



Australian Government

Department of Education, Employment
and Workplace Relations



Training and Education

Training Package

TAE10

mapping to previous version
and
Skills Sets

Contents

| | |
|---|----|
| Changes to the Training Package with this release | 3 |
| Changes to the qualifications | 3 |
| Mapping of qualifications | 4 |
| Mapping of native units of competency | 5 |
| Mapping of imported units | 9 |
| Skill Sets in this training package..... | 13 |
| Assessor Skill Set..... | 13 |
| Enterprise trainer Skill Set | 13 |
| Enterprise trainer and assessor Skill Set | 13 |
| Sustainable practice Skill Set | 14 |
| Workplace supervisor | 14 |

Changes to the Training Package with this release

TAE10 Training and Education Training Package represents an evolution, much like that which occurred with the update of TAA04 from BSZ98. TAE10, in conjunction with TAA50104 Diploma of Training and Assessment contained in the companion TAA04 Training and Assessment Training Package, now represents a framework of qualifications catering for those who operate across the breadth of the professional levels of VET.

Certificate IV in Training and Assessment has been reviewed and the revised qualification TAE40110 contains changes that reflect improvements as a consequence of the extensive delivery over the past six years, consideration of current best practice, and editing of content intended to place the units into an appropriate context.

Two new qualifications at the vocational graduate level have been introduced to the package in language, literacy and numeracy reflecting the need for professional development in this area.

Four qualifications have been relocated from BSB07 Business Services Training Package, that focus on management (learning) and international education services. TAE10 Training and Education Training Package is considered to be a more appropriate location for these qualifications and their presence represents a logical complement to the career pathways for professional career development in VET.

Changes to the qualifications

The only qualification to change significantly in this Training Package is TAE40110 Certificate IV in Training and Assessment. This has seen a number of changes reflecting stakeholder and user feedback on the structure and unit design of the previous TAA40104 qualification. In particular, the group of 'learning environment' units has been removed from the suite with the relevant elements, range statements, required skills and knowledge, and critical aspects of evidence included into a number of the other units in TAE40110.

The units *TAADEL401B Plan and organise group-based delivery* and *TAADEL402B Facilitate group-based learning* have been consolidated into a single, more coherent unit reflecting the underlying intent of both these units: *TAEDEL401A Plan, organise and deliver group-based learning*. Similarly, *TAADEL403B Facilitate individual learning* and *TAADEL404B Facilitate work-based learning* have been merged to become *TAEDEL402A Plan, organise and facilitate learning in the workplace*. Both *TAEDEL401A* and *TAEDEL402A* are core units in TAE40110 Certificate IV in Training and Assessment, and address a range of issues around the skills required to deliver training and assessment in a range of contexts to a range of audiences – from workplaces to classrooms, one-on-one facilitation to large group delivery.

TAAASS401C Plan and organise assessment has been enhanced and is now represented by *TAEASS401A Plan assessment activities and processes*, which includes in particular developing simple assessment tools.

TAAASS403B Develop assessment tools has been enhanced and added to the Diploma and has also been made available as an elective in TAE40110 as *TAEASS502A Design and develop assessment tools*. Distinction has been made between assessment tools and instruments to make the differences clearer. It is seen to be a better fit at diploma level.

Mapping of qualifications

| Code and title of TAE10 qualification | Code and title of related TAA04 qualification | Comments in relation to previous version of this Training Package |
|--|--|---|
| TAE40110 Certificate IV in Training and Assessment | TAA40104 Certificate IV in Training and Assessment | Revised qualification – outcomes deemed as equivalent to TAA40104 |
| TAE50310 Diploma of International Education Services | BSB50907 Diploma of International Education Services | Same qualification – relocated from BSB07 |
| TAE70110 Vocational Graduate Certificate in Adult Language, Literacy and Numeracy Practice | | New qualification |
| TAE70210 Vocational Graduate Certificate in Management (Learning) | BSB70108 Vocational Graduate Certificate in Management (Learning) | Same qualification – relocated from BSB07 |
| TAE70310 Vocational Graduate Certificate in International Education Services | BSB70207 Vocational Graduate Certificate in International Education Services | Same qualification – relocated from BSB07 |
| TAE80110 Vocational Graduate Diploma of Adult Language, Literacy and Numeracy Leadership | | New qualification |
| TAE80210 Vocational Graduate Diploma of Management (Learning) | BSB80108 Vocational Graduate Diploma of Management (Learning) | Same qualification – relocated from BSB07 |

