

Module Synopses

MC1 – Certificate in Border Security Management

Module 1: Legislations concerning Border Control

This module covers the relevant legislations concerning border control in Singapore and the empowerment of its immigration officers. Topics regarding the Immigration Act will include the various categories of residents and transient visitors and how their stay is governed within the country, the powers accorded to the Controller of Immigration, as well as the checks and balances in place. Topics regarding the Customs Act will include the concept of customs areas and its relevance to immigration officers in terms of power to conduct checks at the borders. The Criminal Procedure Code will then be examined on how it accords immigration officers with the necessary legal powers to perform their duties.

Module 2: Border Security

This module covers the emergence of the concept of border security. It introduces border control policies adopted by a country in fighting against unauthorised travel and trade across its borders, safeguarding against illegal immigration, combating transnational crime, and preventing the wanted criminal from travelling. It will also elaborate on the role of international organisations in promoting standards and recommended procedures related to travel documents and border control measures. The module will also take a closer look at how the use of technology can enhance border security. Lastly, there will be an examination of the various border security measures adopted in Singapore.

Module 3: Security Methods of Border Control

Students will examine the different security and control methods and measures countries had put in place to prevent unauthorized entry into their borders. This will include the use of travel documents such as passports and visas, along with the use of document examination techniques to authenticate such documents, construction of physical walls patrolled by enforcement officers, to the use of proactive patrol and radar surveillance to prevent an unauthorized crossing at borders. The topic will also look at the “layered” screening and profiling measures employed at checkpoints to maintain security but still facilitate regular travel.

Module 4: Security Profiling of Travellers

Students will be introduced to the concept of criminal profiling and learn about the various profiling techniques involving the observations of body language, behavioural patterns etc. The module will also touch upon the use of data analytics and technologies such as facial recognition to identify illegal travellers or smugglers. The effectiveness and ethical issues of profiling will also be examined

MC2 - Certificate in Information Management

Module 5: Introduction to Statistics for Data Science

This module provides students with an introduction to elementary probability theory and statistical concepts and principles that lay the foundation to understand and learn the statistical procedures and methods in the subsequent modules. The topics covered include descriptive statistics, rules of probability, and probability distributions of discrete and continuous random variables, sampling distributions, statistical estimation and hypothesis testing.

Module 6: Data Mining Techniques

This module teaches students key concepts in data mining, including data exploration, data preparation, and model building. Students will learn how to prepare data from multiple sources, and develop classification models for applications such as direct marketing and customer retention. Modelling techniques covered include k-nearest neighbours, logistic regression, classification trees, and neural networks.

Module 7: WSQ Fundamentals of the Personal Data Protection Act

This module aims to equip students who are handling personal data with a broad understanding of the PDPA and how they may implement data protection policies and processes for their organisations.

Module 8: Workplace Information Security

This module offers the students a good understanding on the impact and common security issues and threats and share what are some of the common practices and methods adopted by organisation in the workplace.

MC3 - Certificate in Security Risk Management

Module 9: Quality Assurance and Audits

This module give students the knowledge and skillset to manage security audits. At the end of the module, students are able to analyse the rationales behind the conduct of audits, define the audit objectives, identify some of the constraints impacting audits and also identifying the interests of regulatory bodies. Able to conduct audits accurately to cover all physical characteristics, environmental factors, and existing security arrangements of premises, identify and assess security and other risks against audit objectives accurately and document audit objectives, outcome and recommendations

Module 10: Security Risk Analysis

At the end of the module, students are able to determine the cause-and effect relationships between security problems and risk. Having the knowledge and abilities to identify and assess potential risk affecting client security and support by developing structured action plans clearly defining the key roles and responsibilities associated with the implementation of security risk management plans. Students are also capable to select the risk control measure in line with the organisational practices.

Module 11: Psychology in work behaviour and counselling

Introduces students to work psychology in an organisation and theories and practical applications of basic counselling skills in both organisational and business contexts. Areas covered include the impact of work motivation and satisfaction, learning styles and vocational choices of employees. This enables students to act as facilitators in employee development. Elements of Emotional Intelligence (EI) are also infused into the module to enhance the EQ of the students.

MC4 - Certificate in Supervisory and Business Management

Module 12: Innovation Management

Students will be able to develop innovation initiatives and strategies in business functions such as evaluate performance of business functions to identify opportunities for innovation and improvement, creating opportunities to maximise innovation within business functions and support and guide employees to contribute to the implementation of organisational innovation strategies making recommendations of innovation initiatives to relevant stakeholders for implementation.

Module 13: Performance Management

Students will be able to review personnel's performance by monitoring staff performance through organisational appraisal systems and solicit periodic feedback on staff performance by documenting all performance evaluations carried out for staff. Carry out informal reviews of staff performance regularly to establish areas for improvement for staffs.

Module 12: Stakeholder Management

This module enable the development of relationships that create trust and partnership to drive ongoing engagement with stakeholders. Student will be more confident to facilitate networking opportunities to build relationships and develop plans for early engagement to allow time for buy-in and consultation with stakeholders.

Module 14: Teamwork and Conflict Resolution Management

This module covers the development of robust conflict management systems and processes within the organisation with the knowledge and abilities to analyse legislative requirements and guidelines and compliance requirements appropriate to the organisation's context and document all interactions and agreements to ensure follow-through and commitment by all parties involved.

Individual will present improvement recommendation proposals to stakeholders to work with involved parties to investigate validity and credibility of claims, prepare, and support others to develop possible responses or solutions based on the review of information.

MC5 - Certificate in Technology Trends and Communication

Module 15: Interpersonal Skills, Report Writing and Effective Communication

This module covers interpersonal, reporting writing and effective communication skills to manage and engage more effectively through active listening and empathetic speaking at the workplace, enhance audience-centric communication through effective interpersonal communication. Students will be able to identify the different types of communication barriers and overcome them.

Module 16: EQ and Empathy

This module prepares students with the many theories and hands-on practice of emotional intelligence competencies.

This includes building and improving self-awareness, management and direction through the practice of emotional intelligence elements, and practicing the infusion into frontline applications.

Module 17: Artificial intelligence and Machine Learning

This module provides students with an introductory knowledge on how AI and ML use massive amount of structured and semi-structured data to generate result or give predictions based on that data. Used cases would be used to illustrate the applications of AI and ML in the industry.

Module 18: Introduction to Blockchain technology

This module allow our students to gain a better understanding of blockchain and encryption technology available in the industry. Throughout the learning, used cases will be used for discussion relate to the concept taught in the classroom. Students will also be able to create their own crypto currency wallet ad complete a transaction upon completion of the module.

Module 19: Introduction to Internet Of Things (IoT) Security Testing

This module give the students an understanding on the typical process of penetration testing and also some area of weakness in IoT system. Students will be equipped with the knowledge on basic networking concepts and how to perform simple IoT vulnerability test using open source tools such as metasploit.