



**asc**  
training and  
development

TAE40116

# Certificate IV in Training & Assessment



NATIONALLY RECOGNISED  
TRAINING

## Duration

9 Months

## Format

Blended

## Pre-Requisites

No

## Funding

Yes (if eligible)

## Description

This qualification is a requirement of the Australian Quality Training Framework Essential Standards for Registration.

It gives learners a wide range of practical tools to use in designing, delivering and evaluating training and assessment in the vocational education and training (VET) sector including:

- planning, preparing, delivering and evaluating training for individuals and groups
- unpacking training packages
- working within the VET framework
- designing and contextualising learning programs
- assessing learner needs and performance

Learners will have the opportunity to practise and develop their training and assessment skills in a supportive environment. They will engage in two-way feedback with facilitators and other learners to maximise the learning experience.

## Prerequisites

Those entering this program must be able to demonstrate vocational competency in their proposed teaching and assessing area. Participants must have access to one, or a range of, workplaces or practice environments that will provide them with the opportunity to practice their training and assessment skills in a real workplace, and complete tasks with real vocational learners. All participants will be required to undertake a Language, Literacy & Numeracy quiz at the time of enrolment as the Certificate IV in Training and Assessment requires the learner to read, interpret and produce complex documents.

## Job Roles

This qualification reflects the roles of individuals delivering training and assessment services in the vocational education and training (VET) sector.

## Qualification Rules

This qualification is made up of 10 units of competency based on the qualification packaging rules, located at [www.training.gov.au](http://www.training.gov.au).

Based on many years' experience working with a wide range of organisations, ASC Training & Development have customised this qualification to reflect key training and assessing competencies.

## Units

BSBCMM411 Make a presentation

TAEASS401 Plan assessment activities and processes

TAEASS402 Assess competence

TAEASS403 Participate in assessment validation

TAEASS502 Design and develop assessment tools

TAEDEL401 Plan, organise and deliver group-based learning

TAEDEL402 Plan, organise and facilitate learning in the workplace

TAEDES401 Design and develop learning programs

TAEDES402 Use training packages and accredited courses to meet client needs (On line learning)

TAELLN411 Address adult language, literacy and numeracy skills



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## Format

Each training session date (Face to Face or LVC) is scheduled approximately 4-5 weeks apart

For each LVC, 2 x 90 minute sessions plus 1 x 60 minute session held on each training date scheduled

Face to Face session times will be advised on booking

Assessment tasks are completed between sessions

We recommend learners set aside 10-15 hours per assessment

## Graduate Outcomes & Opportunities

Our graduates tell us that this course has inspired them to develop their training and assessing skills and has resulted in:

- improved knowledge of the VET sector and how it operates
- greater confidence and competence in presenting to small and large groups
- self-awareness of skills and abilities
- improvement through personal reflection and challenges
- improved planning for structuring programs and sessions
- the development of the skills to effectively engage adults in training
- better understanding of the diverse needs of learners and how to cater for these
- a deeper understanding of assessment processes
- commitment to continuous improvement in training and assessing
- enhanced communication skills
- employment and professional development opportunities
- Employers tell us that there have been significant and measurable benefits to the workplace as a result of staff attending this course.

## Future Pathways

Graduates can undertake a Diploma qualification from the following:

TAE50116- Diploma of Vocational Education and Training

TAE50216- Diploma of Training Design and Development

## Investment

### Investment

\$3,950

Nationally recognised training is GST free.

### Inclusions:

- Course learning materials
- Assessments
- Certification upon successful completion

For more information, contact:

**(08) 8410 2627**

[www.asctraining.com.au](http://www.asctraining.com.au)