



Australian Government

TAELLN421 Integrate core skills support into training and assessment

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 TAELLN411 Address adult language, literacy and numeracy skills.

Application

This unit describes the skills and knowledge needed to identify core skill demands in nationally recognised training products, and in workplace, learning and assessment context tasks and texts. It involves comparing those identified demands with the core skills of learners and candidates in vocational training and assessment and providing integrated core skill support to address the identified gaps.

The unit applies to vocational education and training (VET) teachers, trainers and assessors who use a range of technical and training competencies to integrate awareness of core skill requirements into their training and assessment. The core skills are described by current authorised Australian foundation skill frameworks. They include digital literacy, learning, reading, writing, oral communication, and numeracy skills.

This unit does not include the skills and knowledge required to provide specialist support or the competencies used by experienced VET teachers, trainers and assessors to lead the development of foundation skills support.

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

Unit Sector

Foundation skills practice

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. Identify core skill	1.1 Access nationally recognised training products and identify

ELEMENTS	PERFORMANCE CRITERIA
demands	their core skill demands 1.2 Identify core skill demands essential to the workplace context and workplace performance 1.3 Identify core skills required by the learning and assessment processes
2. Identify learner and candidate core skill needs	2.1 Access core skill assessment results according to organisational procedures 2.2 Compare core skill assessment results with identified core skill demands to determine gaps 2.3 Identify core skill gaps beyond scope of own role and refer to suitable support according to regulatory requirements and organisational procedures
3. Integrate core skill support	3.1 Select and customise training strategies and learning resources to address core skill gaps within scope of own job role 3.2 Integrate and implement vocational and core skill development into training facilitation practices according to legislative and regulatory requirements 3.3 Monitor and adjust training facilitation practices to support learner participation and progress 3.4 Determine and implement assessment strategies appropriate to core skill requirements and candidate cohort
4. Review effectiveness of integrated core skill support	4.1 Seek learner feedback on integrated core skill support during training according to organisational procedures 4.2 Seek candidate feedback on core skill support during assessment according to organisational procedures 4.3 Analyse own performance and identify opportunities for improvements

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 to access and exchange information
Reading	Interprets information including nationally recognised training products, organisational procedures, training and assessment

Skill	Description
	strategies, learning resources and assessment resources
Writing	• Customises learning materials to integrate core skill support
Oral communication	• Uses language and structure appropriate to audience and context to provide clear instructions
Numeracy	• Interprets core skill assessment results
Initiative and enterprise	• Acts proactively and demonstrates flexibility in responding to learner needs • Maintains a safe, positive and supportive learning environment

Unit Mapping Information

Supersedes and is not equivalent to TAEELN411 Address adult language, literacy and numeracy skills.

Links

Companion Volume Implementation Guide is found on VETNet -

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