

INTERIOR  
**DÉCOR & DESIGN**  
COURSE

New paint to walls and ceilings

Artworks to wall

New Lamps

Height of bed-sides

650mm

Shelves

Bed Foot

ELEVATION OF BED, BEDSIDE GENERAL STORAGE

2650mm

400mm

1850mm

Bed Head

Bedside tables

450mm

350mm

2800mm

400mm

New rug on existing timber floor

PLAN OF BED, BEDSIDES & GENERAL STORAGE

North

New Window Treatments

PLAN OF RECOMMENDED MASTER BEDROOM LAYOUT

2 Metres

Owner's guide

Furnishings and finishing touches

Suggested décor

Page 22

Course delivered by JUDITH MOLYNEUX – ©

APM – Design Institute of Australia, Workplace Trainer & Assessor BSZ40198

## INDEX

---

<b>Introduction.....</b>	<b>3</b>
Generally.....	3
Course Administrator.....	3
Target Group.....	4
Course-Pre-requisites.....	4
<b>Course Venue.....</b>	<b>4</b>
Attendance.....	4
Duration.....	4
<b>Course Dates.....</b>	<b>4</b>
Course Start.....	4
<b>Fees and Charges.....</b>	<b>5</b>
Tuition.....	5
Additional Costs.....	5
<b>Course Structure.....</b>	<b>6</b>
Non-contact Weeks.....	6
<b>Curriculum.....</b>	<b>6</b>
Home Interior Decorating and Design.....	6
Kitchen, Bathroom and Interior Spaces.....	7
Interior Decorating Course.....	7
Interior Decorating Course by Correspondence.....	7
Final Assessment.....	7
Course Development .....	7
Similar Courses.....	8
General Aims.....	8
Objectives.....	9
Workplace Requirements & Industry Standards.....	10
Course Training Information.....	10
<b>Registration Form .....</b>	<b>11</b>
Conditions of Registration.....	12
Course commencement date .....	12
Payment Form.....	13

# HOME INTERIOR DECOR & DESIGN COURSES

## INTRODUCTION

### GENERALLY

The Home Interior Decor and Design Courses provide graduates with the skills, knowledge and attitude required to provide home interior decor and design services and carry out marketing and business related tasks as a self-employed professional, employee of interior decor and/or design related commercial outlet, building company and/or new home start consultant.

The courses comprise Units of Competency delivered by correspondence or over 10, 20 or 40 weeks depending on your preferred course.

Each Unit of Competency focuses on the knowledge and understanding and carrying out of decorating and designing related procedures required for the development, promotion and practice of successful home interior decor and design services.

The courses may be studied by correspondence and contact at The School of Interior Decor and Design located at **Suite 2A, First Floor, Melville Professional Centre, 275 Marmion Street**, (corner Stock Road) **Melville, Western Australia**.

### Skills required to successfully complete the courses include: -

- Design analysis;
- Colour properties and selection;
- Briefing techniques,
- Work safely and effectively and communication in the workplace
- Preparation of décor and design proposals
- Compilation and creation of visuals aids
- Preparation of contract documents in support of work recommendations;
- Specialist décor and design services;
- Interior building fixtures and finishes;
- Cabinetwork design and finishes;
- Lighting design, types and application;
- Interior planning and furniture layout;
- Door and window types and selections;
- Window treatment types and selections;
- Furniture selection;
- Wall, ceiling and floor types and finishes;
- Scheduling, ordering and purchasing;
- Work timetables;
- Essential business practice; and
- Specifications and scheduling

### COURSE ADMINISTRATOR

**Judith Molyneux** is the course owner and administrator and has the following credentials:-

- Diploma of Interior Design - 1981 Leederville Technical College
- Professional Interior Designer – residential, commercial, medical, retail.
- Convener - Society of Interior Designers WA Chapter (1985 – 1987)
- Accredited Design Practice Member Design Institute of Australia
- Certificate IV in Assessment and Workplace Training -BSZ40198

# HOME INTERIOR DECOR & DESIGN COURSES

## TARGET GROUP

The Home Interior Decor and Design Courses provide vocational training to:

- School leavers -
- Employees of - Building and supply companies
- Furniture and furnishing manufacturing/retail companies
- Soft furnishing, decorating and design retail outlets
- Wholesale and retail companies
- Mature-age students

## COURSE PREREQUISITES

Applicants must have completed Year 10 Secondary School Certificate or be eighteen years or over.

## COURSE VENUE

## ATTENDANCE

Course hours - 9.30 a.m. to 3.30 p.m.

