

# TAE40116 - CERTIFICATE IV IN TRAINING AND ASSESSMENT

## COURSE OUTLINE



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## TAE40116 – AN OVERVIEW OF THE UNIT

### CORE UNITS

TAEASS401	Plan assessment activities and processes
TAEASS402	Assess competence
TAEASS403	Participate in assessment validation
TAEASS502	Design and develop assessment tools
TAEDEL401	Plan, organize, and deliver group-based learning
TAEDEL402	Plan, organize, and facilitate learning in the workplace
TAEDES401	Design and develop learning programs
TAEDES402	Use training packages and accredited courses to meet client needs
TAELLN411	Address adult language, literacy, and numeracy skills

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### Elective Units

TAEASS301	Contribute to assessment
TAEASS404	Assess competence in an online environment
TAEDEL301	Provide work skill instruction
TAEDEL403	Coordinate and facilitate distance-based learning
TAEDEL404	Mentor in the workplace
TAEDEL405	Plan, organize, and facilitate online learning
TAEDEL501	Facilitate e-learning
TAELLN412	Access resources and support to address foundation skills in vocational practice
TAELLN413	Integrate foundation skills into vocational training delivery
TAETAS401	Maintain training and assessment information
TAEXDB401	Plan and implement individual support plans for learners with disability
BSBAUD411	Participate in quality audits
BSBCMM411	Make presentations
BSBHRM413	Support the learning and development of teams and individuals
BSMKG434	Promote products and services
BSBREL402	Build client relationships and business networks
BSBRES411	Analyze and present research information
TAELLN413	Integrate foundation skills into vocational training delivery
TAETAS401	Maintain training and assessment information

