

### From the Executive

Hi all

For those of you who have recently been on holidays, we hope that you had an enjoyable break and return with renewed energy and enthusiasm.

The Training Package review is continuing with the documentation being prepared by Service Skills Australia to send off to DEST for final agreements and discussions with the relevant state training authorities and Ministers.

An exciting initiative is the development of a forum for members (see separate article for information). We encourage members to use this facility and also encourage non members to join ATTHEA and access this resource. The forum's success will be up to you as members and we look forward to lots of discussion.

Also to ensure the success of the newsletters we ask **all members** to send in any news stories to Reg Edwards via email to; [reg.edwards@tafensw.edu.au](mailto:reg.edwards@tafensw.edu.au) This is your opportunity to promote your good work.

### Diary Events

Date	Event
Sept	Newsletter – Get your stories in by 31 August
13-15 Sept	Hospitality, Cookery & Tourism Educators Network Conference 2006 East Gippsland Institute of TAFE
3&4May 2007	ATTHEA Conference – Sunshine Coast Queensland

### Useful web sites for VET information

**The National Centre for Vocational Education Research (NCVER)** released in April an updated list of useful websites. The list was compiled by Lea-ann Harris, and was correct as at April 2006. The document is accessible at: <http://www.ncver.edu.au/pubs/usefulwebsites.pdf>

#### Training Packages@Work

Training Packages@Work is a free resource for teachers, trainers and assessors in the vocational education and training sector. To gain access go to [www.tpatwork.com/Default.asp](http://www.tpatwork.com/Default.asp) You will be prompted to subscribe and login (it's free!!) to access this publication. Once you've subscribed, it's easy to stay up-to-date. Training Packages@Work is published monthly and features the latest information on the development, status and implementation of training packages. If you have any Training Packages stories or articles that you would like included, please contact Lina Robinson on (03) 9214 8501.

#### Autumn 2006 - Training Packages @ Work Quarterly Update

The Training Packages @ Work newsletter can be very handy and a great reference tool. There are two ways to share interesting articles with friends and colleagues: forwarding from the email version of the newsletter that you receive in your inbox each month and forwarding from the website.

- **Forwarding the newsletter to a friend or colleague via email.**

In the email version of the newsletter you will need to click on 'send a colleague' in the top bar. A second screen, will ask you to enter the intended recipient's email address. This function can only send to one email address at a time.

- **Forwarding the newsletter from the website**

Go to the website [www.tpatwork.com](http://www.tpatwork.com) and select the newsletter issue you wish to forward.

Copy the web address or URL:  
<http://www.tpatwork.com/ViewIssue.asp?issueid+237>  
from the address bar at the top of the web page and paste that address into the body of your email and send it normally.

Individual articles can be emailed from the website in the same way.

### **Back 2 Basics Volume 2 [Autumn 2006] [Training Packages @ Work Quarterly Update]**

The second volume of the popular **Back 2 Basics** Volume 2 publication is now available online for vocational education and training practitioners. Produced by the team behind *Training Packages@Work*, this publication demystifies the vocational education and training system, avoiding jargon and acronyms.

Back 2 Basics vol. 2 covers a number of additional topics including recognition of prior learning, industry skills councils, and vocational education and training in schools. Feedback indicates that both Back 2 Basics publications are often used as tools for staff induction and also as reference tools for experienced vocational education and training practitioners.

To view either volume of *Back 2 Basics* online visit [www.tpatwork.com/back2basics](http://www.tpatwork.com/back2basics) (login required).

For more information contact the *Training Packages@Work* team via email at [info@tpatwork.com](mailto:info@tpatwork.com) or call 07 3225 2450.

To obtain a copy, please email Lina Robinson at [lrobinson@swin.edu.au](mailto:lrobinson@swin.edu.au) with your request.

Kerrie-Anne McPhee –Victoria University

### **The ATTHEA Forum**

We have developed a web based forum to allow members to post discussion topics and issues onto the site and to provide networking and sharing of ideas.

