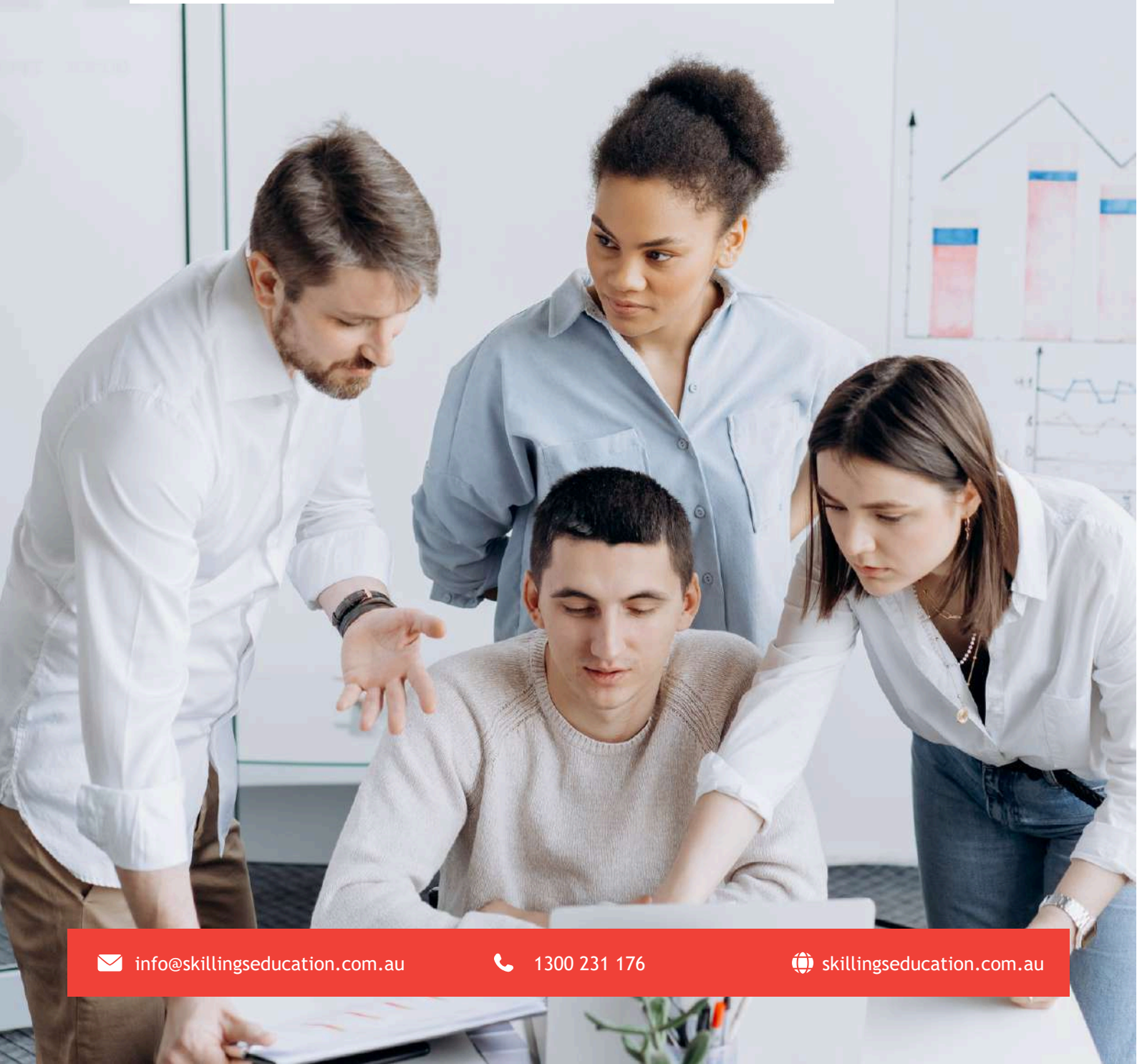


CURATED LEARNING PATH

WS01

Introduction to Workplace Strategy



Our industry-specific courses offer a unique approach that not only focuses on technical skills but also emphasises understanding the perspectives of yourself and others in the field. By examining the distinct responsibilities of each key role in commercial property management and leasing, we foster a deeper understanding of the dynamics and interactions between stakeholders.

