Directory of Major Producers of Flexible Delivery Learning Resources
For the Vocational Education and Training Sector
Directory of Major Producers of Flexible Delivery Learning Resources

For the Vocational Education and Training Sector

Mark Werner & Janine Cesnich
March 1995
PREFACE

In a world where greater demands are being made on people's time, an increasing number of people are unable to avail themselves of traditionally structured mechanisms for the delivery of vocational education and training. At the same time, more than ever before, people require greater access to vocational education and training in order to adapt and adjust to the ever changing demands of the workplace.

Indeed, gone are the days when one may have been able to carry out the one task or occupation for the whole of one's working life without having to acquire significantly new skills somewhere along the way.

The answer is a more flexible or open learning system whereby people may partake of vocational education and training when and where it suits them. Naturally for this system to be implemented, new delivery and teaching resources need to be developed to enable the vocational education and training sector to provide a more flexible and open education system.

Further, vocational education and training providers need to be aware of what flexible delivery resources are available, who produces these resources, and where they may be located. Producers of flexible delivery materials should also be aware of what materials others are producing thus avoiding costly duplication of effort and waste of developmental resources.

In order to address these needs, this Directory of Major Producers of Flexible Learning Resources for the Vocational Education and Training Sector has been produced. It is the first directory of its type in Australia.

We commend this Directory to all users and producers of flexible delivery resources and trust that it will make a valuable contribution to making flexible and open learning more widely available to those wishing to enhance their vocational skills.

Mark Werner
Research Fellow
NCVER Ltd
# CONTENTS

**PREFACE** ........................................................................................................................................... i

**CONTENTS** ......................................................................................................................................... iii

**ABOUT THE DIRECTORY** .................................................................................................................. v

**SECTION ONE: PRODUCERS** .............................................................................................................. 1

<table>
<thead>
<tr>
<th>Name of Producer</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACTRAC Products Ltd</td>
<td>1</td>
</tr>
<tr>
<td>Adelaide Institute of TAFE</td>
<td>3</td>
</tr>
<tr>
<td>Australian College of Applied Psychology Pty</td>
<td>4</td>
</tr>
<tr>
<td>Biztrac</td>
<td>5</td>
</tr>
<tr>
<td>Box Hill College of TAFE</td>
<td>6</td>
</tr>
<tr>
<td>Brisbane Education Centre (Inc)</td>
<td>7</td>
</tr>
<tr>
<td>Canberra Institute of Technology (CIT)</td>
<td>9</td>
</tr>
<tr>
<td>CBTS (Australia) Pty Limited</td>
<td>11</td>
</tr>
<tr>
<td>Central Highlands College of TAFE</td>
<td>12</td>
</tr>
<tr>
<td>Centre for Applied Learning Systems (CALS), Adelaide Institute of TAFE</td>
<td>13</td>
</tr>
<tr>
<td>Centre for Curriculum Innovation and Development, Western Metropolitan College of TAFE</td>
<td>14</td>
</tr>
<tr>
<td>Channel One Training Videos Pty Ltd</td>
<td>15</td>
</tr>
<tr>
<td>Chiron Media</td>
<td>16</td>
</tr>
<tr>
<td>CML Development Unit, Central Metropolitan College of TAFE</td>
<td>17</td>
</tr>
<tr>
<td>CNG Productions</td>
<td>18</td>
</tr>
<tr>
<td>Comad Consulting Pty Ltd</td>
<td>19</td>
</tr>
<tr>
<td>Computer Based Education Department, Queensland University of Technology (QUT)</td>
<td>20</td>
</tr>
<tr>
<td>Department of Social Work and Community Welfare, James Cook University</td>
<td>21</td>
</tr>
<tr>
<td>Douglas Mawson Institute of TAFE, Panorama College</td>
<td>22</td>
</tr>
<tr>
<td>Douglas Mawson Institute of TAFE, Marleston Campus</td>
<td>23</td>
</tr>
<tr>
<td>Energy Education Australia</td>
<td>24</td>
</tr>
<tr>
<td>Engineering Education Australia</td>
<td>25</td>
</tr>
<tr>
<td>External Client Services Division, Curriculum and Customised Training Network (CCTN)</td>
<td>26</td>
</tr>
<tr>
<td>Flexible Learning Group, Royal Melbourne Institute of Technology (RMIT)</td>
<td>27</td>
</tr>
<tr>
<td>Frankston College of TAFE</td>
<td>29</td>
</tr>
<tr>
<td>Gordon Technical College</td>
<td>30</td>
</tr>
<tr>
<td>Hobart Institute of TAFE, Flexible Learning Centre</td>
<td>31</td>
</tr>
<tr>
<td>Johnstone College of TAFE</td>
<td>32</td>
</tr>
<tr>
<td>Joondalup TAFE Campus</td>
<td>33</td>
</tr>
<tr>
<td>JumpUp Training Pty Ltd</td>
<td>34</td>
</tr>
<tr>
<td>Knowhow Solutions</td>
<td>35</td>
</tr>
<tr>
<td>Knowledge Books &amp; Software</td>
<td>36</td>
</tr>
<tr>
<td>Marcom Projects Pty Ltd</td>
<td>37</td>
</tr>
<tr>
<td>Maverick Multimedia, Far North Queensland Institute of TAFE</td>
<td>38</td>
</tr>
<tr>
<td>Mayfield Education Centre</td>
<td>39</td>
</tr>
</tbody>
</table>
Directory of major producers of flexible delivery resources

National Centre for Competency Based Training ....................................................... 40
Open Channel Productions Ltd ................................................................................. 41
Open Learning Institute of TAFE (OLI) ................................................................. 42
Open Learning Support Unit, Department of Education (Northern Territory) ....... 43
Open Training and Education Network (OTEN) .................................................... 44
Open Training Services, Western Metropolitan College of TAFE, Newport Campus 45
Outer Eastern College of TAFE ............................................................................ 46
The Peter's Principals .............................................................................................. 47
Regency Hotel School, Regency Institute of TAFE ................................................ 48
Remote Area Tertiary Education Support Centre, Batchelor College ................... 49
Rockhampton College of TAFE .......................................................................... 50
School of General Studies, Canberra Institute of Technology ............................. 51
Small Business Training Centre, Adelaide Institute of TAFE ............................... 52
Southbank Institute of TAFE, Kangaroo Point Campus ....................................... 53
South East Metropolitan College of TAFE .......................................................... 54
Spencer Institute of TAFE, Ceduna Campus ....................................................... 55
TAFE Publications ............................................................................................... 56
Torrens Valley Institute of TAFE, Tea Tree Gully Campus .................................. 57
Video Education Australasia .................................................................................. 58
Videotrain Pty Ltd ................................................................................................... 59
Vo-tec Training Services ....................................................................................... 60
Warwick College, Southern Queensland Institute of TAFE ................................ 61

SECTION TWO: SUBJECT AREA CROSS-CLASSIFICATION .............................. 63
Architecture, Building ............................................................................................. 64
Arts, Humanities and Social Sciences ..................................................................... 64
Business, Administration, Economics ..................................................................... 65
Education .................................................................................................................. 66
Engineering, Surveying ........................................................................................... 67
Health, Community Services .................................................................................. 68
Land and Marine Resources, Animal Husbandry ............................................... 69
Law, Legal Studies ................................................................................................ 69
Science ...................................................................................................................... 70
Services, Hospitality, Transportation ..................................................................... 71
Veterinary Science, Animal Care ........................................................................... 72

INCLUSION/ALTERATIONS REQUEST FORM ............................................... 69
ABOUT THE DIRECTORY

In November of 1994, the Flexible Delivery Working Party commissioned the National Centre for Vocational Education Research Ltd to compile and publish a directory of major producers of flexible delivery resources for the vocational education and training sector. This is the result of that work. The directory will also be made available in electronic format.

Although the Directory was primarily compiled with producers in mind, some major distributors of flexible delivery resources have also been included.

The entries in the Directory are limited to Australian producers and distributors.

Entries for the directory were sought via a number of methods. Advertisements were placed in the Weekend Australian and Australian, a number of library catalogues were searched, a mail out to all TAFE Colleges was conducted, and a number of TAFE libraries with flexible delivery resources were searched in order to track down producers.

The directory consists of two major sections.

Section one is an alphabetical listing of major producers of flexible delivery resources in Australia with the following information, where possible, provided for each producer:

- Producer's name and address
- Contact name, telephone and facsimile numbers
- General subject areas covered by the flexible materials produced
- Target audience for the materials
- Number of products produced by the producer
- Product format eg videos, learning guides, CD-ROM, etc
- Cost of materials
- Copyright and licensing information
- Whether or not a catalogue of materials produced is available
- Who distributes the materials produced
- Other pertinent notes regarding the producer or producer's products not elsewhere covered.

Section two of the directory provides a listing of broad subject areas. Under each broad subject field, a list of producers producing materials relevant to this subject field are listed. The field of study classification used is that given in Selected TAFE Statistics 1992 (NCVER, 1993) and consists of the following broad subject areas:

- Architecture, Building
- Arts, Humanities and Social Sciences
- Business, Administration, Economics
- Education
- Engineering, Surveying
- Health, Community Services
- Land and Marine Resources, Animal Husbandry
- Law, Legal Studies
• Science
• Services, Hospitality, Transportation
• Veterinary Science, Animal Care.

This enables those working in particular subject areas to first identify which producers may produce flexible delivery resources for that subject area before turning to Section one to obtain more detailed information about those producers.

This is the first publication of the Directory of Major Producers of Flexible Delivery Learning Resources for the Vocational Education and Training Sector. Whilst every care has been taken to ensure that details in the Directory are accurate and up to date, some errors and omissions may have occurred. To ensure that the Directory is kept up to date, please use the form at the end of the Directory to advise of producers not currently listed, or alterations to current entries.

The authors acknowledge the co-operation of all those who have contributed to this Directory.
SECTION ONE:

MAJOR PRODUCERS OF

FLEXIBLE DELIVERY LEARNING

RESOURCES
<table>
<thead>
<tr>
<th><strong>Producer:</strong></th>
<th>ACTRAC Products Ltd</th>
<th><strong>Contact:</strong></th>
<th>Jane Cross</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Address:</strong></td>
<td>PO Box 1281</td>
<td><strong>Telephone:</strong></td>
<td>(03) 769 6516</td>
</tr>
<tr>
<td></td>
<td>Frankston Vic 3199</td>
<td><strong>Fax:</strong></td>
<td>(03) 781 4971</td>
</tr>
<tr>
<td><strong>Subject areas:</strong></td>
<td>All vocational education and training areas.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Target audience:</strong></td>
<td>Anybody who uses or works in curricula in vocational education and training areas including private providers and enterprise trainers.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Number of products:</strong></td>
<td>Approximately 160 products are produced.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| **Product format:** | • Assessment exemplars  
• Audio material  
• Basic curriculum documents  
• Computer software  
• Learning guides/modules/activity books  
• Print based materials  
• Video tapes. |
| **Cost:** | $POA |
| **Copyright & licensing:** | Copyright for materials is owned by ACTRAC Products Ltd.  
There are licensing agreements with respect to curricula. |
| **Catalogue:** | Yes |
| **Distribution:** | ACTRAC Products Ltd distributes its own products. |
| **Notes:** | ACTRAC Products Ltd has a mailing list and newsletter which comes out on a quarterly basis. Contact ACTRAC if you wish to be included on the mailing list. |
Producer: Adelaide Institute of TAFE
Address: GPO Box 1872
          Adelaide SA 5001
Contact: Sue Goldman
Telephone: (08) 207 8200
Fax: (08) 207 8597

Subject areas: An extensive range of subject areas are catered for including:
- Aboriginal Studies
- Adult migrant studies
- Art & craft
- Business
- Communication
- Engineering
- English
- Hair and beauty
- History
- Hospitality
- Human resource management
- Languages
- Library studies
- Mathematics
- Music
- Office studies
- Real Estate
- Rural studies
- Science
- Tourism.

