

**FACULTY OF TECHNICAL
AND TRADES INNOVATION
HANDBOOK
2013**

DISCLAIMER

The information contained in Victoria University's 2013 Faculty of Technical and Trades Innovation was current at 03 September 2012

In today's university environment, changes to courses occur far more frequently than in the past. For current information on Victoria University's courses, readers are advised to access the University's online courses database at www.vu.edu.au/courses

If you have difficulty in accessing this material electronically, please phone (03)9919 6100 for assistance.

IMPORTANT INFORMATION

The course details in this handbook (Plus details of all other Victoria University courses) can also be searched on the University's online courses database at www.vu.edu.au/courses

This handbook can be downloaded as a pdf file from the Victoria University website at www.vu.edu.au/courses/course-handbooks-and-guides

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HOW TO USE THIS HANDBOOK

Victoria University's 2013 Faculty of Technical and Trades Innovation Handbook is designed to provide students with detailed information on course structures and unit details for undergraduate and postgraduate courses offered by the faculty in 2013.

The definition of fields used in course tables throughout this handbook include:

Credit Point – the number of credit points a unit contributes towards the total points needed to complete a course.

PLEASE NOTE

This handbook provides a guide to courses available within Victoria University's Faculty of Technical and Trades Innovation in 2013.

Although all attempts have been made to make the information as accurate as possible, students should check with the faculty that the information is accurate when planning their courses.

NOTE: Prospective students are strongly advised to search the University's online courses database at www.vu.edu.au/courses for the most up-to-date list of courses.

This handbook includes descriptions of courses that may later be altered or include courses that may not be offered due to unforeseen circumstances, such as insufficient enrolments or changes in teaching personnel. The fact that details of a course are included in this handbook can in no way be taken as creating an obligation on the part of the University to teach it in any given year or in the manner described. The University reserves the right to discontinue or vary courses at any time without notice.

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SCHOOL OF CONSTRUCTION INDUSTRIES

Below are details of courses offered by the School of Construction Industries in 2013.

This information is also available online on the University's searchable courses database at www.vu.edu.au/courses

CERTIFICATE II IN BUILDING AND CONSTRUCTION (BRICKLAYING, CARPENTRY, PAINTING AND DECORATING, WALL AND CEILING LINING, WALL AND FLOOR TILING AND SOLID PLASTERING) - PREAPPRENTICESHIP

Course Code:21844VIC

Campus:Werribee, Newport, Melton, Sunshine.

About this course:Hone your specific skills such as wall and floor tiling, and painting and bricklaying needed to gain an apprenticeship in the building industry.

Course Objectives:This qualification offers participants prevocational training in the building and construction industry. The qualification aims to provide participants with the basic skills and knowledge to allow them to seek an apprenticeship in one of the following sectors in the building and construction industry:

Careers:Bricklayer, Carpenter, Painter and Decorator, Wall and Floor Tiler.

Admission Requirements Other:There are no entry requirements for this course unless the applicant is under 15 years of age - in which case a letter of permission from the school and/or parents is required.

Selection Processes:Direct Entry, OtherApplicants may be required to sit a reading/writing test.

COURSE STRUCTURE

16 weeks full-time or part time equivalent. Full time, Part time. This qualification consists of 13 core units - with five Bricklaying stream specific modules, 11 Carpentry stream specific modules and 9 Painting and Decorating stream specific modules.

Core Units of Study

VBQM697	WORKPLACE SAFETY AND INDUSTRY INDUCTION	34
VBQM698	WORKPLACE PROCEDURES FOR ENVIRONMENTAL SUSTAINABILITY	16
VBQM699	BASIC FIRST AID	8
VBQM700	BUILDING STRUCTURES	8
VBQM701	CALCULATIONS FOR THE BUILDING INDUSTRY	20
VBQM702	CAREER STUDIES	16

VBQM703	COMMUNICATIONS FOR THE BUILDING INDUSTRY	20
VBQM704	INTRODUCTION TO SCAFFOLDING	24
VBQM705	LEVELLING	8
VBQM706	QUALITY PRINCIPLES FOR THE BUILDING INDUSTRY	8
VBQM707	SAFE HANDLING AND USE OF PLANT AND POWER TOOLS	16
VBQM708	WORKPLACE DOCUMENTS AND PLANS	20
CPCCOHS1001A	WORK SAFELY IN THE CONSTRUCTION INDUSTRY	6

Bricklaying Stream specific Units of Study

VBQM711	BRICKLAYING VENEER CONSTRUCTION PRINCIPLES	100
VBQM712	BRICKLAYING CAVITY CONSTRUCTION PRINCIPLES	100
VBQM713	MASONRY BLOCKWORK	50
VBQM710	BRICKLAYING BASIC SKILLS	126
VBQM709	BRICKLAYING HAND TOOLS	60

Carpentry Stream specific Units of Study

VBQM717	SUB-FLOOR FRAMING	36
VBQM718	WALL FRAMING	48
VBQM719	ROOF FRAMING	40
VBQM720	EXTERNAL CLADDING	24
VBQM721	INSTALLATION OF WINDOW AND DOOR FRAME	24
VBQM722	INTERIOR FIXING	40
VBQM723	INTRODUCTION TO DEMOLITION	16
VBQM724	FORMWORK FOR CONCRETING	40
VBQM716	BASIC SETTING OUT	24
VBQM715	CARPENTRY POWER TOOLS	64
VBQM714	CARPENTRY HAND TOOLS	80

Painting and Decorating Stream specific Units of Study

VBQM728	COLOUR THEORY AND PRACTICE	32
VBQM729	PAINT APPLICATION	140
VBQM730	TIMBER STAINING AND CLEAR FINISHING PRINCIPLES	40
VBQM731	PROTECTIVE METAL COATINGS	40
VBQM732	SPRAY PAINTING	32

VBQM733	PAPERHANGING PRINCIPLES	20
VBQM725	PAINTING AND DECORATING HAND TOOLS	40
VBQM726	SURFACE PREPARATION	80
VBQM727	PAINT PRINCIPLES	12
Wall and Floor Tiling Stream specific Units of Study		
VBP521	WALL AND FLOOR TILING HAND AND POWER TOOLS	40
VBP522	TITLING SUBSTRATES	48
VBP523	TILING ADHESIVES	96
VBP524	WALL TILING	128
VBP525	FLOOR TILING	128

ADVANCED DIPLOMA OF BUILDING DESIGN (ARCHITECTURAL)

Course Code:21953VIC

Campus:Newport.

