

5EBI TRAINING INFORMATION

The 5EBI Training Courses cover all the requirements to be a 5EBI volunteer, broadcaster and operator, as well as additional announcing and technical skills to help you present and produce better radio programs on 5EBI. They're fun and exciting so here's what to expect:

- **3-hour lessons**, once only or once a week over 2 or 3 weeks, usually on Wednesday and Sundays 6pm–9pm, but other days/times may be available.
- **If you miss a lesson**, you will need to re-enrol for the next course (no refund).
- Some of the courses require you to complete an extra **1 to 2 hours every week for homework / studio practice**. You must book a studio for practice in your own time, between lessons.
- **If you miss studio practices** you may be asked to drop out (no refund). Without practice time in the studio, you will not be able to achieve competency.

Courses details:

5EBI Orientation

Price: **FREE**

(Compulsory for all new 5EBI volunteers)

1 Lesson only (less than 3 hours)

→ Introduction to Community Radio,
Introduction to 5EBI, Tour of Premises, Tour
of Studios and Introduction to Panel.

Presenting On- Air

Price: **\$60** per student

2 Lessons (3hr each) + self-paced practice + Assessment

→ Using the CD Library, Planning a Show (Running Sheets and Scripts), Microphones, Preparation for a Live Studio Show / Studio Etiquette, Presenting and the 'Radio Voice'.

5EBI Responsible Broadcasting

Price: **FREE**

(Compulsory for all new 5EBI broadcasters)

1 Lesson only (3 hours including Assessment)

→ 5EBI Station Policies, OH&S, Basics of
Broadcast Law, Codes of Practice for
Community Radio, 5EBI Sponsorship
Announcement

>>> *turn page for more courses...*

Operating On-Air

Price: \$90 per student

(**Compulsory** to operate 5EBI studio equipment – or proof of equivalence)
3 Lessons (3hr each) + self-paced practice + Assessment
→ CD/USB Playback, The Broadcast Mixing Panel, Headphones, Microphones, Planning a Show (Running Sheets), Message Player, Advanced Paneling (Auditioning Material Off-Air).

Pre-Production

Price: \$60 per student

2 Lessons (3hr each) + self-paced practice + Assessment
→ Pre-Recorded Programs at 5EBI, Audacity (Recording, Editing, Saving, Exporting /Importing Files), Ripping / Importing Music, Advanced Paneling (Recording Telephone Interviews)

Certificates:

Certificates of completion are issued upon request, but please note that none of these 5EBI courses are accredited.

Payment:

All courses must be paid in advance.

CONTACT:

For more information / detail, call 8211 7635 (business hours) and speak to one of our friendly staff *Rita, Max* or *Guillaume* about training, or email ebiradio@5ebi.com.au.

Please complete
the **TRAINING ENROLMENT FORM**
(2 next pages)
and return it to 5EBI

Please fill in details & return to 5EBI front desk

Name
Write the name you want to appear on your certificates if issued.

Home Address:
.....

Phone **Email**
NOTE: we need this for essential emails. It will be kept confidential. No marketing material will be sent to you

In which Course(s) are you wishing to enrol? (Please tick)

- 5EBI Orientation 5EBI Responsible Broadcasting
 Presenting On-Air Studio Operation Pre-Production

5EBI will notify you when vacancies are open in each Course. Courses run year-round.

DATE OF BIRTH / / COUNTRY OF BIRTH
 day month year

What is the main language you speak at home?

How well do you speak English? very well well not very well not at all

Are you at school? Yes / No If Yes, what year level?

If No, what year level did you complete? When did you finish school?
 e.g. 10 e.g. 1997

Have you successfully completed any certificates and qualifications since leaving school? Yes / No

What is the formal name and level? (e.g. Certificate III in Hospitality/ Bachelor of Arts)

Which of these best describes your current employment status?

- full-time employee part-time employee employer self-employed (not employing others)
 employed - unpaid worker in a family business unemployed, seeking full time work
 unemployed, seeking part-time work not employed and not seeking work

Are you representing a community group? Yes / No If yes, which one?

Are you currently working as a Volunteer or with an Ethnic Radio Committee? Yes / No
 If yes, which one?

Who recommended 5EBI Training to you?.....



Please read
the 5EBI TRAINING INFORMATION
(2 pages here before the Enrolment Form)
carefully, before signing.
If unsure, ask a 5EBI staff.

- ➔ I have read and fully understand the course commitments as stated on this form.
- ➔ I am willing to undertake training at 5EBI, including lessons, homework, practices and assessments.

I (*your name*) **am willing to take on this commitment.**

Signed

Date/...../.....