Venue - **Interior Decor and Design School**, Suite 2A, First Floor, Melville Professional Centre, 275 Marmion Street, (corner Stock Road) Melville, Western Australia.

The venue has reverse cycle air-conditioned and is suitably illuminated. Facilities include free parking directly around the centre, comfortable seating and generous desk space for each student, projector and screen, whiteboard and kitchenette and WC facilities.

Tea, coffee and biscuits will be provided.

1. **INTERIOR DECOR COURSE – 10 weeks in total** to include 5 contact weeks *(For the home renovator or décor consultant)*.
2. **HOME INTERIOR DECOR AND DESIGN - 20 weeks in total** to include 10 contact weeks every alternate week and 10 non-contact weeks excluding school mid-term breaks.
3. **KITCHENS, BATHROOMS AND INTERIOR SPACES - 40 weeks in total** to include 20 contact weeks every alternate week and 20 non-contact weeks excluding school mid-term breaks

## COURSE COMMENCEMENT

### COURSE

### COMMENCEMENT DATES

1. **INTERIOR DECOR COURSE** commencing:-  
Wednesday 10 weeks / 9<sup>th</sup> February 2022
2. **HOME INTERIOR DECOR AND DESIGN** commencing:-  
Wednesday 20 weeks / 9<sup>th</sup> February 2022
3. **KITCHENS, BATHROOMS AND INTERIOR SPACES** commencing:-  
Wednesday 40 weeks / 9<sup>th</sup> February 2022

## HOME INTERIOR DECOR & DESIGN COURSES

Should the Applicant choose to register for the **KITCHEN, BATHROOM & INTERIOR SPACES** the Applicant must complete Interior Décor and Interior Décor & Design courses prior to commencement of this course.

The fee for all **three** courses is \$5,600.00  
*If you wish to study individual courses see fees below.*

### FEES AND CHARGES

#### INTERIOR DECOR COURSE – 7 Units

**\$2,200.00** *inclusive of GST.*

Monthly course folders, study notes and any documentation relating to the delivery of each unit of study are inclusive of the above fee. No extra text books are required.

#### INTERIOR DECOR AND DESIGN – 13 Units

**\$3,500** *inclusive of GST and the 7 Interior Décor Course Units*

Weekly course folders, study notes and any documentation relating to the delivery of each unit of study are included. No extra text books are required.

A **\$500.00 discount** applies to the Professional Interior Decor and Design Course if fees are fully paid not less than 90 days prior to commencement of course.

A **\$300.00 discount** applies per person for registration of a couple enrolled and fully paid not less than 60 days prior to commencement of the course.

#### KITCHENS, BATHROOMS AND INTERIOR SPACES – 26 Units

**\$5,600** *inclusive of GST and the 13 Interior Décor and Design Units*

This course cannot be undertaken until satisfactory completion of Home Interior Décor & Design Courses have been completed. Weekly course folders, notes, brochures and any documentation relating to the delivery of each unit of study are included. No extra text books are required.

A **\$1,000.00 discount** applies per person for registration of a couple.

#### NOTE:

**INTERIOR DÉCOR COURSE** may be studied independently of the interior design course. Fee \$2,200.00

**INTERIOR DÉCOR AND DESIGN COURSE** must be studied consecutively with the Décor course. Fee \$3,500.00

**KITCHENS, BATHROOMS AND INTERIOR SPACES** is inclusive of the Décor and Design courses above.

**Fee for all three courses studied consecutively - \$5,600.00.**

**TERM PAYMENTS** are available through credit card transactions only. (See page 11 for course registration details.)

# HOME INTERIOR DECOR & DESIGN COURSES

**CONTACT WEEKS** Every second Wednesday-

**Delivery of each Unit of Competency at course venue –**

**Format** - General discussion on course unit, distribution of theory, technical and visual -aids in support, case studies, performance based activity demonstrations, questions and performance of group activities necessary for understanding the skills and knowledge required for completion of the Unit of Competency Assessment Task.

**NON CONTACT WEEKS**

**Procedure** - Course attendees to complete all that is required in the Unit of Competency Assessment Task at their place of work or preferred study environment, supervised or witnessed by a parent, relative or principal workplace representative.

A time allocation of two weeks per unit shall be allowed for final submission of assessment material.

