



**Australian Government**

# **Assessment Requirements for BSBLED301 Undertake e-learning**

**Release: 1**

# Assessment Requirements for BSBLED301 Undertake e-learning

## Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

## Performance Evidence

Evidence of the ability to:

- identify and prioritise personal learning needs by determining skill gaps through self-assessment
- conform to organisational requirements when:
  - determining outcomes of e-learning
  - determining suitability of e-learning
  - developing e-learning plan
  - integrating work and learning
  - evaluating and reviewing e-learning experience and outcomes
- collaboratively examine and identify suitable e-learning/blended learning opportunities
- manage contingencies and adhere to timeframes.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

## Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- explain the differences between blended learning and e-learning
- outline relevant e-learning programs or methodologies
- outline factors that could affect an individual's capacity to be successful with e-learning
- explain the support requirements when implementing e-learning
- outline organisational learning and development requirements
- describe how to assess personal competency.

## Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the workforce learning and development field of work and include access to:

- business technology with software suitable for online learning tasks
- organisational policies and procedures
- workplace documents and
- case studies and, where available, real situations
- interaction with others.

Assessors must satisfy NVR/AQTF assessor requirements.

## Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10>