Target audience: Vocational education and training students and providers, including other colleges of TAFE.

Number of products: Hundreds.

Product format: Audio tapes
- CD-ROMs
- Computer software
- Comprehensive print packages
- Learning guides/modules/activity books
- Self-testing exercises
- Television programmes
- Video tapes.

Telephone and video conferencing facilities are also available.

Cost: Refer catalogue.

Copyright & licensing: Copyright for all materials is owned by the Crown.

Catalogue: Yes

Distribution: The Institute distributes its own products. For sale of materials contact: Mr Gary Stearnes
           Telephone: (08) 207 8585  Fax: (08) 207 8249

Notes: For South Australian Colleges of TAFE, it should be noted that
       DETAFE is in the process of setting up a preview/lodgement
       centre for all SA TAFE produced flexible delivery materials which
       will centralise all materials and packages produced in one
       location. A catalogue will also be produced.
<table>
<thead>
<tr>
<th><strong>Producer:</strong></th>
<th>Australian College of Applied Psychology Pty</th>
<th><strong>Contact:</strong></th>
<th>Lionel Davis</th>
</tr>
</thead>
</table>
| **Address:** | 414 Elizabeth Street  
Surrey Hills NSW 2010 | **Telephone:** | (02) 211 2122 |
| **Fax:** | (02) 211 2172 | **Subject areas:** | • Basic psychology  
• Counselling  
• Communications  
• Interpersonal skills. |
<p>| <strong>Target audience:</strong> | People working or wishing to work in the community services or health industry. | <strong>Number of products:</strong> | 28 individual training modules. |
| <strong>Product format:</strong> | Learning guides/modules/activity books and audio-visual tapes. | <strong>Cost:</strong> | $750 per module. |
| <strong>Copyright &amp; licensing:</strong> | Copyright for all material is owned by the College. | <strong>Catalogue:</strong> | Yes |
| <strong>Distribution:</strong> | The College distributes its own products. | <strong>Notes:</strong> | The Australian College of Applied Psychology is the only private provider nationally accredited to provide this type of training by distance education. |</p>
<table>
<thead>
<tr>
<th>Producer</th>
<th>Biztrac</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
<td>Edith Cowan University Pearson Street Churchlands WA 6018</td>
</tr>
<tr>
<td>Contact</td>
<td>Tracey Cawthorne</td>
</tr>
<tr>
<td>Telephone</td>
<td>(09) 273 8276</td>
</tr>
<tr>
<td>Fax</td>
<td>(09) 273 8137</td>
</tr>
</tbody>
</table>

**Subject areas:** The following business subject areas are catered for:
- Accounting
- Management and law
- Marketing/tourism
- Economics/finance
- Management information systems

**Target audience:** Business people in both the public and private sectors who want more specific business knowledge.

**Number of products:** Approximately 20.

**Product format:** Videos, course notes, computer laboratories and teleconferencing facilities. Biztrac also provides training, research and consultancy regarding on and off campus courses and externally provided courses.

**Cost:** $POA

**Copyright & licensing:** Intellectual property is retained by Edith Cowan University.

**Catalogue:** No

**Distribution:** Biztrac distributes its own materials.
Subject areas: Many subject areas are catered for including:

- Applied science
- Building and construction
- Clothing studies
- Fabrication
- Hairdressing
- Library & information studies
- Mining engineering
- Pulp and paper
- Veterinary science.

- Automotive studies
- Business studies
- Electrical engineering
- Forestry
- Hospitality
- Mathematics
- Music
- Refrigeration

Target audience: The vocational education and training sector generally including industry and private and public providers, particularly TAFE.

Number of products: Hundreds.

Product format: Audio tapes
CD-ROMs (to be available soon)
Comprehensive print packages
Computer software
Laboratory or other practical kits
Learning guides/modules/activity books
Self-testing exercises
Television programmes
Video tapes.

Telephone, video and satellite conferencing facilities are also available.

Cost: Refer catalogue.

Copyright & licensing: Copyright for material is usually owned by the College. There are licensing agreements in relation to some products which are negotiated with clients.

Catalogue: Yes

Distribution: The College distributes its own products.

Notes: Box Hill College of TAFE has long been a developer of flexible delivery products and practices with flexible delivery being one
of its major orientations. The College also provides advice on flexible delivery issues.
Teacher professional training and development including:
• Computer applications in education
• Curriculum development and evaluation
• Leadership in perspective
• Legal and political issues
• The school and the community
• The school as an organisation
• Staff development
• Teaching and managing learning in contemporary society (approximately 10 modules).

Target audience:  
i) Teachers  
ii) School administrators  
iii) Bursars/registrars in government and non-government schools (initially in Queensland).

Number of products:  
Approximately 60 modules in the process of being accredited by the Queensland University of Technology.

Product format:  
• Modules with graded activities and assignments
• Some modules are supplemented with video tapes.

Cost: $POA

Copyright & licensing:  
Copyrighted materials reproduced in accordance with the Copyright Act 1968 (as amended). Some modules are provided as part of a networking arrangement with the Centre for Professional Development in Education (Lismore, NSW).

Catalogue:  
Information and enrolment package is at the printing stage. This and other information will progressively become available.

Distribution:  
The Centre distributes its own products.
Producer: Canberra Institute of Technology (CIT)  
Contact: Graham Withers  
Address: GPO Box 826  
          Canberra ACT 2601  
Telephone: (06) 207 4330  
Fax: (06) 207 4284  
Subject areas:  
i) Adult general education  
ii) Forensic science  
iii) Management.  
Target audience:  
i) Adults interested in a second chance at education  
ii) Police forensic science experts  
iii) Lower/middle managers in the public service.  
Number of products: 3 main courses along with many other smaller products.  
Product format: Modules, audio tapes and videos.  
Cost: $POA  
Copyright & licensing: Copyright for all material is owned the Canberra Institute of Technology.  
Catalogue: No  
Distribution: The CIT distributes its own products.
Distributor: CBTS (Australia) Pty Limited  
Contact: Noel Stubbs

Address: 62 Elgin Street  
Carlton Vic 3053

Telephone: (03) 347 8177  
Fax: (03) 347 0783

Subject areas: An extremely broad range of subject areas are covered.

Target audience: TAFE, universities and industry.

Number of products: CBTS distributes:
- a Learning Management System that supports open learning and flexible delivery (which is VAX based and accessible by PCs and terminals via modem and emulation software)
- the Alberta computer managed learning users group resource catalogue.

Product format: Learning guides/modules/activity books, computer software and electronic question banks.

Cost: $POA

Copyright & licensing: Copyright to be arranged with individual user developers. There are licensing requirements only with respect to software.

Catalogue: Yes

Notes: CBTS is a supplier/distributor of computer managed learning (CML) support and assessment systems for Australasia.

CBTS has recently released a new package (WinLMS), a Windows® based learning management system product.
Producer: Central Highlands College of TAFE

Address: PMB 4
Emerald Qld 4720

Contact: Judy Brandt

Telephone: (079) 800 200
Fax: (079) 800 290

Subject areas: • Applied Science
• Community & Human Services
• Engineering
• Home tutoring.

Target audience: School leavers, mature aged, and those who cannot access face-to-face classes.

Number of products: 18 modules.

Product format: • Audio-graphics
• Computer software
• Comprehensive print packages
• Learning guides/modules/activity books
• Self-testing exercises
• Telephone conferencing
• Textbooks
• Video tapes.


Copyright & licensing: Copyright issues for material not yet established.

Catalogue: No

Distribution: The College distributes its own products.
Producer: Centre for Applied Learning Systems (CALS), Adelaide Institute of TAFE

Contact: John Cocks
Address: GPO Box 1872
Adelaide SA 5001

Subject areas: Educational subjects.

Target audience: Education.

Number of products: Over 500 individual products are produced annually.

Product format:
- Audio tapes
- CD-ROMs
- Computer software
- Comprehensive print packages
- Learning guides/modules/activity books
- Multimedia
- Self-testing exercises
- Telephone conferencing
- Television programmes
- Textbooks
- Video conferencing
- Video tapes.

Computer software products are available in the following forms: Authorware, Macromind Director (both platforms supported), Adobe Premier, Sound Edit Pro, Aldus Freehand, File Maker Pro, Quark Xpress, and Photoshop.

Cost: $POA

Copyright & licensing: All moving images are copyrighted to the SA Film Corporation whilst all other products are copyright to the Minister of Education.

Catalogue: Video and audio catalogues are available.

Distribution: The CALS distributes its own products.

For purchase of materials contact:

Robert Richardson Telephone: (08) 207 8546
C/o Centre for Applied Learning Systems
GPO Box 1872
Adelaide SA 5001
Producer: Centre for Curriculum Innovation and Development, Western Metropolitan College of TAFE

Address: PO Box 197 Footscray Vic 3011
Telephone: (03) 284 8725
Fax: (03) 284 8954

Contacts: Allan Ballagh & Robert Stowell

Subject areas: The core areas of the following subjects are covered:
• Hand & power tools
• Interactive telephone skills
• Materials handling
• Occupational health and safety
• Press tool operations
• Quality (ie. Total Quality management, statistical quality control)
• Warehousing.

Target audience: Mainly workplace learners and trainers.

Number of products: Approximately 20 learning packages have been produced by the Centre.

Product format: Formats available include:
• Audio tapes
• Interactive barcoding technology
• Interactive books
• Print based materials
• Touch screens
• Video tapes.

Cost: $POA

Copyright & licensing: The Centre negotiates all copyright and licensing issues prior to the development of materials.

Catalogue: Currently being developed.

Distribution: The Centre distributes its own products.

Notes: The Centre for Curriculum Innovation and Development also provides a number of services including:
• Consultancy in instructional design
• Professional development for workplace trainers and TAFE teachers in the development of learning systems and materials.
<table>
<thead>
<tr>
<th><strong>Producer:</strong></th>
<th>Channel One Training Videos Pty Ltd</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Address:</strong></td>
<td>121a Lewis Road, Wantirna, Vic 3152</td>
</tr>
</tbody>
</table>
| **Subject areas:** | • Management training  
• Occupational health and safety  
• People skills  
• Staff development. |
<p>| <strong>Contact:</strong> | Debbie Olsen |
| <strong>Telephone:</strong> | (03) 887 2744 |
| <strong>Fax:</strong> | (03) 887 3559 |
| <strong>Target audience:</strong> | Small and large businesses in general and all industries. |
| <strong>Number of products:</strong> | 15 packages. |
| <strong>Product format:</strong> | Packages contain video, training manual, learning guides, self-testing exercises and overhead projector slides. |
| <strong>Cost:</strong> | $295 per package. |
| <strong>Copyright &amp; licensing:</strong> | Copyright for all material is owned by Channel One Training Videos. There are presently no licensing agreements. |
| <strong>Catalogue:</strong> | Yes |
| <strong>Distribution:</strong> | Channel One Training Videos distributes its own products. |
| <strong>Notes:</strong> | The training packages are available for a free 10 day no obligation preview period. |</p>
<table>
<thead>
<tr>
<th>Producer</th>
<th>Chiron Media</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
<td>PO Box 6069, Mooloolah Qld 4553</td>
</tr>
<tr>
<td>Contact</td>
<td>Helen Penridge</td>
</tr>
<tr>
<td>Telephone</td>
<td>(074) 94 7311</td>
</tr>
<tr>
<td>Fax</td>
<td>(074) 94 7890</td>
</tr>
</tbody>
</table>

**Subject areas:** Water science, environmental science, natural resource management and biological techniques.

**Target audience:** Upper secondary and lower TAFE.

**Number of products:** One package containing eight modules.

**Product format:** *StreamScan* is a computer-aided learning package of eight modules including a student workbook, teacher's guide and computer software for Windows® 3.1 system. The central module is an illustrated taxonomic key to Australian freshwater macroinvertebrates. Other modules focus on the skills and information students need to evaluate their local stream.

