This **non-accredited** short course has been designed as a refresher for accredited Timber Pest Inspectors and focuses on information required in your reports to provide accurate details on your inspection observations.

A well-constructed report is an effective and safe way of communicating the findings of an inspection to your customer. No matter how well the inspection is carried out, no matter how diligent the inspector, if the report does not communicate the findings of the inspection effectively or communicates the wrong impression altogether, you have a problem.

Whatever reporting system you use, this course will be of interest to anyone who needs to complete reports in the pest industry, especially those drafting and writing the final reports.

WHAT WILL YOU LEARN?
This course will equip you with the knowledge and confidence required to complete pest management reports:

- Report Purpose & Responsibility
- Report information required
- Report language, wording & context
- Recommendations & information you are required/not required to provide about the property in the report.
- The 4 W's in practice
- Report do's & don'ts
- Report Guides

TRAINING, RESOURCES & SUPPORT:
All required course materials are contained on our *online training portal* comprising interactive and engaging content. Students have access to trainers for additional assistance or direction.

MODE OF ASSESSMENT:
Assessment of this short course consists of multiple-choice tests on the *online training portal*. No assignments or practical assessments required.

WHERE:
Easily accessible 24/7 online, including mobile devices.

DURATION:

Maximum Course Term:	**4 weeks**
Minimum Course Term:	**Not Restricted**

4 nominal hours of training and assessment
The course is self-paced and flexible to suit your needs

FEES:
See our website for current course fees.
Ensure you have read and understand our Refund Policy in the Student Handbook before enrolling.
Course fees will be invoiced and payable prior to course commencement.

COURSE ENTRY:
No entry requirements.

COURSE OUTCOMES:
On completion, you will receive a **Statement of Participation**. *Please note this course is not nationally accredited.*

For more course information please email us.

HOW TO ENROL:

When:	Enrol anytime
Where:	Enrol through our website