

## Certificate IV in Training and Assessment TAA40104 Level One

### Our Aims

- To provide you with the required knowledge and skills to qualify you to formally train and assess at a National Level within your field of expertise.
- To provide a friendly, relaxed and comfortable learning environment.
- To support (if necessary), any special needs you may have with your learning, to the best of our ability, and to ensure your training is enjoyable and meets your specific learning needs.

### Duration of Training

4 Day Course

### Training Includes

- Workbook activities
- group interaction, brainstorming and discussion
- Role plays
- Practice time
- Group activities



### Course Content

TAADEL301C Provide training through instruction and demonstration of work skills

TAAASS401C Plan and organise assessment

TAAASS402C Assess competence

The three (3) units of competency listed above form part of the full qualification in Certificate IV in Training and Assessment TAA40104.

### What will this entitle me to do if I am successful in Level One?

If competent (meaning you have been assessed as having the required knowledge and skills) you will be qualified to

- Plan, organise and deliver group based training at National level or non accredited courses in your field of expertise.
- Plan and Organise Assessment and understand your responsibilities as a qualified assessor.
- Assess competence against a certain standard / criteria either at National level or non accredited courses.

### Location

Capable Training provides flexible training. Training can be delivered at one of our training venues or if a group/Company booking, we can deliver training on your premises.

## Assessment

TAA40104 Certificate IV in Training and Assessment is a Nationally Accredited Qualification, therefore there is a number of assessment tasks that you will be required to complete to meet the required criteria/standard. Your trainer and assessor will clearly explain the assessment process to you and support you where necessary to ensure you have a full understanding of the assessment process prior to commencing any assessment.

### Some of the assessments used to assess your competence in Level One are:

- Workbook activities
- Group scenarios
- Demonstration/Observation
- Practical exercises
- Written questionnaire

All assessments are discussed in great detail at the commencement of your course.

## Outcomes

Successful participants will receive a Statement of Attainment in:

- **TAADEL301C Provide training through instruction and demonstration of work skills**
- **TAAASS401C Plan and organise assessment**
- **TAAASS402C Assess competence**

This competency forms part of Certificate IV in TAA40104 training and assessment

## Pre-requisites

As outlined in the overall Certificate IV in training and assessment TAA40104 Information sheet.

If you would like further information please contact Capability Resources via email [admin@capres.com.au](mailto:admin@capres.com.au) or our office on 02 65 722 332.