

PALMLearn course finder factsheet

1 December 2025

PALMLearn is a learning site dedicated to supporting PALM scheme employers, their staff, host employers and other stakeholders to meet their obligations under the [PALM scheme Approved Employer Deed of Agreement](#) (the deed) and the [PALM scheme Approved Employer Guidelines](#) (the guidelines).

Course information

PALMLearn hosts courses that cover a range of themes, including:

- Understanding deed and guidelines obligations
- Working effectively with PALM scheme workers
- Worker welfare and wellbeing support
- Cultural competency.

In this factsheet you will find information on:

1. [How to find a course](#) via the:
 - [Course catalogue widget](#)
 - [Course guide widget](#)
 - [Catalogue button](#)
 - [Search bar](#)
 - [Recent activity widget](#)
2. [The course catalogue](#) and how to [search for](#) and [filter](#) courses.
3. [How to register for a course](#)
4. [Support](#)

1. How to find a course from the PALMLearn home page

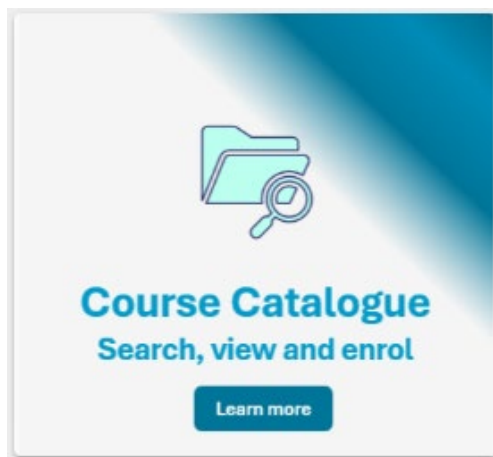
On the [PALMLearn home page](#), there are 5 ways to access courses.

1. Course Catalogue widget on the home page
2. Course guide widget on the home page
3. Catalogue button on the navigation bar
4. Search bar on the navigation bar
5. Recent activity widget



Please note, the search bar function is only available on a desktop. To search on a handheld device, select the course catalogue (option 1 or 3 above) and search via the course catalogue page.

1 Course catalogue widget



Selecting the course catalogue widget on the home page, by selecting any section of the widget, will take you to the [course catalogue page](#) of PALMLearn.

