



TAE40122 Certificate IV in Training and Assessment

Course Code: 242TAEC Trainer: Nuzi Cader

Delivery Mode: Blended – Classroom & Online via Zoom sessions

Class Day & Times: Thursdays – 9.00 am - 4:30pm Dates: 5 September 2024 – 8 May 2025 (25 sessions)

Session	Date	Delivery Mode	Units Covered	Assessment Due Date
1	5 September	Classroom	Introduction to VET (PDD): TAEPDD401 Work effectively in the VET sector	19 September
2	12 September	Classroom	Introduction to Training (TTT): BSBCMM411 Make presentations TAEDEL311 Provide work skill instruction	17 October
3	19 September	Classroom		
4	26 September	TTT Presentation		
5	3 October	TTT Presentation		
INDEPENDENT STUDY DAY 10 October				
6	17 October	Classroom	Introduction to Foundation Skills (LLN): TAELLN422 Use foundation skills resources, strategies and advice	31 October
7	24 October	Classroom	Delivery and Facilitation (DEL): TAEDES412 Design and develop plans for vocational training TAEDEL411 Facilitate vocational training TAEDEL412 Facilitate workplace-based training	26 December
8	31 October	Classroom		
9	7 November	Classroom		
DELIVERY PRESENTATION PREPARATION WEEK – No class on 14 November				
10	21 November	DEL Presentation	Delivery and Facilitation: TAEDES412 Design and develop plans for vocational training TAEDEL411 Facilitate vocational training TAEDEL412 Facilitate workplace-based training	26 December
11	28 November	DEL Presentation		
12	5 December	DEL Presentation		
13	12 December	DEL Presentation		
Break Xmas 13 December till 12 February				
14	13 February	Classroom	Assessment (ASS): TAEDES411 Use nationally recognised training products to meet vocational training needs TAEASS412 Assess competence TAEASS413 Participate in assessment validation	3 April
15	20 February	Classroom		
16	27 February	Classroom		
17	6 March	Classroom		
18	13 March	Classroom		
19	20 March	Classroom		
20	27 March	Zoom	eLearning: TAEDEL405 Plan, organise and facilitate online learning	1 May
21	3 April	Zoom		
22	10 April	Zoom		



23	17 April	Zoom		
INDEPENDENT STUDY DAY 24 April				
24	1 May	Zoom	eAssessment: TAEASS404: Assess competence in an online environment	22 May
25	8 May	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:	22 May 2025

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	<p>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.</p> <p>To learn more about Zoom, please visit: https://youtu.be/DDdDspdq21o</p>		