Mapping of native units of competency

| Code and title of TAE10 unit | Code and title of related TAA04 unit(s) | Equivalent | Comments in relation to previous version of this Training Package |
|--|---|------------|--|
| TAEASS301A Contribute to assessment | TAAASS301C Contribute to assessment | E | Re-written unit |
| TAEASS401A Plan assessment activities and processes | TAAASS401C Plan and organise assessment | N | Unit enhanced to include a new element on developing simple assessment tools |
| TAEASS402A Assess competence | TAAASS402C Assess competence | E | Re-written unit |
| TAEASS403A Participate in assessment validation | TAAASS404B Participate in assessment validation | E | Re-written unit |
| TAEASS502A Design and develop assessment tools | TAAASS403B Develop assessment tools | N | Unit enhanced to make the distinction between tools and instruments clearer – provides a better fit at diploma level |
| TAEDEL301A Provide work skill instruction | TAADEL301C Provide training through instruction and demonstration of work skills | E | Re-written unit |
| TAEDEL401A Plan, organise and deliver group-based learning | TAADEL401B Plan and organise group-based delivery TAADEL402B Facilitate group-based learning | E | Units merged and content re-written |
| TAEDEL402A Plan, organise and facilitate learning in the workplace | TAADEL403B Facilitate individual learning TAADEL404B Facilitate work-based learning | E | Units merged and content re-written |
| TAEDEL403A Coordinate and facilitate distance-based learning | TAADEL405B Coordinate and facilitate distance-based learning | E | Re-written unit |
| TAEDEL404A Mentor in the workplace | Nil | | New unit – no equivalent in TAA04 |
| TAEDEL501A Facilitate e-learning | TAADEL501B Facilitate e-learning | E | Re-written unit |
| TAEDES401A Design and develop learning programs | TAADES402B Design and develop learning programs | N | Rewritten unit – incorporates some elements of ENV units |
| TAEDES402A Use training packages and accredited | TAADES401B Use Training Packages to meet client | N | Rewritten unit – incorporates some elements of |

| Code and title of TAE10 unit | Code and title of related TAA04 unit(s) | Equivalent | Comments in relation to previous version of this Training Package |
|---|---|------------|--|
| courses to meet client needs | needs | | ENV units |
| TAEEDU401A Coordinate provision of pastoral care services to international students | Nil | E | Same as BSBEDU401A – unit associated with the relocation of BSB07 qualifications |
| TAEEDU501A Facilitate international education compliance | Nil | E | Same as BSBEDU501A – unit associated with the relocation of BSB07 qualifications |
| TAEEDU502A Manage international education issues and incidents | Nil | E | Same as BSBEDU502A – unit associated with the relocation of BSB07 qualifications |
| TAEEDU503A Manage international student recruitment and selection | Nil | E | Same as BSBEDU503A – unit associated with the relocation of BSB07 qualifications |
| TAEEDU504A Manage international education and training processes | Nil | E | Same as BSBEDU504A – unit associated with the relocation of BSB07 qualifications |
| TAEEDU505A Manage international client accommodation services | Nil | E | Same as BSBEDU505A – unit associated with the relocation of BSB07 qualifications |
| TAEEDU506A Facilitate international education events and programs | Nil | E | Same as BSBEDU506A – unit associated with the relocation of BSB07 qualifications |
| TAEEDU507A Manage transnational offshore education programs | Nil | E | Same as BSBEDU507A – unit associated with the relocation of BSB07 qualifications |
| TAEEDU508A Manage international education financial and administrative processes | Nil | E | Same as BSBEDU508A – unit associated with the relocation of BSB07 qualifications |
| TAEEDU509A Use information to enhance international education work role performance | Nil | E | Same as BSBEDU509A – unit associated with the relocation of BSB07 qualifications |
| TAEEDU701A Investigate current trends in internationalisation of education | Nil | E | Same as BSBEDU701A – unit associated with the relocation of BSB07 qualifications |
| TAEEDU702A Develop international onshore education programs and projects | Nil | E | Same as BSBEDU702A – unit associated with the relocation of BSB07 qualifications |
| TAEEDU703A Establish transnational offshore education initiatives | Nil | E | Same as BSBEDU703A – unit associated with the relocation of BSB07 qualifications |
| TAEEDU704A Conduct applied international education research | Nil | E | Same as BSBEDU704A – unit associated with the relocation of BSB07 qualifications |
| TAELED703A Implement improved learning practice | Nil | E | Same as BSBLED703A – unit associated with the |

