



Australian Government

TAEDES512 Design and develop print-based learning resources

Release: 1

TAEDES512 Design and develop print-based learning resources

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>

Assessment Requirements for TAEDES512 Design and develop print-based learning resources

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.

Performance Evidence

The individual must demonstrate the ability to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including evidence of the ability to:

- design and develop print-based learning resources to fully cover at least 1 unit of competency from a nationally recognised training package, accredited course or other recognised framework.

The above learning resources must include the learning content and provide formative activities relating to the unit/s of competency that promote learner engagement and development of their understanding.

Knowledge Evidence

The individual must be able to demonstrate knowledge to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including knowledge of:

- legislative and vocational education and training (VET) regulatory requirements relevant to designing and developing learning resources, including:
 - requirements in nationally recognised training products
 - requirements of the Australian Qualifications Framework (AQF)
 - intellectual property, copyright, attribution and licensing requirements, including creative commons and image libraries, and the implications for the design and development of print-based learning resources
 - compliance requirements of the Statutory Education Licence for the print-based use of text and images
 - tailoring resources to target groups
 - engaging with industry and ensuring industry relevance
- organisational procedures relating to designing and developing print-based learning resources, including:

- branding
- copyright
- plagiarism and attribution
- arranging subject matter expertise
- gathering feedback on learning resources under development
- accessing industry information to ensure industry relevance and industry currency
- reviewing development process and practices
- features and application of instructional design models
- key content of print-based learning resources, including:
 - learning content, activities and handouts that engage learners and promote safe and inclusive learning environments
 - guidance for VET teachers, trainers and assessors and presentation slides
- target group characteristics and implications for print-based learning resource design and development:
- compliance requirements of the Statutory Education Licence for the print-based use of text and images
- universal design principles relevant to the design and development of print-based learning resources
- sustainability principles and practices relevant to the design and development of print-based learning resources, including content of Education for Sustainability (EfS) relevant to vocational education and training
- processes for addressing the following in learning resources:
 - dimensions of competency
 - clustering units of competency to address a job function or role in training or assessment
- processes for interpreting nationally recognised units of competency to identify the standard of performance required, including for identifying:
 - requirements in the products relating to foundation skills: language, literacy, numeracy, digital literacy and employability skills
 - structure, content and application of products relevant to learning, and how they are addressed in training.

Assessment Conditions

Skills in this unit must be demonstrated in a real or simulated vocational education and training environment.

This includes access to:

- organisational procedures for designing and developing the print-based learning resources described in performance evidence.

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

Links

Companion Volume Implementation Guide is found on VETNet -

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