

ENGAGE. EMPOWER. EXCEL.

Assessor Skillset TAESS00019



YOUR PATH TO A BETTER JOB AND A BETTER LIFE!



FORTRESS
LEARNING

July 2024

Who Is Fortress?

We help people from all walks of life (in any industry) level up and become fully qualified trainers and assessors in the most efficient timeframe possible.

We are a group of people who are passionate, who love what we do and how we get to change the lives of others, helping them transform their own careers by gaining a quality qualification that opens doors to new opportunities and a new life!

For over 14 years, we've been training, supporting and mentoring the next generation trainers and assessors.

We know the industry inside out, and we have a reputation for producing high-quality trainers.

Taking you from being IN the job, to assessing others so they DO the job well



Fortress Philosophy

- We're better together, every day
- The buck stops with me!
- People to people, heart to heart
- Shaping greatness today, tomorrow and beyond
- We do what we say we do!
- And we are generous when it matters most...

OUR PURPOSE

*We create inspirational educators
and find innovative ways to bring
learning to life.*

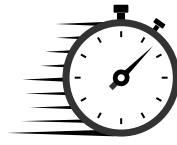


How We Get You To Your New Career



Real Life Training Content

Our in-house created content has been developed to mirror the real world environment, making you a much more confident and experienced trainer before you even step into your first training job.



Faster Marking Times

With a maximum turnaround time of 1–4 days (3 – 8 days maximum for the "Solo" support package only), completing the whole qualification is mostly up to you. Bonus!



Premium Support

With 3 support packages to choose from to suit you, you won't be paying for anything you don't need, but you will get access to all the support you need to help you get to graduation.

If you're looking
fast and cheap...
READ THIS FIRST!

All TAE Courses are NOT created equally.

Each RTO has to create all of the content, learning guides, assessment guides and additional resources themselves, and there are definitely shortcuts to doing this...

This means the quality of the training is VASTLY different. A low-quality training will cost you time, be a lot harder than it needs to be to finish it, and in the end, you may not be as prepared for the job.

KM Kate M
1 review AU

★★★★★ Verified

2 May 2023

5 star service from day 1!

5 star service from day 1!! I had previously been enrolled with another RTO but was having difficulties with their online course and a friend recommended I contact Fortress Learning and there was no turning back. The customer service was faultless, very prompt replies to my initial enquiry and I was able to book in a call with my trainer Deb at short notice to answer my questions before I enrolled in a TAE course I needed to complete. The online modules were easy to follow and the assessments were outlined clearly as to what was expected and there were templates available as a guide if needed. Deb went above and beyond to assist me throughout my training and was very professional in her manner. Debs wealth of knowledge in the VET sector, in particular in health was extremely valuable and I can't thank her enough for her support. I would not hesitate to recommend Fortress Learning to anyone looking to enrol in online training and will certainly be back in the future for any training needs.

VO Victoria O'Halloran
1 review AU

★★★★★ Verified

20 Mar 2023

Excellent online learning experience...

Excellent online learning experience with Fortress. I completed the final 15 modules of a Cert IV in training and assessment with Fortress. Their learning support was exceptional. They were proactive, responsive and practical. I have used other training providers before and was not recommend them. I wholeheartedly recommend Fortress.

RP Rachel Pace
1 review AU

★★★★★ Verified

30 Apr 2023

If you want to complete your TAE studies do it with the best, do it with Fortress Learning!

I highly recommend Fortress Learning as the RTO to complete your Cert IV TAE via distance education through. I was previously with another RTO who went under nearly halfway through my course. Fortress marked the assessments I had completed and were able to grant me RPL. My trainer, Deb, was amazing. The support I received throughout the course was amazing. Assessments were marked within a week and feedback was always constructive. If you want to complete your TAE studies do it with the best, do it with Fortress Learning!

RESULTS

Our Stars Speak for Themselves



Our students have spoken.
With over 1540 verified reviews and a 4.8 star average, we have the most reviews and highest rating of any TAE Training Provider.



