

Your choice of delivery	Instructions for the delivery to be documented
<b>Delivery in the Blueprint classroom</b>	<p>If delivering in the Blueprint training environment, the role of the student will be played by one of your colleagues, i.e. another student</p> <p>You will be observed and assessed by your Blueprint trainer/assessor.</p>
<b>Delivery remotely</b> - within your training environment - with a qualified third party to observe your delivery	<p><b>If you are completing your Delivery sessions remotely (not in person/face to face with your assessor) you have the following options</b></p> <ul style="list-style-type: none"> <li>• <b>In your work or educational environment</b> <ul style="list-style-type: none"> <li>○ You may conduct your delivery sessions in your work environment, eg, RTO, school, etc,</li> <li>○ Ask a <b>suitably qualified person*</b> to observe your delivery and complete the <b>Trainer Evaluation form</b></li> <li>○ Provide the <b>Third Party Observer - Guidelines and Details</b> form to your nominated Third Party.</li> </ul> </li> </ul> <p><b>*Suitably qualified persons</b></p> <p>Suitably qualified persons may include those with the following credentials</p> <ul style="list-style-type: none"> <li>• Certificate IV in Training and Assessment</li> <li>• A Diploma or higher in Adult Education</li> <li>• Skill Set relevant to training</li> <li>• School teacher</li> <li>• Corporate trainers, eg, Training Manager or other trainer engaged on a regular basis delivering training to others</li> <li>• Learning and Development (HR) professionals.</li> <li>• Vocational Competency and currency in training delivery</li> </ul> <p><b>You must upload the completed Third Party Observer - Guidelines and Details</b> form and any relevant document in the relevant project.</p> <p><i>(ensure you keep a copy of these documents, as they will be required to be uploaded with any project where this third party is gathering evidence)</i></p> <p>NOTE: You will be observed by your nominated third party and assessed by your Blueprint trainer/assessor.</p>

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<p><b>Delivery remotely</b> - within your training environment - where you are recording the training for the Blueprint trainer to observe</p>	<p><b>If you do not have access to a suitable environment or suitably qualified person</b></p> <ul style="list-style-type: none"> <li>• <b>Video record your sessions**.</b> You will need to share your video with your Blueprint trainer/assessor via a Google or YouTube link which will be entered into the <b>Observation of Training Checklist</b> template. Your Blueprint assessor will view and assess your video and provide feedback via the Learner Portal</li> </ul> <p><b>**Recording your sessions</b></p> <ul style="list-style-type: none"> <li>• <b>Record your session</b> of a minimum of 30 minutes duration.</li> <li>• Name your file [yourfullname facilitation &lt;session #&gt;]. (e.g., Don Brown facilitation session 1)</li> <li>• Submit your recording via Dropbox, Google Drive, YouTube, or other online media. Provide the link to your video below. It is your responsibility that this video link can be accessed by your Blueprint trainer/assessor.</li> <li>• You will enter the link for your recording in the text box in the observation checklist upload.</li> <li>• You will not be able to finalise your self reflection until you receive feedback from the assessor. You will then complete the self reflection in attempt 2.</li> <li>• The Blueprint assessor will watch your recording and complete an Observation of Training checklist, providing you with feedback on your delivery and facilitation skills.</li> </ul> <p><b>Note:</b> For reasons of student confidentiality and privacy, it is acceptable to film your session with no learner visible in your recording. It is important that we see you presenting and hear your interactions with your learner.</p> <p><b>Note:</b> You will be observed via the video and assessed by your Blueprint trainer/assessor.</p>