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Welcome to the December edition of the NDA newsletter.

Are you familiar with the [Doomer](#) concept? A Doomer is someone who believes we are on the verge of the end of civilisation as we know it due to a combination of [peak oil](#) (the end of the era of cheap petroleum), [peak soil](#) (the loss of arable land due to soil erosion and desertification) and peak consumption of several other commodities.

One of the smartest people I know is a Doomer. In anticipation of the impending collapse he has installed solar power, grubbed out his garden and replaced it with fruit trees, a veggie patch and a chicken run and purchased a device to dry and store food.



*Full of doom? Don't be...you could be Spanish, you could be a matador, you could be this man...*

The concept of uncontrolled population growth leading to disaster was first put forward by [Thomas Malthus](#) towards the end of the 18th century and more recently by the [Club of Rome](#) in the 1960s. To date the doomsayers have always been proved wrong. Whenever disaster threatened we have come up with a technological fix - deep sea oil drilling to discover more oil, genetic engineering to improve crop production, improved fertilisers and so on.

However I sat up and took notice last week when former PM Paul Keating described the current crisis as "the worst in his lifetime" and said we were all "going to hell in a hand-basket" - most likely a Louis Vuitton hand-basket for Paul.

Should we be concerned or will it be business as usual in 2012? In case the doomsayers are right, here is NDA's three point plan for survival:

1. Get rid of debt, especially credit card debt.
2. Although not entirely compatible with point 1, have a great Christmas! Go out and buy some nice stuff for your friends and family and keep our retailers solvent and their staff in jobs. There's no point in surviving in misery.
3. Invest in yourself. Make yourself more valuable to your employer by learning a new skill or obtaining a new qualification - see the article below on funding

possibilities through the Productivity Places Program. Also below you will find some two for the price of one offers in pre-Christmas training courses.

...and looking on the bright side, at least a global economic collapse will fix the global warming problem.

NDA will be closed for Christmas from Thursday 22 December and will re-open on Monday 9 January. We are making a donation to the Salvos rather than sending Christmas cards this year so please don't be offended if you don't receive a card - and have a fantastic time with friends and family!

We'll be back with some more musings in February 2012, GFC Mark II willing.

With warm regards

Nigel Davies  
**Director, NDA**

You are receiving this newsletter either because you attended an NDA training course and ticked the relevant box on the course review form or because a friend subscribed you. You can unsubscribe automatically at any time by clicking the link at the bottom of the email.

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## Invitation to Partner NDA in the Productivity Places Program

We invite individuals and organisations to partner NDA in this year's *Productivity Places Program*. Tenders for the program opened on November 7 and remain open until April 2012. Funding may be accessed by both government and private employers.

Applications are especially invited from small and medium size businesses.

### The offer

- 1. If your organisation has three or more staff requiring a qualification:** We will help you write and submit a tender in your company name with NDA specified as the Registered Training Organisation (RTO).
- 2. If you are an individual or if your organisation has less than three people requiring a qualification:** We will group you / your staff with people from other organisations seeking the same qualification and write and submit the tender on your behalf.

### Why partner NDA?

NDA has considerable experience in tendering to Skills Tasmania and has a high

ratio of success. We have a strong track record for delivering quality training and helping clients to complete qualifications successfully. **Partnering with NDA may increase your chances of a successful tender.**

### Qualifications offered by NDA in this tender

- Certificate IV in Training and Assessment
- Diploma / Cert IV in Business
- Diploma / Cert IV in Business Administration
- Diploma / Cert IV in Human Resource Management
- Diploma / Cert IV in Management
- Diploma / Cert IV in Project Management
- Diploma / Cert IV in Information Technology

You can view the outlines for these qualifications [here](#). If successful, the Productivity Places Program will **fund up to 90% of the cost** of qualifications.

### What to do next

If you would like NDA to either **apply on your behalf** or **assist your organisation in making an application** for Certificate IV or Diploma funding please reply to this email stating **your preferred qualification from the list above**.

If you have any questions, please call either myself or Chris Carlson on 1300 765 736.

### Dropbox revisited

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We featured the [Dropbox](#) cloud storage facility a couple of issues back. Since then I have used it constantly and found it to be an excellent method of storing and accessing for work in progress.