**Cost:**
- Single site licence: $195
- Open learning licence: $195 plus $25 per enrolled student studying externally.

**Copyright & licensing:**
- A single site licence entitles the purchaser to copy the *StreamScan* software and accompanying material for multiple use at a single site only nominated at the time of order.
- An open learning licence entitles the purchaser to copy the *StreamScan* software and accompanying material for use at the instructor's home site and make single copies of the *StreamScan* software and Student Workbook for issue to individual enrolled students studying externally.

**Catalogue:** A more detailed product description is available from Chiron Media.

**Distribution:** Distributed by Chiron Media.
Producer: CML Development Unit  
Contact: Rod Crocker
Central Metropolitan College of TAFE

Address: 6th Floor
25 Aberdeen Street
Perth WA 6000

Telephone: (09) 427 2574
Fax: (09) 328 5035

Subject areas: A number of flexible delivery products have been produced including CML modules for the National Metal and Engineering Curriculum, including occupational health and safety.

Number of Metal products: 11 CML module titles have been developed for the National Metal and Engineering Curriculum.

Product format: CML modules and testbanks.

Cost: Refer to the External Client Services Division, Curriculum and Customised Training Network (CCTN) (see separate entry in this Directory).

Copyright & licensing: Refer to the External Client Services Division, Curriculum and Customised Training Network (CCTN) (see separate entry in this Directory).

Distribution: Through the External Client Services Division, Curriculum and Customised Training Network (CCTN) (see separate entry in this Directory).
<table>
<thead>
<tr>
<th><strong>Producer:</strong></th>
<th>CNG Productions</th>
<th><strong>Contact:</strong></th>
<th>Michael Curtis</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Address:</strong></td>
<td>PO Box 370</td>
<td><strong>Telephone:</strong></td>
<td>(02) 764 4282</td>
</tr>
<tr>
<td></td>
<td>Homebush NSW 2140</td>
<td><strong>Fax:</strong></td>
<td>(02) 746 3827</td>
</tr>
<tr>
<td><strong>Subject areas:</strong></td>
<td>Business and administration studies including:</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Accounting</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Business computer applications</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Small business management</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Taxation</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Target audience:</strong></td>
<td>• TAFE and OTEN students</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Small business</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Number of products:</strong></td>
<td>10 different products are available.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Product format:</strong></td>
<td>Text books, video tapes and computer software.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Cost:</strong></td>
<td>• $40-$60 for text books</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• $120-$150 for video packages</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• $POA for computer software</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Copyright &amp; licensing:</strong></td>
<td>Copyright is owned by the authors of the products. There are currently no licensing agreements.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Catalogue:</strong></td>
<td>No</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Distribution:</strong></td>
<td>Materials distributed by CNG Productions and Harper &amp; Collins.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Notes:</strong></td>
<td>CNG Productions is interested in undertaking joint ventures with other organisations in producing flexible delivery resources.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
**Producer:** Comad Consulting Pty Ltd  
**Address:** 595 King Street  
West Melbourne Vic 3002  
**Contact:** Colin J. Moore  
**Telephone:** (03) 326 8581  
**Fax:** (03) 328 2312

**Subject areas:**  
- Benchmarking  
- Enterprise Bargaining  
- Quality Assurance  
- Skill enhancement training  
- Total Quality Management.  
- Customer service and needs  
- Management development  
- Service & product marketing  
- Strategic Planning

**Target audience:** Domestic and international private and public sectors.

**Number of products:** 15 packages.

**Product format:**  

**Cost:** Around $1000-2500 per module.

**Copyright & licensing:**  
Copyright for all material is owned by Comad Consulting.  
Enterprise or site licenses are available: $POA.

**Catalogue:** No, but individual product information is available.

**Distribution:** Products distributed by Comad Consulting and the Construction Industry Development Agency (CEDA).

**Notes:**  
- All products are customised to specific enterprises  
- Comad Consulting can deliver the modules or the modules may be delivered by another education provider  
- A number of Comad Consulting’s products are accredited by the National Training Board (NTB)  
- Comad Consulting is endorsed by the Australian Quality Council.
Producer: Computer Based Education Dept., Contact: Kasandra Campbell
Queensland University of Technology

Address: 2 George Street
Brisbane Qld 4001
Telephone: (07) 864 2913
Fax: (07) 864 1525

Subject areas: A number of subjects in the following areas are catered for:
business, engineering, health science, languages, law, and science.

Target audience: i) University years 1 to 3
ii) TAFE
iii) some upper secondary.

Number of products: Around 25 packages.

Product format: CD-ROMs and computer software including Computer Managed Learning.

Cost: Ranges from around $25 for single copies of material to around $5500 for a University programme site licence.

Copyright & licensing: Copyright for all material is owned by the Queensland University of Technology.

Catalogue: Yes

Distribution: The Department currently distributes its own products.

Notes: The Computer Based Education Department provides a support hot-line for users of their material. The Department focuses on developing courses and products to meet requirements of specific clients.
Producer: Department of Social Work and Community Welfare, James Cook University

Contact: Virginia Hall

Address: Townsville Qld 4811

Telephone: (077) 814 301
Fax: (077) 795 435

Subject areas:
- Human rights and social justice
- Working across cultures - strong emphasis on working with Aboriginal and Torres Strait Islander people
- Rural welfare - provision of services, needs and aspirations of rural people, issues for rural access of resources
- Human services organisations - their role and functions
- Introduction to social welfare - policies in Australia, structure of government and how policies are formulated.

Target audience:
- Students enrolled in the Bachelor of Social Work and Bachelor of Community Welfare
- Welfare providers.

Number of products:
A whole course is taught by distance education, however the 5 subjects within the course are packaged in a way that they could be stand-alone.

Product format:
A large range of materials have been developed including learning guides/modules/activity books, text books, self-testing exercises, audio-visual tapes, CD-ROMs and telephone conferencing facilities.

Cost: $POA

Copyright & licensing:
Copyright status not yet established.

Catalogue: Yes

Distribution: The department distributes its own materials.
<table>
<thead>
<tr>
<th>Producer:</th>
<th>Douglas Mawson Institute, Panorama College</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
<td>621 Goodwood Road, Panorama SA 5041</td>
</tr>
<tr>
<td>Subject areas:</td>
<td></td>
</tr>
<tr>
<td>• Business studies</td>
<td></td>
</tr>
<tr>
<td>• Occupational Health and Safety</td>
<td></td>
</tr>
<tr>
<td>• Real Estate</td>
<td></td>
</tr>
<tr>
<td>Contact:</td>
<td>John Turner</td>
</tr>
<tr>
<td>Telephone:</td>
<td>(08) 207 2951</td>
</tr>
<tr>
<td>Fax:</td>
<td>(08) 207 2950</td>
</tr>
</tbody>
</table>

**Target audience:** Students of Panorama College.

**Number of products:** Approximately 30.

**Product format:**
- Learning guides/modules/activity books
- Video tapes
- Telephone conferencing facilities are also available.

**Cost:** $750 per module.

**Copyright & licensing:** There are no licensing agreements attached to the products.

**Catalogue:** Varies.

**Distribution:** The College distributes its own products.

**Notes:** For South Australian Colleges of TAFE, it should be noted that SA DETAFAE is in the process of setting up a preview/lodgement centre for all SA TAFE produced flexible delivery materials which will centralise all materials and packages produced in one location. A catalogue will also be produced.
Producer: Douglas Mawson Institute, Marleston Campus
Address: 254 Richmond Road
Marleston SA 5033

Contact: Mark A. Glasson
Education Manager

Telephone: (08) 416 6478
Fax: (08) 371 1154

Subject areas:
• Advanced Building
• Architecture and Interior Decoration

Target audience:
Part time students currently employed in industry, full time students direct from secondary education and industrial retrainees.

Number of products: 30 and growing.

Product
Currently S.A. State accredited award resources in Advanced Certificates and Associate Diplomas in Building, Architecture and Interior Decoration.

Format:
• Learning guides
• Activity books
• Video tapes
• Self Assessment Exercises.

Cost:
Variable costs for student study access. Have not considered interstate TAFE Agency or private provider costings as yet.

Copyright &
Copyright is held by SA DETAFE. Further copyright approvals have been obtained from manufacturers and suppliers/industry associations for local state distribution.

Catalogue: Available.

Distribution:
The Institute distributes its own products.

Notes:
As resources production and maintenance of relevancy is a costly exercise, the Institute is happy to consider the sharing of resources and developmental/maintenance effort that would mutually benefit deliverers and clients of the VET sector.
Producer: Energy Education Australia  
Address: PO Box 972  
Morwell Vic 3840  
Subject areas: All aspects of energy education training in Australasia including management training which is available within the energy fields.

Contact: Barry Dunstan  
Telephone: (051) 33 7023  
Fax: (051) 33 7145

Target audience: Energy and related industries.

Number of products: A multitude of training courses designed to specific client specifications have been produced.

Product format:  
- Audio tapes  
- CD-ROMs  
- Comprehensive print packages  
- Computer software  
- Laboratory/practical kits  
- Learning guides/modules/activity books  
- Self testing exercises  
- Text books  
- Video tapes.

Cost: $POA

Catalogue: Yes

Distribution: Energy Education Australia distributes its own products.

Notes:  
- Courses can be conducted onsite or they can be done through off campus study  
- Energy Education Australia is part of a consortium consisting of a university, TAFE, and a group training company.
Producer: Engineering Education Australia  Contact: Ross Hartnell

Address: 13-21 Bedford Street  Telephone: (03) 326 9777  
North Melbourne Vic 3051  Fax: (03) 326 9888

Subject areas:  
• Technical areas: all engineering disciplines covered, ie. civil, electrical and mechanical engineering.
• Non-technical areas: subject areas including project management and other management subjects are covered.

Target audience:  
i) Professional engineers and scientists (4 years training)  
ii) Technologists (3 years training)  
iii) Engineering Associates (2 years training).

Number of products: 53 products are available.

Product format: A large range of products are available including learning guides/modules/activity books, comprehensive print packages, self-testing exercises, audio-visual tapes, audio tapes, computer software and telephone conferencing facilities.

Cost: Costs vary widely. As a rough guide:
• Post-graduate awards normally $650 per unit for members and $750 for non-members  
• other award programmes such as the Diploma of Engineering cost around $500 per unit  
• series of non-award materials range from $175 to $375.

Copyright & licensing: Copyright for post-graduate materials held by university authors.  
The copyright for other materials is held by Engineering Education Australia.

Catalogue: Yes

Distribution: Engineering Education Australia distributes its own products.
Producer: External Client Services Division, Contact: Tom Locke
Curriculum & Customised Training Network (CCTN)

Address: Prospect Place Telephone: (09) 227 3228
Perth WA 6000 Fax: (09) 227 8393

Subject areas: All areas covered by the Vocational Education and Training domain.

Target audience: Vocational education and training students, private providers, and industry at local and international levels.

Product format:
- Audio tapes
- Comprehensive print packages
- Computer software
- Laboratory kits
- Learning guides/modules/activity books
- Self-testing exercises
- Television programmes
- Textbooks
- Video tapes.

Audio-, video-, computer and satellite conferencing facilities are also available.

Cost: Refer catalogue or $POA.

Copyright & licensing: As a State Department, the copyright rests with the Crown.

