



Certificate IV Training & Assessment

Our online classroom training is fast and affordable and the qualifications are recognised in PNG and Australia.

COURSE DESCRIPTION

Are there times when you feel like you are the teacher in the workplace? You have contained all this knowledge and are bursting to release it. Would you like to become this person?

On completion of the Certificate TAA - Training and Assessment you will be qualified to take a role as a trainer/assessor or even a teacher, spreading your knowledge to the world. Maybe you want to deliver training and assessment programs into your workplace, developing and improving the skills of your employees.

The newly endorsed Certificate IV in Training and Assessment contains a different and more exciting structure than the previous qualification the Certificate IV in Assessment and Workplace Training.

Daltron Online Training courses are workplace based, allowing you to use your existing knowledge as part of the course assessment. This means you can complete the course quickly and easily if you have the industry experience behind you.

Each unit of the course is filled with interesting real life case studies, interactive activities, templates, glossaries and many more learning tools that will allow you to have an entertaining learning experience.

COURSE STRUCTURE

You are required to complete 14 units of study:

- Unit 1 Work effectively in vocational education and training
- Unit 2 Foster and promote an inclusive learning culture
- Unit 3 Ensure a healthy and safe learning environment
- Unit 4 Use Training Packages to meet client needs
- Unit 5 Design and develop learning programs
- Unit 6 Plan and organise group-based delivery
- Unit 7 Facilitate individual learning
- Unit 8 Facilitate work-based learning
- Unit 9 Plan and organise assessment
- Unit 10 Assess competence
- Unit 11 Develop assessment tools
- Unit 12 Participate in assessment validation
- Unit 13 Facilitate group-based learning
- Unit 14 Develop teams and individuals

LENGTH OF COURSE

Total nominal hours: 260 hrs

*Valid for 12 months. Any extra hours of computer use required to complete the course after the 12 months will have to be paid for.

INTAKES/DELIVERY MODE

You can start the course at anytime - there are no semester dates to wait for.

PREREQUISITES

Sufficient literacy skills and numeracy skills to complete the course. Basic computer literacy. If you do not have basic computer literacy, our training administrators can recommend a basic course for you to take to upgrade your skills.

ADDITIONAL INFORMATION

What is ONLINE CLASSROOM TRAINING?

Online classroom training is the facilitation of online courses in a classroom environment. All course material is online but the classroom environment offers the opportunity to those without access to IT equipment to participate in the courses. A classroom session can have students doing various types of courses at the same time and a facilitator is available to offer support.

Classroom sessions will be booked in line with our computer booking policy. Daltron Training has plans in the near future to expand to full online training that will be available for people wishing to study in the workplace or at home.

Recognised Prior Learning

Recognised prior learning and work experience can be used as credits towards any of the courses. If you have previously studied a unit in the course you are taking or have work experience in one or more of the units then you can request a RPL assessment. A full assessment will be conducted before any credits are awarded.

Computer Booking Policy

The computer booking policy refers to the allocation of the use of computers. The use of computers will be scheduled to ensure that each student has sufficient time to complete the course. The maximum time of computer use each day is three (3) hours.

Training will assess the type of course the student is taking and their current situation when creating a computer usage schedule to accommodate the requirements of each student.

Bookings time is 8.00 - 5.00 Monday - Friday 8.30 - 11.30 Saturday

for further information

email: training@daltron.com.pg

or call: 302 2151 / 302 2154 / 302 2157

facsimile: 302 4269