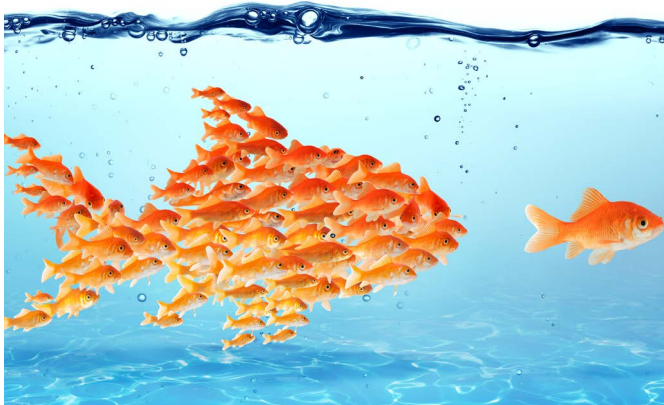


## TAE40122

### Certificate IV in Training and Assessment



#### Duration

8 -13 day workshops plus self-paced activities



#### Entry Requirements

Yes



#### Delivery

Online Interactive Classes (including trainer support), Live Class or RPL - Unlimited Support for all delivery options.



#### Accreditation

This is a nationally recognised qualification

If you are an experienced professional in your field and want to share your expertise, becoming a Vocational Trainer and Assessor may be the best decision you ever made.

TAE40122 Certificate IV in Training and Assessment will equip you with the skills and knowledge to design and deliver effective training programs, assess learners' performance, and evaluate training outcomes. You'll be able to work in a variety of settings, including vocational education and training (VET) institutions, workplaces, and community organisations.

The TAE40122 Certificate IV in Training and Assessment is designed to be flexible and accessible. You can study online, in-person, via live Zoom and self-paced full-time or part-time. You can even choose specialist streams with electives to match your current situation or aspirations. We offer two distinctly different streams - Online Trainer and Workplace Trainer.

Programs are delivered by experienced trainers and assessors who will provide you with unlimited support throughout your learning journey no matter which delivery option you choose.

Our TAE programs include access to live Zoom or face to face classes (currently in Brisbane South but we can come to your location upon request), homework club and personalised one-on-one phone and email support with one of our local trainers - we will help you succeed!

#### Who is this for?

This is an ideal qualification for experienced professional, tradespersons, and workplace trainers who are inspired to share their knowledge and skills with others in a workplace or wider VET community.

This qualification, or the skill sets derived from units of competency within it, is also suitable preparation for those engaged in the delivery of training and assessment of competence in a workplace context, as a component of a structured VET program.

## What You'll Learn

When you finish this course, you'll be able to:

- Work in a vocational education environment
- Work within compliance frameworks
- Use nationally recognised training products
- Design and develop learning programs
- Plan and organise training delivery
- Link learning to standards/benchmarks
- Facilitate vocational training to groups and individuals
- Evaluate the impacts of learning programs
- Utilise learning resources and equipment
- Use foundation skills resources, strategies and advice
- Demonstrate and practice innovative delivery and assessment processes
- Assess competence
- Participate in assessment validation

## Career Opportunities

This course is designed for people interested in developing their capacity to be an:

- Enterprise/workplace trainer and assessor
- Registered training organisation (RTO) trainer and assessor
- Training adviser or training needs analyst
- Vocational education teacher
- Adult educator

## Entry Requirements

- Demonstrate vocational competency in your proposed training and assessing area. Vocational competency is defined as broad industry knowledge and experience, and may include holding a relevant qualification.
- Enrolment in a Business Class (Blended) program requires you to have access to a VET training environment and appropriate qualified mentor to complete assessments

## Delivery Options

Check each course option below as not all delivery options apply.

### 1. Live Workshops

Fully structured and supported series of 10 Face2Face workshops at our Shailer Park training rooms. We can also come to you for group bookings (minimum numbers apply - contact us to discuss your particular needs). Students complete most assessments in a classroom with the guidance of an experienced trainer.

This option requires students to access a suitable practice environment and a workplace supervisor to conduct training facilitation sessions.