Whether you're a leasing agent, property manager, or real estate professional, this course will equip you with the skills and knowledge to navigate the complexities of commercial leasing and elevate your career.

Enrol today and gain practical insights that will help you advance in the industry, improve your day-to-day performance, and increase your professional value.

What is **SKILLINGS** Education?

SKILLINGS Education is Australasia's #1 eLearning platform for real estate, offering the only comprehensive self-guided training platform for the real estate and construction industries.

Our training programs are used by organisations in 28 cities worldwide to cross-train employees using specific course libraries. The complete SKILLINGS Education library, with over 500 courses, is now available to individuals for the first time.


What is **SPECIAL** about us?

Our courses offer a unique approach that explores both your role and the roles of others you collaborate with in your work. This dual perspective helps you gain a deeper understanding of your responsibilities and enhances your ability to navigate complex professional relationships, setting our training apart from traditional, role-based learning.

By gaining insights into various professional perspectives, you'll be better equipped to collaborate effectively, make informed decisions, and tackle real-world challenges in your field.

This approach ensures that you're not just learning theory, but gaining skills that will directly impact your daily performance and career growth.

Designed for professionals at all stages of their careers, from beginners to seasoned experts, our courses include real-world scenarios, case studies, and interactive quizzes to reinforce your learning. Whether you're building foundational knowledge or enhancing advanced skills, our courses are ideal for professionals looking to advance their expertise and make an immediate impact in their roles.



Start learning today
and elevate your
career with the
practical, actionable
insights that set our
training apart.

How does it **WORK?**



7 MODULES, 20+ COURSES

The WS01 curated learning path follows a self-paced learning model, with approximately 60 minutes of study recommended per week over 10 weeks. Extensions may be available upon request.



COMPREHENSIVE COURSE RESOURCES

To support your learning experience, learners will receive supplementary materials, including a Participant's Guide and Course Resource Workbook. These materials are designed to reinforce key concepts, provide additional exercises, and serve as valuable references to deepen your understanding and enhance your learning. The Participant's Guide will serve as a quick guide to your learning journey, while the Course Resource Workbook reinforces your learning and help you apply key concepts.

These materials are easily accessible online, allowing you to refer to them anytime during and after the course.




DEDICATED SUPPORT TEAM

Throughout the course, learners are supported by our dedicated support team, who are available via email, live chat, or phone to answer questions, provide guidance, and assist with any challenges. Our team offers personalised, responsive support, ensuring that your specific needs are addressed promptly. We are available throughout the course, including evenings and weekends, to fit your schedule. Additionally, our team proactively checks in to make sure you're progressing smoothly and to offer guidance as needed. And even after you complete the course, you'll continue to have access to ongoing support to help you implement your newfound skills and knowledge.

Learning **OUTCOMES**

Upon successful completion of this course, participants will:

- Understand the core principles of workplace strategy and change management
- Define key roles and responsibilities across workplace project teams
- Recognise the typical challenges faced by clients during workplace change
- Identify tools and templates used in strategy and change delivery
- Outline the methodology adopted by Workplace Strategists and Change Managers
- Interpret client needs and prepare proposal responses and fee structures
- Communicate with confidence using workplace strategy terminology
- Support stakeholder alignment across strategy, design, and delivery phases
- Relate project decisions to strategic business drivers and change impacts



Support workplace change with clarity and purpose — from uncovering client needs and applying strategy frameworks to aligning people, process, and tools for a seamless project experience.

MODULES

This curated learning path consists of 7 comprehensive modules, each designed to build your expertise step by step:

MODULE 1

INTRODUCTION TO WORKPLACE CHANGE

Understand the strategist's role and organise your work with purpose

Learn the fundamentals of change programmes, the responsibilities of the workplace strategist, and how to organise your schedule, support proposals, and track your performance in a project environment.

COURSE 1: Change Leadership - Learn About the Characteristics of a Change Leader

COURSE 2: Change Managers Scope of Service - What's in Your Role?

COURSE 3: What You Need to Know Before Starting a Change Project

COURSE 4: Master the 7 Key Phases of a Commercial Lease - The Accommodation Timeline



MODULES (cont.)

MODULE 2

STRATEGY FORMULATION AND IMPLEMENTATION

Engage people, shape change goals, and communicate with clarity

Understand how to define change goals, use workplace language, engage stakeholders, and promote change effectively while delivering on key communication and reporting responsibilities.