| Code and title of TAE10 unit | Code and title of related TAA04 unit(s) | Equivalent | Comments in relation to previous version of this Training Package |
|---|---|------------|--|
| | | | relocation of BSB07 qualifications |
| TAELED704A Review enterprise e-learning systems and solutions implementation | Nil | E | Same as BSBLED704A – unit associated with the relocation of BSB07 qualifications |
| TAELLN401A Address adult language, literacy and numeracy skills | TAALLN401B Address language, literacy and numeracy issues within learning and assessment practice | E | Re-written unit |
| TAELLN501A Support the development of adult language, literacy and numeracy skills | Nil | | New unit – no equivalent in TAA04 |
| TAELLN701A Analyse and apply adult literacy teaching practices | Nil | | New unit – no equivalent in TAA04 |
| TAELLN702A Analyse and apply adult numeracy teaching practices | Nil | | New unit – no equivalent in TAA04 |
| TAELLN703A Develop English language skills of adult learners | Nil | | New unit – no equivalent in TAA04 |
| TAELLN704A Implement and evaluate delivery of adult language, literacy and numeracy skills | Nil | | New unit – no equivalent in TAA04 |
| TAELLN705A Design and conduct pre-training assessment of adult language, literacy and numeracy skills | Nil | | New unit – no equivalent in TAA04 |
| TAELLN706A Lead the delivery of adult language, literacy and numeracy support services | Nil | | New unit – no equivalent in TAA04 |
| TAELLN801A Analyse policy and formulate strategic language, literacy and numeracy response | Nil | | New unit – no equivalent in TAA04 |
| TAELLN802A Research and implement new adult language, literacy and numeracy practices | Nil | | New unit – no equivalent in TAA04 |
| TAELLN803A Formulate workplace strategy for adult language, literacy and numeracy skill development | Nil | | New unit – no equivalent in TAA04 |
| TAELLN804A Design programs to develop adult language, literacy and numeracy skills | Nil | | New unit – no equivalent in TAA04 |
| TAELLN805A Formulate strategy for adult language, | Nil | | New unit – no equivalent in TAA04 |

| Code and title of TAE10 unit | Code and title of related TAA04 unit(s) | Equivalent | Comments in relation to previous version of this Training Package |
|---|--|------------|--|
| literacy and numeracy skill development in a community program | | | |
| TAELLN806A Initiate, develop and evaluate adult language, literacy and numeracy resources | Nil | | New unit – no equivalent in TAA04 |
| TAELLN807A Design, implement and evaluate an adult language, literacy and numeracy professional development program | Nil | | New unit – no equivalent in TAA04 |
| TAESUS501A Analyse and apply sustainability skills to learning programs | Nil | | New unit – no equivalent in TAA04 |
| TAETAS401A Maintain training and assessment information | TAATAS401B Maintain information requirements of training and/or assessment organisations | E | Re-written unit |
| TAETAS501A Undertake organisational training needs analysis | Nil | E | Same as TAATAS501B – unit associated with the relocation of BSB07 qualifications |
| Nil | TAAENV401B Work effectively in vocational education and training | | Unit deleted and relevant content included in TAEDES401A and TAEDES402A |
| Nil | TAAENV402B Foster and promote an inclusive learning culture | | Unit deleted and relevant content included in TAEDES401A and TAEDES402A |
| Nil | TAAENV403B Ensure a healthy and safe learning environment | | Unit deleted and relevant content included in TAEDES401A and TAEDES402A |
| Nil | TAAENV404B Develop innovative ideas at work | | Unit deleted |