About this course:Open the door to entry level design positions in the building industry. You will learn the following skills:

- construction technology for residential and commercial buildings
- building codes
- designing safe and sustainable buildings
- managing complex projects

Course Objectives:The qualification will be used by Building Design Practitioner aspirants as a job ready entry level outcome.

Careers:The Advanced Diploma of Building Design (Architectural) will provide graduates with the skills and knowledge required for employment as a building designer and to apply for registration in Victoria as a sole practitioner, following the required period of industry experience

Course Duration:2.5 years

Admission Requirements Other:Successful completion of VCE/VCAL or equivalent

Selection Processes:Direct Entry, VTAC

COURSE STRUCTURE

To be awarded a certificate for the Advanced Diploma of Building Design (Architectural), participants are required to successfully complete all 21 core units.

VPAU582	UNDERTAKE SITE SURVEY AND ANALYSIS TO INFORM DESIGN PROCESS	40
VPAU583	APPLY STRUCTURAL AND CONSTRUCTION TECHNOLOGY TO THE DESIGN OF RESIDENTIAL BUILDINGS	180
VPAU584	APPLY STRUCTURAL AND CONSTRUCTION TECHNOLOGY TO THE DESIGN OF COMMERCIAL BUILDINGS	120

VPAU585	COMPLY WITH CODES AND STANDARDS IN THE DESIGN OF RESIDENTIAL BUILDINGS	40
VPAU586	COMPLY WITH CODES AND STANDARDS IN THE DESIGN OF COMMERCIAL BUILDINGS	50
VPAU587	DESIGN SAFE BUILDINGS	40
VPAU588	DESIGN SUSTAINABLE BUILDINGS	90
VPAU589	INTEGRATE SERVICES LAYOUT INTO DESIGN DOCUMENTATION	40
VPAU590	PRODUCE WORKING DRAWINGS FOR RESIDENTIAL BUILDINGS	180
VPAU591	PRODUCE WORKING DRAWINGS FOR COMMERCIAL BUILDINGS	180
VPAU592	SELECT CONSTRUCTION MATERIALS FOR BUILDING PROJECTS	40
VPAU593	PROVIDE DESIGN SOLUTIONS FOR RESIDENTIAL AND COMMERCIAL BUILDINGS	200
VPAU594	INTEGRATE DIGITAL APPLICATIONS INTO ARCHITECTURAL WORKFLOWS	240
VPAU595	PRESENT ARCHITECTURAL DESIGNS	120
VPAU596	MANAGE ARCHITECTURAL PROJECT ADMINISTRATION	60
VPAU597	UNDERTAKE COMPLEX ARCHITECTURAL PROJECTS	280
VPAU349	WORK SAFELY IN THE CONSTRUCTION INDUSTRY	6
BSBOHS404B	CONTRIBUTE TO THE IMPLEMENTATION OF STRATEGIES TO CONTROL OHS RISK	40
BSBSMB404A	UNDERTAKE SMALL BUSINESS PLANNING	50
VU20716	CONDUCT A BUSHFIRE ATTACK LEVEL (BAL) ASSESSMENT	60
VU20717	APPLY BUSHFIRE ATTACK LEVEL (BAL) ASSESSMENT	30

CERTIFICATE II IN SIGNAGE

Course Code:22003VIC

Campus:Sunshine.

About this course:Get a head start in the dynamic sign industry. With a skills shortage in the industry, many employers are seeking good applicants who have completed Certificate II training. Develop your artistic flair and use various techniques and materials such as computer graphics, painting, engraving, vinyl, glass, wood and plastic to create prominent designs.

Course Objectives:The objective of this course is to provide skills to people looking at getting started in the Sign Industry as many employers prefer applicants that have completed Certificate II level training and will assist in the 'Skills Shortage' experienced in this trade.

Careers:Sign Writer

Course Duration:0.5 years

Admission Requirements Other:All students are interviewed for selection. Language, literacy and numeracy skills that are equivalent to Level 2 of the Australian Core Skill Framework.

Selection Processes:Interview, OtherSkills assessment

COURSE STRUCTURE

To be awarded this qualification participants are required to complete all 15 units of competency.

Core Units

CPCCOHS1001A	WORK SAFELY IN THE CONSTRUCTION INDUSTRY	6
CPCCCM1004A	CONDUCT WORKPLACE COMMUNICATION	20
CPCCOHS2001A	APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY	20
CPCCCM1003A	PLAN AND ORGANISE WORK	20
CPCCCM2001A	READ AND INTERPRET PLANS AND SPECIFICATIONS	36
CPCCCM1005A	CARRY OUT MEASUREMENTS AND CALCULATIONS	20
CPCCCM2008A	ERECT AND DISMANTLE RESTRICTED HEIGHT SCAFFOLDING	40
CPCCSI2002A	LAY OUT AND DESIGN SIGNAGE	40
CPCCSI2003A	PREPARE SURFACES FOR SIGNAGE	20
VPAU535	USE SIGN INDUSTRY TOOLS, PLANT AND EQUIPMENT	40
VPAU536	WRITE SIGNS ON UNEVEN SURFACES	60
VPAU537	OPERATE A FLAT BED ROUTER	20
VPAU541	PRODUCE BASIC COMPUTER AIDED MANUFACTURED (CAM) SIGNS - VINYL	60
VPAU542	PRODUCE BASIC SIGNS	96
LMFGG2002B	APPLY FIRST AID	8

CERTIFICATE II IN PLUMBING (PRE-APPRENTICESHIP)

Course Code:22138VIC

Campus:Melton, Sunshine.

About this course:This course will prepare graduates with the skills and knowledge for entry level into an apprenticeship (Certificate III) within the plumbing industry. This course has a range of units that introduce the learner to basic skills and knowledge that underpin the Certificate III in Plumbing, these include:

- maintain safe working conditions

- provide basic emergency life support
- select and use plumbing tools, equipment and materials
- locate, interpret and apply relevant information
- work effectively with others
- communication skills
- follow instructions in a designated sequence
- use appropriate manual handling procedures
- produce technical drawings
- numeracy and calculations
- principles of sustainability
- methods and strategies to identify employment opportunities in the plumbing industry.

Course Objectives:This course will prepare graduates with the skills and knowledge for entry level into an apprenticeship (Certificate III) within the plumbing industry. The course has a range of units that introduce the learner to basic skills and knowledge that underpin the Certificate III in Plumbing.

Careers:Preparation for a Plumbing apprenticeship.

Course Duration:0.5 years

Admission Requirements Other:It is recommended that the participants have basic communication, literacy, numeracy skills that are sufficiently well developed for them to participate in the training. The entry requirement for this course is Australian Core SkillsFramework (ACSF) Level 2.

