



# CBTE INSTRUCTOR CERTIFICATION

The CBTE (Competency Based Training & Education) Instructor Certification addresses 5 of the competency units for the Australian **Certificate IV in Training and Assessment (TAA04)**.

## About CBTE Instructor

UNIT DEL301C	Provide training through instruction and demonstration of work skills
UNIT DEL401B	Plan and organize group-based delivery
UNIT DEL402B	Facilitate group-based learning
UNIT DEL403B	Facilitate individual learning
UNIT DEL404B	Facilitate work-based learning

The CBTE Instructor Certification aims to provide the delivery and facilitation skills & knowledge needed to manage, guide, facilitate and monitor the learning process.

## Learning Outcomes

Participants who have completed this module would be able to

- Discuss the application of learning principles and styles to the preparation and delivery of training for adults
- Discuss the preparation to meet learner's needs
- Discuss the preparation for facilitation of individual and group learning session in a suitable format
- Discuss the strategies to facilitate training session effectively
- Explain the evaluating and reviewing process of learning

## Module Duration

4 days

## Content

### Facilitating learning

- Adult learning models/ principles
- Learning styles

### Preparing to meet learner's needs

- Context for learning
- Developing Learning Plan

### Preparing to facilitate

- Learning outcomes
- Planning the training session
- Session plan
- Learning activities
- Demonstrating skills
- Learning resources

### Facilitating sessions

- Presentation skills
- Questioning skills
- Feedback skills
- Listening skills
- Group dynamics
- Supporting and monitoring learning



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### Target Participants

- Those who are required to provide work skills training, facilitate individual learning and deliver group-based training at the workplace
- HR or HRD practitioners who will be implementing the competency based approach to training and assessment in their organization

### Program Fee

Program fee: RM 1740 per participant  
Assessment fee: RM200

### Evaluating and reviewing

- Evaluating and reviewing
- Keeping records

### Methodology

Short lectures, group discussions, activities, skills practice