About LIV TRAINING
LIV TRAINING specialises in delivering the government accredited TAE40110 Certificate IV Training and Assessment qualification that's recognised by employers and industry groups Australia wide.

We provide self-paced, correspondence, and online learning services to learners throughout Australia as well as running face-to-face courses in Adelaide, Brisbane, Melbourne, Perth, and Sydney.

About the Qualification
TAE40110 Certificate IV in Training and Assessment is a nationally recognised qualification that covers the skills and competencies required to deliver training and to conduct competency-based assessment within vocational education and training (VET). The qualification is often listed as the minimum requirement for many training, teaching, or tutoring positions in Australia.

This new Certificate IV in Training and Assessment replaces the previous TAA40104 Certificate IV in Training and Assessment. It has been reviewed to ensure that the new qualification meets the needs of trainers and assessors in the workplace training and assessment environment.

The Certificate IV Training and Assessment is a great career development tool to increase your prospects for advancement and promotion. You will also benefit from this course if you are involved in:

- Planning, delivering, or assessing training
- Accredited training and assessment in the workplace
- Employment services, human resources, and recruitment

6 Reasons to Choose LIV... 
Reason 1: Flexible Certificate IV Delivery Options
Learn at your own pace with our multimedia learning resources, developed specifically for the Certificate IV Training and Assessment. You also have the option to join us for Certificate IV Training and Assessment face-to-face courses in major capital city locations.

Reason 2: Simple, Plain-English Resources
VET, DEST, ISC, RTO, MEETYA... confused? It can be daunting to get your head around the technical language used in Certificate IV Training and Assessment. Many of the commercial learning resources used by Certificate IV Training and Assessment providers are unnecessarily wordy and hard-to-understand. At LIV TRAINING we only use learning resources that are written in plain English so you can understand more and achieve your Certificate IV Training and Assessment qualification faster.

Reason 3: Multimedia Learning Resources
It can be a challenge to get through all the policies, frameworks, and legislation that needs to be covered in Certificate IV Training and Assessment. Most providers give you 200-300 pages of materials that are hard enough to read, far less properly understand.

When choosing LIV Training as your Certificate IV Training and Assessment provider – in addition to comprehensive written learning materials – you'll also receive access to a range of multimedia learning resources including videos, audio guides, and e-learning activities to make learning easier and much more interesting.

Reason 4: Access to e-Learning Area
In addition to physical copies of all learning materials you'll also receive online access to your own Online Learning Area where you can:
- Explore the e-Learning Toolbox
- Watch the Video Guides, and
- Listen to Audio guides

You are also able to download all resources directly onto your computer, iPod or other mobile entertainment device.

Reason 5: Attentive Support
In addition to direct support available from facilitators at Certificate IV Training and Assessment face-to-face courses, all learners have access to attentive online and telephone support services. When you enrol in Certificate IV Training and Assessment you'll also be provided with after-hours support numbers you can call for assistance.

Reason 6: Value For Money!
At LIV TRAINING we keep our Certificate IV Training and Assessment costs as low as possible without compromising the quality of training and support services available. We may not always be the cheapest Certificate IV Training and Assessment provider out there, but we are always very competitive and provide learners with a full-service learning experience.
Achieving the Qualification

To achieve the TAE40110 qualification you will need to complete the following seven core units of competency:

- TAEDES401A Design and develop learning programs
- TAEDES402A Use training packages and accredited courses to meet client needs
- TAEDEL401A Plan, organise and deliver group-based learning
- TAEDEL402A Plan, organise and facilitate learning in the workplace
- TAEASS401B Plan assessment activities and processes
- TAEASS402B Assess competence
- TAEASS403B Participate in assessment validation

Along with your choice of three elective units from:

- TAEDEL301A Provide work-skill instruction
- BSBCMM401A Make a presentation
- TAEASS301B Contribute to assessment
- TAEASS502B Design and Develop Assessment Tools
- TAELLN401A Address adult language, literacy and numeracy skills

30 day Satisfaction Guarantee

Enrol in the Cert IV... start studying the course materials... work hand-in-hand with the support team, and if after completing the first unit you’re not satisfied, we’ll cheerfully refund all your enrolment fees. That’s right. You’ll get back every cent you invested. Plus you’ll get to keep all the training materials you received as part of your enrolment.

If you’re enrolling in a face-to-face course then the satisfaction guarantee works a little differently. If after successfully completing the second day of the face-to-face training you’re not 100% satisfied, we’ll cheerfully refund all your enrolment fees.

Your Delivery Options

Option 1: Self-Paced/Online Delivery

This option is perfect if you would like to learn in your own time and at your own pace. There’s no need to attend any face-to-face classes as you’ll receive everything you need to complete the course at your own pace (including comprehensive Cert IV Training and Assessment Manuals, Video’s, Audio Guides, e-Learning resources, and support via telephone and email).

Option 2: Blended Delivery

The Cert IV Training and Assessment Blended delivery option is ideal for people who would like to learn at their own pace, while having the extra support of attending a 5 day face-to-face training session.

What You’ll Receive with Each Option:

<table>
<thead>
<tr>
<th></th>
<th>Option 1</th>
<th>Option 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>TAE40110 Cert IV Quick-start Guide</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>TAE40110 Cert IV Learner Manuals</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>TAE40110 Cert IV downloadable Assessment Templates</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Support Resources (including Video and Audio Guides)</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>24 Months Unlimited access to the e-Learning Area</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>24 Months Unlimited Email Support</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>24 Months Unlimited Telephone Support</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Follow up’s and coaching from your Personal Facilitator</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>TAE40110 Cert IV 5 days Face-to-face Training</td>
<td>-</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Prerequisites: In order to enrol in this course you will need good written and spoken English, along with computing skills (ability to use word processors, send and receive emails, and access to the internet).

Recognition: In addition to the Full Self Paced/Online course LIV Training also offer a series of Fast-track streams for learners who hold the TAA40104 Certificate IV in Training and Assessment, the BSZ40198 Certificate IV in Assessment and Workplace Training, are a qualified Primary or Secondary School Teacher, or have experience teaching English as a Second Language.

For more information call 1800 233 447 and speak with a Course Advisor.

This Course Information should be read in conjunction with the LIV Training Learner Handbook.