Selection Processes:Direct Entry, Interview, Written Application, Written Test

COURSE STRUCTURE

To achieve recognition for the Certificate II in Plumbing (Pre-apprenticeship) and to ensure the industry context of the qualification is maintained, the candidate must demonstrate satisfactory completion of all 19 units of competency.

CPCPCM2002A	CARRY OUT INTERACTIVE WORKPLACE COMMUNICATION	10
BSBWRT301A	WRITE SIMPLE DOCUMENTS	30
HLTFA201A	PROVIDE BASIC EMERGENCY LIFE SUPPORT	8
CPCCOHS1001A	WORK SAFELY IN THE CONSTRUCTION INDUSTRY	6
CPCCOHS2001A	APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY	20
CPCCCM1002A	WORK EFFECTIVELY AND SUSTAINABLY IN THE CONSTRUCTION INDUSTRY	20
CPCCCM1005A	CARRY OUT MEASUREMENTS AND CALCULATIONS	20
CPCCCM2006A	APPLY BASIC LEVELLING PROCEDURES	8
CPCCCM2001A	READ AND INTERPRET PLANS AND SPECIFICATIONS	36
CUVCRS04B	PRODUCE TECHNICAL DRAWINGS	40

VU20526	USE BASIC PLUMBING HAND TOOLS	50	CPCCCM1002A	WORK EFFECTIVELY AND SUSTAINABLY IN THE CONSTRUCTION INDUSTRY	20
VU20527	USE BASIC POWER TOOLS	20	CPCCCA2001A	HANDLE CARPENTRY MATERIALS	16
VU20528	PERFORM BASIC OXY-ACETYLENE WELDING AND CUTTING	20	CPCCCA2002A	USE CARPENTRY TOOLS AND EQUIPMENT	96
VU20529	USE BASIC ELECTRIC WELDING EQUIPMENT AND TECHNIQUES	20	CPCCCM1005A	CARRY OUT MEASUREMENTS AND CALCULATIONS	20
VU20530	USE PLUMBING PIPES, FITTINGS AND FIXTURES TO SIMULATE PLUMBING INSTALLATIONS	30	CPCCCM2001A	READ AND INTERPRET PLANS AND SPECIFICATIONS	36
VU20531	APPLY BASIC SHEET METAL PRACTICES	50	CUVCRS04A	PRODUCE TECHNICAL DRAWINGS	50
VU20532	FABRICATE SIMPLE PLUMBING PIPE SYSTEMS	30	CPCCCM1004A	CONDUCT WORKPLACE COMMUNICATION	20
VU20533	CUT AND PENETRATE BUILDING MATERIALS AND STRUCTURES	30	CPCCCM2006A	APPLY BASIC LEVELLING PROCEDURES	8
VU20534	IDENTIFY CAREER PATHWAYS IN THE PLUMBING INDUSTRY	30	CPCCSH2002A	USE ALUMINIUM SECTIONS FOR FABRICATION	40
			HLTFA201A	PROVIDE BASIC EMERGENCY LIFE SUPPORT	8
			VU20558	PREPARE FOR WORK IN THE JOINERY/SHOPFITTING/STAIRBUILDING INDUSTRIES	24
			VU20559	SET UP AND OPERATE BASIC STATIC MACHINES	40
			VU20560	CARRY OUT BASIC CONSTRUCTION PROCESSES WITHIN THE JOINERY/SHOPFITTING/STAIRBUILDING INDUSTRIES	120
			VU20561	CONSTRUCT BASIC DOORS AND WINDOWS	48
			VU20562	CONSTRUCT A BASIC SHOPFITTING DISPLAY UNIT	48
			VU20563	CONSTRUCT A BASIC STAIR	48

CERTIFICATE II IN JOINERY/SHOPFITTING/STAIRBUILDING (PREAPPRENTICESHIP)

Course Code:22145VIC

Campus:Newport.

About this course:Take the next step towards a specialised career in the building and construction industry and pathway into an apprenticeship. Learn the skills and knowledge of basic shopfitting, joinery and stair building techniques. Areas of training include door and window construction, cutting and installation of glass, using power and hand tools and levelling.

Course Objectives:This course will prepare students with the skills and knowledge for entry into an apprenticeship (Certificate III) within the joinery/shopfitting/stairbuilding industries or carpentry.

Careers:Apprentice Joiner, construction assembler / machinist / materials handling.

Course Duration:0.5 years

Admission Requirements Year 12:Successful completion of VCE

Admission Requirements International:IELTS 5.5 or equivalent.

Admission Requirements Mature Age:Relevant industry experience

Admission Requirements VET:Successful completion of VCE

Selection Processes:Direct Entry, Interview

COURSE STRUCTURE

Students must satisfactory complete all 18 units of competency.

CPCCOHS1001A	WORK SAFELY IN THE CONSTRUCTION INDUSTRY	6
CPCCOHS2001A	APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY	20

CERTIFICATE III IN PLUMBING

Course Code:BCP30103

Campus:Sunshine.

This course is for Continuing students only.

Course Objectives:All apprentices will gain Registration and Licence levels with the Plumbing Commission.

Careers:Licensed plumbers.

Admission Requirements Other:All apprentices need to be apprenticed to an employer.

Selection Processes:User Choice (Apprenticeships), Employer Choice, Other

COURSE STRUCTURE

Training Package - Nominal hours: 862-13764 years part-time.Part time

Students must achieve a minimum of four of the following plumbing streams:

Stream 1 - Water (Mandatory)

Stream 2 - Sanitary

Stream 3 - Drainage

Stream 4 - Mechanical Services

Stream 5 - Roofing

Stream 6 - Gas Services

Units of Study

Plumbing Stream 1 - Water

To obtain this stream all twenty-four (24) core units and six (6) elective units as listed in the Plumbing and Service Industry.

Plumbing Stream 2 - Sanitary

To obtain this stream all six (6) core competency units and four (4) elective competency units as listed in the Plumbing and Service Industry Training Package (BCP03) must be completed. Training Package (BCP03) must be completed.

Plumbing Stream 3 - Drainage

To obtain this stream all nine (9) core competency units and three (3) elective competency units as listed in the Plumbing and Service Industry Training Package (BCP03) must be completed.

Plumbing Stream 4 - Mechanical Services

To obtain this stream all four (4) core competency units and eleven (11) elective competency units as listed in the Plumbing and Service Industry Training Package (BCP03) must be completed.