And with a 4.9 star average in Google Reviews, we are also a stand out from other training providers. Feel free to read them and compare us with other TAE providers.



Customer Service
●●●●● 4.8 (96)
Teaching Staff
●●●●● 4.9 (88)
Learning Material
●●●●● 4.8 (90)

THE FORTRESS DIFFERENCE

Many people come to us feeling stuck or stagnant, doing a job they no longer enjoy, or their body struggles due to the job's physical demands.

They're looking for something new, wondering what they can do next and still provide for their families. This can be a source of great stress, fear and frustration.

We know that most people need this to change in the fastest and cheapest way, but the fastest and cheapest often doesn't end up as fast or cheap...

We know studying can be challenging, especially when juggling work and life, so we have done a few things to make it MUCH easier.

1. WE HAVE ONE OF THE FASTEST MARKING TIMES IN THE INDUSTRY.

This means you can get momentum and keep going with very little waiting on us, 4 - 8 days max.

2. WE'VE DONE A LOT OF THE WORK FOR YOU.

Some companies don't bother to create all the resources you need for your assessments; you're just expected to create them yourselves. We have created everything, saving you time and energy.

3. WE'VE MADE THE COURSE EASY TO UNDERSTAND.

With extra video and PDF Guides so you can move through it as fast as possible without missing any critical learning that will make you a great assessor.

4. WE'VE MADE IT AS CLOSE TO THE REAL WORLD AS POSSIBLE!

So you graduate being a better prepared and confident assessor, ready to start the job on day 1!

Now, it's all good for us to tell you this, but what matters most is what others say about their experience with us, so check out our reviews on Trustpilot, Google, Product Review and Facebook.

WHAT ELSE SETS US APART

- ✓ Certificates issued within 7 business days once checks have been completed
- ✓ Top class support (read our reviews)
- ✓ Trainers are all located in Australia
- ✓ Less than 4 business hours for a call back, or 8 business hours to reply to your email.

ASSESSOR SKILLSET (TAEASS00019)

This skill set provides the skills and knowledge to work as a qualified assessor without supervision. This is also an alternative path to the full TAE40122 Certificate IV in Training and Assessing (you can credit transfer these units in) or for a qualified secondary teacher to work as a VET course teacher within a secondary school.

With this skill set, you can gain a Statement of Attainment and can either start working in an RTO as an assessor only, or for teachers, as a VET course teacher. Add additional skill sets later to obtain the full TAE40122 Certificate IV TAE qualification if you want/need to.



COURSE REQUIREMENTS

You need 3 people to volunteer to act as "candidates" in order to complete the practical assessment for this skill set. Everything else we provide.

The Assessments:

Most assessments are easily completed on your own; however, we provide a Validation Workshop to complete the practical assessments for the "TAEASS413 - Participate In Assessment Validation" unit as this is very difficult to do on your own.

You only need to have completed all of the learning and preparation modules in your learner portal before you can attend the workshop.

Then you just need to complete the knowledge questions and submit the evidence and documentation once you have completed the workshop complete this unit.

Once you have passed all of your assessments, you'll receive your Statement Of Attainment for this skill set.

THE TECHNICAL CONTENT OF THE UNITS

TAEDES411 – Use Nationally Recognised Training Products To Meet Vocational Training Needs

This unit describes the skills and knowledge required to analyse and use nationally recognised training products to meet vocational learners' skill and knowledge development needs.

The unit applies to entry-level VET teachers, trainers and assessors who use a range of products that are nationally recognised or aligned with other recognised frameworks in addressing learners' training needs.

1. Prepare To Use Nationally Recognised Training Products:

- Access and interpret industry and learner information to identify training needs.
- Research nationally recognised training products that would meet identified training needs.

2. Analyse Nationally Recognised Training Products:

- Read and interpret nationally recognised training products that may meet training needs.
- Select those training products that meet identified needs.
- Review and interpret information in available support material relating to selected training products.
- Access and interpret existing training and assessment strategy to determine the training context and assessment environment.

