

TAE40110 – NEW Certificate IV in Training and Assessment

Public Courses – 2011



Public Courses – Individual Service

Over the past five years, Lotus Performance Management has worked with industry leaders to develop customised Certificate IV in Training and Assessment programs. Until now, these programs have been run in-house for organisations on a business-to-business basis.

We would like to extend our offer to the public for 2011, opening our programs to workers from various organisations.

Participants in Western Australia can now share best practices in Training and Assessment, learn from each other and return significant improvements to their own companies.

Our new approach maintains an individual focus by including:

- learner-relevant examples
- easy-to-use templates
- plain English instructions
- work-based projects

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Course Structure

New Units – New Design

Part 1 - Coaching at Work – 2 Days - \$630

- ✓ TAEDEL402A Plan, organise & facilitate learning in the workplace
- ✓ TAEDEL301A Provide work skill instruction

Part 2 - Training Small Groups – 3 Days - \$780

- ✓ TAEDEL401A Plan, organise and deliver group-based learning
- ✓ BSBCMM401A Make a presentation

Part 3 - Workplace Assessing – 3 Days - \$780

- ✓ TAEASS401A Plan assessment activities and processes
- ✓ TAEASS402A Assess competence
- ✓ TAEASS403A Participate in assessment validation

Part 4 - Developing Learning Plans – Self Paced - \$275

- ✓ TAEDES401A Design and develop learning programs

A combination of the training clusters above also includes the following units, which are gradually trained and assessed throughout the entire program:

- ✓ TAEDES402A Use training packages and accredited courses to meet client needs
- ✓ TAETAS401A Maintain training and assessment information

The face-to-face components of the course are supported by online materials, discussions and coaching sessions, which can be accessed by course participants between workshops!



The new Certificate IV in Training and Assessment is made up of 10 units of competency.

That means you're only paying around \$245 per unit 😊....

Even less if you book two or more people onto the course!

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Course Dates

FREE

12 month membership to the Australian Institute of Training and Development when you enrol in the entire course.

Group Discounts

Discounts apply when you enrol two or more people onto the entire Certificate IV in Training & Assessment!

1st participant – regular price

2nd – 5th participant – 5% off – save over \$120 per person

6th - 9th participant – 10% off – save over \$245 per person

10th + participant – 15% off – save over \$365 per person



2011 Perth

Part 1 - Coaching at Work..... 8 & 9 February
Part 2 - Training Small Groups 22, 23 Feb & 4 March
Part 3 - Workplace Assessing..... 14, 15 & 16 March
Part 4 – Developing Learning PlansSelf Paced

2011 Bunbury

Part 1 - Coaching at Work..... 15 & 16 February
Part 2 - Training Small Groups 1, 2 & 8 March
Part 3 - Workplace Assessing..... 22, 23, 24 March
Part 4 - Developing Learning PlansSelf Paced

TAE40110 – Certificate IV in Training and Assessment

Hold on to your seats with just \$100 down!



Phone 08 9278 2581

Email train@lotuspm.com.au

Reserve places on the following workshops (please tick):

PERTH

- Part 1 - Coaching at Work 8 & 9 February
- Part 2 - Training Small Groups.....22, 23 Feb & 4 March
- Part 3 - Workplace Assessing 14, 15 & 16 March
- Part 4 - Developing Learning Plans.....Self Paced

BUNBURY

- Part 1 - Coaching at Work 15 & 16 February
- Part 2 - Training Small Groups.....1, 2 & 8 March
- Part 3 - Workplace Assessing 22, 23, 24 March
- Part 4 - Developing Learning Plans.....Self Paced

COMPANY DETAILS
Company Name:
Company address:
Number of places:
Reserved by:
Work Phone:
Email:

Once this reservation has been processed, you will receive an invoice for the total deposit amount (\$100 per person/workshop).

On payment of the deposit amount, we will confirm your booking.

Lotus Performance Management reserves the right to cancel a course if minimum participant numbers are not met. If the course is cancelled, deposits will be returned in full.

Deposits are unable to be refunded in the case of client cancellation, less than 6 weeks prior to course commencement.

Fax this page to reserve your places - (08) 9278 2525