Plumbing Stream 5 - Roofing

To obtain this stream all nine (9) core competency units and four (4) elective competency units as listed in the Plumbing and Service Industry Training Package (BCP03) must be completed.

Plumbing Stream 6 - Gas Services

To obtain this stream all twelve (12) core competency units and five (5) elective competency units as listed in the Plumbing and Service Industry Training Package (BCP03) must be completed.

CERTIFICATE I IN CONSTRUCTION

Course Code: CPC10111

Campus: Werribee, Newport, Melton, Sunshine.

About this course: This course is an introduction to a wide variety of trades across Construction Industries. You will learn an array of specialist practical skills and knowledge relevant to the construction industry including its culture, occupations, job roles and workplace expectations. The competency cover: • essential occupational health and safety requirements • the industrial and work organisation structure • communication skills • work planning • basic use of tools and materials The qualification is built around a basic construction project unit that integrates the skills and embeds employability skills in context.

Course Objectives: This qualification provides an introduction to the construction industry, its culture, occupations, job roles and workplace expectations.

Careers: This prepares students for a pre apprenticeship in the construction industry.

Course Duration: 0.5 years

Admission Requirements Year 12: It is recommended that the participants have basic communication, literacy, numeracy skills.

Admission Requirements Mature Age: It is recommended that the participants have basic communication, literacy, numeracy skills.

Admission Requirements VET: It is recommended that the participants have basic communication, literacy, numeracy skills.

Selection Processes: Direct Entry

COURSE STRUCTURE

To achieve this qualification, the candidate must demonstrate competency in: • 11 units: • 8 core units • 3 elective units.

Core Units of Study

CPCCCM1012A	WORK EFFECTIVELY AND SUSTAINABLY IN THE CONSTRUCTION INDUSTRY	20
CPCCCM1013A	PLAN AND ORGANISE WORK	20
CPCCCM1014A	CONDUCT WORKPLACE COMMUNICATION	20
CPCCCM2005A	USE CONSTRUCTION TOOLS AND EQUIPMENT	96
CPCCOHS1001A	WORK SAFELY IN THE CONSTRUCTION INDUSTRY	6
CPCCOHS2001A	APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY	20
CPCCVE1011A	UNDERTAKE A BASIC CONSTRUCTION PROJECT	40
CPCCCM2001A	READ AND INTERPRET PLANS AND SPECIFICATIONS	36
Elective Units of Study		
CPCCCM1011A	UNDERTAKE BASIC ESTIMATION AND COSTING	16
CPCCCM1015A	CARRY OUT MEASUREMENTS AND CALCULATIONS	20
CPCCCM2004A	HANDLE CONSTRUCTION MATERIALS	16
CPCCCM2006A	APPLY BASIC LEVELLING PROCEDURES	8
CPCCVE1002A	UNDERTAKE A BASIC COMPUTER DESIGN PROJECT	36

CERTIFICATE II IN CONSTRUCTION

Course Code: CPC20111

Campus: Melton, Sunshine, Harvester Technical College.

About this course: This qualification provides an occupational outcome and a range of support tasks applicable to a majority of construction work sites. The qualification has

core units of competency that are required in many Certificate III qualifications. The elective options are structured to allow choice from a range of units aligned at Certificate III level and in total could provide meaningful credit in a construction industry Australian Apprenticeship.

Course Objectives: This qualification provides an introduction to the construction industry, its culture, occupations and workplace expectations. Students will be encouraged to pursue further studies within the construction field.

Careers: Occupational titles may include: ȃ Trades assistant ȃ Builder's labourer ȃ Construction assistant.

Course Duration: 0.5 years

Admission Requirements Other: There are no specific admission requirements for entry into this course.

Selection Processes: Direct Entry

COURSE STRUCTURE

To achieve this qualification, the candidate must demonstrate competency in: ȃ
15 units of competency: ȃ 9 core units ȃ 6 elective units.

Core Units of Study

CPCCCM1012A	WORK EFFECTIVELY AND SUSTAINABLY IN THE CONSTRUCTION INDUSTRY	20
CPCCCM1013A	PLAN AND ORGANISE WORK	20
CPCCCM1014A	CONDUCT WORKPLACE COMMUNICATION	20
CPCCCM1015A	CARRY OUT MEASUREMENTS AND CALCULATIONS	20
CPCCCM2001A	READ AND INTERPRET PLANS AND SPECIFICATIONS	36
CPCCCM2005A	USE CONSTRUCTION TOOLS AND EQUIPMENT	96
CPCCCM2006A	APPLY BASIC LEVELLING PROCEDURES	8
CPCCCO2013A	CARRY OUT CONCRETING TO SIMPLE FORMS	20
CPCCOHS2001A	APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY	20

Elective Units of Study

CPCCCM2002A	CARRY OUT EXCAVATION	16
CPCCCM2009A	CARRY OUT BASIC DEMOLITION	32
CPCCCM2008A	ERECT AND DISMANTLE RESTRICTED HEIGHT SCAFFOLDING	40
CPCCCM2010A	WORK SAFELY AT HEIGHTS	8
CPCCCM3001B	OPERATE ELEVATED WORK PLATFORMS	32

CPCCCA2003A	ERECT AND DISMANTLE FORMWORK FOR FOOTINGS AND SLABS ON GROUND	24
CPCCCM2007A	USE EXPLOSIVE POWER TOOLS	16
CPCCSP2003A	PREPARE SURFACES FOR PLASTERING	40

The above units represent all recognised electives for this course. VU will offer a selection of these units. Your school contact will be able to provide details on the units currently being offered.

CERTIFICATE III IN BRICKLAYING/BLOCKLAYING

Course Code: CPC30108

Campus: Werribee, Newport, Melton, Off-shore.

Course Objectives: This course aims to provide apprentices with training in both the housing and industrial areas of the bricklaying trade. During the course, Apprentices will also acquire the skills necessary for the safe use and maintenance of a wide range of tools and equipment generally use on-the-job such as power tools, automatic and laser levels, cement mixers, generators, scaffolding, conveyer belts etc.

Careers: This qualification provides a trade outcome in bricklaying and blocklaying. Occupational titles may include:

- Bricklayer
- Blocklayer.

Course Duration: 3 years

Admission Requirements Other: To qualify for admission to the course applicants must be registered as an apprentice.