3. Apply and Evaluate Selected Nationally Recognised Training Products:

- Apply selected nationally recognised training products to own practice according to learner needs and regulatory requirements.
- Seek feedback relating to whether applied training products meet specified requirements and identified needs.
- Analyse collected feedback and identify required changes to product use.



THE TECHNICAL CONTENT OF THE UNITS

TAEASS412 – Assess Competence

This unit describes the skills and knowledge required to plan, prepare for and conduct the competency-based assessment of candidates using nationally recognised training products and validated assessment tools. It involves planning and preparing for the assessment based on the accessed training and assessment strategy and delivery plan.

The unit also involves customising the assessment process; preparing candidates to be assessed; and then implementing assessment processes, including recognition of prior learning. Implementing assessment requires gathering quality evidence, making assessment judgements, and recording and reviewing the assessment process.

The unit applies to entry-level vocational education and training (VET) assessors who assess candidates against nationally recognised training products.

1. Plan and Prepare to Conduct Assessment:

- Access registered training organisation (RTO) assessment system and legislative and regulatory requirements and confirm assessment policies and procedures relevant to own job role.
- Access training and assessment strategy and delivery plan and identify purpose, target group, requirements and resources for assessment.
- Access and analyse unit/s of competency and assessment tool, and check that tool maps to unit/s and assessment requirements and complies with the principles of assessment and rules of evidence.
- Identify actions required to be undertaken by candidate and assessor in preparation for assessment.
- Identify and obtain resources required to meet assessment conditions according to organisational procedures.

2. Customise Assessment Process:

- Identify where recognition of prior learning (RPL) and/or reasonable adjustment is required and can be appropriately applied to the assessment process without compromising the assessment's integrity.

THE TECHNICAL CONTENT OF THE UNITS

TAEASS412 – Assess Competence Cont...

2. Customise Assessment Process Cont...

- Review foundation skill requirements of the unit of competency and foundation skill levels of candidates.
- Seek specialist advice and support where foundation skill support is required before assessment.
- Review information about candidates' industry and/or work roles and identify any contextualisation required of the assessment process.
- Determine and apply suitable methods to achieve the required contextualisation.
- Record any modifications to the assessment process according to organisational procedures.

3. Prepare Candidates:

- Explain to candidates the assessment process, performance standards, and any customisation made to the assessment process, according to organisational procedures.
- Confirm that candidates understand and agree to the assessment process and know their right to appeal.
- Confirm with candidates that they are ready for assessment.
- Schedule assessment activities according to organisational procedures.

4. Collect Evidence:

- Organise, contextualise and confirm assessment activities and candidate support according to assessment tool instructions.
- Use agreed assessment methods and instruments to gather, organise and document evidence in a format suitable for determining competence and according to principles of assessment and rules of evidence.
- Identify, monitor, and address within the scope of own role work health and safety (WHS) hazards and risks during evidence collection.
- Monitor and adjust reasonable adjustments as required to accommodate candidate needs while maintaining the rigour of the assessment process.
- Record judgement of satisfactory or not satisfactory performance on all instruments and reasons for that judgement.

THE TECHNICAL CONTENT OF THE UNITS

TAEASS412 – Assess Competence Cont...

4. Collect Evidence Cont...

- Provide candidates with feedback on performance, support and opportunities to re-submit assessments according to organisational procedures.

5. Make Assessment Judgement:

- Review collected evidence and confirm that rules of evidence and principles of assessment have been met.
- Ensure that required assessment activities have been completed according to VET regulatory requirements and the assessment guidance and are assessed as satisfactory before making a judgement of competence.
- Seek moderation to assist in making the final judgement where required and according to organisational requirements.
- Make assessment judgement based on evidence of individual candidate's demonstrated competence against evidence requirements.
- Record judgement of competence, details of how the judgement was made, and any modifications or adjustments made to the assessment process.
- Provide feedback to the candidate on performance and assessment judgement according to organisational procedures.
- Implement and document required follow-up for those candidates deemed not yet competent.
- Complete and submit assessment records and results according to organisational procedures.

