PII) and methods of creating 3D models using industry-standard software, such as Autodesk Maya, Adobe Photoshop, and Substance Painter. Learners will learn the basics of the C# programming language using the Unity Game Engine and work as part of a team to develop a game, all while developing a critical thinking mindset.

During the second year of the program, learners will explore additional IT skill sets. Where they will learn the skills to install and optimise operating system software, provide system administration, create system backups, and respond to and provide support to clients. They will also learn to provide and carry out maintenance and fault repair procedures on hardware and software, how to install, configure, and secure a small office network. All this will prepare them for the VCE examination.

Learners who undertake this program require digital literacy skills and the ability to:

- turn on a computer and connect to the internet
- use a mouse, keyboard, headset with microphone or speakers and webcam
- open and close a software application
- conduct a search in a web browser
- send and receive emails
- save a file, and locate a saved file
- download and install the software application.

### **Chisholm Frankston (Games Technology) -**

<https://www.chisholm.edu.au/courses/vet-in-schools/certificate-iii/information-technology-games-technology-vet-delivered-to-secondary-students>

Within the qualification you will learn basic gaming skills, digital media skills, generalist IT support services, programming, systems and web development.

Individuals who work in these fields apply broad sets of skills, including foundational knowledge in critical thinking and customer service skills, to support a range of technologies, processes, procedures, policies, people and clients in a variety of work contexts.

### **Chisholm Frankston (Basic Cyber Security Awareness) -**

<https://www.chisholm.edu.au/courses/vet-in-schools/certificate-iii/information-technology-cyber-security-vet-delivered-to-secondary-students>

Within the qualification you will learn basic cyber awareness, digital media skills, generalist IT support services, networking, programming, systems.

Individuals who work in these fields apply broad sets of skills, including foundational knowledge in critical thinking and customer service skills, to support a range of technologies, processes, procedures, policies, people and clients in a variety of work contexts.

## **CERTIFICATE 111 IN LABORATORY SKILLS (MSL30122)**

### **Holmesglen Moorabbin -**

<https://www.holmesglen.edu.au/explore-courses/nursing-community-and-health-sciences/pathology-and-laboratory-testing/vocational-education/certificate-iii-in-laboratory-skills-vet-delivered-to-secondary-students>

All applicants must complete a Screening Assessment. This is to determine that the learner has appropriate interest and motivation to participate in the course, as well as the necessary numeracy and literacy levels.

This course is suitable if you have an interest in biological testing, biotechnology, chemical testing, environmental monitoring, food testing, and pathology testing.

During this course, you will complement and expand your scientific studies by gaining the practical skills and knowledge to assist in collecting and preparing samples to carry out, measure, and record results associated with the day-to-day operations within a chemical, biological, and physical testing laboratory.

You will also learn how to prepare cultures, perform sterile techniques, and assist with field work.

The course is delivered in state-of-the-art laboratories at our Moorabbin campus, where you will have access to equipment that can usually only be found in a technical setting.

## **CERTIFICATE 11 IN LANDSCAPING (AHC21621)**

### **Holmesglen Glen Waverley -**

<https://www.holmesglen.edu.au/explore-courses/horticulture-and-environment/horticulture/vocational-education/certificate-ii-in-landscaping-vet-delivered-to-secondary-school-students>

Prior to enrolment or commencement, you will be required to complete a literacy and numeracy assessment and a pre-training interview. These will assist with determining your suitability to the course, verify your training plan, and identify any learning support needs.

This Certificate offers a strategic pathway, providing learners with vital skills and knowledge for success in landscaping roles and career opportunities with landscaping labourer, landscaping assistant and apprenticeship in landscaping.

You will experience hands-on learning in a simulated environment that mirrors real-world challenges in the landscape industry. Our program emphasises practical components, ensuring you gain valuable insights and skills applicable to diverse scenarios. Prepare for success with comprehensive training that goes beyond theoretical knowledge, enhancing your readiness for the landscape sector.

