



wisdom

## Certificate IV in Training & Assessment (TAE40110)



*Learn innovative training skills and assessment from industry leaders*

### Overview

This program, for which Wisdom has applied for funding under the Australian Government's Productivity Places Program (PPP), is designed for anyone with a strong interest in learning and development who wants to gain a nationally recognised qualification in training and assessment.

The program is open for registration for full fee-paying participants who are not eligible to receive PPP funding.

Wisdom is a multi-award winning training provider and offers this innovative Certificate IV in Training and Assessment program for participants who want to learn from the training industry leaders. Wisdom is the only private Registered Training Organisation (RTO) to be accredited with Training Excellence – Gold under the Australian Quality Training Framework (AQTF) Training Excellence Criteria and also was awarded as the ACT Small RTO of the Year in 2010 and a finalist in 2011. Wisdom trainers are recognised as innovative and high quality trainers and this program provides the opportunity for participants to learn from the learning leaders!

### Benefits

- Achieve a nationally recognised qualification.
- Provides a pathway to higher level qualifications in the TAE10 Training Package.
- Develop transferable training and assessment skills.
- Share experiences and knowledge with other participants, potentially building key relationships.
- Directly improve training and assessment practices by using workplace examples in activities and assessments.
- Learn from experienced facilitators who will share their expertise in training and assessment and work closely with you to achieve your qualification.

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**Qualification**

To achieve the Certificate IV in Training and Assessment (TAE40110) you must meet the evidence requirements for ten units of competency:

Stream A – Assessment and Training Packages

- TAEASS301B Contribute to Assessment
- TAEASS401B Plan assessment activities and processes
- TAEASS402B Assess competence
- TAEASS403B Participate in assessment validation
- TAEDES402A Use Training Packages and accredited courses to meet client needs

Stream B – Design and Delivery of Learning

- TAEDES401A Design and develop learning programs
- TAEDEL301A Provide work skill instruction
- TAEDEL401A Plan, organise and deliver group based learning
- TAEDEL402A Plan, organise and facilitate learning in the workplace
- TAEDEL404A Mentor in the workplace

Wisdom will guide you through these units using leading edge methods to create a fun and focused learning environment.

Wisdom facilitators will guide you through these units, sharing their expertise and utilising leading edge methodologies to create a fun and focused learning environment.

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**Commitment**

The face-to-face commitment to complete this qualification is a total of 9.5 days delivered in a combination of full and half-day workshops delivered over a four-month period, with the first intake commencing in March 2012. Additional online and work based activities will also be required.

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**Recognition of Prior Learning (RPL)**

Wisdom offers all prospective learners for the Certificate IV in Training and Assessment (TAE40110) Recognition of Prior Learning (RPL).

RPL is an assessment process that recognises current skills and experience gained from work, life experience, or formal study.

The assessment process will involve you collecting evidence against the requirements of the units of competency. Your assessor will support you to gather this evidence and will then examine the evidence you provide to prove you have the necessary knowledge and skills for RPL.

Your evidence can include

- samples of work, projects and materials
- third party input from managers and/or peers
- written reports
- interviews with your assessor.

For further details on how you can initiate the RPL process, please call our team on 02 6257 8588.

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**Cost**

The full face-to-face delivery participant fee for this program is \$3,950. The fee for recognition of prior learning (RPL) for this qualification is \$240 per unit of competency.

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**The Wisdom experience**

At Wisdom you get more than a qualification – you get the Wisdom experience.

Wisdom applies an active, learner-centred model, underpinned by contemporary adult learning theory. As a result the focus is always on ensuring the learning:

- can be directly related back to your workplace
- has the flexibility to meet your needs
- involves interactive activities such as group discussions, case studies and scenarios.