6. Review assessment practice:

- Seek feedback relevant to your assessment practice and according to organisational procedures.
- Analyse assessment and own assessment practice and feedback and identify improvement opportunities.



THE TECHNICAL CONTENT OF THE UNITS

TAEASS413 – Participate In Assessment Validation

This unit describes the skills and knowledge required to participate in the validation of assessment tools, practices and judgements, including in:

- Pre-assessment validation of assessment tools before they are first used with candidates and post-assessment validation of the tools after having been used to assess candidates
- Post-assessment validation of practices and judgements.

The unit applies to vocational education and training (VET) trainers and assessors with relevant industry experience to participate in validation activities according to organisational policies and procedures.

Validation activities encompass the quality review of the assessment tools, practices and judgements. Participants in the validation do not lead the validation process.

1. Prepare for Validation Activities:

- Confirm the purpose, context and scope of planned assessment validation.
- Confirm the role and responsibilities of self and others in the validation activities.
- Access and review required assessment system policies and procedures and legislative and regulatory requirements relevant to own job role.
- Confirm receipt of documents to be used in the validation process, reporting procedures, and records.
- Review units of competency to identify evidence requirements.
- Access and review samples of evidence collected and assessment judgements made.

2. Participate in Assessment Validation:

- Actively participate in validation sessions and activities using agreed communication methods and modes.
- Apply principles of assessment and rules of evidence to assessment tools.
- Discuss validation outcomes and recommendations to support improvements in the quality of assessment processes and judgements.
- Report on validation outcomes and recommendations for improvement.

THE TECHNICAL CONTENT OF THE UNITS

TAEASS413 – Participate In Assessment Validation Cont...

3. Contribute to Validation Outcomes:

- Discuss, agree and record recommendations to improve assessment practice according to organisational procedures.
- Seek feedback from other participants on own participation in assessment validation activities.
- Analyse feedback and own practice and identify opportunities for improvements.



HOW OUR PRICING WORKS

The pricing changes depending on whether you choose to pay in full or need to select a payment plan option, and then which support package you choose on top.

We've set it up so you have the flexibility to suit your budget and support needs, AND so you only pay for what you are likely to use, with an option to pay for extra support as you need it, IF you need it.

We know that sounds complicated, but below are descriptions for the various support packages, with pricing tables for each package, so you can see all the options to make an informed decision.

NB: The course content and qualification are exactly the same in each package.



YOUR SUPPORT OPTIONS




"ULTIMATE" - FROM \$1495

The Ultimate support package includes all admin and technical support you receive in the Solo package, PLUS unlimited hours of one-on-one trainer support, which you can book in 30-minute sessions.

This is the ultimate peace-of-mind package; knowing you can get as much guidance, mentoring and support as you need to get through to graduation.

This option is perfect for people who struggle with self-paced learning, are uncomfortable navigating the online space confidently, and/or typically find learning new things difficult.

The marking speed for students who choose the Ultimate is a maximum of 4 business days.

 ULTIMATE	DEPOSIT	REPAYMENT AMOUNT	NO. OF PAYMENTS	TOTAL
PAY IN FULL	\$1495			\$1495
WEEKLY	\$155	\$75	20	\$1655
FORTNIGHTLY	\$155	\$150	10	\$1655



Rosie Byrne
1 review AU



✓ Verified

Feb 17, 2024

Great experience with Fortress Learning...

My experience with Fortress Learning has been very positive. The content was easy to follow, the assignments all came with videos to assist in understanding how to complete assignments and the team at Fortress Learning were very helpful, quick to respond to emails and understanding.

Date of experience: February 09, 2024



"GUIDED" – FROM \$1350


The Guided support package includes all admin and technical support you receive in the Solo package, PLUS 3 hours of one-on-one trainer support, which you can book in 30-minute sessions (phone or video).

You can use this time to ask questions, get some mentoring or even help planning your study time. If you need more than the 3 hours, you can purchase extra trainer time @ \$50 per 30 minutes.

