



Australian Government

TAEDES512 Design and develop print-based learning resources

Release: 1

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Modification History

Release	Comments
Release 1	This version first released with TAE Training and Education Training Package Version 5.0. Supersedes and is not equivalent to TAEDES502 Design and develop learning resources.

Application

This unit describes the skills and knowledge required to design and develop print-based learning resources used for vocational training.

This unit applies to individuals who use instructional design and technical skills to develop print-based learning resources in the vocational education and training (VET) sector. Print-based learning resources may include any material that might be printed and provided to learners during a learning session, including such material as Learner Guides and PowerPoint presentations. Learning resources support the development of skills and knowledge specified in products that are nationally recognised or aligned with other recognised frameworks, and include the training materials used by VET teachers, trainers and assessors, and the learning materials provided to learners.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Design

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Prepare to design and develop print-based learning resources	1.1 Clarify purpose, target group and mode of delivery relevant to learning resource design 1.2 Analyse target group's characteristics and identify their foundation skill and learning support needs relevant to print-based learning resource design

ELEMENTS	PERFORMANCE CRITERIA
	1.3 Access and analyse nationally recognised training products to identify the skills and knowledge requirements 1.4 Identify organisational requirements for print-based learning resources including copyright, branding and format
2. Plan design and development of print-based learning resources	2.1 Review own skills and knowledge and plan to address identified gaps in subject matter expertise, industry relevance and industry currency according to organisational procedures 2.2 Determine steps and estimate time needed for the design and development of print-based learning resources 2.3 Document and confirm the plan for print-based learning resource development that reflects sustainability principles and practices
3. Design print-based learning resources	3.1 Review and select options for print-based learning resource design appropriate for the purpose, target group, mode of delivery and required skills and knowledge 3.2 Analyse required skills and knowledge, break into manageable sessions, and arrange and sequence the sessions to support learner progression 3.3 Document and confirm print-based learning resource design approach
4. Develop print-based learning materials and training materials	4.1 Develop learning material content and activities to progress, support and engage learners 4.2 Develop training material content to guide VET teachers, trainers and assessors 4.3 Document draft learning material and training material according to organisational procedures
5. Review and finalise print-based learning resources	5.1 Seek feedback and confirm learning resources are industry relevant and industry current 5.2 Seek feedback and confirm learning resources are clear and tailored to target group 5.3 Map the learning resources to nationally recognised training products to confirm validity and compliance with legislative and regulatory requirements 5.4 Check and confirm learning resources are accurate and free of spelling, grammar and formatting errors 5.5 Check and confirm third-party content is attributed according to organisational procedures
6. Review print-based learning resource development	6.1 Review print-based learning resource development process and identify areas for process improvements 6.2 Review own print-based learning resource development practice and identify areas for improving own practice

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance but not explicit in the performance criteria.

Skill	Description
Digital literacy	• Uses main features and functions of digital tools and electronic applications required to design and develop print-based learning resources
Reading	• Sources, analyses and interprets text-based information to identify relevance to own design work
Writing	• Produces print-based learning resources in a format and structure appropriate for audience and context
Oral communication	• Uses appropriate communication to clarify requirements, elicit information and review materials
Initiative and enterprise	• Uses creative thinking to generate ideas and innovative solutions when designing learning resources
Self-management	• Identifies and responds to problems, and considers options for different or improved approaches
Planning and organising	• Plans, organises and completes work according to defined requirements, taking responsibility for decisions • Sequences tasks to achieve efficient outcomes and monitors progress

Unit Mapping Information

Supersedes and is not equivalent to TAEDES502 Design and develop learning resources.

Links

Companion Volume Implementation Guide is found on VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=35337905-785d-4f93-8777-e9991ad4c6c3>