Selection Processes: User Choice (Apprenticeships), Employer Choice

COURSE STRUCTURE

27 units of competency are required for award of this qualification:

- 21 compulsory units
- 6 elective units

Compulsory Units of Study

CPCCCA3002A	CARRY OUT SETTING OUT	24
CPCCCM1002A	WORK EFFECTIVELY AND SUSTAINABLY IN THE CONSTRUCTION INDUSTRY	20
CPCCCM1003A	PLAN AND ORGANISE WORK	20
CPCCCM1004A	CONDUCT WORKPLACE COMMUNICATION	20
CPCCCM1005A	CARRY OUT MEASUREMENTS AND CALCULATIONS	20
CPCCCM2001A	READ AND INTERPRET PLANS AND SPECIFICATIONS	36
CPCCCM2006A	APPLY BASIC LEVELLING PROCEDURES	8

CPCCCM2008A	ERECT AND DISMANTLE RESTRICTED HEIGHT SCAFFOLDING	40
CPCCCM2009A	CARRY OUT BASIC DEMOLITION	32
CPCCOHS2001A	APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY	20
CPCCBL2001A	HANDLE AND PREPARE BRICKLAYING AND BLOCKLAYING MATERIALS	16
CPCCBL2002A	USE BRICKLAYING AND BLOCKLAYING TOOLS AND EQUIPMENT	30
CPCCBL3002A	CARRY OUT MASONRY VENEER CONSTRUCTION	60
CPCCBL3003A	CARRY OUT CAVITY BRICK CONSTRUCTION	60
CPCCBL3004A	CONSTRUCT MASONRY STEPS AND STAIRS	32
CPCCBL3005A	LAY MASONRY WALLS AND CORNERS	76
CPCCBL3006A	LAY MULTI-THICKNESS WALLS AND PIERS	60
CPCCBL3009A	INSTALL FLASHINGS AND DAMP PROOF COURSE	8
CPCCBL3010A	CONSTRUCT MASONRY ARCHES	100
CPCCBL3011A	CONSTRUCT CURVED WALLS	32
CPCCBL3014A	INSTALL FIRE-RATED MASONRY CONSTRUCTION	32

Elective Units of Study

CPCCBL3001A	LAY PAVING	24
CPCCBL3007A	INSTALL GLASS BLOCKWORK	8
CPCCBL3008A	INSTALL AERATED AUTOCLAVED CONCRETE PRODUCTS	40
CPCCBL3012A	CONSTRUCT FIREPLACES AND CHIMNEYS	48
CPCCBL3013A	CONSTRUCT MASONRY STRUCTURAL SYSTEMS	40
CPCCBL3015A	CONSTRUCT DECORATIVE BRICKWORK	70
CPCCBL3016A	CONSTRUCT BATTERED MASONRY WALLS AND PIERS	32
CPCCBL3017A	CARRY OUT TUCK POINTING TO BRICKWORK	12
CPCCCM2007A	USE EXPLOSIVE POWER TOOLS	16
CPCCCM3001A	OPERATE ELEVATED WORK PLATFORMS	32
CPCCCO2003A	CARRY OUT CONCRETING TO SIMPLE FORMS	20
CPCCSF2004A	PLACE AND FIX REINFORCEMENT MATERIALS	80
BSBSMB301A	INVESTIGATE MICRO BUSINESS OPPORTUNITIES	30
BSBSMB406A	MANAGE SMALL BUSINESS FINANCES	60

CPCCLSF2001A	LICENSE TO ERECT, ALTER AND DISMANTLE SCAFFOLDING - BASIC LEVEL	40
CPCCSC2002A	ERECT AND DISMANTLE BASIC SCAFFOLDING	56

CERTIFICATE III IN BRICKLAYING/BLOCKLAYING

Course Code:CPC30111

Campus:Werribee, Newport, Industry, Melton, Off-shore.

Course Objectives:This course provides training and assessment for apprentices in the bricklaying and blocklaying industry.

Careers:Occupational titles may include:

- Bricklayer
- Blocklayer.

Course Duration:3 years

Admission Requirements Other:To qualify for admission into the course applicants must be employed as a bricklaying/blocklaying apprentice.

Selection Processes:User Choice (Apprenticeships), Employer Choice

COURSE STRUCTURE

To achieve this qualification, the candidate must demonstrate competency in:

- 27 units of competency
- 21 core units
- 6 elective units

Core Units of Study

CPCCCA3002A	CARRY OUT SETTING OUT	24
CPCCCM1012A	WORK EFFECTIVELY AND SUSTAINABLY IN THE CONSTRUCTION INDUSTRY	20
CPCCCM1013A	PLAN AND ORGANISE WORK	20
CPCCCM1014A	CONDUCT WORKPLACE COMMUNICATION	20
CPCCCM1015A	CARRY OUT MEASUREMENTS AND CALCULATIONS	20
CPCCCM2001A	READ AND INTERPRET PLANS AND SPECIFICATIONS	36
CPCCCM2006A	APPLY BASIC LEVELLING PROCEDURES	8
CPCCCM2008A	ERECT AND DISMANTLE RESTRICTED HEIGHT SCAFFOLDING	40
CPCCCM2009A	CARRY OUT BASIC DEMOLITION	32
CPCCOHS2001A	APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY	20
CPCCBL2001A	HANDLE AND PREPARE BRICKLAYING AND BLOCKLAYING MATERIALS	16

CPCCB2002A	USE BRICKLAYING AND BLOCKLAYING TOOLS AND EQUIPMENT	30
CPCCB3002A	CARRY OUT MASONRY VENEER CONSTRUCTION	60
CPCCB3003A	CARRY OUT CAVITY BRICK CONSTRUCTION	60
CPCCB3004A	CONSTRUCT MASONRY STEPS AND STAIRS	32
CPCCB3005A	LAY MASONRY WALLS AND CORNERS	76
CPCCB3006A	LAY MULTI-THICKNESS WALLS AND PIERS	60
CPCCB3009A	INSTALL FLASHINGS AND DAMP PROOF COURSE	8
CPCCB3010A	CONSTRUCT MASONRY ARCHES	100
CPCCB3011A	CONSTRUCT CURVED WALLS	32
CPCCB3014A	INSTALL FIRE-RATED MASONRY CONSTRUCTION	32
Elective Units of Study		
CPCCB3001A	LAY PAVING	24
CPCCB3007A	INSTALL GLASS BLOCKWORK	8
CPCCB3012A	CONSTRUCT FIREPLACES AND CHIMNEYS	48
CPCCB3013A	CONSTRUCT MASONRY STRUCTURAL SYSTEMS	40
CPCCB3015A	CONSTRUCT DECORATIVE BRICKWORK	70
CPCCB3016A	CONSTRUCT BATTERED MASONRY WALLS AND PIERS	32
CPCCB3017A	CARRY OUT TUCK POINTING TO BRICKWORK	12
CPCCB3018A	INSTALL AERATED AUTOCLAVED CONCRETE PRODUCTS	40
CPCCM2007A	USE EXPLOSIVE POWER TOOLS	16
CPCCM2010A	WORK SAFELY AT HEIGHTS	8
CPCCM3001B	OPERATE ELEVATED WORK PLATFORMS	32
CPCCO2013A	CARRY OUT CONCRETING TO SIMPLE FORMS	20
CPCCSF2004A	PLACE AND FIX REINFORCEMENT MATERIALS	80
BSBSMB301A	INVESTIGATE MICRO BUSINESS OPPORTUNITIES	30
BSBSMB406A	MANAGE SMALL BUSINESS FINANCES	60
CPCCSF2001A	LICENSE TO ERECT, ALTER AND DISMANTLE SCAFFOLDING - BASIC LEVEL	40
CPCCSC2002A	ERECT AND DISMANTLE BASIC SCAFFOLDING	56