Catalogue: Yes

Distribution: Distribution is via the TPT Publications Trust within the Curriculum and Customised Training Network.
<table>
<thead>
<tr>
<th>Producer:</th>
<th>Flexible Learning Group, Royal Melbourne Institute of Technology (RMIT)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact:</td>
<td>Vivienne Blanksby</td>
</tr>
<tr>
<td>Address:</td>
<td>GPO Box 2476V Melbourne Vic 3001</td>
</tr>
<tr>
<td>Telephone:</td>
<td>(03) 660 4301</td>
</tr>
<tr>
<td>Fax:</td>
<td>(03) 663 3402</td>
</tr>
</tbody>
</table>
| Subject areas: | • Accounting  
• Communication skills  
• Engineering  
• Local government  
• Business studies  
• Electronics  
• Human resource  
• Real Estate. |

Specific projects have also been undertaken for National Lifts & Escalators, the printing industry, tyre industry, and transport industry.

| Target audience: | Students enrolled in the State training system in the areas of banking & finance, business studies, communication skills, and works management  
People in the following industries: real estate, printing, lifts and escalators, transport and small business. |
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of products:</td>
<td>Around 5 products are available although the Flexible Learning Group has developed around 35 products for specific clients.</td>
</tr>
</tbody>
</table>
| Product format:  | • Audio tapes  
• CD-ROMs  
• Comprehensive print packages  
• Computer software  
• Learning guides/modules/activity books  
• Self-testing exercises including Computer Managed Learning  
• Video tapes. |

Multimedia packages and telephone conferencing facilities are also available.

| Cost:             | Ranges from $8.50 to around $150. |
| Copyright & licensing: | RMIT holds the copyright for publicly available materials but copyright of materials developed for specific clients may be held by that client. |
| Catalogue:       | No, but an information brochure is being prepared. |
| Distribution:    | The Flexible Learning Group of RMIT distributes its own products (contact address above). |
| Notes:           | The Flexible Learning Group is fundamentally a commercially based operation developing programmes and products for |
specific clients while also raising the awareness of flexible delivery within RMIT.
Producer: Frankston College of TAFE  
Address: PO Box 1281  
Frankston Vic 3199  
Contact: Bob Buck  
Telephone: (03) 776 1722  
Fax: (03) 776 1649

Subject areas: Computer assisted learning materials cover selected outcomes for the National Metals and Engineering curriculum. Print materials cover enterprise specific topics related to trade training in electrical and mechanical trade areas.

Target audience: Workplace learners.

Number of learning products: 30 print based training packages and 6 computer assisted learning packages along with other material produced for specific companies.

Product format: Comprehensive print packages and computer assisted learning packages.

Cost:  
- Computer Assisted Learning packages:  
  Members of the public sector training system: $250 + $25  
  Non-members: $450 + $25  
- Training manuals: $POA

Copyright & licensing: Material is copyright clear.

Catalogue: No, but further details available from the College.

Distribution: The College distributes its own products.

Notes: The computer assisted learning packages come with their own management module to allow instructors to keep track of results and student records.
Producer: Gordon Technical College, Flexible Learning & Education Development Unit.

Address: Private Mail Bag 1
Geelong Mail Centre
Geelong Vic 3221

Contact: Mr Brian Scorgie

Telephone: (052) 250 840
Fax: (052) 250 849

Subject areas:
- Workplace Entry Level Training
- Certificate in Workplace Education
- Specific skill training to customer requirements.

Target audience: Local industries.

Product format: Learning guides/modules/activity books and comprehensive print packages.

Cost: $POA

Copyright & licensing: Copyright and license agreements for materials to be negotiated.

Catalogue: No

Distribution: The College distributes its own products. For purchase of or information about materials, contact Mr Brian Scorgie at the above address, telephone or facsimile numbers.
Producer: Hobart Institute of TAFE, Flexible Learning Centre
Address: PO Box 2015
Hobart TAS 7001
Email: phiggs@hobart.tafe.tas.edu.au

Contact: Peter Higgs
Associate Director
Telephone: (002) 337883
Fax: (002) 315485

Subject areas:
- Accounting
- Environmental Health
- Gasfitting (CML coursework)
- Police Studies
- Transport Administration
- Outdoor Facilities Maintenance Course
- Police Recruitment Preparation Programme.

Target audience: The Tasmanian population and mainland people requiring distance learning in a flexible learning manner.

Product format: Learning guides, modules, activity books and comprehensive print format.
Telephone conferencing is used to support some flexible learning external distance education packages and some computer managed learning support packages are currently being produced.

Cost: Refer catalogue.

Copyright & licensing: Copyright for most material is owned by the Institute.
Copyright is held by others regarding material related to the Fire Technology and Environmental Health subject areas.

Catalogue: Yes

Distribution: The Institute distributes its own products.
Producer: Johnstone College of TAFE
Address: 19 Flying Fish Point Road
         Innisfail Qld 4860
Contact: Greg Smith
Telephone: (070) 61 5222
Fax: (070) 61 4847

Subject areas: • Hospitality (food and beverage)
               • Numeracy and literacy.

Target audience: Anyone wishing to enter the hospitality industry.

Number of products: Two programmes are available:
                    • Certificate in Hospitality
                    • Certificate in Vocational Access (Literacy and numeracy programme).

Product format: Learning guides/modules/activity books, audio graphics systems, and videos.

Cost: Anyone in Queensland TAFE can have access to the materials free of charge. Those outside the Queensland TAFE system are charged a fee - $POA.

Catalogue: No

Distribution: The College distributes its own products.
Producer: Joondalup TAFE Campus

Address: 35 Kendrew Crescent  
Joondalup WA 6027

Telephone: (09) 233 1111  
Fax: (09) 233 1066

Contact: Project co-ordinator, Courseware Development Unit (CDU)

Subject areas:
• Accounting  
• Information technology  
• Office and secretarial studies  
• Communication  
• Management  
• Retail.

Target audience: Students enrolled in Joondalup TAFE (materials are only produced for Joondalup students).

Number of products: Approximately 120.

Product format:
• Learning guides  
• Resource books (for accounting/information technology) comprising self-testing exercises and solutions  
• Some information technology subjects have software files (which are only available on the internal network).

Cost: Part of the materials are charged with fees on enrolment.

Copyright & licensing:
• Agreement between Joondalup TAFE Campus and copyright owners for some materials  
• Under terms of the CAL agreement.

Catalogue: A list of titles is available.

Distribution:
• Joondalup TAFE Campus distributes its own products.  
• Certain materials are exchanged with others who are interested in what Joondalup TAFE Campus is doing (eg. lecturers).

Notes: The materials produced by Joondalup TAFE Campus are not designed to stand alone, are not texts, and generally do not contain content information. Rather, they are designed to guide students through the syllabus in conjunction with texts, library resources, facilitators, lecturers and workshops.
<table>
<thead>
<tr>
<th><strong>Producer:</strong></th>
<th>JumpUp Training Pty Ltd</th>
<th><strong>Contact:</strong></th>
<th>Patrick Kelleghan</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Address:</strong></td>
<td>47 Blaxland Drive</td>
<td><strong>Telephone:</strong></td>
<td>(02) 543 2397</td>
</tr>
<tr>
<td></td>
<td>Illawong NSW 2234</td>
<td><strong>Fax:</strong></td>
<td>(02) 543 2397</td>
</tr>
<tr>
<td><strong>Subject areas:</strong></td>
<td>Hospitality.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Target audience:</strong></td>
<td>Primarily labour market training enterprises.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Number of products:</strong></td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Product format:</strong></td>
<td>Mainly modules consisting of learning guides, module descriptors, printed resources, and assessment instruments. All these materials are designed for use in a competency based mode.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Cost:</strong></td>
<td>$160 per module.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Copyright &amp; licensing:</strong></td>
<td>Copyright for all material is owned by JumpUp Training.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Catalogue:</strong></td>
<td>No</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Distribution:</strong></td>
<td>JumpUp Training distributes its own products.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Producer: Knowhow Solutions  
Address: PO Box 393  
         Milsons Point NSW 2061  
Contact: Ian Smith  
Telephone: (02) 905 7064  
Fax: (02) 905 9629

Subject areas: Personal Computer multimedia training in a range of areas including:
- Access
- Approach
- Excel
- Lotus
- Powerpoint
- Typing tutors
- Word for Windows
- Ami Pro for Windows
- DOS
- Freelance
- Paradox
- Quattro Pro
- Windows
- WordPerfect.

Target audience: All users of PCs.

Number of products: 36

Product format: Personal Computer based hardware and software.

Cost: "Smart Packs":

<table>
<thead>
<tr>
<th>Product</th>
<th>Single user</th>
<th>5 pack</th>
<th>10 pack</th>
</tr>
</thead>
<tbody>
<tr>
<td>&quot;Smart Packs&quot;</td>
<td>$125</td>
<td>$395</td>
<td>$695</td>
</tr>
</tbody>
</table>

Licenses (include network, stand alone or portable PCs):

<table>
<thead>
<tr>
<th>Users</th>
<th>Site</th>
<th>Library</th>
</tr>
</thead>
<tbody>
<tr>
<td>50 user</td>
<td>$2750</td>
<td>$2500</td>
</tr>
<tr>
<td>100 user</td>
<td>$3300</td>
<td>$3000</td>
</tr>
<tr>
<td>200 user</td>
<td>$4400</td>
<td>$4000</td>
</tr>
<tr>
<td>Unlimited</td>
<td>$5500</td>
<td>$5000</td>
</tr>
</tbody>
</table>

Copyright & licensing: Materials are subject to copyright and licensing agreements do apply.

Catalogue: Yes

Distribution: Knowhow Solutions distributes its own products.

Notes: Knowhow Solutions products may be tried for a 7 day no obligation period.
<table>
<thead>
<tr>
<th>Producer:</th>
<th>Knowledge Books &amp; Software</th>
<th>Contact:</th>
<th>Rob Watts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
<td>PO Box 50 Sandgate Qld 4017</td>
<td>Telephone:</td>
<td>(07) 869 0994</td>
</tr>
<tr>
<td>Fax:</td>
<td></td>
<td>Fax:</td>
<td>(07) 269 6444</td>
</tr>
<tr>
<td>Subject areas:</td>
<td>Most subjects related to HSE and TAFE including:</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• English</td>
<td>• Mathematics</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Science</td>
<td>• Social sciences</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Technical subjects.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Target audience:</td>
<td>• Public and State libraries</td>
<td>• Primary schools</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• TAFE</td>
<td>• Secondary schools</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Universities</td>
<td>• Corporate &amp; government trainers.</td>
<td></td>
</tr>
<tr>
<td>Number of products:</td>
<td>A range of computer software products and over 400 licensed video titles are available.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Product format:</td>
<td>• Audio tapes</td>
<td>• CD-ROM</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Computer software</td>
<td>• Self testing exercises</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Video tapes</td>
<td>• Video multimedia.</td>
<td></td>
</tr>
<tr>
<td>Cost:</td>
<td>$POA</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Copyright &amp; licensing:</td>
<td>There are licensing requirements attached to the materials for home, school or corporate use.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Catalogue:</td>
<td>Yes</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Distribution:</td>
<td>Knowledge Books &amp; Software distributes its own products.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Notes:</td>
<td>• All multimedia software is developed in-house</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• All materials are Australian core content curriculum based.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Distributor:</strong></td>
<td>Marcom Projects Pty Ltd</td>
<td><strong>Contact:</strong></td>
<td>Jeannette Bysterveldt</td>
</tr>
<tr>
<td>-----------------</td>
<td>------------------------</td>
<td>--------------</td>
<td>----------------------</td>
</tr>
<tr>
<td><strong>Address:</strong></td>
<td>PO Box 4215</td>
<td><strong>Telephone:</strong></td>
<td>(07) 829 0540</td>
</tr>
<tr>
<td></td>
<td>Loganholme DC Qld 4129</td>
<td><strong>Fax:</strong></td>
<td>(07) 829 0541</td>
</tr>
<tr>
<td><strong>Subject areas:</strong></td>
<td>All educational and special interest areas are covered.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Target audience:</strong></td>
<td>• Adult migrant centres</td>
<td>• Community &amp; health</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Health organisations</td>
<td>• Local government</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Major government depts</td>
<td>• Public libraries</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Secondary education level</td>
<td>• Skill shares</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• TAFE colleges</td>
<td>• Universities.</td>
<td></td>
</tr>
<tr>
<td><strong>Number of products:</strong></td>
<td>Over 13,500 videos are currently available for distribution.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Product format:</strong></td>
<td>Videos.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Cost:</strong></td>
<td>Videos supplied at the same price as the licensee. There is a flat freight rate of $6 per order.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Catalogue:</strong></td>
<td>A wide range of video catalogues are available. A search facility is available free of charge to customers to look up videos by title or subject. By January 1995, all videos will be categorised on disk which will be available free of charge to customers</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Distribution:</strong></td>
<td>Marcom Projects specialises in the distribution of educational and special interest videos.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Producer: Maverick Multimedia-
Far North Queensland Institute
of TAFE (Cairns Campus)

Contact: Jacquie Makray

Address: PMB 1
         Cairns Qld 4870

Telephone: (070) 507 586
Fax: (070) 312 972

Subject areas:
• Automotive
• Community and strategic management
• Literacy
• Ranger education
• Teacher education.