Mapping of imported units

| Code and title of TAE10 unit | Code and title of related TAA04 unit(s) | Equivalent | Comments in relation to previous version of this Training Package |
|--|---|------------|---|
| BSBAUD402B Participate in a quality audit | BSBAUD402B Participate in a quality audit | E | Same unit |
| BSBCMM401A Make a presentation | BSBCMM401A Make a presentation | E | Same unit |
| BSBCOM501B Identify and interpret compliance requirements | Nil | E | Unit associated with the relocation of BSB07 qualifications |
| BSBCUS501A Manage quality customer service | Nil | E | Unit associated with the relocation of BSB07 qualifications |
| BSBDIV701A Develop cross cultural communication and negotiation strategies | Nil | E | Unit associated with the relocation of BSB07 qualifications |
| BSBFIM501A Manage budgets and financial plans | Nil | E | Unit associated with the relocation of BSB07 qualifications |
| BSBFIM701A Manage financial resources | Nil | E | Unit associated with the relocation of BSB07 qualifications |
| BSBHRM505A Manage remuneration and employee benefits | Nil | E | Unit associated with the relocation of BSB07 qualifications |
| BSBIND302A Work effectively in the international education services industry | Nil | E | Unit associated with the relocation of BSB07 qualifications |
| BSBINM501A Manage an information or knowledge management system | Nil | E | Unit associated with the relocation of BSB07 qualifications |
| BSBINN501A Establish systems that support innovation | Nil | E | Unit associated with the relocation of BSB07 qualifications |
| BSBINN502A Build and sustain an innovative work environment | Nil | E | Unit associated with the relocation of BSB07 qualifications |
| BSBINN601A Manage organisational change | Nil | E | Unit associated with the relocation of BSB07 qualifications |
| BSBINN801A Lead innovative thinking and practice | Nil | E | Unit associated with the relocation of BSB07 qualifications |
| BSBITB701A Implement advanced electronic | Nil | E | Unit associated with the relocation of BSB07 |

| Code and title of TAE10 unit | Code and title of related TAA04 unit(s) | Equivalent | Comments in relation to previous version of this Training Package |
|---|--|------------|---|
| technologies | | | qualifications |
| BSBLED401A Develop teams and individuals | BSBLED401A Develop teams and individuals | E | Same unit |
| BSBLED501A Develop a workplace learning environment | Nil | E | Unit associated with the relocation of BSB07 qualifications |
| BSBLED701A Lead personal and strategic transformation | Nil | E | Unit associated with the relocation of BSB07 qualifications |
| BSBLED702A Lead learning strategy implementation | Nil | E | Unit associated with the relocation of BSB07 qualifications |
| BSBLED705A Plan and implement a mentoring program | Nil | E | Unit associated with the relocation of BSB07 qualifications |
| BSBLED706A Plan and implement a coaching strategy | Nil | E | Unit associated with the relocation of BSB07 qualifications |
| BSBLED707A Establish career development services | Nil | E | Unit associated with the relocation of BSB07 qualifications |
| BSBLED708A Conduct a career development session | Nil | E | Unit associated with the relocation of BSB07 qualifications |
| BSBLED709A Identify and communicate trends in career development | Nil | E | Unit associated with the relocation of BSB07 qualifications |
| BSBLED710A Develop human capital | Nil | E | Unit associated with the relocation of BSB07 qualifications |
| BSBMGT502B Manage people performance | Nil | E | Unit associated with the relocation of BSB07 qualifications |
| BSBMGT516A Facilitate continuous improvement | Nil | E | Unit associated with the relocation of BSB07 qualifications |
| BSBMGT616A Develop and implement strategic plans | Nil | E | Unit associated with the relocation of BSB07 qualifications |
| BSBMKG413A Promote products and services | BSBMKG413A Promote products and services | E | Same unit |
| BSBMKG513A Promote products and services to international markets | Nil | E | Unit associated with the relocation of BSB07 qualifications |

| Code and title of TAE10 unit | Code and title of related TAA04 unit(s) | Equivalent | Comments in relation to previous version of this Training Package |
|---|---|------------|---|
| BSBMKG516A Profile international markets | Nil | E | Unit associated with the relocation of BSB07 qualifications |
| BSBOHS509A Ensure a safe workplace | Nil | E | Unit associated with the relocation of BSB07 qualifications |
| BSBPMG510A Manage projects | Nil | E | Unit associated with the relocation of BSB07 qualifications |
| BSBPMG609A Direct procurement and contracting for a project program | Nil | E | Unit associated with the relocation of BSB07 qualifications |
| BSBREL402A Build client relationships and business networks | Nil | E | Unit associated with the relocation of BSB07 qualifications |
| BSBREL501A Build international client relationships | Nil | E | Unit associated with the relocation of BSB07 qualifications |
| BSBREL502A Build international business networks | Nil | E | Unit associated with the relocation of BSB07 qualifications |
| BSBREL701A Develop and cultivate collaborative partnerships and relationships | Nil | E | Unit associated with the relocation of BSB07 qualifications |
| BSBRES401A Analyse and present research information | Nil | E | Unit associated with the relocation of BSB07 qualifications |
| BSBRES801A Initiate and lead applied research | Nil | E | Unit associated with the relocation of BSB07 qualifications |
| BSBWOR401A Establish effective workplace relationships | Nil | E | Unit associated with the relocation of BSB07 qualifications |
| CHCCS405A Work effectively with culturally diverse clients and co workers | Nil | E | Unit associated with the relocation of BSB07 qualifications |
| CHCORG14B Manage a service organisation | Nil | E | Unit associated with the relocation of BSB07 qualifications |
| PSPHR616A Manage performance management system | Nil | E | Unit associated with the relocation of BSB07 qualifications |
| PSPMNGT614A Facilitate knowledge management | Nil | E | Unit associated with the relocation of BSB07 qualifications |