## COURSE STRUCTURE

### COURSE CURRICULUM HOME INTERIOR DECOR AND DESIGN

<b>Week 1 *</b>	<b>MSAENV272B</b>	Participate in environmentally sustainable work practices. Exterior and interior home design components and their function and how they impact on home planning, decoration and design.
<b>Week 3 *</b>	<b>BSBDES305A</b>	Source and apply information on the history and theory of design
<b>Week 5 *</b>	<b>LMFID4001A</b>	Research, analyse and apply colour for interior spaces
<b>Week 7 *</b>	<b>LMFSF3011B</b>	Advise customers on interior decoration
<b>Week 9 *</b>	<b>LMSFS2006B</b> <b>LMFKB4006A</b> <b>LMFGN3002A</b>	Window types and treatments. Calculate Fabric quantities for window coverings. Prepare quotation and contract documentation for design project. Estimate and cost job.
<b>Week 11</b>	<b>LMFFM3013B</b> <b>MSAPMOH200A</b> <b>MSAPMSUP106A</b> <b>MSAPMSUP102A</b>	Measure and draw site layout for manufactured furniture products Work safely. Work in a team Communicate in the workplace
<b>Week 13</b>	<b>LMFID4008A</b>	Assess interior light and recommend fittings
<b>Week 15</b>	<b>LMFID3002A</b>	Source and specify decoration products. Floor types and coverings
<b>Week 17</b>		Accessories and their application, Major Assignment Brief
<b>Week 19</b>		Day Excursion if completion of the Interior Décor & Design Course if schedule allows.

- *These rows represent Interior Décor Course attendance weeks.*

# HOME INTERIOR DECOR & DESIGN COURSES

## KITCHEN, BATHROOM AND INTERIOR SPACES (cont'd)

<b>Class 21</b>	LMFKB4001A LMFKD4002A	Determine spatial planning considerations for kitchen designs. Research and recommend materials, components and finishes for kitchen and bathroom designs.
<b>Class 23</b>	BSBDES401A LMFDN4001B	Generate design solutions. Produce drawings from design concepts.
<b>Class 25</b>	LMFID5005A	Explore and apply creative design principles to interior space.
<b>Class 27</b>	LMFFM3011B	Produce manual and computer-aided production drawings
<b>Class 29</b>	LMFID4007A	Identify building materials, construction techniques and methods used in interiors
<b>Class 31</b>	LMFKB3001A	Identify processes in kitchen and bathroom projects.
<b>Class 33</b>	LMFKB3008A LMFKB4003A LMFKB4007A	Identify cabinet construction and installation methods. Identify and document services required to support fitted furniture designs. Design ancillary residential cabinetry.
<b>Class 35</b>	CPCCOHS1001A	Work safely in the construction industry
<b>Class 37</b>	BSBSMB403A	Market the small business
<b>Class 39</b>		Major Design Assignment Brief
<b>Week 40</b>		Day excursion to design businesses if time allows. <i>(Completion of KBIS Course)</i>

Following successful completion of all units each student shall complete and submit a full interior and kitchen design proposal for assessment. This presentation folder shall be kept as the graduate's portfolio of work when applying for future employment.

### FINAL ASSESSMENT

**Course administrator shall assess the Unit Assessment Tasks fortnightly.**

At completion of the course all students shall be re-assessed on their final home interior decor and design projects.

Students are assessed as competent following successful completion of all course Units of Competency and submission of a major home design assignment. Each successful student shall then be certified as competent to perform tasks necessary for carrying out home interior decorating and design or home start consulting services competently and professionally either independently, as a sole practitioner or employee of a company.

On completion of the course each successful candidate shall be presented with a certified **"Interior Decor and Design Practical Completion Certificate"** in all Units of Competency completed.

Mentoring will be available for graduates wishing to become self-employed.

# HOME INTERIOR DECOR & DESIGN COURSES

## COURSE DEVELOPMENT

**Judith Molyneux** has provided professional interior design services for over thirty four years to home decorators and renovators, home developers, home start consultants, retail business owners and decoration and design company employees. Previous seminars were run over eight to ten weeks and weekend workshops. Upon completion of these seminars and workshops, attendees repeatedly enquired about further extension courses available to them with a view to future employment prospects.

As a result of the past seminars and workshops Judith has written and compiled the **Home Interior Decor and Design Course**. This course has been developed specifically for persons wishing to pursue a career as a self-employed consultant or employee of a builder or building company, décor, design or soft furnishing retail outlet or specialist consultant to product, building and design service providers.

Over the past 20 years, Judith Molyneux has conducted many professional design courses. Many of the graduates are now self-employed or employed within the retail, building and design industries.

## SIMILAR COURSES

There are full time and part time interior design and decor courses available through TAFE and other institutions and organizations.

There are private courses and correspondences courses available through the web however these courses may not be recognised by the building and retail industry or the designing and decorating professions.

TAFE accredited certificates, diplomas or degrees may or may not enhance your opportunities for employment however applicant attitude, personal skills and degree of relevant knowledge and experience are more widely regarded as essential criteria for job prospects.