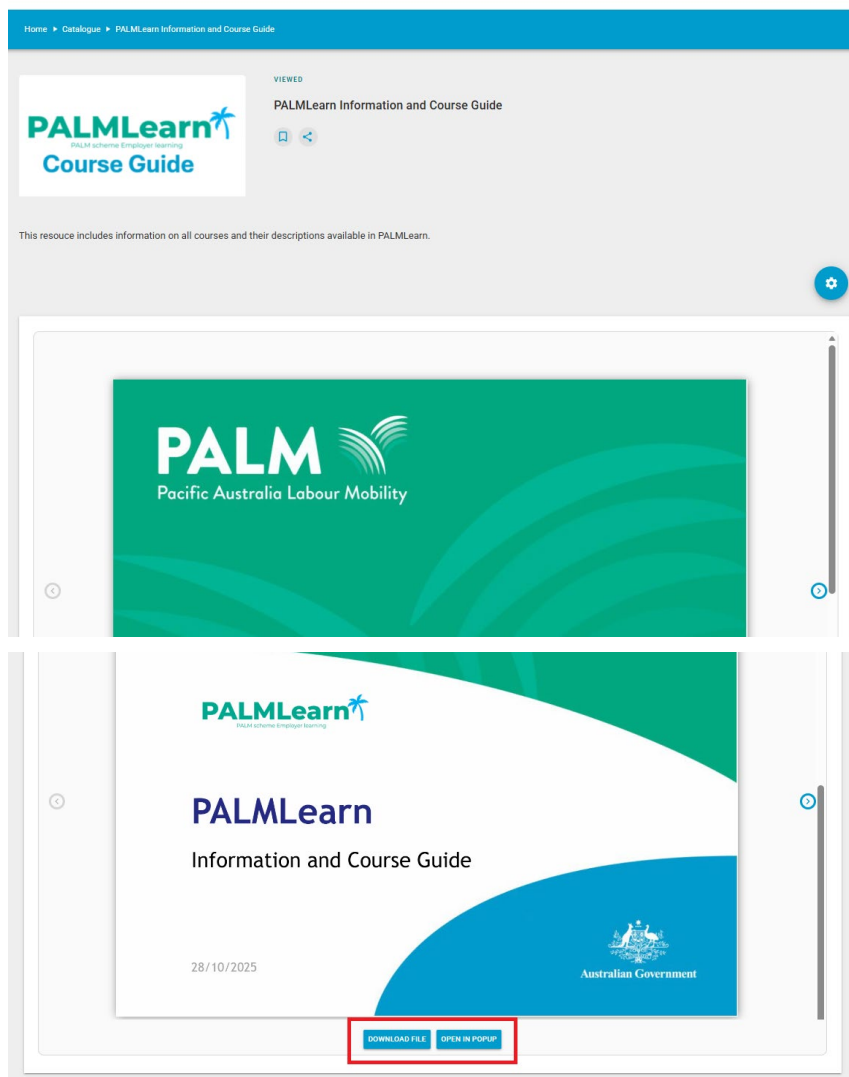
2 Course guide widget



Selecting the course guide widget on the home page, by selecting any section of the widget, will take you to the course guide resource page of PALMLearn.

The PALMLearn Information and Course Guide provides information on each course available on PALMLearn and outlines the courses by their themes and target audiences.

This guide can be viewed or downloaded via its page on PALMLearn.



3 Catalogue button



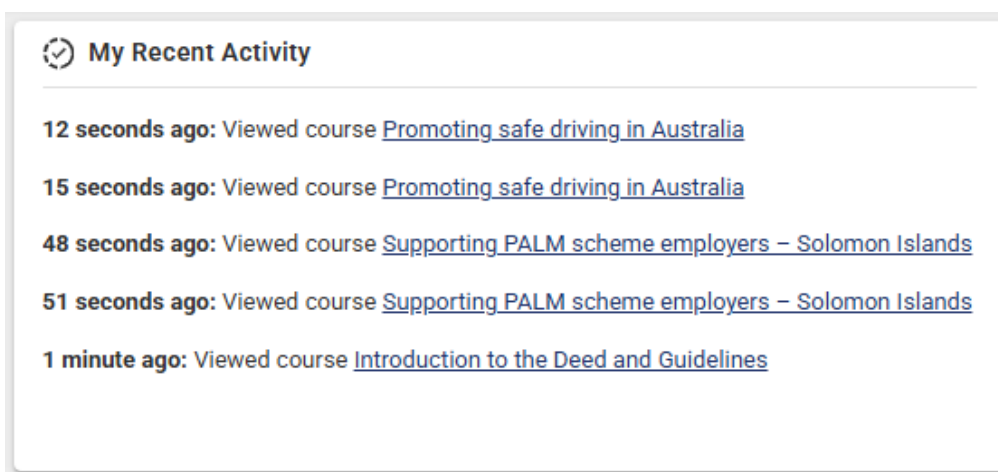
Selecting the course catalogue button on the home page will take you to the page of PALMLearn.

4 Search bar



Selecting the search bar on the home page will allow you to search for the title of a course or a course program.