The above units represent all recognised electives for this course. VU will offer a selection of these units. Your school contact will be able to provide details on the

units currently being offered.

CERTIFICATE III IN CARPENTRY

Course Code: CPC30208

Campus: Werribee, Newport, Melton, Off-shore.

About this course: Train as a carpenter and open up a career in commercial or residential building. Learn the skills necessary for the safe use and maintenance of tools and equipment such as power tools, automatic and laser levels, nail guns and generators.

Course Objectives: This course aims to provide apprentices with training in both the housing and industrial areas of the carpentry trade. During the course, Apprentices will also acquire the skills necessary for the safe use and maintenance of a wide range of tools and equipment generally used on-the-job such as power tools, automatic and laser levels, nail guns, compressors, generators and scaffolding.

Careers: This qualification provides a trade outcome in carpentry, covering work in residential and commercial building sites. Occupational titles may include: 2 Carpenter

Course Duration: 4 years

Admission Requirements Other: To qualify for admission to the course applicants must be registered as an apprentice.

Selection Processes: User Choice (Apprenticeships), Employer Choice

COURSE STRUCTURE

30 units of competency are required for award of this qualification:

- 22 compulsory units
- 8 elective units

Compulsory Units of Study

CPCCA2001A	HANDLE CARPENTRY MATERIALS	16
CPCCA2002A	USE CARPENTRY TOOLS AND EQUIPMENT	96
CPCCA3001A	CARRY OUT GENERAL DEMOLITION OF MINOR BUILDING STRUCTURES	32
CPCCA3002A	CARRY OUT SETTING OUT	24
CPCCA3023A	CARRY OUT LEVELLING OPERATIONS	24
CPCCM1002A	WORK EFFECTIVELY AND SUSTAINABLY IN THE CONSTRUCTION INDUSTRY	20
CPCCM1003A	PLAN AND ORGANISE WORK	20
CPCCM1004A	CONDUCT WORKPLACE COMMUNICATION	20
CPCCM1006A	WORK SAFELY AT HEIGHTS	8
CPCCM1005A	CARRY OUT MEASUREMENTS AND CALCULATIONS	20

CPCCCM2001A	READ AND INTERPRET PLANS AND SPECIFICATIONS	36	CPCCM3001A	OPERATE ELEVATED WORK PLATFORMS	32
CPCCCM2002A	CARRY OUT EXCAVATION	16	CPCCSF2003A	CUT AND BEND MATERIALS USING OXY-LPG EQUIPMENT	20
CPCCCM2007A	USE EXPLOSIVE POWER TOOLS	16	CPCCSF2004A	PLACE AND FIX REINFORCEMENT MATERIALS	80
CPCCCM2008A	ERECT AND DISMANTLE RESTRICTED HEIGHT SCAFFOLDING	40	CPCCWC3003A	INSTALL DRY WALL PASSIVE FIRE-RATED SYSTEMS	40
CPCCCO2003A	CARRY OUT CONCRETING TO SIMPLE FORMS	20	BCCCM2004B	DRAIN AND DEWATER SITE	12
CPCCOHS2001A	APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY	20	BCCCM2009B	WORK IN CONFINED SPACES	30
CPCCCA3003A	INSTALL FLOORING SYSTEMS	40	BCCCM2010B	INSTALL TRENCH SUPPORT	40
CPCCCA3004A	CONSTRUCT WALL FRAMES	60	BSBSMB301A	INVESTIGATE MICRO BUSINESS OPPORTUNITIES	30
CPCCCA3005A	CONSTRUCT CEILING FRAMES	32	BSBSMB406A	MANAGE SMALL BUSINESS FINANCES	60
CPCCCA3006A	ERECT ROOF TRUSSES	40	CPCCSP2003A	PREPARE SURFACES FOR PLASTERING	40
CPCCCA3007A	CONSTRUCT PITCHED ROOFS	60	CPCCLSF2001A	LICENSE TO ERECT, ALTER AND DISMANTLE SCAFFOLDING - BASIC LEVEL	40
CPCCCA3008A	CONSTRUCT EAVES	20	CPCCSC2002A	ERECT AND DISMANTLE BASIC SCAFFOLDING	56
Elective Units of Study			CPCCSF2004A	PLACE AND FIX REINFORCEMENT MATERIALS	80
CPCCCA3010A	INSTALL AND REPLACE WINDOWS AND DOORS	70	CERTIFICATE III IN CARPENTRY		
CPCCCA3012A	FRAME AND FIT WET AREA FIXTURES	24	Course Code: CPC30211		
CPCCCA3013A	INSTALL LINING, PANELLING AND MOULDING	40	Campus: Werribee, Newport, Industry, Melton, Off-shore.		
CPCCCA3016A	CONSTRUCT TIMBER EXTERNAL STAIRS	40	About this course: Train as a apprentice carpenter and construct your future in the commercial or residential building field.		
CPCCCA3018A	CONSTRUCT, ERECT AND DISMANTLE FORMWORK FOR STAIRS AND RAMPS	40	Course Objectives: This course provides training and assessment for apprentices in the carpentry industry.		
CPCCCA3019A	ERECT AND DISMANTLE FORMWORK TO SUSPENDED SLABS, COLUMNS, BEAMS AND WALLS	40	Careers: This qualification provides a trade certificate in carpentry, covering work in residential and commercial applications. Occupational titles may include:		
CPCCCA3020A	ERECT AND DISMANTLE JUMP FORM FORMWORK	60	<ul style="list-style-type: none"> • Carpenter 		
CPCCCA3021A	ERECT AND DISMANTLE SLIP FORM FORMWORK	60	Course Duration: 3 years		
CPCCCA2003A	ERECT AND DISMANTLE FORMWORK FOR FOOTINGS AND SLABS ON GROUND	24	Admission Requirements Other: To qualify for admission into the course applicants must be employed as a carpentry apprentice.		
CPCCCA3009A	CONSTRUCT ADVANCED ROOFS	80	Selection Processes: User Choice (Apprenticeships), Employer Choice		
CPCCCA3011A	REFURBISH TIMBER SASHES TO WINDOW FRAMES	16	COURSE STRUCTURE		
CPCCCA3014A	CONSTRUCT BULKHEADS	16	To achieve this qualification, the candidate must demonstrate competency in 30 units of competency:		
CPCCCA3015A	ASSEMBLE PARTITIONS	32	<ul style="list-style-type: none"> • 22 core units • 8 elective units. 		
CPCCCA3017A	INSTALL EXTERIOR CLADDING	20	Core Units of Study		
CPCCCA3022A	INSTALL CURTAIN WALLING	40	CPCCCA2002A	USE CARPENTRY TOOLS AND EQUIPMENT	96

