

Key Word Sign Victoria, Australia Inc.

Run your own workshop, 2015.

You can request a workshop for your **own** community.

This may be your

- home with your own family or the supported accommodation staff;
- your school;
- kinder;
- day service, or
- work environment.

You may be a community facility who regularly has clients or visitors who use Key Word Sign. For example, a leisure service or Arts facility. You can request a workshop for the staff.

Key Word Sign Victoria Inc. has specialised and skilled Presenters throughout Victoria. We will link you with an appropriately experienced and trained presenter.

You will need to provide the training venue. Some equipment such as data projector/laptop, whiteboard and DVD (with speakers) may also be required.

Costs:	1 full day workshop for up to 15 participants	\$1,200
	2 half days or evenings for up to 15 participants	\$1,400



For this cost each participant who attends the workshop (maximum 15) will receive a copy of “Getting Started with Key Word Sign (Auslan Edition)”. This is the primary resource of Key Word Sign Australia.

If you have more than 15 people wanting to attend the workshop, a sign tutor will be required for an extra charge. Please discuss this with Key Word Sign Victoria when you contact them.

Travel and Accommodation:

There may be instances in the city, when the cost for a Presenter to travel a significant distance will need to be charged to you.

Travel in regional areas and any accommodation costs may also need to be included.

Travel cost to the workshop organiser will be charged at the per kilometre rate used by the Taxation Department, for that specific Presenters car. This amount will be paid to the Presenter in full.

Accommodation costs, when necessary, will be charged to the workshop organiser to reimburse this cost to the Presenter. The Presenter will then be reimbursed the amount in full.

Email: workshop@keywordsignvictoria.org