



Australian Government

**Assessment Requirements for TAETAS501
Undertake organisational training needs
analysis**

Release: 1

Assessment Requirements for TAETAS501 Undertake organisational training needs analysis

Modification History

Release	Comments
Release 1	This version first released with TAE Training and Education Training Package Version 2.0.

Performance Evidence

The candidate must show evidence of the ability to complete tasks outlined in the elements and performance criteria of this unit, including:

- researching, conducting and providing advice through a training needs analysis
- preparing at least two training needs analyses for one, or more organisations, and for each of these demonstrating:
 - the processes that were used to determine the organisation's needs
 - details of the research methods undertaken to identify suitable training and/or assessment
 - planning for the training needs analysis
 - presentations that outline advice and recommendations.

Knowledge Evidence

The candidate must be able to demonstrate essential knowledge to effectively complete the task outlined in the elements and performance criteria of this unit. This includes knowledge of:

- competency standards, training packages and accredited courses
- NVR/AQTF requirements and standards
- risk identification and management strategies
- industry and enterprise knowledge
- evaluation and research methodologies
- the principles of intellectual property
- training and development strategies
- change management concepts/strategies
- workplace health and safety (WHS) relating to undertaking an organisational training needs analysis.

Assessment Conditions

Gather evidence to demonstrate consistent performance in conditions that are safe and replicate the workplace. Conditions must be typical of those experienced in the training and assessment environment.

Assessors must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

Links

Companion Volume implementation guides are found in VETNet -

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