Master competency map

TAE40116 Certificate IV in Training and Assessment

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Version control & document history

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Contents

About this competency map

> **The competency map (or matrix) that follows shows the relationship between the TAE40116 units and Blackwater Projects' TAE40116 materials**

The figure below shows what is covered:
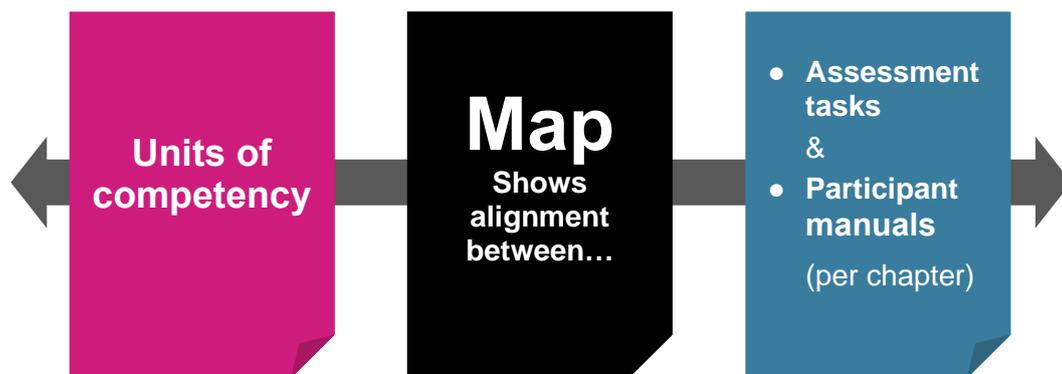
This map gives a 'big picture' of the relationship between the learning/assessment materials and the units of competency included in our TAE40116 materials. We also provide a more detailed competency map with each TAE40116 assessment tool.

How this map may help you

Use this map to help you:

- understand how the program materials and assessment tasks support each TAE40116 unit
- isolate materials and assessment tasks for individual units, if needed.

> **Key:**
> In the maps that follow, we use this square (■) symbol to indicate which segments of the participant manuals and assessment tools cover each TAE40116 unit.

Competency maps per cluster

Designing learning (DES)

Units covered in this cluster

- TAEDES401 Design and develop learning programs
- TAEDES402 Use training packages and accredited courses to meet client needs.

DES Participant manual map

Chapter		TAEDES401	TAEDES402
1	Use training packages and accredited courses to meet client needs	■	■
2	Design and develop learning programs	■	

Assessment task map

Task		TAEDES401	TAEDES402
DES KQ	DES Knowledge questions	■	■
DES Task 01	Explore and use a training package to meet client needs		■
DES Task 02	Design and develop a competency-based learning program	■	■
DES Task 03	Design and develop a learning program	■	

Address adult LLN skills (LLN)

Units covered in this cluster

TAELLN411 Address adult language, literacy and numeracy skills.

LLN Participant manual map

Chapter		TAELLN411
1	LLN and VET	■
2	Australian Core Skills Framework	■
3	Address adult LLN skills	■

LLN Assessment task map

Task		TAELLN411
LLN KQ	LLN Knowledge questions	■
LLN Tasks 01-05	Five case study-based tasks: 1. Identify the LLN skills needed to perform a work activity 2. Identify a learner's LLN needs 3. Select instructional and assessment strategies that address identified LLN needs 4. Customise learning resources 5. Work with LLN specialists	■
LLN Task 06	Address LLN needs in vocational training delivery	■

Delivering training (DEL)

Units covered in this cluster

- TAEDEL401 Plan, organise and deliver group-based learning
- TAEDEL402 Plan, organise and facilitate learning in the workplace
- BSBCMM401 Make a presentation.

DEL Participant manual map

Chapter		TAEDEL401	TAEDEL402	BSBCMM401
1	Adult learning: an introduction	■	■	
2	Training needs and objectives	■	■	■
3	Plan training sessions	■	■	■
4	Deliver training: principles of effective communication and facilitation	■	■	■
5	Plan, organise and facilitate learning in the workplace		■	
6	Plan, organise and deliver group-based learning	■		■
7	Reviewing and record-keeping	■	■	■

Addendum to the DEL Participant manual map

Chapter		TAEDEL401	TAEDEL402	BSBCMM401
1	Live, online learning	■		■

DEL Assessment task map

Task		TAEDEL401	TAEDEL402	BSBCMM401
DEL KQ	DEL Knowledge questions	■	■	■
DEL Task 01	Plan, organise and deliver one group-based learning session	■		■
DEL Task 02	Plan, organise and deliver two consecutive 40-minute group learning sessions	■		■
DEL Task 03	Plan, organise and facilitate learning in the workplace for one learner		■	
DEL Task 04	Plan, organise and facilitate learning in the workplace for one learner		■	

Workplace assessment (ASS)

Units covered in this cluster

- TAEASS401 Plan assessment activities and processes
- TAEASS402 Assess competence
- TAEASS403 Participate in assessment validation
- TAEASS502 Design and develop assessment tools.

ASS Participant manual map

Chapter		TAEASS401	TAEASS402	TAEASS403	TAEASS502
1	Introduction to competency-based assessment	■	■	■	■
2	Plan assessment activities and processes	■			
3	Design and develop assessment tools				■
4	Assess competence		■		
5	Participate in assessment validation			■	

ASS Assessment task map

Task		TAEASS401	TAEASS402	TAEASS403	TAEASS502
ASS KQ	ASS Knowledge questions	■	■	■	■
ASS Task 01	Plan assessment (RPL)	■			
ASS Task 02	Plan assessment (training-based)	■			
ASS Task 03	Validate an assessment tool			■	
ASS Task 04	Plan, design and develop an RPL assessment tool	■			■
ASS Task 05	Assess competence x2 (RPL)		■		
ASS Task 06	Validate an assessment tool			■	
ASS Task 07	Plan, design and develop an assessment tool	■			■
ASS Task 08	Assess competence x3		■		
ASS Task 09	Validate an assessment tool			■	
ASS Task 10	Plan, design and develop an assessment tool	■			■

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