

CERTIFICATE IV IN TRAINING & ASSESSMENT TAE40110



Overview

The Certificate IV Training and Assessment (TAE) or more affectionately known across industry as the “Cert IV” is the qualification which recognises that a candidate has demonstrated an ability to design, deliver and assess nationally recognised training products.

The Certificate IV in Training and Assessment is a requirement to work as a Trainer/Assessor within a Registered Training Organisation. The Cert IV is also regarded as the benchmark for the design, delivery and assessment of training; making it an organisational standard for many organisations.

Entry Requirements

There are no formal requirements to gain entry into this qualification; however the Scope Training workshops are aimed at participants who have a degree of experience in a training and/or assessment capacity. If you would like to discuss your acceptance into our workshops based upon your existing experience, please contact our friendly team.

Delivery Methods

There are three delivery methods and can be blended

- . Face to face workshop
Scheduled throughout the year for the general public to attend. Customised in-house corporate courses are also available. Our workshops are offered over an intensive 5 day period with assessments included. This is a great solution for those with experience or understanding of the industry.
- . Online Studies
Students can commence at anytime and have up to 12 months to complete their assessments with ongoing staff support.
- . Recognised Prior Learning
Students can use their previous work experience and qualifications to gain the qualification.

Benefits

Upon successful completion of 10 units, participants will be awarded the Certificate IV in Training and Assessment (TAE40110). The Certificate IV in Training and Assessment is highly regarded as the industry standard for trainers and assessors, it is also a requirement to assess nationally recognised training. Job roles include; trainer, assessor, course developer, training coordinator, RTO trainer, Vocational Education Teacher.

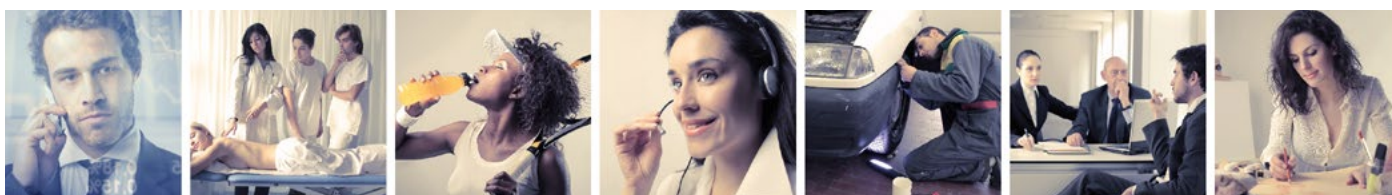
Participants will undertake learnings to sharpen their skills (as per key skills section) as well as the opportunity to apply a strategic skill set to work-based situations. This will provide participants with the skills they need to effectively train and assess in their area of expertise.

Time Investment

We provide students with the ability to complete the Certificate IV Training and Assessment over a one year period; however we find that the average time is between 3 to 6 months. During that time there is a large variance in the amount of time each student spends working on the qualification. Please contact our staff if you would like an estimate based upon your individual situation.

Student Support

All of our students are assigned to a staff member for ongoing support via phone, email or as available, face to face meetings as required. We encourage students to contact our staff to get the most out of their studies.



Recommended Units

TAEASS401B Plan assessment activities and processes

This unit describes the performance outcomes, skills and knowledge required to plan and organise the assessment process, including recognition of prior learning (RPL), in a competency-based assessment system. It also includes the development of simple assessment instruments.

TAEASS402B Assess competence

This unit describes the performance outcomes, skills and knowledge required to assess the competence of a candidate.

TAEASS403B Participate in assessment validation

This unit describes the performance outcomes, skills and knowledge required to participate in an assessment validation process.

TAEDEL401A Plan, organise and deliver group-based learning

This unit describes the performance outcomes, skills and knowledge required to plan, organise and deliver training for individuals within a group.

TAEDEL402A Plan, organise and facilitate learning in the workplace

This unit describes the performance outcomes, skills and knowledge required to plan, organise and facilitate learning for individuals in a workplace.

TAE LLN411 Address adult language, literacy and numeracy skills

This unit describes the skills and knowledge a vocational trainer or assessor requires to identify language, literacy and numeracy (LLN) skill requirements of training and the work environment, and to use resources and strategies that meet the needs of the learner group.

TAEDES401A Design and develop learning programs

This unit describes the performance outcomes, skills and knowledge required to conceptualise, design, develop and review learning programs to meet an identified need for a group of learners. The unit addresses the skills and knowledge needed to identify the parameters of a learning program, determine the design, outline the content and review its effectiveness.

TAEDES402A Use training packages and accredited courses to meet client needs

This unit describes the performance outcomes, skills and knowledge required to use training packages and accredited courses as tools to support industry, organisation and individual competency development needs.

TAEASS301B Contribute to assessment

This unit describes the performance outcomes, skills and knowledge required to contribute to the assessment process.

BSBCMM401 Make a presentation

This unit covers the skills and knowledge required to prepare, deliver and review a presentation to a target audience.

This unit applies to individuals who may be expected to make presentations for a range of purposes, such as marketing, training and promotions. They contribute well developed communication skills in presenting a range of concepts and ideas. monitoring and reviewing project governance.

Assessments

Assessments are designed to be incorporated within the face to face workshop, including a presentation. If for some reason a component cannot be met within the workshop timeframe, alternative methods of assessment will be arranged. There is no formal exam required for this qualification. Workshop assessments are a mixture of theory and practical based activities.

Online students can complete their presentation assessment through a variety of methods. Our staff will speak with you about the option that best suits you.

“ I learnt new and improved ways to teach people. It was a great course and I learnt a lot.