Students can select and pay for specific live classes to complete training facilitation. Cost for additional 3 days Face2Face workshops at our Shailer Parker training rooms is \$650.

### 2. Online Interactive Class

Flexible combination of 8 Online Interactive full-day classes. This option requires students to access a suitable practice environment and a workplace supervisor to conduct training facilitation sessions.

Students can select and pay for specific live classes to complete training facilitation. Cost for additional 3 days Face2Face workshops at our Shailer Parker training rooms is \$650.

### 3. Recognition of Prior Learning (RPL)

Recognition of Prior Learning is the process that is used to recognise the skills and knowledge you have acquired through personal and work experience - the "University of Life". The evidence you provide is matched to a complete qualification where possible or alternatively, to part of a qualification. A successful RPL application means that you could receive certification without further study or may be able to fast track through a qualification. Please contact us to organise an individual assessment of your current knowledge and skills.

*All delivery options require students to complete self-paced activities after attending classes.*

*All delivery options include 24/7 access to our Learning Management System, Simulated RTO (Brainstorm) and recorded videos. Homework Club, tutorials and individual support calls are also included.*

## Duration

You have 12 months from course commencement to complete this qualification.

## Course Outline

To complete this qualification you must demonstrate competency in a total of 12 units - 6 core units and 6 elective units. Elective units have been selected in line with the packaging rules for the qualification. Other electives are available however they may incur an additional cost and enrolment must be approved by Blueprint.

Units of Competency		Core/ Elective/Group
<b>CLUSTER 1 – WORKING IN VET</b>		
TAEPDD401	Work effectively in the VET sector	Core
BSBAUD412	Work within compliance frameworks	Elective
<b>CLUSTER 2 – TRAINING DESIGN</b>		
TAEDS411	Use nationally recognised training products to meet vocational training needs	Core
TAEDS412	Design and develop plans for vocational training	Core
TAELN422	Use foundation skills resources, strategies and advice	Elective
<b>CLUSTER 3 - DELIVERY</b>		
TAEDEL311	Provide work skill instruction	Elective – Group A
TAEDEL411	Facilitate vocational training	Core
BSBCMM411	Make presentations	Elective
<b>CLUSTER 4 - ASSESSMENT</b>		
TAEASS412	Assess competence	Core
TAEASS413	Participate in assessment validation	Core

Plus, Select one stream

STREAM 1 – WORKPLACE TRAINER	
TAEDEL412 Facilitate workplace-based learning	Elective – Group A
TAEDEL414 Mentor in the workplace	Elective

OR

STREAM 2 – ONLINE TRAINER	
TAEDEL405 Plan, organise and facilitate online learning	Elective – Group A
TAEASS404 Assess competence in an online environment	Elective – Group A

## Course Materials

Your learning resources will include:

- Training Manuals
- Access to our simulated RTO - Brainstorm RTO
- Resource Library containing document templates, samples, fact sheets and explainer videos
- Access to live and recorded webinars and online discussion forums
- Access to our Learning Management System

You will also be able to access our “Homework Club”, tutorials and individual support calls.

## Technology Requirements

During your studies, you will need access to the following:

- Computer with compatible, up-to-date operating system
- Printer, scanner and mobile phone
- Current web browser (Chrome, Safari or Firefox)
- Email address and stable Internet connection access
- Microsoft Office - including Word, Excel and PowerPoint
- Adobe reader

## Assessment

Assessment is a combination of:

- Knowledge questions
- Case studies and Projects
- Practical Activities

## Further Training Options

If you successfully complete this qualification you could continue your studies in higher level adult education qualifications within the VET sector such as TAE50122 Diploma of Vocational Education and Training. You may also choose to enrol in a specialised Skill Set such as Learning Support, Online Learning and Assessment, Advanced Facilitation or Foundation Skills.

## Fee Information

Please see our full [Fee Schedule](#) for information about unit costs (where applicable), RPL fees and Refund Policy. We offer payment plans over a 9 month period with Payright - please contact us to make it happen!