COURSE 1-7: Understanding Workplace Language - Terminologies 'A - Z'

COURSE 8: Design Terms You Should Know

COURSE 9: Building a Change and Communication Strategy

COURSE 10: Change & Communication Strategy Attributes - Your Key Success Factor Document

COURSE 11: Boost Team Collaboration with Workplace Communication Tools

COURSE 12: Communication Engagement Plan - How Will You Deliver Messages to the Business?

COURSE 13: Project Set Announcements - What Are the Key Announcements and Who Makes Them?

COURSE 14: Project Meeting Agendas

MODULES (cont.)

MODULE 3

TECHNOLOGY AND THE EMPLOYEE EXPERIENCE

Discover client needs and define spatial and technology direction

Learn how to conduct a needs analysis, develop focus areas through workshops, and shape spatial principles and technology decisions that support business goals and change outcomes.

COURSE 1: Conducting a Workplace Needs Analysis

COURSE 2: Planning Workplace Layouts - Spatial Principles for Flexibility and Flow

COURSE 3: Technology Early Adopters - Getting Your Teams on Board

MODULE 4

CREATING STRATEGY ENCOURAGING CAMPAIGNS

Support governance, socialise change, and inform stakeholders

Understand workplace governance structures, explore campaign strategies, and learn how to engage staff and communicate essential information to stakeholders throughout the change journey.

COURSE 1: Effective Stakeholder Collaboration in Accommodation Projects

COURSE 2: Refining Spaces: A Strategic Approach to Prototype Evaluation

MODULES (cont.)

MODULE 5

EMPLOYING BEST PRACTICE POLICIES AND PROGRAMMES

Explore workplace aspirations and uncover business and employee needs

Understand how strategic workplace goals are shaped, identify business priorities and employee impacts, and support the development of a workplace vision aligned with organisational intent.

COURSE 1: Employee Workshops: What Matters Most and Why It Matters

COURSE 2: Business Unit Requirements Gathering - Get to Know What's Going on in the Business?

MODULE 6

LINKING REWARD TO ACCOMPLISHMENT OF RESULTS

Coordinate change programmes, relocation readiness, and stakeholder messaging

Understand how Change Managers deliver critical change activities, support relocation messaging, and prepare the business for move readiness and launch moments like a Welcome Ceremony.

COURSE 1: Readiness Activities - Preparing for the Relocation

COURSE 2: Celebrating Your New Workplace - The Welcome Ceremony



MODULES (cont.)

MODULE 7

MAKING USE OF STRATEGIC LEADERSHIP

Align workplace strategy with leadership, vision, and long-term goals

Understand how property and workplace leaders shape long-term strategies, engage consultants, and use strategic leadership to drive vision, gain support, and champion workplace change.

COURSE 1: The Property Leads Journey

COURSE 2: Creating Effective Information Packs for Workplace Projects



What is the **COST**?

The cost of the learning path is AUD \$399.00, offering exceptional value for a comprehensive learning experience. This fee includes:

- ✓ 24/7 eLearning access to the course content for 10 weeks, allowing you to learn at your own pace, anytime, anywhere.
- ✓ Ongoing support from our dedicated team, available to assist you with any questions or challenges throughout the course.
- ✓ Extensive course materials that support and enhance your learning, including practical resources and real-world examples.
- ✓ Certificate of Completion, validating your newly acquired skills and enhancing your professional credentials.



Act like a workplace strategist
— align client needs, change frameworks, and team engagement to deliver with empathy, structure, and insight.



What our **CUSTOMER** say about our training



SIMON RAPER

DIRECTOR

Head of Savills Design APAC

"The content SKILLINGS Education developed goes beyond the old workplace training models. It focuses on hybrid work, change management, and client-focused design—topics that are highly relevant to our teams and clients."

How to **ENROL**

Ready to take the next step? Enrol in the learning path by:

1. ENROL ONLINE

Visit our website [here](#) to purchase the learning path and start your learning journey.

2. CONTACT US DIRECTLY

Reach out to our Team at info@skillingseducation.com.au or call 1300 231 176 to discuss your enrolment.

If you have any questions or need further assistance, don't hesitate to contact us. We look forward to supporting you on your learning journey!



✉ info@skillingseducation.com.au
☎ 1300 231 176
🌐 skillingseducation.com.au