5 Recent activity widget



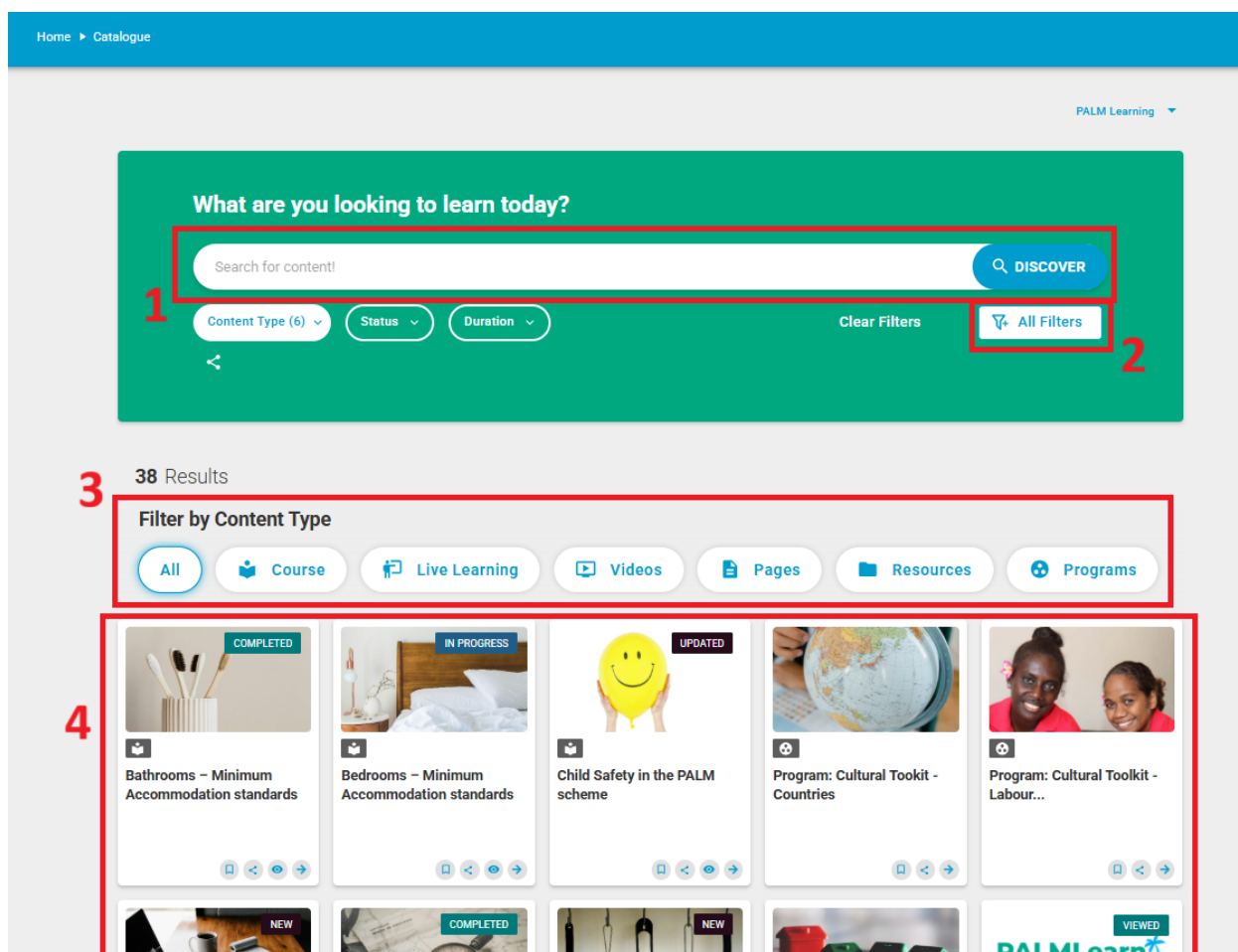
Recently viewed courses will be quickly available to select via the recent activity widget.

2. The course catalogue

The course catalogue is where you will explore, sign up for, and complete any of the courses offered through PALMLearn.

There are several ways to discover or browse available courses, including:

1. Searching for a course
2. Filtering using tags and categories
3. Filtering using content types
4. Browsing the list of available courses



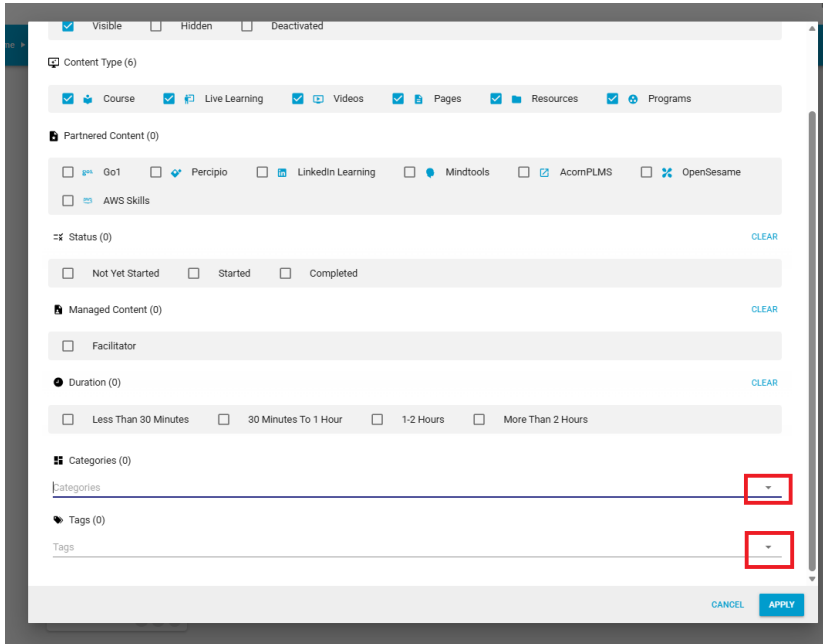
The screenshot shows the PALM Learning course catalogue interface. At the top, there is a blue header with 'Home > Catalogue' and 'PALM Learning' on the right. Below the header is a green search bar area with the text 'What are you looking to learn today?'. Inside this area, there is a search input field with the placeholder 'Search for content!' and a blue 'DISCOVER' button. Below the search bar, there are filter buttons for 'Content Type (6)', 'Status', and 'Duration', along with a 'Clear Filters' button and an 'All Filters' button. Below the search bar, there is a section titled '38 Results' and 'Filter by Content Type' with buttons for 'All', 'Course', 'Live Learning', 'Videos', 'Pages', 'Resources', and 'Programs'. Below the filter section, there is a grid of course cards. The first row shows five cards: 'Bathrooms - Minimum Accommodation standards' (COMPLETED), 'Bedrooms - Minimum Accommodation standards' (IN PROGRESS), 'Child Safety in the PALM scheme' (UPDATED), 'Program: Cultural Toolkit - Countries', and 'Program: Cultural Toolkit - Labour...'. The second row shows three more cards: 'NEW', 'COMPLETED', and 'VIEWED'.

