

Info Pack

TAE40116

Address Adult Language, Literacy And Numeracy Skills



Duration

0-1 day workshop
plus self-paced activities



Entry Requirements

Yes



Delivery

Live Class, Blended
learning, Online or RPL



Accreditation

This is a nationally recognised
unit derived from a qualification

Designed to provide educators with the skills to analyse course content and assess students against the core skills in the Australian Core Skills Framework. It also addresses support strategies, and training and assessment techniques that can be used to assist learners. It is a core unit of TAE40116 Certificate IV in Training and Assessment.

Who is this for?

This unit is ideal for anyone who helps people learn - teachers, trainers, teacher aides and tutors. Some candidates may wish to use this skill set as the entry point for the full TAE40116 Certificate IV in Training and Assessment.

What You'll Learn

When you finish this course, you'll be able to:

- Analyse units of competence to determine ACSF levels
- Assess students using standardised ACSF testing instruments
- Identify and access support services
- Provide language, literacy and numeracy support to students

Career Opportunities

This course is designed for people who are or wish to become a:

- Enterprise/workplace trainer
- Registered training organisation (RTO) trainer and assessor
- Training adviser or training needs analyst
- Vocational education teacher
- Adult educator

Entry Requirements

- Have access to a VET training environment to complete post course assessments where required (if undertaken online).
- Have access to a mentor who holds TAE40116 Certificate IV in Training or Assessment or a higher level adult education qualification (if undertaken online).
- It is advantageous to have some expertise in education, training or learning.

Delivery Options

1. Live Class

- Group workshop with a trainer to support and guide you through activities. Ask us for scheduled course dates at locations convenient to you.
- We can also come to your workplace and deliver a customised program to meet your workplace needs (Minimum numbers apply. Contact us to discuss your particular needs).

2. Blended Learning

This is a flexible and efficient way to complete your qualification. It may include live classes, online study, self-paced activities and webinars.

3. Online

The entire course is offered electronically through Uplearn - our Learning Management System.

4. Recognition of Prior Learning (RPL)

Recognition of Prior Learning is the process that is used to recognise the skills and knowledge you have acquired through personal and work experience - the "University of Life". The evidence you provide is matched to a complete qualification where possible or alternatively, to part of a qualification. A successful RPL application means that you could receive certification without further study or may be able to fast track through a qualification. Please contact us to organise an individual assessment of your current knowledge and skills.

Duration

You have 3 months from course commencement to complete this unit of competence.

Course Outline

To complete this course you must demonstrate competency in a total of 1 unit.

Units of Competency	Core/ Elective
TAELLN411 Address adult language, literacy and numeracy skills	Core

Course Materials

Your learning resources will include:

- Training Manual
- Resource Library containing document templates, samples, fact sheets and explainer videos
- Access to live and recorded webinars and online discussion forums
- Access to the Uplearn Learning Management System

You will also be able to access our "Homework Club" tutorials and individual support calls.

Technology Requirements

During your studies, you will need access to the following:

- Computer with compatible operating system (Windows 8 or higher, Mac)
- Printer, scanner and phone
- Current web browser (Chrome, Safari or Firefox)
- Email address and stable Internet connection access (with a reliable speed of at least 5mbps)
- Microsoft Office - including Word, Excel and PowerPoint
- Adobe reader

Assessment

Assessment is a combination of:

- Knowledge questions
- Case studies and Projects
- Practical Activities

Further Training Options

If you successfully complete this unit of competence you could continue your studies in higher level adult education qualifications within the VET or university sectors. These might include:

[TAE40116 Certificate IV in Training and Assessment](#)

Fee Information

Please see our full Fee Schedule for information about unit costs (where applicable), RPL fees and Refund Policy.

Live Class	Blended	Online	RPL
As negotiated with group	\$300	\$300	\$300



Step into your future