Accredited courses are conducted at Registered Training Organizations (RTO) such as Central TAFE and registered annexes. Attendance is generally full time over several years.

**The Home Interior Decor and Design and TAFE courses** are compiled and written using the National Training Information Service Units of Competency. **The Home Interior Decor and Design Courses minimize course venue contact commitments allowing self-perpetuating study timetables.**

At the completion of the course graduates shall receive an “**Interior Decor and Design Practical Completion Certificate**” listing all units successfully completed.

Completed Units of Competency may be used for (RPL) “**Recognition of Prior Learning**” when applying to TAFE for further study in Interior Decoration and Design.

The School of Interior Decor and Design courses specializes in home décor and design, kitchen and bathroom design and prepares the student/graduate for self-employment or employment within industry retail, wholesale, manufacturing or building companies, specializing in home decorating and design, kitchen and bathroom design and home start consulting.

# HOME INTERIOR DECOR & DESIGN COURSES

## GENERAL AIMS

**Provide graduates with the necessary skills, knowledge and attitude to enable them to:-**

1. Identify, analyse and resolve home interior decorating and design problems;
2. Recommend home enhancement improvements and procedures;
3. Develop and recommend new home interior design, kitchen and bathroom design finishing and furnishing proposals;
4. Understand colour and colour properties;
5. Develop colour schemes;
6. Understand lighting properties and types;
7. Design responsible lighting solutions for home enhancement;
8. Research, conceptualize and develop industry standard documentation for home interior decorating and design presentation proposals;
9. Research, identify and recommend interior decoration and design finishing materials, fabrics and specialist finishing services;
10. Demonstrate basic skills necessary for researching, documenting and administering an interior decorating and design commission through to completion;
11. Research architectural styles and their impact on the development of the Australian home;
12. Research and identify basic building elements and identify their impact on home design;
13. Research essential building services; and
14. Research and identify design limitations with respect to interior design and decoration.

## OBJECTIVES

**Following completion of the course, graduates shall be aware of:-**

- The role of the professional interior decorator/designer;
- The role of a client/employee representative;
- Client expectations of the professional interior decorator and designer;
- contractual obligations relating to the client/contractor agreement;
- Skills required to provide cost effective, home décor and design solutions;
- Skills required to perform contractual duties professionally, ethically and diligently;
- Communication skills required for liaising with building trades and suppliers;
- Skills required in generating scaled furniture and cabinetwork sketch plans, elevations and sections;

## HOME INTERIOR DECOR & DESIGN COURSES

---

- Preparation of contract documentation to include plans, elevations, sections through, sample boards, schedules and specifications in support of proposals;
- Preparation of final presentation and visual aids in support of design proposals;
- Understanding cabinetwork construction, manufacture, finishing and design limitations; and
- Essential business practice

### WORKPLACE REQUIREMENTS & INDUSTRY STANDARDS

The course content and delivery of the course shall comply with all relevant Work Place Standards, Australian Standards Codes, Building Industry and Product Supply Codes relevant to the Building, Design and Retail Industries.

### COURSE TRAINING INFORMATION

The Home Interior Decor and Design Course has been compiled and written by Judith Molyneux using the National Training Information Service Competencies.

Should a course attendee fail to complete a Unit of Competency for any reason then the attendee may attend a future class to complete that Unit of Competency at a time suitable to the course administrator, class attendees and course timetables.

*Judith Molyneux wishes to acknowledge that information used in this prospectus is the copyright of the author and shall not be used, copied or reproduced in any way, shape or form by any other person/s or company for the promotion of interior decor and/or design seminars, workshops or courses. © 2006*

# HOME INTERIOR DECOR & DESIGN COURSES

## REGISTRATION FORM

**INTERIOR DECOR AND DESIGN.....**                      **3,500.00 (incl. GST)**  
 A \$500.00 discount applies if fees are paid in full not less than 90 days prior to commencement of course and a \$300.00 discount applies if fees are paid not less than 60 days prior to commencement of the course.

SPECIAL OFFER.....    **\$6,300 per couple** (incl. GST) Conditions apply

**KITCHEN, BATHROOM AND INTERIOR SPACES**                      **\$5,600.00** (incl. GST) inclusive of Interior Décor and Design Course  
 A \$500 discount applies if fees are fully paid not less than 60 days Prior to commencement of the course.