Target audience:
• Materials developed for specific customers
• Aboriginal and Torres Strait Islanders
• Education and training institutions within corporate bodies.

Number of products: Over 50 computer aided learning packages.

Product format:
• Audio tapes
• CD-ROMs
• Computer software
• Learning guides/modules/activity books
• Self-testing exercises
• Video tapes.

Telephone and video conferencing facilities are also available.

Cost: To be negotiated - depends on individual projects.

Copyright & licensing: All materials are copyright free.

Distribution: Maverick Media distributes its own products.

Notes: A video production facility is available which produces tailor made videos for clients.
        A digital edit suite facility is available for external use.
Producer: Mayfield Education Centre
Address: 11-27 Mayfield Avenue
          Malvern Vic 3144
Contact: Deputy Director
Telephone: (03) 822 3211
Fax: (03) 822 2902

Subject areas: Health and human services including:
• Aged care
• Disability services
• Management
• Post-initial nursing.

Clerical & technical
Infectional control
Occupational health & safety

Target audience: i) Staff in health and human services
ii) Local government and community services
iii) Staff and potential staff in categories i) and ii)
iv) A number of courses have a broader audience.

Number of products:
• 6 video training packages
• 4 distance education courses
• Around 200 courses and programmes ranging from one day courses to part-time certificate courses over 12 months.

Product format:
• Audio tapes
• Comprehensive print packages
• Learning guides/modules/activity books
• Self-testing exercises
• Text books
• Videos.

Teleconferencing facilities are also available.

Cost:
• $165 for single subject video training packages
• Cost of courses ranges from $145 for a one day course to $2500 for a 12 month certificate course.

Copyright & licensing:
• Copyright for all material is owned by the Mayfield Education Centre
• A licensing agreement for some of the video and training packages are held with THE
• A licensing agreement is held with a university for some modules directed at registered nurses.

Catalogue: Yes

Distribution: Mayfield Education Centre distributes its own products.
Producer: National Centre for Competency Based Training
Contact: Megan Lilly

Address: 85 Cremorne Street
Telephone: (03) 209 5249
Fax: (03) 428 5208
Richmond Vic 3121

Subject areas: Implementing competency based training (CBT) and developing competency based training materials.

Target audience: All training providers.

Number of products: 2 manuals and 1 video.

Product format:
i) Manual on developing CBT materials
ii) Implementing CBT manual (to be available from February 1995)
iii) Video explaining CBT.

Cost:
i) Manual on developing CBT: $55
ii) Implementing CBT manual (Feb 95): $120
iii) Video explaining CBT: $35

Copyright & licensing: Copyright held by the National Centre for Competency Based Training.

Catalogue: Yes

Distribution: The National Centre distributes its own products.
<table>
<thead>
<tr>
<th><strong>Producer:</strong></th>
<th>Open Channel Productions Ltd</th>
<th><strong>Contact:</strong></th>
<th>Jack White</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Address:</strong></td>
<td>13 Victoria Street Fitzroy Vic 3065</td>
<td><strong>Telephone:</strong></td>
<td>(03) 419 5111</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Fax:</strong></td>
<td>(03) 419 1404</td>
</tr>
</tbody>
</table>
| **Subject areas:** | • Client relations  
• Induction tapes  
• Service provider training. | **• Disability rights**  
**• Occupational health and safety (Private sector and trade union orientated)** |
| **Target audience:** | • Primarily employees of Federal Government Departments or Government funded agencies  
• Private sector consultants working with the Government. |
| **Number of products:** | Six non-broadcast education and training programmes and, on average, 2½ documentaries are produced annually. |
| **Product format:** | • Stand alone video tapes  
• Packages of video tapes accompanied by manuals and teaching materials  
• CD-ROMs will be available early 1995. |
| **Cost:** | • Information documentary programmes: $1500-3000/min  
• Drama programmes: $2000-4000/min  
• Print materials: $POA |
| **Copyright & licensing:** | The client owns the copyright for materials produced. |
| **Distribution:** | AFI Distribution is the major distributor of educational material (Phone: (03) 696 1844). |
| **Notes:** | Open Channel has been making educational programmes for a broad range of clients for nearly twenty years. They have accumulated a number of productions covering a broad range of subject areas including social welfare, disability, housing, multiculturalism and the environment.  
Open Channel has access to a full in-house production facility including Betacam SP field recording equipment, a comprehensive range of off-line editing suites and a one inch and Betacam SP online connected to a character generator and ADO. |
<table>
<thead>
<tr>
<th>Producer:</th>
<th>Open Learning Institute of TAFE (OLI)</th>
<th>Contact:</th>
<th>David McAllister</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
<td>GPO Box 1326</td>
<td>Telephone:</td>
<td>(07) 259 4111</td>
</tr>
<tr>
<td></td>
<td>Brisbane Qld 4001</td>
<td>Fax:</td>
<td>(07) 259 4377</td>
</tr>
</tbody>
</table>
| Subject areas: | • Business  
• Early childhood education  
• Real Estate  
• Training & development | | • Civil construction  
• Hairdressing  
• Rural studies  
• Workplace education. |
| Target audience: | Students and a range of industry clients. |
| Number of products: | • The Open Learning Institute (OLI) offers over 300 off-the-shelf modules which are self-paced and can be taken as individual modules or can be taken as part of a course leading to a TAFE award  
• The OLI also develop customised courses, systems and learning materials for industry and government clients. |
| Product format: | Materials come in a number of formats including:  
• Computer aided learning  
• Print based materials  
• Video and audio resources. |
| | Video- and tele-conferencing, interactive satellite television, and computer mediated communication facilities are also utilised. Full interactive multimedia production facilities including a CD-ROM bureau are also available. |
| Cost: | $POA |
| Catalogue: | Yes |
| Distribution: | The OLI distributes its own products. |
| Notes: | The OLI also offers graduate programmes in leadership using action learning practices. |
**Producer:** Open Learning Support Unit  
Department of Education (NT)  

**Address:** Department of Education  
GPO Box 4821  
Darwin NT 0801  

**Telephone:** (089) 222 206 or (089) 222 120  
**Fax:** (089) 222 224  

**Subject areas:** Environmental studies, geography and social sciences. Materials for English, mathematics and science are currently being developed.  

**Target audience:**  
i) Teachers ranging from upper primary to year 10 secondary  
ii) Aboriginal students in remote locations who are ready to start junior secondary school.  

**Number of products:** 5 multi-media theme packages have been produced along with a number of other flexible delivery materials.  

**Product format:**  
- Multimedia theme packages incorporating learning guides, audio tapes and video tapes for environmental studies and social studies  
- Learning materials for English, mathematics and science are being developed incorporating learning guides, video tapes and computer software.  

**Cost:** Flexible learning resources are distributed free of charge to schools in the Northern Territory. Cost of materials to those wishing to purchase materials to be negotiated.  

**Copyright & licensing:** Copyright held by Department of Education and by some third parties for some of the materials involved. There are no restrictions for schools in the Northern Territory using the materials.  

**Catalogue:** No  

**Distribution:** The Department of Education distributes its own products.  

**Notes:** The flexible delivery products produced are aimed at Aboriginal students in remote locations and incorporate techniques for students for whom English is not their first language. The products also focus on the Northern Territory situation.
<table>
<thead>
<tr>
<th><strong>Producer:</strong></th>
<th>Open Training and Education Network (OTEN)</th>
<th><strong>Contact:</strong></th>
<th>Marketing Manager</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Address:</strong></td>
<td>199 Regent Street Redfern NSW 2016</td>
<td><strong>Telephone:</strong></td>
<td>(02) 318 7222</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Fax:</strong></td>
<td>(02) 318 4568</td>
</tr>
</tbody>
</table>
| **Subject areas:** | • A variety of syllabuses are covered for primary and secondary school (core and selected extensions/options)  
|              | • 140 TAFE curriculum courses (in some cases, only some modules from a particular course may be available for sale).  
| **Target audience:** | TAFE and K–Year 12 students.  
| **Number of products:** | OTEN produces distance learning materials for approximately 600 TAFE subjects and approximately 45 HSC and junior secondary subjects.  
|              | OTEN also produces:  
|              | • student learning publications (approximately 40)  
|              | • commercial packages  
|              | • teachers’ learning materials  
|              | • videos  
|              | • television programmes (both cable and satellite).  
| **Product format:** | • Audio tapes  
|              | • Comprehensive print packages  
|              | • Computer software  
|              | • Email (via modem)  
|              | • Laboratory/practical kits  
|              | • Learning guides/modules/activity books  
|              | • Self-testing exercises  
|              | • Television programmes (both cable and satellite)  
|              | • Text books  
|              | • Video tapes  
|              | • Video conferencing facilities available.  
| **Cost:** | The mail order catalogue has a full price list of text books available. For other materials: $POA.  
| **Catalogue:** | • Mail order catalogue for text books  
|              | • For 1995 there will be catalogues containing all OTEN learning materials for both K-12 and vocational education.  
| **Distribution:** | Products are available through OTEN, Erudition or designated bookshops.  
| **Notes:** | OTEN is the largest provider of flexible learning materials in Australia both in range and quantity.  

44
Producer: Open Training Services, Western Metropolitan College of TAFE, Newport Campus.

Contact: David Jones (Co-ordinator of Distance Education).

Address: PO Box 197 Footscray Vic 3011
Telephone: (03) 284 8401
Fax: (03) 284 8311

Subject areas:
- Adult Education
- Business studies (Accounting, Banking, Legal Practice, Management, Marketing, Operations Management, Office & Secretarial Studies, Real Estate, Trading Standards)
- Communication skills
- Electronics
- Extractive industries
- Italian
- Local Government
- Occupational Health & Safety
- Returning to study subjects
- TV & broadcasting station operations
- Works management.

Target audience:
- Distance education students
- Off campus students
- Teachers
- Enterprise & workplace training.

Number of products:
Approximately 300 products are available.

Product format:
- Comprehensive self-paced distance education and flexible learning materials (many of these are stand alone packages)
- Audio tapes, video tapes, and computer disk materials are included in some of the packages.

Cost:
There is a dual pricing structure:
- price to Victorian State Training System customers (ie. students and training providers)—supplied freight free
- price to all other customers—freight charges are added to value of order.