Files for all current projects are stored on the Dropbox Cloud. The Dropbox app on my laptop, home PC, iPhone and iPad lets me access the files and work on them wherever I happen to be. Files modified on one device are automatically synced to all your other devices so you are always working on the most recent version of each document.

Dropbox is free, easy to install and use and works as advertised - recommended.

### Certificate IV in Training and Assessment

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NDA offers TAE40110 [Certificate IV in Training and Assessment](#) based on the classroom courses [Learning Design](#), [Training Delivery](#) and [Assessment](#). Being a specialised training company we like to think we do a reasonable job with this qualification.

This course will give you the accreditation and, just as important, the skills to train and assess people at the workplace - why would you go anywhere else for this

qualification? **Call Kristina on 1300 765 736 for more information about NDA's Certificate IV in Training and Assessment.**

### **Forthcoming Training Courses**

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The following courses will shortly be presented by NDA, some at significant discounts on standard rates (**to obtain the discount, please phone Janelle on 1300 765 736** and mention this email when making bookings):

#### **Hobart – IT Courses**

[Excel Basics](#) 1 Dec \$240

[Excel Introductory](#) 1/5 Dec - course full

[Excel Intermediate](#) 5/7 Dec - course full

[MYOB Payroll](#) 6 Dec - \$285

[Microsoft Project](#) 6/8 Dec - \$480

[Excel Advanced](#) 7/9 Dec - \$480 - **two for the price of one**

[Access Intro / Intermediate](#) 7/9 Dec - \$480

[Outlook](#) 8 Dec - \$240

[Word Intermediate](#) 15/19 Dec - \$480 - **two for the price of one**

[Word Advanced](#) 19/21 Dec - \$480

[Introduction to PCs with Windows and Office](#) 19/21 Dec - course full

[PowerPoint](#) 20 Dec - \$240

#### **Hobart – Business Skills Courses**

[Time Management](#) 1 Dec - \$285

[Recruit Select and Induct Staff](#) 7 Dec - \$285

[Superior Customer Service](#) 9 Dec - \$285

[Conflict Resolution and Assertiveness](#) 13 Dec - \$285

[OH&S in the Workplace](#) 14 Dec - \$285

[Basic Business Writing Skills](#) 20 Dec - \$285

#### **Launceston – IT Courses**

[Excel Introductory](#) 1/5 Dec - \$480

[Designing Simple Websites](#) 5 Dec - \$240

[Excel Intermediate](#) 5/7 Dec - \$480

[Microsoft Project](#) 6/8 Dec - \$480

[Excel Advanced](#) 7/9 Dec - \$480

[Word Basics](#) 13 Dec - \$240

[MYOB Setup and Operation](#) 15/16 Dec - course full

[Introduction to PCs with Windows and Office](#) 19/21 Dec - course full

#### **Launceston – Business Skills Courses**

[Time Management](#) 1 Dec - \$285

[OH&S in the Workplace](#) 14 Dec - \$285

#### **Devonport – IT Courses**

[Excel Basics](#) 1 Dec - \$240

[Excel Introductory](#) 1/5 Dec - \$480

[Excel Intermediate](#) 5/7 Dec - course full

[Microsoft Project](#) 6/8 Dec - course full

[Excel Advanced](#) 7/14 Dec - course full

[Outlook](#) 9 Dec - course full

[Access Intro / Intermediate](#) 12/14 Dec - \$480

[Word Introductory](#) 13/15 Dec - \$480 - **two for the price of one**

[Word Intermediate](#) 15/19 Dec - \$480

[Word Advanced](#) 19/21 Dec - \$480

[PowerPoint](#) 20 Dec - \$240

**Devonport – Business Skills Courses**

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[Superior Customer Service](#) 9 Dec - \$285

[Conflict Resolution and Assertiveness](#) 13 Dec - \$285

[Basic Business Writing Skills](#) 20 Dec - \$285

[Professional Telephone Techniques](#) 21 Dec - \$285

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110 Collins St  
Hobart TAS 7000  
Phone: (03) 6224 2660

**LAUNCESTON**

Level 1,  
65 St John Street  
Launceston TAS 7250  
Phone: (03) 6334 4910

**DEVONPORT**

The Roberts Building,  
23 Stewart St  
Devonport TAS 7310  
Phone: (03) 6423 4547