



TAE40122 Certificate IV in Training and Assessment

Course Code: 241TAEIZN Trainer:

Delivery Mode: Online via Zoom

Class Day & Times: Monday & Wednesday – 6.00 pm - 9:30pm Dates: 6 May – 20 November 2024 (50 sessions)

Session	Date	Delivery Mode	Units Covered	Assessment Due Date
1	6 May	Zoom	Introduction to Training: BSBCMM411 Make presentations TAEDEL311 Provide work skill instruction	5 June
2	8 May	Zoom		
3	13 May	Zoom		
4	15 May	Zoom		
5	20 May	Zoom		
6	22 May	Zoom		
7	27 May	Zoom	Introduction to VET: TAEPDD401 Work effectively in the VET sector	19 June
8	29 May	Zoom		
9	3 June	Zoom		
10	5 June	Zoom		
Break Days 10 & 12 June				
11	17 June	Zoom	Introduction to Foundation Skills (LLN): TAELLN422 Use foundation skills resources, strategies and advice	10 July
12	19 June	Zoom		
13	24 June	Zoom		
14	26 June	Zoom		
15	1 July	Zoom	Assessment: TAEDES411 Use nationally recognised training products to meet vocational training needs TAEASS412 Assess competence TAEASS413 Participate in assessment validation	21 August
16	3 July	Zoom		
17	8 July	Zoom		
18	10 July	Zoom		
19	15 July	Zoom		
20	17 July	Zoom		
Break Days 22 & 24 July				
21	29 July	Zoom	Assessment: TAEDES411 Use nationally recognised training products to meet vocational training needs TAEASS412 Assess competence TAEASS413 Participate in assessment validation	21 August
22	31 July	Zoom		
23	5 August	Zoom		
24	7 August	Zoom		
25	12 August	Zoom	Delivery and Facilitation: TAEDES412 Design and develop plans for vocational training TAEDEL411 Facilitate vocational training TAEDEL412 Facilitate workplace-based training	16 October
26	14 August	Zoom		
27	19 August	Zoom		
28	21 August	Zoom		
29	26 August	Zoom		
30	28 August	Zoom		
DELIVERY PRESENTATION PREPARATION WEEK – No classes on 2 & 4 September				
31	9 September	DEL Presentation	Delivery and Facilitation: TAEDES412 Design and develop plans for vocational training TAEDEL411 Facilitate vocational training TAEDEL412 Facilitate workplace-based training	16 October
32	11 September	DEL Presentation		
33	16 September	DEL Presentation		
34	18 September	DEL Presentation		
35	23 September	DEL Presentation		
36	25 September	DEL Presentation		
37	30 September	DEL Presentation		



38	2 October	DEL Presentation		
39	7 October	Zoom	eAssessment: TAEASS404: Assess competence in an online environment	30 October
40	9 October	Zoom		
41	14 October	Zoom		
42	16 October	Zoom		
43	21 October	Zoom	eLearning: TAEDEL405 Plan, organise and facilitate online learning	4 December
44	23 October	Zoom		
45	28 October	Zoom		
46	30 October	Zoom		
Break Days 4 & 6 November				
47	11 November	Zoom	eLearning: TAEDEL405 Plan, organise and facilitate online learning	4 December
48	13 November	Zoom		
49	18 November	Zoom		
50	20 November	Zoom		
<p>This timetable and the order of units is subject to change.</p> <p>100% course attendance is required, it's essential due to the fast-paced nature of this course, group work, presentations and a significant work load. Absences will strongly impact the completion of your course and may result in the need for a full course transfer. Missing classes may result in you needing to transfer into another timetable, which will incur a transfer fee</p>				

Total Classroom time:	175 hours (excludes lunch breaks)	Suggested homework per week:	15 hours
Work Placement hours:	N/A	Final Assessment Due date:	4 December 2024

Contact Details			
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Support Services	www.msatraining.edu.au/support-services/	Parking Information	www.monash.edu/people/transport-parking/parking/visitors
Zoom Information	For sessions being held on Zoom, you will be required to download Zoom before class. Your link and password will be emailed the day before your course starts. To learn more about Zoom, please visit: https://youtu.be/DDdDspdg21o		