CPCCA2011A	HANDLE CARPENTRY MATERIALS	16	CPCCA3014A	CONSTRUCT BULKHEADS	16
CPCCA3001A	CARRY OUT GENERAL DEMOLITION OF MINOR BUILDING STRUCTURES	32	CPCCA3015A	ASSEMBLE PARTITIONS	32
CPCCA3002A	CARRY OUT SETTING OUT	24	CPCCA3016A	CONSTRUCT TIMBER EXTERNAL STAIRS	40
CPCCA3023A	CARRY OUT LEVELLING OPERATIONS	24	CPCCA3017A	INSTALL EXTERIOR CLADDING	20
CPCCCM1012A	WORK EFFECTIVELY AND SUSTAINABLY IN THE CONSTRUCTION INDUSTRY	20	CPCCA3018A	CONSTRUCT, ERECT AND DISMANTLE FORMWORK FOR STAIRS AND RAMPS	40
CPCCCM1013A	PLAN AND ORGANISE WORK	20	CPCCA3019A	ERECT AND DISMANTLE FORMWORK TO SUSPENDED SLABS, COLUMNS, BEAMS AND WALLS	40
CPCCCM1014A	CONDUCT WORKPLACE COMMUNICATION	20	CPCCA3020A	ERECT AND DISMANTLE JUMP FORM FORMWORK	60
CPCCCM1015A	CARRY OUT MEASUREMENTS AND CALCULATIONS	20	CPCCA3021A	ERECT AND DISMANTLE SLIP FORM FORMWORK	60
CPCCCM2001A	READ AND INTERPRET PLANS AND SPECIFICATIONS	36	CPCCA3022A	INSTALL CURTAIN WALLING	40
CPCCCM2002A	CARRY OUT EXCAVATION	16	CPCCCM3001B	OPERATE ELEVATED WORK PLATFORMS	32
CPCCCM2007A	USE EXPLOSIVE POWER TOOLS	16	CPCCSF2003A	CUT AND BEND MATERIALS USING OXY-LPG EQUIPMENT	20
CPCCCM2008A	ERECT AND DISMANTLE RESTRICTED HEIGHT SCAFFOLDING	40	CPCCSF2004A	PLACE AND FIX REINFORCEMENT MATERIALS	80
CPCCCM2010A	WORK SAFELY AT HEIGHTS	8	CPCCWC3003A	INSTALL DRY WALL PASSIVE FIRE-RATED SYSTEMS	40
CPCCCO2013A	CARRY OUT CONCRETING TO SIMPLE FORMS	20	BSBSMB301A	INVESTIGATE MICRO BUSINESS OPPORTUNITIES	30
CPCCOHS2001A	APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY	20	BSBSMB406A	MANAGE SMALL BUSINESS FINANCES	60
CPCCA3003A	INSTALL FLOORING SYSTEMS	40	RIICCM210A	INSTALL TRENCH SUPPORT	16
CPCCA3004A	CONSTRUCT WALL FRAMES	60	RIOHS202A	ENTER AND WORK IN CONFINED SPACES	30
CPCCA3005A	CONSTRUCT CEILING FRAMES	32	RIIWMG203A	DRAIN AND DEWATER CIVIL CONSTRUCTION SITE	20
CPCCA3006A	ERECT ROOF TRUSSES	40	CPCCLSF2001A	LICENSE TO ERECT, ALTER AND DISMANTLE SCAFFOLDING - BASIC LEVEL	40
CPCCA3007B	CONSTRUCT PITCHED ROOFS	60	CPCCSC2002A	ERECT AND DISMANTLE BASIC SCAFFOLDING	56
CPCCA3008A	CONSTRUCT EAVES	20			
Elective Units of Study			The above units represent all recognised electives for this course. VU will offer a selection of these units. Your school contact will be able to provide details on the units currently being offered.		
CPCCA2003A	ERECT AND DISMANTLE FORMWORK FOR FOOTINGS AND SLABS ON GROUND	24	CERTIFICATE III IN JOINERY		
CPCCA3009A	CONSTRUCT ADVANCED ROOFS	80	Course Code: CPC31908		
CPCCA3010A	INSTALL AND REPLACE WINDOWS AND DOORS	70	Campus: Newport, Off-shore.		
CPCCA3011A	REFURBISH TIMBER SASHES TO WINDOW FRAMES	16	About this course: Learn the techniques of the joinery trade such as manufacturing and assembling stairs, cutting and installing glass and applying finishes. You will gain practical skills for the safe use and maintenance of tools and equipment such as power tools, automatic and laser levels, cement mixers and generators.		
CPCCA3012A	FRAME AND FIT WET AREA FIXTURES	24	Course Objectives: The course aims to provide apprentices with work related practical skills and knowledge in the Joinery industry. During this course apprentices will also acquire the skills necessary for the safe use and maintenance of a wide range of		
CPCCA3013A	INSTALL LINING, PANELLING AND MOULDING	40			

tools and equipment generally used on-the-job such as power tools, automatic and laser levels, nail guns, compressors and generators.

Careers: This qualification provides a trade outcome in joinery covering work for residential and commercial applications. Occupational titles may include:

- Joiner.

Course Duration: 4 years

Admission Requirements Other: To qualify for admission to the course applicants must be registered as an apprentice.