## **CERTIFICATE 111 IN LEGAL SERVICES (BSB30320)**

**Chisholm Frankston -**

<https://www.chisholm.edu.au/courses/vet-in-schools/certificate-iii/legal-services-vet-delivered-to-secondary-students>

This program will provide an entry level qualification for those wishing to work in both the private and public sectors of the legal system, while providing a pathway to certificate IV and diploma level qualifications in business and legal services.

This course will provide foundational skills and knowledge needed to start your career in the business world. You will become competent in a wide range of general information and communications including time management.

Within the qualification you will learn how to use business and Legal software, as well as being able to work in a team and how to deliver effective service to customers.

## **CERTIFICATE 111 IN MUSIC (SOUND PRODUCTION) (CUA30920)**

**St Bede's College, Mentone Campus. (RTO 41549 – COSAMP)**

<https://flip-preview.readcloud.com/books/dyxz/#p=111>

Cert III in Music assists students in developing a wide range of competencies in varied work contexts of the music industry, as well as in environments that require skills in music performance, music creation or composition, sound production or music business. The qualification is suited to students with a broad interest in music who are keen to further develop skills in their area of interest, from preparing for performances, recording, and mixing music or repairing and maintaining audio equipment for live music events. Career and pathways opportunities may lead to roles such as studio assistant, performer or session musician, producer, arranger, stagehand, broadcaster and sound & lighting technician. RECOMMENDED DURATION 2 years (3-5 classroom hours per week) QUALIFICATION PACKAGING RULES 11 units: 3 core, 8 electives. Upon satisfactory completion of all units of this course, a student may attain a national qualification.

## **CERTIFICATE 11 IN PLUMBING (22469VIC)**

### **Holmesglen Chadstone -**

<https://www.holmesglen.edu.au/explore-courses/building-and-construction/plumbing/vocational-education/certificate-ii-in-plumbing-pre-apprenticeship-vet-delivered-to-secondary-students>

### **Chisholm Frankston -**

<https://www.chisholm.edu.au/courses/vet-in-schools/certificate-ii/plumbing-preapprenticeship-vet-delivered-to-secondary-students>

Prior to enrolment or commencement of training, you will be required to complete a literacy and numeracy assessment and a pre-training interview. These will assist with determining your suitability for the course, verify your training plan, and identify any learning support needs.

This Certificate is designed to provide entry-level training for those students who want to pursue employment and career opportunities within the plumbing industry.

You will gain experience using hand and power tools and learn a wide range of plumbing skills, including how to cut and penetrate building materials and structures and use and cut sheet metal.

This course opens up employment opportunities in the plumbing industry by providing the skills and knowledge you need before commencing an apprenticeship.

Students undertaking this program require digital literacy skills and the ability to:

- turn on a computer
- connect to the internet
- use a mouse, keyboard
- open and close a software application
- conduct a search in a web browser
- send and receive emails

## **CERTIFICATE 11 IN PRINTING AND GRAPHIC ARTS (ICP20120)**

### **Chisholm Frankston -**

<https://www.chisholm.edu.au/courses/vet-in-schools/certificate-ii/printing-and-graphic-arts-vet-delivered-to-secondary-students>

This is a preparatory qualification that can be used as a pathway into a range of specialist Certificate III qualifications within the printing and graphic arts industry.

## **CERTIFICATE 11 IN SALON ASSISTANT (SHB20226)**

**Holmesglen Glen Waverley -**

<https://www.holmesglen.edu.au/explore-courses/sport-fitness-and-wellbeing/natural-therapies/vocational-education/certificate-ii-in-salon-assistant-vet-delivered-to-secondary-students-vet-dss>

**Chisholm Frankston (SHB20216) -**

<https://www.chisholm.edu.au/courses/vet-in-schools/certificate-ii/salon-assistant-vet-delivered-to-secondary-students>

Prior to commencement of the course, students are required to discuss their learning needs with their school and be assessed by the school VM Coordinator for suitability to the program.

You will learn client booking systems, salon services, shampoo and basin services, blow drying hair, braiding hair, head, neck and shoulder massage, occupational health and safety, and other related salon services.

