



Australian Government

TAEDES513 Design and develop e-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 TAEDES503 Design and develop e-learning resources.

Application

This unit describes the skills and knowledge required to design and develop e-learning resources for both synchronous and asynchronous learning based on product that is nationally recognised or aligned with other recognised frameworks used in the vocational education and training (VET) sector.

This unit applies to individuals who use instructional design and technical skills to develop e-learning resources, including a learning management system (LMS) course shell, and interactive media components. Learning resources support the development of skills and knowledge 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 e-learning resources for synchronous and asynchronous learning	1.1 Identify and clarify purpose, target group and mode of delivery relevant to learning resource design 1.2 Analyse target group characteristics and identify their foundation skill and learning support needs relevant to e-learning resource design 1.3 Access and analyse nationally recognised training products to

ELEMENTS	PERFORMANCE CRITERIA
	identify the skills and knowledge requirements 1.4 Identify organisational procedures for designing and developing e-learning resources
2. Plan design and development of e-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 e-learning resources 2.3 Document and confirm the e-learning resource development plan
3. Design e-learning resources	3.1 Review and select options for e-learning resource design appropriate for purpose, target group, mode of delivery and required skills and knowledge 3.2 Experiment with traditional and digital methods to create required visual learning opportunities 3.3 Analyse and break required skills and knowledge into manageable sessions and arrange and sequence the sessions to support learner progression 3.4 Document and confirm the e-learning resource design approach
4. Develop e-learning learning materials and training materials	4.1 Develop course content shell, interactive media components, sequences, interactivity and content templates 4.2 Develop e-learning material content and activities to progress, support and engage learners 4.3 Embed digital e-learning tools for asynchronous learning 4.4 Use classification techniques to develop content inventory and detail levels of hierarchy 4.5 Develop e-learning training material content to guide VET teachers, trainers and assessors 4.6 Document e-learning resources and maintain an amount of training register according to organisational procedures
5. Trial e-learning resources	5.1 Plan for trial of e-learning resources with potential users 5.2 Trial e-learning resource and collect and record trial feedback 5.3 Analyse and use trial feedback to improve e-learning resources
6. Finalise e-learning resources	6.1 Check and confirm e-learning resources are industry relevant and industry current 6.2 Check and confirm e-learning resources are clear and tailored to target group 6.3 Map e-learning resources to nationally recognised training products to confirm validity 6.4 Check and confirm resources comply with legislative and

ELEMENTS	PERFORMANCE CRITERIA
	regulatory requirements and are accurate and free of spelling, grammar and formatting errors 6.5 Check and confirm third-party content is attributed according to organisational procedures 6.6 Check and confirm content, links and interactive media components are displayed and error free
7. Review e-learning resource development	7.1 Review the e-learning resource development process and identify areas for improving the process 7.2 Review own e-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 in own role in a range of contexts to access and exchange information, conduct research, assess specifications and complete work tasks
Reading	Sources, analyses and interprets text-based information to identify relevance to requirements
Writing	Produces texts in a format and structure appropriate for e-learning 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 e-learning resources - Experiments with traditional and digital methods to create required visual learning opportunities
Self-management	- Identifies, confirms and takes responsibility for adherence to regulatory requirements - Seeks feedback, identifies and responds to problems and opportunities for improvement, 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

Skill	Description
	progress

Unit Mapping Information

Supersedes and is not equivalent to TAEDES503 Design and develop e-learning resources.

Links

Companion Volume Implementation Guide is found on VETNet -

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