| Code and title of TAE10 unit | Code and title of related TAA04 unit(s) | Equivalent | Comments in relation to previous version of this Training Package |
|--|--|------------|---|
| TAAASS501B Lead and coordinate assessment systems and services | TAAASS501B Lead and coordinate assessment systems and services | E | Same unit |
| TAADES502B Design and develop learning resources | TAADES502B Design and develop learning resources | E | Same unit |

Skill Sets in this training package

Assessor Skill Set

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|---|--|
| Target Group | Individuals wishing to obtain the assessment competencies to assess according to AQTF requirements. |
| Units | <p>TAEASS401A Plan assessment activities and processes</p> <p>TAEASS402A Assess competence</p> <p>TAEASS403A Participate in assessment validation</p> |
| Pathway | The TAEASS units provide credit towards TAE40110 Certificate IV in Training and Education. |
| Suggested form of words for Statement of Attainment | These units from TAE10 Training and Education Training Package when used with relevant vocational competencies meet industry requirements for assessors. |

Enterprise trainer Skill Set

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|---|---|
| Target Group | Individuals who train others within a workplace. The training may be accredited or non-accredited. The role may involve some coaching at individual or small group level. |
| Units | <p>TAEDEL301A Provide work skill instruction</p> <p>BSBCMM401A Make a presentation</p> |
| Pathway | These units are elective units and provide credit towards TAE40110 Certificate IV in Training and Assessment. |
| Suggested form of words for Statement of Attainment | These units meet industry requirements for enterprise trainers. |

Enterprise trainer and assessor Skill Set

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| Target Group | Enterprise trainers and assessors working in an enterprise registered training organisation (RTO) or in an enterprise that works together with an RTO in an auspicing arrangement. These people deliver and assess nationally endorsed units or |
|--------------|---|

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|---|--|
| | qualifications. |
| Units | <p>TAEASS401A Plan assessment activities and processes</p> <p>TAEASS402A Assess competence</p> <p>TAEASS403A Participate in assessment validation</p> <p>TAEDEL301A Provide work skill instruction</p> |
| Pathway | These units provide credit towards TAE40110 Certificate IV in Training and Education. |
| Suggested form of words for Statement of Attainment | These units from TAE10 Training and Education Training Package meet industry requirements for enterprise trainers and assessors. |

Sustainable practice Skill Set

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|---|--|
| Target Group | All trainers and assessors. In the first instance those who have a specific role in delivering green skills or who train and assess in sectors where green skills development is identified as a priority. |
| Units | <p>TAESUS501A Analyse and apply sustainability skills to learning programs</p> |
| Pathway | This unit is an elective unit and provides credit towards the TAA50110 Diploma of Training and Assessment. |
| Suggested form of words for Statement of Attainment | This unit from TAE10 Training and Education Training Package meets industry requirements for those engaged in developing green skills in the VET sector. |

Workplace supervisor

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| Target Group | Supervisors and managers involved in developing the skills of their team. In particular these competencies are identified as essential skills for those engaged in supervising apprentices. |
| Units | <p>TAEASS301A Contribute to assessment</p> <p>TAEDEL301A Provide work skill instruction</p> |

| | |
|---|---|
| | TAEDEL404A Mentor in the workplace |
| Pathway | These units provide credit towards TAE40110 Certificate IV in Training and Assessment. |
| Suggested form of words for Statement of Attainment | These units from TAE10 Training and Education Training Package meet industry requirements for mentoring apprentices and trainees. |