To access the forum go to:  
[http://www.atthea.com.au/forum\\_2.0.21/index.php](http://www.atthea.com.au/forum_2.0.21/index.php).  
To register you need to click onto **Register** on the toolbar at the top and follow the instructions. All access needs to be approved by the administrator,

For more information about working within the forum click on **FAQ**. Following are details of some of the available information.

#### **Login and Registration Issues**

[Why can't I log in?](#)

[Why do I need to register at all?](#)

[Why do I get logged off automatically?](#)

[How do I prevent my username from appearing in the online user listings?](#)

[I've lost my password!](#)

[I registered but cannot log in!](#)

[I registered in the past but cannot log in anymore!](#)

#### **User Preferences and settings**

[How do I change my settings?](#)

[The times are not correct!](#)

[I changed the timezone and the time is still wrong!](#)

[My language is not in the list!](#)

[How do I show an image below my username?](#)

[How do I change my rank?](#)

[When I click the email link for a user it asks me to log in.](#)

#### **Posting Issues**

[How do I post a topic in a forum?](#)

[How do I edit or delete a post?](#)

[How do I add a signature to my post?](#)

[How do I create a poll?](#)

[How do I edit or delete a poll?](#)

[Why can't I access a forum?](#)

[Why can't I vote in polls?](#)

#### **Formatting and Topic Types**

[What is BBCode?](#)

[Can I use HTML?](#)

[What are Smileys?](#)

[Can I post Images?](#)

[What are Announcements?](#)

[What are Sticky topics?](#)

[What are Locked topics?](#)

#### **Register now and start networking with colleagues from around the country**


[http://www.atthea.com.au/forum\\_2.0.21/index.php](http://www.atthea.com.au/forum_2.0.21/index.php)

#### **Hospitality, Cookery & Tourism Educators Network Conference 2006**

Titled 'Putting the Humour back into Training', the conference will be held 13-15 September 2006 at East Gippsland Institute of TAFE, Bairnsdale campus. The conference will focus on key aspects of vocational education and training, and will include 'Red Carpet Registration and Cocktail Party, interactive workshops, networking opportunities and a Twilight Cultural Food Fair. Registration is open to Hospitality, Cookery and Tourism Educators who operate in.

For further information email:

[his@egtafe.vic.edu.au](mailto:his@egtafe.vic.edu.au) or telephone: (03) 5152 0741



**hospitality**  
& services industries

EAST GIPPSLAND  
INSTITUTE OF  
TAFE

**Annual Hospitality, Cookery & Tourism Educators Network Conference**

**'Putting the HUMOUR back into training'**

EG TAFE would like to extend an invitation to your staff to attend the 2006 Annual Hospitality, Cookery & Tourism Educators Network Conference.


**When:** 13-15 September 2006  
**Where:** Bairnsdale campus

**Itinerary (draft)**

**Wednesday, 13 (7.30 pm):** Red carpet, registration & cocktail party  
**Thursday, 14 (9am):** Opening festivities & workshops  
**Thursday, 14 (6.30pm):** Twilight cultural food fair  
**Friday, 15 (9.30am):** Workshops & closing festivities

Confirmation of details to follow later in 2006.

**More information?**  
Phone: 03 5152 0741  
Email: [hsi@egtafe.vic.edu.au](mailto:hsi@egtafe.vic.edu.au)  
Web: [www.egtafe.vic.edu.au](http://www.egtafe.vic.edu.au)



## New Bachelor of Hospitality Management course approved for Victoria

The Office of Higher Education approved the Box Hill Institute Bachelor of Hospitality Management application on Wednesday 28 June. The Centre for Hospitality and Tourism Studies will be offering the course in 2007. The course includes innovative subjects such as yield and revenue management, sustainability for hospitality industry, special event management and marketing and industry-based project management.

**Anthony Bailey** –Box Hill Institute Victoria

## Jamie Oliver's 15 Foundation project in Melbourne

The project has officially commenced with the selection of 25 young cookery hopefuls who are about to embark on an interesting eight-week program leading them to the chance to work in the 15 Melbourne restaurant. Over 400 applications were received and the selection process included interviews, taste tests and a three-day camp in the Victorian bush.

