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# Learning Design

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## Aim

This workshop covers the need to design and develop training plans that meet specific learning objectives, the processes involved in writing training materials and developing session plans and how training packages can be used to meet client needs.

## Audience

The audience for this course is anyone who is required to design and present training sessions in the workplace.

## Duration

Two days.

## Course Outcomes

### Design and Develop Learning Programs

1. Define the parameters of the learning program in consultation with the client/s
2. Generate options for designing the learning program
3. Develop the learning program content
4. Design the structure of the learning program
5. Review the learning program

### Plan and Organise Group-Based Delivery

6. Interpret the learning environment and delivery requirements
7. Prepare session plans
8. Prepare resources needed for delivery

### Use Training Packages to Meet Client Needs

9. Define the basis for using Training Package/s and accredited courses
10. Analyse and interpret the qualifications framework
11. Analyse and interpret competency standards and accredited modules for client application/s
12. Contextualise competency standards and accredited courses for client application/s
13. Use Training Package/s and accredited courses as an integrated tool for client application

The course content is mapped to the following units: TAADES402A Design and develop learning programs, TAADEL401A Plan & organise group-based delivery, TAADES401A Use training packages to meet client needs

## Course Content

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- Competence
- Specific and generic competencies
- Performance
- Facilitating training
- Adult learners
- Adult learner characteristics
- Preferences
- What is learning?
- Learning and organisational success
- Individuals
- The planning process
- Promotion
- Training needs
- Training needs analysis
- Gap analysis
- Session plans
- Materials
- Evaluation
- Scope and breadth

- Recognising current competencies
- Dimensions of competence
- Delivery methods
- Training materials
- Activities
- Contextualisation
- Outcomes
- Criteria
- Elements and criteria
- Timing
- Writing a session plan
- Key competencies
- Mapping
- Assessment and assessment pathways
- Collaboration
- Copyright
- Training aids / resources
- Monitoring learning
- Session plan format