A full price list is available from Open Training Services.

Copyright & licensing:
Open Training Services holds the copyright on materials on behalf of the Crown.

Catalogue:
Brochures and price list available.

Distribution:
Through TAFE Publications (see separate entry in this Directory).

Notes:
Open Training Services has the responsibility for co-ordinating the development of resources to support Off Campus delivery throughout the Victorian State Training System.
Producer: Outer Eastern College of TAFE
Address: 369 Stud Road
Wantirna South Vic 3152
Subject areas:
• Accounting
• Aged care
• Community care
• Small business management.
Target audience:
• Colleges
• Private providers
• Students
• Anyone in Australia or overseas generally interested in the subject areas produced.
Number of products: 350 products have been produced.
Product format:
• Audio tapes
• Comprehensive print packages
• Computer software
• Laboratory/practical kits
• Learning guides/modules/activity books
• Self-testing exercises
• Video tapes.
Cost: Ranges between $9-$25. Specific prices available on application.
Copyright & licensing: All materials are copyright protected. The College has particular arrangements with some companies. In general, there are no special licensing agreements with products.
Catalogue: A folder of brochures, price list and order form are available from the College.
Distribution: The College distributes its own products.
Notes: All materials are designed using the input of instructional designers and best practice in learning resource development.
<table>
<thead>
<tr>
<th><strong>Producer:</strong></th>
<th>The Peter's Principals</th>
<th><strong>Contact:</strong></th>
<th>Patrick Peters</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Address:</strong></td>
<td>2/29 Island Street</td>
<td><strong>Telephone:</strong></td>
<td>(07) 286 5133</td>
</tr>
<tr>
<td></td>
<td>Cleveland Qld 4163</td>
<td><strong>Email:</strong></td>
<td><a href="mailto:ozpeters@ozemail.com.au">ozpeters@ozemail.com.au</a></td>
</tr>
<tr>
<td><strong>Subject areas:</strong></td>
<td>• Business</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Human resources</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Technical training.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Subject areas:</strong></td>
<td>• Business marketing</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Managerial</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Target audience:** Business and industry.

**Number of products:** Peters Principals design a number of programmes for business and industry.

**Product format:** Computer based training.

**Cost:** Varies depending on individual project. A price is provided on completion of a needs analysis.

**Copyright & licensing:** For most projects, the copyright of materials is owned by the client after completion of the project. In some cases there is an agreement between Peter's Principals and their client regarding copyright.

**Catalogue:** Yes

**Distribution:** Distribution of materials is coordinated jointly with Peter's Principals and their clients.

**Notes:** The Peter's Principals are qualified, experienced instructional designers who determine training needs and design and develop instructional materials.
Producer: Regency Hotel School, Regency Institute of TAFE, Regency Campus  
Address: Days Road, Regency Park SA 5010  
Subject areas:  
- Commercial cookery  
- Food science  
- Hospitality/Business studies  
- Human resources.  
Target audience:  
- Participants in the VET sector  
- Industry  
- Private providers  
- High schools.  
Number of products: Approximately 100.  
Product format:  
- Comprehensive print packages  
- Computer software (with some packages)  
- Learning guides/modules/activity books  
- Self-testing exercises  
- Videos (with some packages).  
Cost:  
- For student material: Approximately $10-$25  
- For lecturer material: Approximately $100-$200.  
Copyright & licensing: Copyright is generally owned by the Hotel School but may be shared with others in some cases. Licensing agreements are available.  
Catalogue: Yes  
Distribution: The Hotel School distributes its own products.  
Notes: For South Australian Colleges of TAFE, it should be noted that DETAFE is in the process of setting up a preview/lodgement centre for all SA TAFE produced flexible delivery materials which will centralise all materials and packages produced in one location. A catalogue will also be produced.
**Producer:** Remote Area Tertiary Education Support Centre, Batchelor College  

**Contact:** Denise Walsh

**Address:**
c/- Post office
Batchelor NT 0845

**Telephone:**
(089) 397 214

**Fax:**
(089) 397 288 or (089) 397 100

**Subject areas:** The subject areas literacy, communication skills and social science are catered for with respect to remote area delivery. The topic of teaching the hearing impaired is also provided for.

**Target audience:** Remotely located Aboriginals whose first language was not English.

**Number of products:** 4

**Product format:**
- Learning guides for communication skills
- Computer software (written in Authorware™) for social studies
- A video tape on teaching hearing impaired children.

**Cost:** $POA

**Copyright & licensing:** Copyright for materials is owned by Batchelor College.

**Catalogue:** No

**Distribution:** Batchelor College distributes its own products.
**Producer:** Rockhampton College of TAFE  
**Contact:** Colin Reynolds  
**Address:** Canning Street  
Rockhampton Qld 4700  
**Telephone:** (079) 31 4444  
**Fax:** (079) 27 4193

**Subject areas:** Products in a range of areas are being developed including:  
- Business  
- Mechanical engineering  
- Mining equipment.

**Target audience:** Business and industry.

**Number of products:** Approximately 30 projects have been undertaken for industry.

**Product format:**  
- Audio tapes  
- CD-ROM  
- Comprehensive print packages  
- Computer software (IBM)  
- Laboratory or other practical kits  
- Multimedia  
- Self-testing exercises  
- Video tapes.

**Cost:** $POA

**Copyright & licensing:** The College produces materials primarily for specific industry clients who own the copyright of completed materials.

**Catalogue:** No

**Distribution:** The College distributes its own products.

**Notes:** Rockhampton College of TAFE is moving towards an open learning environment for the needs of Central Queensland business and industry, and overseas markets.
Subject areas: A Certificate in Adult Preparatory Education consisting of modules in the following subject areas:
• Australia in focus
• Keyboarding applications
• Mathematics
• Science.

Target audience: People:
• who left high-school before completing secondary education
• who wish to complete a TAFE course but can't satisfy the entry requirements
• whose skills need to be improved before moving on to job related training.

Number of products: The Certificate in Adult Preparatory Education consists of:
• 6 modules in English
• 6 modules in Mathematics + two electives
• 5 modules in Science
• 6 modules in Australia in focus
• 3 modules in Keyboarding applications.

Product format: Printed modules (each being 72 nominal hours)
• TypeQuick, Microsoft Works 2.0 or above.

Cost: 5 subject option: $980
• per subject option: $210 each.

Copyright & licensing: Copyright is owned by the Canberra Institute of Technology.
Purchase includes reproduction rights to 200 of each module.

Catalogue: Brochure available.

Distribution: CIT distributes its own products.

Notes: The Certificate in Adult Preparatory Education is an accredited flexible learning package. It is an ACT Year 10 equivalent course and provides a solid generic base in key subject areas to open doors to further study.
The course or individual subject modules may be purchased either as a master set ready to be photocopied for student use, or as student booklets ready for use.
Producer: Small Business Training Centre, Adelaide Institute of TAFE
Contact: John Scales

Address: 54 Currie Street Adelaide SA 5000
Telephone: (08) 410 0000
Fax: (08) 410 0633

Subject areas: Small business management.

Target audience: Small business owners and intenders.

Number of products: One open learning course package with a number of individual topic materials therein which are available separately.

Product format: A small business management open learning course package (accredited as a Certificate in Small Business Management) including:
- print materials
- videos
- computer software for the financial segments of the course will be available early 1995.

Cost:
- $550 for the fully serviced course which includes full course materials, study guide, and access to a tutor via a 008 number for discussion, feedback and backup support
- $295 for course materials only - no servicing
- $50 for fully serviced individual topics which includes access to a tutor for written and verbal feedback
- $25 for individual topic materials without servicing.

Copyright & licensing: Copyright is owned by the Crown and the Adelaide Institute of TAFE. The Centre has licensing agreements with other TAFE Colleges (excluding Tasmania).

Catalogue: Yes

Distribution: The Institute distributes its own products.

Notes: The Small Business Management Open Learning course is:
- a self paced open learning course which allows clients to enrol and finish at any time
- totally flexible in terms of time and delivery
- unique and accepted throughout Australia and overseas
- not State specific (appropriate contact points for every state are provided in the course materials).
Producer: Southbank Institute of TAFE, Kangaroo Point Campus
Address: Main Street
Kangaroo Point Qld 4169
Telephone: (07) 896 2308
Fax: (07) 393 1462
Contacts: Carmel Colbert (Mathematics)
Peter Cooke (Computing)
Trisha Evans (Workplace Education)
Subject areas: • Computing
• Mathematics
• Workplace education.
Target audience: Adult learners.
Number of products: A number of learning modules and courses are available.
Product format: • Learning modules covering computing, mathematics, and workplace education
• Flexi-mode booklets associated with computer software
• Certificate in Workplace Education in full flexi-mode format
  (provided by Southbank Institute of TAFE together with a number of colleges)
Cost: At this stage, the cost of modules is included in the enrolment fee.
For the cost of separate materials: $POA.
Copyright & licensing: Copyright for all material is owned by Southbank Institute.
Catalogue: A handbook and brochures are available.
Distribution: The Institute distributes its own products.
Producer: South East Metropolitan College of TAFE
Contact: Rod Crocker
Address: Brodie Hall Drive
          Bentley WA 6100
Telephone: (09) 427 2574
Fax: (09) 328 5035

Subject areas: A number of flexible delivery projects are being developed at the South East Metropolitan College of TAFE in the following subject areas:
• Automotive engineering
• Engineering
• Fitting & Machining
• Horticulture
• Refrigeration & Air Conditioning
• Electrical
• Fashion
• Hairdressing
• Painting & decorating
• Work Safety & Health.

Target audience: TAFE.

Number of products: There are currently 16 flexible delivery projects.

Product format:
• CAL packages
• CML testbanks
• Student resource workbooks
• Teaching guides
• Textbook
• Videos.

Cost: Refer to External Client Services Division, Curriculum and Customised Training Network (CCTN) (see separate entry in this directory).

Copyright & licensing: Refer to External Client Services Division, Curriculum and Customised Training Network (CCTN) (see separate entry in this directory).

Distribution: Through External Client Services Division, Curriculum and Customised Training Network (CCTN) (see separate entry in this directory).
**Producer:**  Spencer Institute of TAFE, Ceduna Campus

**Address:**  PO Box 626  
Ceduna SA 5690

**Contact:**  Nicola Nicholls

**Telephone:**  (086) 287 077  
**Fax:**  (086) 287 077

**Subject areas:**  
- Community Services
- Primary Health
- Women's Education/Communication.

**Target audience:**  Women and Community Service people.

**Product format:**  
- Comprehensive print packages
- Learning guides/modules/activity books
- Self-testing exercises
- Text books
- Video tapes.

Telephone conferencing and workshop facilities are also available.

**Cost:**  Cost price.

**Distribution:**  The Institute distributes its own materials.

**Notes:**  For South Australian Colleges of TAFE, it should be noted that DETAFE is in the process of setting up a preview/lodgement centre for all SA TAFE produced flexible delivery materials which will centralise all materials and packages produced in one location. A catalogue will also be produced.
Producer: TAFE Publications

Address: PO Box 388
         Abbotsford Vic 3067

Contact: Judy Benson

Telephone: (03) 419 6611
Fax: (03) 416 0463

Subject areas: Material is available in a vast array of subject areas including:
• Accounting
• Architecture
• Building studies
• Business
• Child care
• Engineering drawing
• Gasfitting & plumbing
• Health science
• Management
• Motor vehicle mechanics
• Scientific writing
• Surveying.

Target audience: TAFE, tertiary institutions, and all other training organisations nationally.

Number of products: Approximately 15 products per annum.

Product format:
• Audio tapes
• Comprehensive print packages
• Computer software
• Laboratory or other practical kits
• Learning guides/modules/activity books
• Text books
• Videos.