Lauren Oliver who heads up the 15 Foundation office in Melbourne and Toby Puttock, Jamie's

former sous chef at 15 London will manage the program. Crackerjack Productions are the film company responsible for the production of the film which involves filming the students each day during their TAFE commercial cookery course at Box Hill Institute and other activities associated with the program.

At the end of September 20 students will be offered employment at 15 Melbourne, the final location of which has not been decided and Jamie Oliver will visit Melbourne in September for the official launch of the restaurant. It is a very exciting initiative for TAFE in Victoria and the restaurant scene in Melbourne.

**Anthony Bailey** –Box Hill Institute Victoria

## ATTHEA Teacher's Fellowship 2007

Applications are invited from all tourism, hospitality and culinary teachers employed in Australian TAFE institutes.

The ATTHEA Award will be awarded to the winner during the National Conference to be held in Queensland in 2007. The winner will receive \$3000 towards the approved staff development program of their choice.

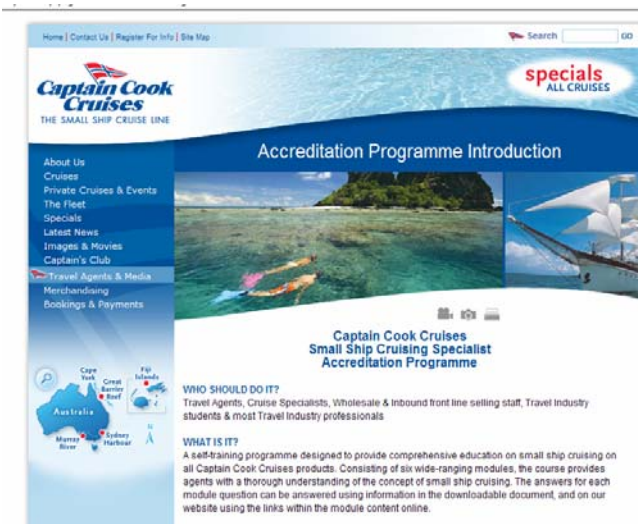
All applicants **must be financial** individual members of ATTHEA or included in the corporate membership.

## Fellowship Study Program

The study program of the successful winner may include:

- participation in a course/ tertiary training program
- visit or placement in industry to enhance their teaching area
- placement in a relevant professional organisation/educational institution in Australia or overseas, sabbatical or exchange programs overseas
- undertake primary/secondary research relevant to your teaching specialisation, college, department, ATTHEA members or the organisation as a whole.

Additional information together with the application form is available on the website [www.atthea.com.au](http://www.atthea.com.au) . **Closing date is 01 March 2007.**



## Captain Cook Cruises

### Small Ship Cruising Specialist

### Accreditation Programme

#### Who Should Do It?

Travel Agents, Cruise Specialists, Wholesale & Inbound front line selling staff, **Travel Industry students** & most Travel Industry professionals

#### What Is It?

A self-training programme designed to provide comprehensive education on small ship cruising on all Captain Cook Cruises products. Consisting of six wide-ranging modules, the course provides agents with a thorough understanding of the concept of small ship cruising. The answers for each module question can be answered using information in the downloadable document, and on our website using the links within the module content online.

#### How Much Does It Cost?

It's free

#### How Long Will It Take?

15 minutes per module, including reading the module and completing an exam consisting of 10 questions. A pass mark of 90% is required.

#### What Benefits Do I Get?

Certificate of Accreditation and a free gift  
 Increased confidence in selling Small Ship Cruises  
 Special industry fares on all Captain Cook Cruises  
 Opportunity for marketing dollars to stimulate local marketing initiatives - only accredited agents' proposals will be considered  
 Regular product updates and specials from Captain Cook Cruises

#### How Do I Sign Up?

Simply complete the on-line [Accreditation Programme](#) by reading through the modules and taking an exam.