This option is the most popular because most people need some support at some point in their learning journey. The included hours for this course are in the Goldilocks zone; not too much and not too little, it's just right!

The marking speed for students who choose the Guided is a maximum of 4 business days.



 GUIDED	DEPOSIT	REPAYMENT AMOUNT	NO. OF PAYMENTS	TOTAL
PAY IN FULL	\$1350			\$1350
WEEKLY	\$150	\$64	20	\$1430
FORTNIGHTLY	\$150	\$128	10	\$1430



Lisa Duncan

1 review  AU



 Verified

3 days ago

So happy I committed and got it finished

I had a lot of trouble getting started and my lecturer and tutor were so supportive and supported my to continue until I completed my Certificate. The course content is thorough and in-depth and worth it when you finish feeling like you can start Training from day one.

My lecturer Deb was supportive and always available for honest feedback. The process is clear and easy to follow and at any time there are staff to support you. Responses from all staff were prompt and I always felt supported.





"SOLO" – FROM \$1050

The Solo support package includes all admin and technical support but is a pay-as-you-go package for one-on-one trainer support, so you only pay for what you need!

If you need some one-on-one trainer support, it's only \$50 per 30 minutes, which we find to be more than adequate for any questions or clarity that's needed.

This option isn't available to everyone; it's only for people who are really good at self-directing their own learning, who are very comfortable with navigating the online learning space, and/or who typically find learning new things relatively easy.

The marking speed for students who choose the Solo is a maximum of 8 business days.

FF	SOLO	DEPOSIT	REPAYMENT AMOUNT	NO. OF PAYMENTS	TOTAL
	PAY IN FULL	\$1050			\$1050
	WEEKLY	\$155	\$50	20	\$1155
	FORTNIGHTLY	\$155	\$100	10	\$1155



Deborah

1 review 📍 AU



✓ Verified

Apr 20, 2023

Studying with Fortress Learning

I have had the pleasure studying with Fortress Learning.

From the start I was kept informed of all the processes. Communication was excellent.

My Training Plan was clear, and the timeframe was achievable.

My Trainer/ Assessor was amazing, she was always there when I needed extra assistance.

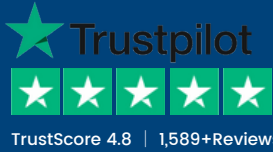
My experience was rewarding as I completed my course in the required timeframe.

I would highly recommended studying with Fortress Learning.

Date of experience: April 18, 2023



4.8+ Stars On Every Platform



Feb 7, 2023

I highly recommend Fortress Learning

I highly recommend Fortress Learning if you are thinking of starting a course or gaining a new qualification. The staff and trainers are thorough, professional, and their attention to detail is excellent. The online portal system is simple to navigate, and the course notes and videos are clear, concise and easy to follow.

I found the trainers and assessors to be readily available, prompt in their replies, and in some instances willing to go above and beyond, especially in my case where a deadline was imminent.

I wouldn't hesitate to recommend Fortress Learning.

Date of experience: February 06, 2023

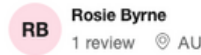


Feb 12, 2024

Great experience

I would not hesitate to study with Fortress again, the support is second to none and they are constantly there to support you, Thank you again for all you have done

Date of experience: February 12, 2024



Verified

Feb 17, 2024

Great experience with Fortress Learning...

My experience with Fortress Learning has been very positive. The content was easy to follow, the assignments all came with videos to assist in understanding how to complete assignments and the team at Fortress Learning were very helpful, quick to respond to emails and understanding.

Date of experience: February 09, 2024



Verified

A day ago

Kudos Fortress !!

I had great experience with fortress. The team was always there to assist and help. My trainer Deb, guided me so patiently through the units. There are videos at every step, which are extremely detailed, and helps through the assignments.

I would highly recommend this RTO for any course that anyone is looking at doing.