SPECIAL OFFER    **\$9,200 per couple** (incl. GST) Conditions apply

TERM PAYMENTS.....    **Credit Card only- \$1,500.00 deposit paid on enrolment plus ten (10) monthly payments x \$500.00 KDIS course OR \$1,000.00 deposit on enrolment plus six (6) monthly payments of \$500.00 IDD course due on the first day of each month.**

**INTERIOR DÉCOR**    **\$2,200.00** (incl. GST) *Term payments not available.*

**I wish to apply for enrolment in...(please tick box)**

Interior Decor Course  
 Home Interior Decor and Design  
 Kitchen, Bathroom and Interior Spaces (includes all above courses)

NAME: Please print clearly:  
 .....

ADDRESS  
 .....  
 .....POSTCODE.....

SIGNED  
 .....

EMAIL.....	TELEPHONE.....
Course fee or deposit to be paid upon enrolment	Paid in full    \$..... or Deposit            \$.....

**PLEASE TICK THE APPROPRIATE BOX FOR PREFERRED PAYMENT METHOD**

# HOME INTERIOR DECOR & DESIGN COURSES

- Payment of fees may be **paid in full** (See page 11 for discount benefits)
- Or by 6 monthly instalments of \$500.00 + \$1,000 deposit (Design and Décor Course)
- Or by 10 monthly instalments of \$500.00 + \$1,500 deposit (Kitchen, Bathroom and Interior spaces)

**Plus deposit paid on enrolment by cash or credit card transaction**

Telephone (08) 9 317 2141 or Mobile 408 176 455 for further details.

Website details: [www.molyneuxdesigns.com.au](http://www.molyneuxdesigns.com.au) Email: [judith@molyneuxdesigns.com.au](mailto:judith@molyneuxdesigns.com.au)

## CONDITIONS

1. Enrolment in any of the above courses is subject to limited numbers.
2. Candidates are accepted on a first enrolled basis following receipt of full payment.
3. Deposit is non-refundable.
4. All monies paid are non-refundable.
5. Enrolment of a couple constitutes a discount. (See details on page 5)
6. Course details may be subject to change
7. Following receipt of deposits, term payments are due on the 1<sup>st</sup> day of each month and all agreements entered into are legally binding and enforceable until all monies due under the signed agreement are paid in full.
8. Non-payment of term payments on due date will incur a penalty of \$50.00 per month.
9. Direct debit transactions must be fully paid before enrolment is confirmed.
10. Should any applicant not be able to complete the course at any stage for whatsoever reason the applicant shall be entitled to complete the course at any stage in the future. Non-completion of the course does not entitle the Applicant to a refund of course fee.
11. Should any course be cancelled by the Administrator prior to commencement of the course, then monies paid by the course attendee shall be refunded in full.
12. Should any part of any course be cancelled by the Administrator prior to completion of the course then monies paid for undelivered Units of Competency shall be refunded to the course attendee.

**COURSE COMMENCEMENT DATE 9<sup>th</sup> February 2022**

**Wednesday 9<sup>th</sup> February 2022 - 9.30a.m. to 3.00 p.m.**

Every second week following excluding school and public holidays.

# HOME INTERIOR DECOR & DESIGN COURSES

## CREDIT CARD PAYMENT Pre-authorisation details

**REDI NOMINEES PTY LTD**  
**ABN 68024099860**

PO Box 36, Fremantle, WA, 6959  
Suite 2A, First Floor, Melville Professional Centre,  
275 Marmion Street, (corner Stock Road), Melville, 6156  
**Telephone** 089 317 2141 – **Mobile** 0408 176 455

NAME ON CARD <i>(Please Print)</i> .....	TYPE OF CARD .....
CREDIT CARD NUMBER .....	Expiry Date .....
SIGNATURE of Card Holder .....	Date .....
AMOUNT PAID.....	\$.....

## PROFESSIONAL HOME INTERIOR DÉCOR & DESIGN COURSE 2022 TERM PAYMENT AGREEMENT

Following deposit paid of \$1000, the undersigned authorizes six (6) payments of \$500.00 being credited to **REDI NOMINEES PTY LTD** by pre-authorized Credit – **Décor and Design Course**

Card transaction (*details above*) to be paid on the 1<sup>st</sup> day of each month.

Following deposit paid of \$1500, the undersigned authorizes ten (10) payments of \$500.00 being credited to **REDI NOMINEES PTY LTD** by pre-authorized Credit – **Kitchen, Bathroom and Interior Spaces**

Please print name in full  
.....

**To confirm your enrolment**

Please fill in the **Registration Form** and your preferred method of payment and

email to  
[judith@molyneuxdesigns.com.au](mailto:judith@molyneuxdesigns.com.au)  
or post to  
**PO Box 36, Fremantle, 6959**