



## **CERTIFICATE IV IN TRAINING & ASSESSMENT- TAA40104**



The Certificate IV in Training and Assessment is suited to trainers/assessors who wish to commence or continue to provide training and/or assessment practices in the Vocational Education and Training (VET) sector and to VET practitioners and staff involved in the provision of Vocational Education and Training for Registered Training Organisations.

### **Course Outline:**

All students will be guided on the course by their trainer in the following units of Competency.

### **The Learning Environment**

- Unit core TAAENV401A – Work effectively in vocational education & training
- Unit core TAAENV402A – Foster and promote an inclusive learning culture
- Unit core TAAENV403A – Ensure a healthy and safe learning environment

### **Design:**

- Unit core TAADES401A – Use training packages to meet client needs
- Unit core TAADES402A – Design and develop learning programs

### **Assessment:**

- Unit core TAAASS401A – Plan and organise assessment
- Unit core TAAASS402A – Assess competence
- Unit core TAAASS403A – Develop assessment tools
- Unit core TAAASS404A – Participate in assessment validation

### **Delivery:**

- Unit core TAADEL401A – Plan & Organise group based delivery
- Unit elective TAADEL402A – Facilitate group-based learning
- Unit core TAADEL404A – Facilitate work –base learning

**Note: All students require access to a computer with internet.**

Computer skills required to surf the Internet, negotiate sending emails and write and save documents.

All students receive electronic templates to save time completing assessment requirements whilst on the course. This will also support students wanting to submit assessment tasks electronically. These electronic tools and templates can be used to develop further training programs.

**Duration: 7 Days (plus additional work outside of class time)**

**10, 11, 12 & 13 December 2007 &**

**30, 31 January & 1 February 2008**

**Time: 9.00am – 5.00pm**

**Cost: \$900 + GST (Subsidised by MPMSA & the Industry Training Fund)**

**Venue: MPMSAA Training Centre  
541 King St West Melbourne**