

EMPLOYABILITY SKILLS TRAINING (EST)

Our Employability Skills Training (EST) Program equips job seekers with essential skills to succeed in the workforce. Covering communication, teamwork, problem-solving, and workplace etiquette, this hands-on training enhances participants' confidence and job readiness.



PROGRAM SNAPSHOT

Designer Life delivers the EST Program online to equip job seekers with practical skills and the confidence to meet employer expectations and succeed in the workplace.

Participants will:

- Strengthen communication, teamwork, and problem-solving skills
- Build confidence in interviews and job applications
- Gain insight into local industries and what employers are looking for

Delivered in a structured, supportive online group setting, EST combines interactive activities with real-world preparation. Our facilitators are experienced, engaging, and focused on outcomes — helping participants take clear steps toward employment.

OCTOBER 2025

START DATE	HUB/DELIVERY	BLOCK	ACTIVITY ID	SCHEDULE
7/10/2025	ONLINE	2	100715785	Week One: Tuesday to Friday 9:00am to 3:45pm Week Two: Monday to Friday 9:00am to 2:30pm Week Three: Monday to Friday 9:00am to 2:30pm
13/10/2025	ONLINE	1	100715726	Week One to Week Three: Monday to Friday 9am to 2:30pm
27/10/2025	ONLINE	2	100733225	Week One to Week Three: Monday to Wednesday & Friday 9:00am to 3:45pm

NOVEMBER 2025

START DATE	HUB/DELIVERY	BLOCK	ACTIVITY ID	SCHEDULE
17/11/2025	ONLINE	1	100733551	Week One to Week Three: Monday to Wednesday & Friday 9:00am to 3:45pm

Would you like Designer Life to deliver the EST Program for your clients?

Reach out to us to express your interest
or chat about upcoming availability.

PROVIDERS: SEE OVER
THE PAGE FOR
'HOW TO REFER
TO ACTIVITIES'



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Designer Life

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HOW TO REFER TO ACTIVITIES

1

Go to the Participants file > **Placements** > **ADD a Placement** (Under Provider activity placements)

2

Paste the activity ID in **Activity ID** search and click Continue

Please enter an Activity ID for this placement. If you don't know the ID of an activity you can locate it by using the activity search or the recently accessed activities list on the Activity Hub.
[Open the Activity Hub](#)

4

Select Placement status as **Expected to Start** > **Placement type as FT or PT** as discussed with Participant > **Enter Expected to Start date**. ETS date **MUST** match the first day of the activity > Confirmed delivery format is how you notified the Participant of the activity e.g. Face to Face, phone etc.

3

Scroll to the bottom and select the **Activity Schedule** and click **Next**

5

Select **all box** to select **all days**. Conflicting appointments or days the Participant cannot attend must be individually unticked. e.g. Participant cannot attend Tuesdays, you must unselect ALL Tuesdays.