1 Searching for courses and content

Selecting the search bar in the course catalogue page allows you to search for the title of a course, a course program, or resources available. You can also search by topic, for example, Fiji.

2 Filtering using tags and categories

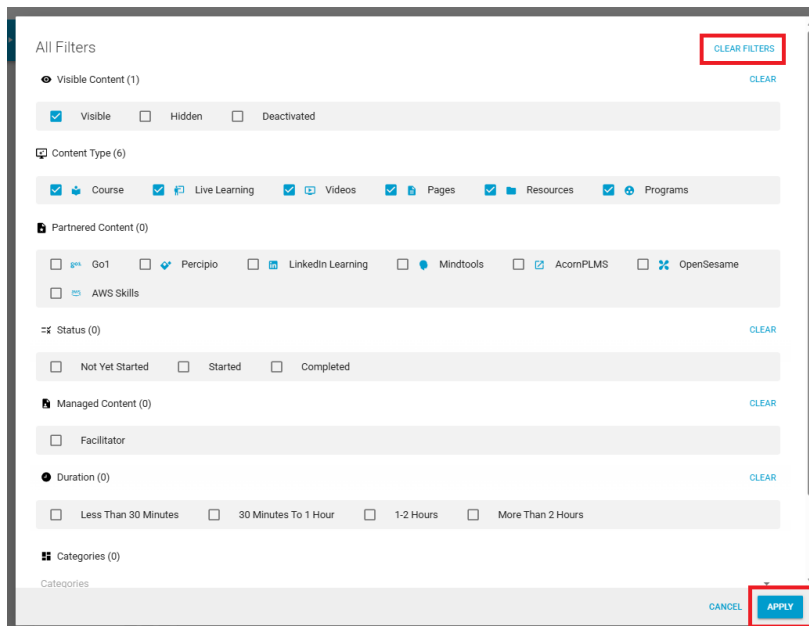
Selecting the 'All Filters' button on the course catalogue page will open a list of advanced filters you can use to find a course by its category or tag.



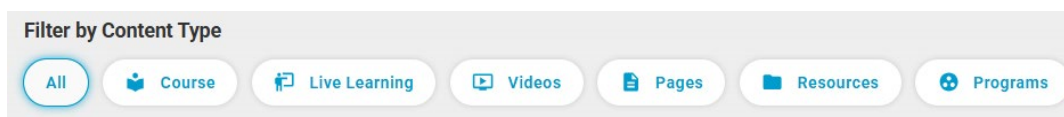
Selecting the drop-down button on the 'categories' and 'tags' boxes in the advanced filters will filter all courses based on their category, e.g. policy or cultural competency, or their tags, e.g. recruitment or LSU which further refines your search.

To apply filters, make sure you select the apply button before exiting the advanced filters popup.

To clear advanced filters, select the 'all filters' button and select 'clear filters' and apply.



3 Filtering using content types



To filter courses in the course catalogue based on the content type, select the buttons above to view the content. For example, selecting 'Resources' will only show the PALMLearn Information and Course Guide as well as other resource documents, this will not show courses or course programs.

4 Browsing all available courses

If you are not sure what you are looking for, or just want to view all courses, scroll down on your screen to browse all of the course titles, resources, and course programs available on PALMLearn.

3. How do I enrol into a course?

To enrol in a course:

1. Select the course tile - this will open with more information
2. Select the 'enrol' button - this will enrol you into the course.
3. Select the 'go to course' to start your learning.

4. Support

If you need support during this process you can contact:

- Phone the PALM scheme support service: **1800 51 51 31**
- Email the PALM scheme support service: palm@dewr.gov.au
- Email the PALMLearn administrator: palmlearn@dewr.gov.au