Cost: Refer to catalogue.

Copyright & licensing: Copyright ownership varies. Licensing agreement only required for the available computer software package.

Catalogue: Yes

Distribution: Distribution by TAFE Publications.
**Producer:** Torrens Valley Institute of TAFE, Contact: Nancye Stanelis  
Tea Tree Gully Campus

**Address:**  
100 Smart Road  
Modbury SA 5092

**Telephone:** (08) 207 1233  
Fax: (08) 207 1113

**Subject areas:**  
- Beauty therapy  
- Business studies  
- Computing  
- Design art  
- Fashion  
- Hospitality  
- Vocational education preparation.

**Target audience:** Students in vocational education, particularly those in TAFE.

**Number of products:** Hundreds of modules and other products have been produced.

**Product format:**  
- Audio tapes  
- Comprehensive print packages  
- Computer software  
- Laboratory or other practical kits  
- Learning guides/modules/activity books  
- Self-testing exercises  
- Video tapes.

Telephone conferencing facilities are also available.

**Cost:** Consult catalogues for prices.

**Copyright & licensing:** Copyright for products is owned by the South Australian government.

**Catalogue:** There is a catalogue for print-based materials. A catalogue of videos produced is expected to be available soon.

**Distribution:** The Institute distributes its own products.

**Notes:**  
For South Australian Colleges of TAFE, it should be noted that DETAFE is in the process of setting up a preview/lodgement centre for all SA TAFE produced flexible delivery materials which will centralise all materials and packages produced in one location. A catalogue will also be produced.
<table>
<thead>
<tr>
<th>Producer:</th>
<th>Video Education Australasia</th>
<th>Contact:</th>
<th>Adele Hocking</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
<td>111a Mitchell Street</td>
<td>Telephone:</td>
<td>(054) 42 2433</td>
</tr>
<tr>
<td></td>
<td>Bendigo Vic 3550</td>
<td>Fax:</td>
<td>(054) 41 1148</td>
</tr>
<tr>
<td>Subject areas:</td>
<td>• Art</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• English</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• History</td>
<td>• Business studies</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Mathematics</td>
<td>• Geography</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Music</td>
<td>• House</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Physical Education</td>
<td>• Media studies</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Technology</td>
<td>• Personal development</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Science</td>
<td></td>
</tr>
<tr>
<td>Target audience:</td>
<td>• Secondary schools</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Hospitals</td>
<td>• Skill shares</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Tertiary institutions</td>
<td>• TAFE</td>
<td></td>
</tr>
<tr>
<td>Number of products:</td>
<td>2287 products are available for sale.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Product format:</td>
<td>Videos and CD-ROMs accompanied by teacher notes.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cost:</td>
<td>Ranges from $75 to $150 depending on the market they are servicing.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Copyright &amp; licensing:</td>
<td>Copyright for some material is owned by Video Education Australasia while the copyright of other materials may be owned by the client that the material has been specifically developed for.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Catalogue:</td>
<td>Yes</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Distribution:</td>
<td>Products distributed by Video Education Australasia.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Producer:</strong></td>
<td>Videotrain Pty Ltd</td>
<td><strong>Contact:</strong></td>
<td>Colin Fikiris</td>
</tr>
<tr>
<td>---------------</td>
<td>-------------------</td>
<td>--------------</td>
<td>--------------</td>
</tr>
<tr>
<td><strong>Address:</strong></td>
<td>756 Waverley Road</td>
<td><strong>Telephone:</strong></td>
<td>(03) 569 6655</td>
</tr>
<tr>
<td></td>
<td>East Malvern Vic 3148</td>
<td><strong>Fax:</strong></td>
<td>(03) 569 6595</td>
</tr>
<tr>
<td><strong>Subject areas:</strong></td>
<td>Staff development and personal development training.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Target audience:</strong></td>
<td>Across the general workforce.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Number of products:</strong></td>
<td>20 training packages.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Product format:</strong></td>
<td>Video tapes accompanied by trainer manuals.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Cost:</strong></td>
<td>$205 per video and manual package (excluding taxation).</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Copyright &amp; licensing:</strong></td>
<td>Copyright owned by Videotrain Pty Ltd.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Catalogue:</strong></td>
<td>Yes</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Distribution:</strong></td>
<td>Distribution by Videotrain Pty Ltd.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Notes:</strong></td>
<td>Any programme in the Videotrain series is available for inspection without obligation.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Subject areas: Occupational Health and Safety training including:
- Safety management
- Chemical safety
- Ergonomics
- Bloodborne pathogens
- Cranes
- Fall prevention
- Lockout safety
- Machine shop safety
- Welding safety
- Occupational safety
- Lab safety
- Respirator safety
- Seasonal safety
- Rigging safety
- Electrical safety
- Forklift safety
- Confined space safety
- Grinding wheel safety.

General engineering and electrical skills training in the areas of:
- Mechanical
- Electrical
- Welding
- Fluidpower
- Electronics
- Hands-on hardware.

Target audience: Organisations requiring/providing training in occupational health and safety
- Industry
- Educational institutions, particularly TAFE and Universities.

Number of products: Approximately 200 packages are distributed.


Cost:
- Individual video packages: $200-$500
- Packages with up to 14 video tapes: up to $5000.

Copyright & licensing: All material is copyright protected. License agreements to be negotiated if needed.

Catalogue: Yes
Producer: Warwick College, Southern Queensland Institute of TAFE

Contact: Bob Pendreigh

Address: PO Box 260
Warwick Qld 4370

Telephone: (076) 61 6200
Fax: (076) 61 5255

Subject areas:
• National Office Skills modules
• Mature age learners study guide.

Target audience: TAFE, secondary schools, and private providers who provide National Office Skills courses.

Number of products: 2 items/packages are available.

Product format:
• National Office Skills modules: a complete set of print based flexible learning materials
• A study guide for mature age learners.


Copyright & licensing: Materials are copyright free.

Catalogue: No

Distribution: The College distributes its own products.
SECTION TWO:

LIST OF PRODUCERS BY

SUBJECT AREA
Architecture, Building

The major subject fields included in this broad field are: Architecture, Building, Urban and Regional Planning.

ACTRAC Products Ltd ................................................................. 3
Box Hill College of TAFE ............................................................. 7
CBTS (Australia) Pty Limited ....................................................... 11
Douglas Mawson Institute of TAFE, Marleston Campus ............... 23
External Client Services Division,
  Curriculum & Customised Training Network (CCTN) .................. 26
Hobart Institute of TAFE, Flexible Learning Centre ...................... 31
Marcom Projects Pty Ltd ............................................................. 37
Maverick Multimedia ................................................................. 39
Open Learning Institute of TAFE (OLI) ........................................ 42
Open Training and Education Network (OTEN) ......................... 44
Open Training Services, Western Metropolitan College of TAFE (Vic) 45
South East Metropolitan College of TAFE ................................. 54
TAFE Publications ................................................................. 56
Torrens Valley Institute of TAFE, Tea Tree Gully Campus .............. 57

Arts, Humanities and Social Sciences

The major subject fields included in this broad field are: Humanities and Social Sciences, language Studies, Visual and Performing Arts.

ACTRAC Products Ltd ................................................................. 3
Adelaide Institute of TAFE .......................................................... 4
Box Hill College of TAFE ............................................................. 7
CBTS (Australia) Pty Limited ....................................................... 11
Computer Based Education Department,
  Queensland University of Technology ........................................ 20
External Client Services Division,
  Curriculum & Customised Training Network (CCTN) .................. 26
Knowledge Books & Software ...................................................... 36
Marcom Projects Pty Ltd ............................................................. 37
Open Learning Support Unit, Department of Education (NT) .......... 43
Open Training and Education Network (OTEN) ......................... 44
Open Training Services, Western Metropolitan College of TAFE (Vic) 45
Remote Area Tertiary Education Support Centre, Batchelor College .... 49
School of General Studies, Canberra Institute of Technology ........... 51
South East Metropolitan College of TAFE ................................. 54
TAFE Publications ................................................................. 56
Torrens Valley Institute of TAFE, Tea Tree Gully Campus .............. 57
Video Education Australasia ..................................................... 59
Business, Administration, Economics

The major subject fields included in this broad field are: Business, Administration, Management, Economics.

ACTRAC Products Ltd ................................................................................... 3
Adelaide Institute of TAFE ........................................................................ 4
Box Hill College of TAFE ........................................................................ 7
CBTS (Australia) Pty Limited ................................................................. 11
Central Highlands College of TAFE .................................................... 12
Centre for Curriculum Innovation and Development,
   Western Metropolitan College of TAFE ........................................ 14
CNG Productions ...................................................................................... 18
Comad Consulting Pty Ltd ................................................................. 19
Biztrac ........................................................................................................ 6
Canberra Institute of Technology (CIT) ............................................. 10
Channel One Training Videos Pty Ltd ................................................ 15
Computer Based Education Department,
   Queensland University of Technology ........................................ 20
Douglas Mawson Institute of TAFE, Panorama College .................... 22
Energy Education Australia ............................................................... 24
Engineering Education Australia ......................................................... 25
External Client Services Division
   Curriculum & Customised Training Network (CCTN) ...................... 26
Flexible Learning Group, Royal Melbourne Institute of Technology .... 27
Hobart Institute of TAFE, Flexible Learning Centre ......................... 31
Joondalup TAFE Campus ..................................................................... 33
Marcom Projects Pty Ltd ..................................................................... 37
Open Channel Productions Ltd .......................................................... 41
Open Learning Institute of TAFE (OLI) ............................................ 42
Open Training and Education Network (OTEN) .................................. 44
Open Training Services, Western Metropolitan College of TAFE (Vic) 45
Outer Eastern College of TAFE .......................................................... 46
The Peter's Principals .............................................................................. 47
Rockhampton College of TAFE ......................................................... 50
School of General Studies, Canberra Institute of Technology ............ 51
Small Business Training Centre, Adelaide Institute of TAFE .......... 52
TAFE Publications .................................................................................. 56
Torrens Valley Institute of TAFE, Tea Tree Gully Campus ................ 57
Video Education Australasia ................................................................. 58
Warwick College, Southern Queensland Institute of TAFE .............. 61

65
Education

The major subject fields included in this broad field are: Initial School/TAFE Level Teacher Education (pre-service), Post-initial School/TAFE Level Teacher Education, Education other than Teacher/Trainer Education, other Teacher/Trainer Education.

ACTRAC Products Ltd ............................................................................................. 3
Adelaide Institute of TAFE ....................................................................................... 4
Brisbane Education Centre (Inc) ............................................................................. 9
CBTS (Australia) Pty Limited ................................................................................. 11
Canberra Institute of Technology (CIT) ................................................................ 10
Central Highlands College of TAFE .................................................................... 12
Centre for Curriculum Innovation and Development,
Western Metropolitan College of TAFE ........................................................... 14
External Client Services Division,
Curriculum & Customised Training Network (CCTN) ..................................... 26
Gordon Technical College .................................................................................... 30
Marcom Projects Pty Ltd ..................................................................................... 37
Maverick Multimedia ............................................................................................ 38
National Centre for Competency Based Training .............................................. 40
Open Learning Institute of TAFE (OLI) ............................................................... 42
Open Training and Education Network (OTEN) ................................................ 44
Open Training Services, Western Metropolitan College of TAFE (Vic) ............. 45
Southbank Institute of TAFE, Kangaroo Point Campus .................................... 53
TAFE Publications ................................................................................................. 56
Torrens Valley Institute of TAFE, Tea Tree Gully Campus ................................ 57
Warwick College, Southern Queensland Institute of TAFE ............................. 61
Engineering, Surveying

The major subject fields included in this broad field are: Engineering and Related Technologies, Surveying.