However, before you begin, please note the following. You must register for the programme to be able to take the exams.

Once you have registered, you are able to update your details at any time; however you must remember your initial username and email to access this facility.

If you do not intend to complete the full programme at the time of first registering, then you must at least complete one module every 30 days to remain current, otherwise your progress will be void.

If you have any further queries please [email us](#).

**Katie Stone**, Sales and Marketing Assistant  
 Captain Cook Cruises

### A DATE FOR YOUR DIARY

### ATTHEA CONFERENCE

### SUNSHINE COAST TAFE

**03 and 04 May 2007**

Remember add it to your professional development plans for 2006-07  
 We look forward to seeing you in Queensland

# TRAVEL ACADEMY

## A Class Act

*Travel Weekly* is launching a new, free online training portal that'll give you a big step up the career ladder. Simply log on to [www.travelacademy.com.au](http://www.travelacademy.com.au) and sign up today for your chance to win prizes, boost your product knowledge and tips on how to win legions of customers.

We all know that good training is essential if you want to fulfil your potential and become a top travel agent, but we also all know how hard and expensive it is to come by.

Well, forking out a small fortune, giving up hours of your free time and getting stressed with deadlines is now a thing of the past with *Travel Weekly's* newest innovation – Travel Academy.

Travel Academy is an online interactive training portal that is being launched to give agents like you a step up the career ladder. It's totally free, quick and easy to complete and tailored to areas you need to specialise in. And to make sure it's really geared to helping you in the workplace – ensuring you smash those weekly sales targets – we've got the industry's biggest and best wholesalers to help formulate the courses.

### What's in it for you?

With airlines and other suppliers cutting commissions it's now common practice for you to add a service charge on to the cost of a booking, so the quality of service you provide and the product knowledge you possess has never been so important. By completing modules on the Travel Academy you'll not only vastly increase your product knowledge, but also be able to display a range of certificates that show you've become an expert across a number of different markets. These certificates can be downloaded from the Travel Academy website as a PDF once you've successfully completed a course.

All the courses are based online at [www.travelacademy.com.au](http://www.travelacademy.com.au) and can be undertaken from the comfort of your own desk, during a lunchbreak or a quiet few minutes in the office.

And once you've completed a course your hard work will also make you eligible to win a number of fantastic prizes and even give you a shot at becoming our Student of the Month.

### Course you can

Each training course consists of a number of modules that will provide you with detailed information and training in certain subjects. You will need to read through the learning material before answering the questions at the end, which are multiple choice.

All the answers can be found in the learning material. There is no time limit to answering the questions so you're free to study at your own pace, as your work and home-life dictate. This way the courses can be completely tailored around your busy schedule.

What happens if you can't complete the course in one go though? Don't worry. All your completed modules will be saved and can be returned to at a later date by simply logging in again with your username and password. You can even check your progress by viewing the My Travel Academy page, which shows how you are getting on with the training.

### Time to hit the books

If you log on now you can already sign up for Travel Academy's Coach Tours of Australia and NZ with the AAT Kings course as well as Self-drive Holidays with THL Rentals.

But that's not all. Over the coming months we'll be bringing you courses from the likes of Qantas Holidays, APT and Rail Plus.

So come on, what are you waiting for? Log on to [www.travelacademy.com.au](http://www.travelacademy.com.au), register now and unleash your potential.

**Angela White** National Sales Manager  
Reed Business Information Pty. Ltd. Travel Weekly

## GALILEO

### Galileo Symposium December 04 and 05 2006

#### Day 1 **Sydney Harbour Marriott**

Includes Agent of the Future Award and a Panel of Industry Representatives

#### Day 2 **Galileo Head Office**

Includes hands on Galileo Live updates as well as Focalpoint and Viewpoint

Registration is available at

<http://support.galileo.com/SGC/Colleges/Travel+Symposium+Registration.htm>

**Dale Griffiths** Education Alliance Manager, South Pacific  
Cendant Travel Distribution Services