



TAE40122 Certificate IV in Training and Assessment

Course Code: 242TAE EZ Trainer: Paul Hill

Delivery Mode: Online via Zoom

Class Day & Times: Mondays – 9.00 am - 4:30pm Dates: 23 September 2024 – 26 May 2025 (25 sessions)

Session	Date	Delivery Mode	Units Covered	Assessment Due Date
1	23 September	Zoom	Introduction to Training: BSBCMM411 Make presentations TAEDEL311 Provide work skill instruction	21 Oct
2	30 September	Zoom		
3	7 October	Zoom		
4	14 October	Zoom	Introduction to VET: TAEPDD401 Work effectively in the VET sector	4 Nov
5	21 October	Zoom		
6	28 October	Zoom	Introduction to Foundation Skills (LLN): TAELLN422 Use foundation skills resources, strategies and advice	25 Nov
Break Day 4 November				
7	11 November	Zoom	Introduction to Foundation Skills (LLN): TAELLN422 Use foundation skills resources, strategies and advice	25 Nov
8	18 November	Zoom	Assessment: TAEDES411 Use nationally recognised training products to meet vocational training needs TAEASS412 Assess competence TAEASS413 Participate in assessment validation	17 Feb
9	25 November	Zoom		
10	2 December	Zoom		
11	9 December	Zoom		
Break Xmas 10 December till 2 February				
12	3 February	Zoom	Assessment: TAEDES411 Use nationally recognised training products to meet vocational training needs TAEASS412 Assess competence TAEASS413 Participate in assessment validation	17 Feb
13	10 February	Zoom	Delivery and Facilitation: TAEDES412 Design and develop plans for vocational training TAEDEL411 Facilitate vocational training TAEDEL412 Facilitate workplace-based training	21 April
14	17 February	Zoom		
15	24 February	Zoom		
DELIVERY PRESENTATION PREPARATION WEEK – No class on 3 March				
Break Day 10 March				
16	17 March	DEL Presentation	Delivery and Facilitation: TAEDES412 Design and develop plans for vocational training TAEDEL411 Facilitate vocational training	21 April
17	24 March	DEL Presentation		
18	31 March	DEL Presentation		



19	7 April	DEL Presentation	TAEDEL412 Facilitate workplace-based training	
20	14 April	Zoom	eAssessment: TAEASS404: Assess competence in an online environment	12 May
Break Day 21 April				
21	28 April	Zoom	eAssessment: TAEASS404: Assess competence in an online environment	12 May
22	5 May	Zoom	eLearning: TAEDEL405 Plan, organise and facilitate online learning	9 June
23	12 May	Zoom		
24	19 May	Zoom		
25	26 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:	9 June 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	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		