SUBJECT DETAILS

SUBJECT CODE          EDU602
SUBJECT NAME          Training and Development
STUDY LEVEL           Year 1
LOCATION              Melbourne
CREDIT POINTS         6
PREREQUISITES        Nil

SUBJECT DESCRIPTION

The aim of this subject is to provide students with the skills and knowledge to manage and conduct training and development activities within hospitality/tourism venues. This subject uses experiential learning techniques requiring students to demonstrate abilities in the planning, design and presentation of a variety of training and development techniques enabling both individual and group learning events. By engaging in an action learning program, students should extend their concept of training and development as a background to understanding the “learning organisation.” Imbedded in this subject are the following five units of competency contained in the TAE40110 Certificate IV in Training and Assessment for which successful students will receive a certificate of attainment.

- 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
- BSBCMM401: Make a presentation

SUBJECT ASSESSMENT

<table>
<thead>
<tr>
<th>Type</th>
<th>Comment</th>
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<tbody>
<tr>
<td>In-class Assessment</td>
<td>Completion of in-class assessment events to meet competency standard for the following units: TAEDES401A, TAEDES402A, TAEDEL401A, TAEDEL402A, BSBCMM401. (hurdle)</td>
<td>n/a</td>
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| Presentation    | Plan, design and deliver a group based learning program.  
Part A: Construct, a lesson plan development including learning activities to aid trainees in their learning (1000 word equivalent)  
Part B: Deliver a group based learning program including visual learning aids (20 Minutes) | 20%   |
| Design          | Design a suitable induction program (1000 words) (3 per group)                                                                         | 20%   |
| Report          | Provide a report to Management on creating a learning culture as a result of participation in an action learning program (1500 words) | 30%   |

SUBJECT COORDINATOR

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