Holmesglen focus on making sure you have a strong customer-service approach when consulting with clients, so you are ready to walk into a job at your future salon.

This program has compulsory activities and materials as part of the learning experience. The department will confirm the cost of these prior to your enrolment.

## **CERTIFICATE 111 IN SCREEN AND MEDIA (CUA31020)**

**Chisholm Frankston -**

<https://www.chisholm.edu.au/courses/vet-in-schools/certificate-iii/screen-and-media--vetis>

This course provides students with an introduction to foundation skills in art, design, media and digital media. This program includes authoring interactive sequences, drawing, design, digital image creation, production and preparation of photo images, preparation of video assets. Students use the latest Adobe Creative Cloud applications relevant to their course.

## **CERTIFICATE 11 IN SMALL BUSINESS OPERATIONS AND INNOVATION (22629VIC)**

**Holmesglen Glen Waverley -**

<https://www.holmesglen.edu.au/explore-courses/business-and-finance/business-administration/vocational-education/certificate-ii-in-small-business-operations-and-innovation-vet-delivered-to-secondary-school-students>

Your school spends time with you going over pre-training to establish if this course is a suitable pathway for you. You will also be interviewed at Holmesglen. This helps us cater for individual students' needs and ensure this VETDSS is the right program for you.

This course helps students gain essential skills to develop and run a small business, focusing on business and employability skills such as marketing, research, event management, planning, social media, financial assistance, it explores different aspects of small business operations and entrepreneurship, empowering learners for success in the retail, business, marketing and finance industries.

With the growth of e-commerce in domestic and global markets, small businesses increasingly rely on staff who are capable of contributing to all areas of business, and there are few programs (like this one) to help support this need.

## **CERTIFICATE 111 IN SPORT, AQUATICS AND RECREATION (SIS30122)**

**St Bede's College, Mentone (RTO – Savile, course delivered on campus)**

This program is designed to further enhance the students' knowledge of the sport, fitness and outdoor recreation sector. Students will develop coaching and leadership skills through the combination of theory, practice and field trip participation.

Students should have the physical capacity to be able to successfully work within the field where they may be required to conduct their work typically within fitness centres, sports grounds or facilities, leisure and aquatic centres and community recreation centres, while making sure they are in compliance with all Manual Handling WHS legislation.

Prior to enrolment or commencement of training you will be required to complete a literacy and numeracy assessment and a pre-training interview. These will assist with determining your suitability to the course, verify your training plan, and identify any learning support needs

Career Opportunities:

- Sports recreation officer
- Sports Administration
- Sports facility customer service employee
- Sports coach or assistant coach

## **CERTIFICATE 111 IN TOURISM (SIT30122)**

**Holmesglen Moorabbin & Glen Waverley -**

<https://www.holmesglen.edu.au/explore-courses/hospitality-tourism-and-events/travel-and-tourism/vocational-education/certificate-iii-in-tourism-vet-delivered-to-secondary-school-students>

Prior to enrolment or commencement of training you will be required to complete a literacy and numeracy assessment and a pre-training interview.

You will learn about Australian and international destinations, tourism products and services, and how to sell and quote to clients, source airfares for domestic flights, provide domestic and international destination information, plus how to provide excellent customer service and follow safe work practices. You will use an industry booking system to book flights and issue domestic air tickets.

## **CERTIFICATE 111 IN VISUAL ARTS (CUA31120)**

**Chisholm Frankston -**

<https://www.chisholm.edu.au/courses/vet-in-schools/certificate-iii/visual-arts--vetis>

This course is designed for further study in all visual and creative art fields, and concentrates on creative thinking, design principles and arts practice theory. It explores drawing techniques including observational drawing, 2D studies including painting and printmaking techniques, 3D studies and photo media (Adobe Photoshop). All teachers of the course are practicing artists who bring years of creative thinking. Within the qualification you will learn how to use business and Legal software, as well as being able to work in a team and how to deliver effective service to customers.