Date of experience: March 08, 2024

With flexible payment options, and prices starting from just \$1050, you're so close to:



- More career choices
- More job satisfaction
- Better work conditions
- Getting your body and health back
- Increased job security
- More quality time with your family and friends
- And passing on your wisdom to the next generation...

WE WILL SUPPORT YOU EVERY STEP OF THE WAY, GUIDING YOU TOWARDS PERSONAL GROWTH AND MASTERY SO THAT YOU CAN ASSESS OTHERS IN YOUR INDUSTRY WITH COMPLETE WISDOM AND CONFIDENCE

FREQUENTLY ASKED QUESTIONS

Who Is This For?

This program is designed for any person who wants to become an assessor, but who currently doesn't work in an RTO as an assessor and doesn't have any experience working as an assessor in the VET (Vocational Education and Training) industry. It's also for secondary school teachers wanting to be able to teach VET courses in school.



How Long Does It Take?

Most people usually take about 4 - 6 months to complete it around working full-time and juggling families and other life-related things. The more time you allow for your studies, the faster you can complete it, it's really up to you if you want to finish faster than 6 months.



Are There Flexible Payment Options?

Payment plan options are available for weekly and fortnightly direct debits from credit cards or bank accounts (on request). Details of those options are outlined above, they're also on the relevant course page once you click "enrol", or your Course Advisor can help you work out what's best for you.



How Long Do You Take to Answer My Calls or Emails?

All emails are responded to within 8 business hours by our support team.

If we miss your call, just leave a message and we'll call you back within 4 business hours.



Can I Get This Done Faster If I Have The Time?

Yes! You can go as fast as you want. Our promise to you is that we'll get ALL your assessments marked within 4 - 8 business days (depending on your support package). Many others take 20 - 30 BUSINESS days to mark EACH assessment (plus resubmissions if you don't get it right the first time). Our processes won't slow you down, so how fast you graduate is really up to you!



What If I Change My Mind?

All students have a 30-day cooling-off period. If you have any issues (at any time) that's making your learning journey difficult, our support team is there to help you resolve them. All you need to do is reach out, which we encourage you to do. There isn't much they can't fix or sort out to keep you moving forward.



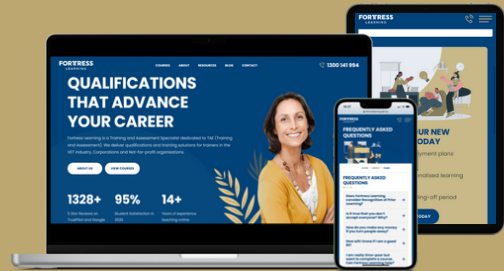
"There are no shortcuts to any place worth going." - Beverly Sills

Here's What You Get Full Access To:

1. Assessor Skill Set – Online Training Portal

Organised, sequenced and with added video and PDF guides to make understanding the assessments SO much easier, and faster to complete!

This online system makes submitting your assessments and receiving feedback, nice and straight forward.



2. The Support You Need

With 3 support package options, you can choose how much included support you have, but even if you need more, you can pay as you go. No matter what, our support is fast and easy to access.

We are with you every step of the way!



3. Highly Experienced Trainers

Our trainers are highly qualified, located here in Australia, have multiple qualifications and have come from various industries.

They can adapt and speak in your industry language, helping you to truly understand the material and how it relates to your job so you can learn faster and retain more.



5. A Community

We have a Facebook community group for all of our students where you can also ask questions, connect with others who are on a similar learning journey or even find a study buddy to help get you through to the graduation finish line.

Everything is so much better when you're not alone doing it.



LET'S DISCUSS YOUR TRAINING & CAREER NEEDS

Need More Help?

If you're not sure what's right for you and you want to talk to someone awesome, or if you just want help enrolling, call or email us. Our Course Advisors are always willing to help.

FORTRESS
LEARNING

WWW.FORTRESSLEARNING.EDU.AU

Get in touch

enquiries@fortresslearning.edu.au

1300 141 994



NATIONALLY RECOGNISED
TRAINING

RTO 31974