ACTRAC Products Ltd ........................................................................................ .....3
Adelaide Institute of TAFE ...................................................................................... 4
Box Hill College of TAFE ..................................................................................... 7
CBTS (Australia) Pty Limited .............................................................................. 11
Central Highlands College of TAFE ..................................................................... 12
Centre for Curriculum Innovation and Development,
   Western Metropolitan College of TAFE ............................................................ 14
CML Development Unit, Central Metropolitan College of TAFE ...................... 17
Computer Based Education Department,
   Queensland University of Technology ................................................................ 20
Energy Education Australia ................................................................................... 24
Engineering Education Australia ........................................................................... 25
External Client Services Division,
   Curriculum & Customised Training Network (CCTN) ........................................ 26
Flexible Learning Group, Royal Melbourne Institute of Technology ..................... 27
Frankston College of TAFE .................................................................................. 29
Hobart Institute of TAFE, Flexible Learning Centre ............................................ 31
Marcom Projects Pty Ltd ......................................................................................... 37
Maverick Multimedia .............................................................................................. 38
Open Learning Institute of TAFE (OLI) ................................................................ 42
Open Training and Education Network (OTEN) .................................................. 44
Open Training Services, Western Metropolitan College of TAFE (Vic) ................. 45
Rockhampton College of TAFE .......................................................................... 50
South East Metropolitan College of TAFE ............................................................ 54
TAFE Publications ................................................................................................. 56
Torrers Valley Institute of TAFE, Tea Tree Gully Campus ..................................... 57
Vo-tec Training Services ........................................................................................ 60
Health, Community Services

The major subject fields included in this broad field are: Dental Services, Health Support Activities, Health Service and Technologies, Medical Science, Medicine, Rehabilitation Services, Community, Family, Personal Health Care.

ACTRAC Products Ltd ................................................................. 3
Adelaide Institute of TAFE .......................................................... 4
Australian College of Applied Psychology Pty .............................. 5
CBTS (Australia) Pty Limited ..................................................... 11
Central Highlands College of TAFE ........................................ 12
Centre for Curriculum Innovation and Development,
Western Metropolitan College of TAFE ................................. 14
Channel One Training Videos Pty Ltd ...................................... 15
CML Development Unit, Central Metropolitan College of TAFE 17
Computer Based Education Department,
Queensland University of Technology ..................................... 20
Department of Social Work & Community Welfare, James Cook University ... 21
Douglas Mawson Institute of TAFE, Panorama College .............. 22
External Client Services Division,
Curriculum & Customised Training Network (CCTN) .............. 26
Hobart Institute of TAFE, Flexible Learning Centre .................... 31
Johnstone College of TAFE ..................................................... 32
Marcom Projects Pty Ltd ......................................................... 36
Maverick Multimedia .............................................................. 38
Mayfield Education Centre ....................................................... 38
Open Channel Productions Ltd ................................................. 41
Open Training and Education Network (OTEN) ......................... 44
Open Training Services, Western Metropolitan College of TAFE (Vic) .................. 45
Outer Eastern College of TAFE .................................................. 46
South East Metropolitan College of TAFE ................................. 54
TAFE Publications .................................................................. 56
Torrens Valley Institute of TAFE, Tea Tree Gully Campus .......... 57
Video Education Australasia ...................................................... 58
Videotrain Pty Ltd .................................................................. 59
Vo-tec Training Services ......................................................... 60

68
Land and Marine Resources, Animal Husbandry

The major subject fields included in this broad field are: Agriculture/Forestry, Animal Husbandry, Fishing and Agricultural/Land/Rural Services and Supplies, Fisheries, Lands, Parks and Agriculture Management.

ACTRAC Products Ltd ................................................................. 3
Adelaide Institute of TAFE ......................................................... 4
Box Hill College of TAFE .......................................................... 7
CBTS (Australia) Pty Limited ...................................................... 11
Chiron Media ............................................................................... 16
External Client Services Division,
    Curriculum & Customised Training Network (CCTN) ................ 26
Hobart Institute of TAFE, Flexible Learning Centre .................... 31
Marcom Projects Pty Ltd ........................................................... 37
Open Learning Institute of TAFE (OLI) ....................................... 42
Open Learning Support Unit, Department of Education (NT) ...... 43
Open Training and Education Network (OTEN) ......................... 44
Open Training Services, Western Metropolitan College of TAFE (Vic) .......... 45
TAFE Publications ...................................................................... 56

Law, Legal Studies

The major subject fields included in this broad field are: Law, Justice Administration, Law Enforcement, Legal Studies.

ACTRAC Products Ltd ................................................................. 3
Adelaide Institute of TAFE ......................................................... 4
CBTS (Australia) Pty Limited ...................................................... 11
Computer Based Education Department,
    Queensland University of Technology .................................... 20
External Client Services Division,
    Curriculum & Customised Training Network (CCTN) ................ 26
Marcom Projects Pty Ltd ........................................................... 37
Open Training and Education Network (OTEN) ......................... 44
Open Training Services, Western Metropolitan College of TAFE (Vic) .......... 45
TAFE Publications ...................................................................... 56
Science

The major subject fields included in this broad field are: Computer Science, Information Systems, Life, General Sciences, Mathematics, Physical Sciences.

ACTRAC Products Ltd ............................................................................................. 3
Adelaide Institute of TAFE ....................................................................................... 4
Box Hill College of TAFE ...................................................................................... 7
Canberra Institute of Technology (CIT) ................................................................ 10
CBTS (Australia) Pty Limited .................................................................................. 11
Central Highlands College of TAFE ..................................................................... 12
Chiron Media ....................................................................................................... 16
Computer Based Education Department,
  Queensland University of Technology ............................................................. 20
Energy Education Australia ................................................................................... 24
External Client Services Division,
  Curriculum & Customised Training Network (CCTN) ..................................... 26
Joondalup TAFE Campus ..................................................................................... 33
Knowhow Solutions ............................................................................................. 35
Knowledge Books & Software ........................................................................... 36
Marcom Projects Pty Ltd ..................................................................................... 37
Open Learning Support Unit, Department of Education (NT) ......................... 43
Open Training and Education Network (OTEN) ............................................... 44
Open Training Services, Western Metropolitan College of TAFE (Vic) .......... 45
Regency Hotel School, Regency Institute of TAFE ............................................ 48
School of General Studies, Canberra Institute of Technology ......................... 51
Southbank Institute of TAFE, Kangaroo Point Campus .................................... 53
TAFE Publications ............................................................................................ 56
Torrens Valley Institute of TAFE, Tea Tree Gully Campus ................................ 57
Video Education Australasia ................................................................................ 58
Services, Hospitality, Transportation

The major subject fields included in this broad field are: Food/Beverage, Hospitality, Tourism, Transportation, Apparel Sales, Services, Other services.

ACTRAC Products Ltd ............................................................................................. 3
Adelaide Institute of TAFE ....................................................................................... 4
Box Hill College of TAFE .......................................................................................... 7
CBTS (Australia) Pty Limited ................................................................................... 11
Centre for Curriculum Innovation and Development,
  Western Metropolitan College of TAFE ................................................................. 14
Comad Consulting Pty Ltd ....................................................................................... 19
External Client Services Division,
  Curriculum & Customised Training Network (CCTN) ........................................ 26
Flexible Learning Group, Royal Melbourne Institute of Technology .................... 27
Hobart Institute of TAFE, Flexible Learning Centre ................................................ 31
Johnstone College of TAFE ..................................................................................... 32
JumpUp Training Pty Ltd ....................................................................................... 34
Marcom Projects Pty Ltd ......................................................................................... 37
Open Learning Institute of TAFE (OLI) .................................................................. 42
Open Training and Education Network (OTEN) .................................................... 44
Open Training Services, Western Metropolitan College of TAFE (Vic) .......... 45
Regency Hotel School, Regency Institute of TAFE .................................................. 48
South East Metropolitan College of TAFE ............................................................. 54
TAFE Publications ................................................................................................... 56
Torrens Valley Institute of TAFE, Tea Tree Gully Campus ..................................... 57

Veterinary Science, Animal Care

ACTRAC Products Ltd ............................................................................................. 3
CBTS (Australia) Pty Limited ................................................................................... 11
External Client Services Division,
  Curriculum & Customised Training Network (CCTN) ........................................ 26
Marcom Projects Pty Ltd ....................................................................................... 37
Open Training and Education Network (OTEN) .................................................... 44
TAFE Publications ................................................................................................... 56
Torrens Valley Institute of TAFE, Tea Tree Gully Campus ..................................... 57
INCLUSION/ALTERATIONS REQUEST FORM

Producers not currently listed in the Directory and who wish to be included, or those already in the Directory who wish to update their entry, please complete this survey entry form and post or fax it to:

Marjolijn Jones
Manager, National Clearinghouse & Library
NCVER Ltd
252 Kensington Road, Leabrook, South Australia 5068

Telephone: (08) 332 7822 Facsimile: (08) 332 7822
Email: marjojon@baarmie.tafe.sa.edu.au

Producer profile

1 Producer's name: ......................................................................................................... ..
   ..............................................................................................................................

2 Address: ........................................................................................................................
   ..............................................................................................................................

3 Telephone:................................................. Fax: ...................................................... ..
   ..............................................................................................................................

4 Contact name: .............................................................................................................. ..
   ..............................................................................................................................

Product information

5 How many products are produced by your organisation? ......................................

6 Do you have a catalogue(s) available which describes your products Yes/No
   (If yes, could you please send us a copy of that catalogue(s)?)

7 What subject areas do your materials cover?
   ..............................................................................................................................
   ..............................................................................................................................
   ..............................................................................................................................
   ..............................................................................................................................
8 Who is the target audience for your organisation's product(s)?

........................................................................................................................................................................
........................................................................................................................................................................
........................................................................................................................................................................

9 What format do your materials come in? (Tick as many as apply)

Activity books ☐ Learning guides ☐
Audio tapes ☐ Modules ☐
CD-ROM ☐ Self testing exercises ☐
Computer software ☐ Television programmes ☐
Comprehensive print package ☐ Text books ☐
Laboratory or other practical kits ☐ Videos ☐

Other: ..........................................................................................................................................................

Other: ..........................................................................................................................................................

Other: ..........................................................................................................................................................

Cost

10 What is the cost of your materials?:
   (If your organisation produces many products and has a pricelist available, just indicate "refer catalogue" or "refer pricelist."
   If there is currently no set price structure for your products, indicate "price on application")

........................................................................................................................................................................
........................................................................................................................................................................
........................................................................................................................................................................
........................................................................................................................................................................
........................................................................................................................................................................

11 What copyright restrictions are there in relation to your products?

........................................................................................................................................................................
........................................................................................................................................................................
........................................................................................................................................................................
........................................................................................................................................................................
........................................................................................................................................................................
12 What licensing agreements are there in relation to your products?

…………………………………………………………………………………………………………………………

…………………………………………………………………………………………………………………………

…………………………………………………………………………………………………………………………

…………………………………………………………………………………………………………………………

13 Does your organisation distribute its own products?       Yes/No

If no, please provide a contact name and address of the distributor(s):

…………………………………………………………………………………………………………………………

…………………………………………………………………………………………………………………………

…………………………………………………………………………………………………………………………

…………………………………………………………………………………………………………………………

14 Please provide any other pertinent information you would like to be included in the Directory regarding your organisation and/or products:

…………………………………………………………………………………………………………………………

…………………………………………………………………………………………………………………………

…………………………………………………………………………………………………………………………

…………………………………………………………………………………………………………………………

…………………………………………………………………………………………………………………………

…………………………………………………………………………………………………………………………

…………………………………………………………………………………………………………………………

…………………………………………………………………………………………………………………………

…………………………………………………………………………………………………………………………

…………………………………………………………………………………………………………………………