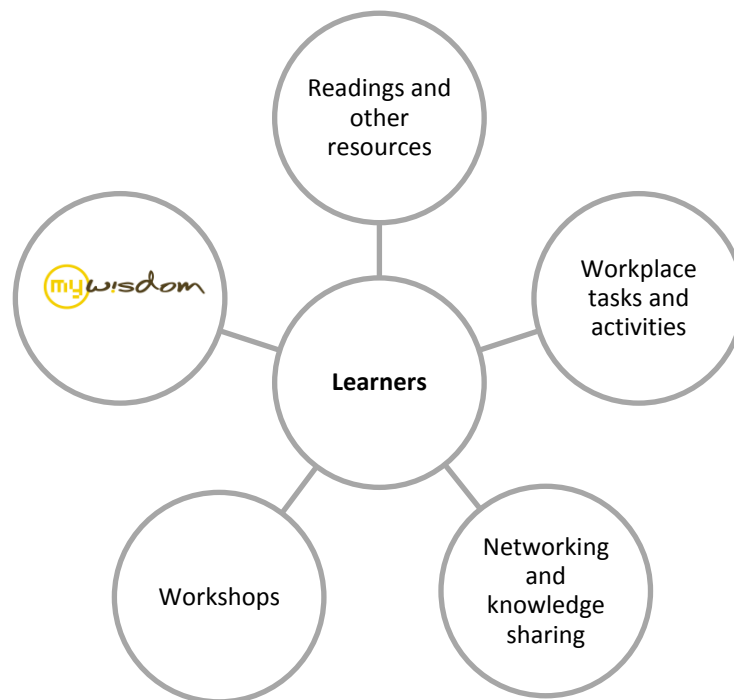
To support your learning Wisdom provides:

- access to experienced facilitators who support you throughout the qualification
- prompt and friendly administrative support
- a comprehensive manual
- workshop materials and resources
- useful readings, handouts and links
- gourmet catering for each workshop
- easy access to parking.

The face-to-face delivery can be held at Wisdom's state-of-the art learning centre at Fairbairn in the airport precinct. The centre offers a spacious, quality learning environment for a true change from day-to-day business.

## Learning Model

Certificate IV in Training and Assessment program applies accelerated learning techniques using the Wisdom Way Learning Model. Benefits of the model include sharing of knowledge and experience, immediate application of learning and support and assistance from qualified, experienced facilitators.



Learning activities can include:

- **Workshops:** Structured learning sessions that provide the key content of the program and a range of learning activities.
- **myWISDOM:** The Wisdom virtual learning environment ‘myWISDOM’ is an online learning space that provides participants with the opportunity to collaborate, share links and resources and reflect upon and discuss their learning journey.
- **Networking and knowledge sharing:** Participants enhance learning through sharing knowledge, experience and resources within and outside learning groups and workshops. Wisdom assists and encourages participants to network to augment learning and knowledge sharing and the development of business networks and collaborative professional relationships.
- **Readings and other resources:** Participants are provided with resources that underpin learning and supplement the depth and breadth of the program’s content. Readings and resources will reflect contemporary theories, models, best practice guidelines.
- **Workplace tasks and activities:** Participants undertake a range of practical tasks and activities relevant to modern organisations. These tasks and activities will form the majority of the assessment requirements for the program.

## Interested?

To find out more about this program, please contact our friendly team on **02 6257 8588** or email [info@wisdomlearning.com.au](mailto:info@wisdomlearning.com.au).

**Certificate IV in  
Training and  
Assessment\***

\*please note this  
schedule is subject  
to change

Event	Date	Time
Introductory Session	Tuesday 20 March 2012	6:00pm - 7:00pm
Assessment Workshop	Tuesday 27 March 2012	9:00am - 4:30pm
Assessment Workshop	Tuesday 3 April 2012	9:00am - 4:30pm
myWISDOM	Tuesday 10 April 2012	No attendance at the Wisdom Learning Centre required
Assessment Workshop	Tuesday 17 April 2012	9:00am - 4:30pm
Assessment Workshop	Tuesday 24 April 2012	9:00am - 12:30pm
Design Workshop	Tuesday 1 May 2012	9:00am - 4:30pm
myWISDOM	Tuesday 8 May 2012	No attendance at the Wisdom Learning Centre required
Design Workshop	Tuesday 15 May 2012	9:00am - 12:30pm
Design Workshop	Tuesday 22 May 2012	9:00am - 12:30pm
Design Workshop	Tuesday 29 May 2012	9:00am - 4:30pm
myWISDOM	Tuesday 5 June 2012	No attendance at the Wisdom Learning Centre required
Delivery Workshop	Tuesday 12 June 2012	9:00am - 4:30pm
Delivery Workshop	Tuesday 19 June 2012	9:00am - 4:30pm
Delivery Workshop	Tuesday 26 June 2012	9:00am - 4:30pm