Selection Processes: User Choice (Apprenticeships), Employer Choice

COURSE STRUCTURE

30 units of competency are required for award of this qualification:

- 16 compulsory units
- 14 elective units

Compulsory Units of Study

CPCCA2001A	HANDLE CARPENTRY MATERIALS	16
CPCCA2002A	USE CARPENTRY TOOLS AND EQUIPMENT	96
CPCCA3023A	CARRY OUT LEVELLING OPERATIONS	24
CPCCM1002A	WORK EFFECTIVELY AND SUSTAINABLY IN THE CONSTRUCTION INDUSTRY	20
CPCCM1003A	PLAN AND ORGANISE WORK	20
CPCCM1004A	CONDUCT WORKPLACE COMMUNICATION	20
CPCCM1005A	CARRY OUT MEASUREMENTS AND CALCULATIONS	20
CPCCM1006A	WORK SAFELY AT HEIGHTS	8
CPCCM2001A	READ AND INTERPRET PLANS AND SPECIFICATIONS	36
CPCCM2007A	USE EXPLOSIVE POWER TOOLS	16
CPCCOHS2001A	APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY	20
CPCCJN3001A	USE STATIC MACHINES	56
CPCCJN3002A	USE COMPUTER-CONTROLLED MACHINERY	60
CPCCJN3003A	MANUFACTURE COMPONENTS FOR DOOR AND WINDOW FRAMES AND DOORS	80
CPCCJN3004A	MANUFACTURE JOINERY COMPONENTS	40
CPCCSH3001A	SET OUT AND ASSEMBLE CABINETS, SHOWCASES, WALL UNITS, COUNTERS AND WORKSTATIONS	80

Elective Units of Study

CPCCJS3001A	DESIGN AND SET OUT STAIRS	24
CPCCJS3002A	MANUFACTURE STAIR COMPONENTS FOR STRAIGHT FLIGHTED STAIRS	32
CPCCJS3003A	ASSEMBLE AND INSTALL STAIRS	24
CPCCJS3004A	MANUFACTURE AND INSTALL CONTINUOUS HANDRAILING AND SPECIAL STAIR COMPONENTS	56
CPCCJS3006A	CONSTRUCT FABRICATED STAIRS	24
CPCCA3010A	INSTALL AND REPLACE WINDOWS AND DOORS	70
CPCCA3012A	FRAME AND FIT WET AREA FIXTURES	24
CPCCA3013A	INSTALL LINING, PANELLING AND MOULDING	40
CPCCA3016A	CONSTRUCT TIMBER EXTERNAL STAIRS	40
CPCCA3001A	CARRY OUT GENERAL DEMOLITION OF MINOR BUILDING STRUCTURES	32
CPCCA3011A	REFURBISH TIMBER SASHES TO WINDOW FRAMES	16
CPCCA3014A	CONSTRUCT BULKHEADS	16
CPCCA3015A	ASSEMBLE PARTITIONS	32
CPCCJN2001A	ASSEMBLE COMPONENTS	32
CPCCJN2002A	PREPARE FOR OFF-SITE MANUFACTURING PROCESS	32
CPCCJN2003A	PACKAGE MANUFACTURED PRODUCTS FOR TRANSPORT	10
CPCCJN3005A	CUT AND INSTALL GLASS	16
CPCCPD3001A	PREPARE SURFACES FOR PAINTING	40
CPCCSF2003A	CUT AND BEND MATERIALS USING OXY-LPG EQUIPMENT	20
CPCCSF2004A	PLACE AND FIX REINFORCEMENT MATERIALS	80
CPCCSH2003A	APPLY AND INSTALL SEALANT AND SEALANT DEVICES	16
CPCCSH3004A	APPLY FINISHES	16
CPCCSH3005A	APPLY AND TRIM DECORATIVE FINISHES	40
CPCCST2005A	CARRY OUT LOAD SLINGING OF OFF-SITE MATERIALS	8
BSBSMB301A	INVESTIGATE MICRO BUSINESS OPPORTUNITIES	30
BSBSMB406A	MANAGE SMALL BUSINESS FINANCES	60
CPCCA3002A	CARRY OUT SETTING OUT	24
CPCCPD3006A	APPLY STAINS AND CLEAR TIMBER FINISHES	40

LMFFF2006B APPLY SURFACE COATINGS BY SPRAY GUN 60

CERTIFICATE III IN JOINERY

Course Code: CPC31911

Campus: Newport, Industry.

About this course: As an apprentice joiner you will learn techniques such as manufacturing and assembling stairs, cutting and installing glass and applying finishes. You will gain practical skills for the safe use and maintenance of tools and equipment such as power tools, automatic and laser levels, cement mixers and generators.

Course Objectives: This course provides training and assessment for apprentices in the joinery industry.

Careers: This qualification provides a trade certificate in joinery covering work for residential and commercial applications.

Course Duration: 3 years

Admission Requirements Other: To qualify for admission into the course applicants must be employed as a joinery apprentice.

Selection Processes: User Choice (Apprenticeships), Employer Choice

COURSE STRUCTURE

To achieve this qualification, the candidate must demonstrate competency in 30 units of competency:

- 16 core units
- 14 elective units.

Core Units of Study

CPCCA2002A	USE CARPENTRY TOOLS AND EQUIPMENT	96
CPCCA2011A	HANDLE CARPENTRY MATERIALS	16
CPCCA3023A	CARRY OUT LEVELLING OPERATIONS	24
CPCCM1012A	WORK EFFECTIVELY AND SUSTAINABLY IN THE CONSTRUCTION INDUSTRY	20
CPCCM1013A	PLAN AND ORGANISE WORK	20
CPCCM1014A	CONDUCT WORKPLACE COMMUNICATION	20
CPCCM1015A	CARRY OUT MEASUREMENTS AND CALCULATIONS	20
CPCCM2001A	READ AND INTERPRET PLANS AND SPECIFICATIONS	36
CPCCM2007A	USE EXPLOSIVE POWER TOOLS	16
CPCCM2010A	WORK SAFELY AT HEIGHTS	8
CPCCOHS2001A	APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY	20

CPCCJN3001A	USE STATIC MACHINES	56
CPCCJN3002A	USE COMPUTER-CONTROLLED MACHINERY	60
CPCCJN3003A	MANUFACTURE COMPONENTS FOR DOOR AND WINDOW FRAMES AND DOORS	80
CPCCJN3004A	MANUFACTURE JOINERY COMPONENTS	40
CPCCSH3001A	SET OUT AND ASSEMBLE CABINETS, SHOWCASES, WALL UNITS, COUNTERS AND WORKSTATIONS	80

Elective Units of Study

CPCCJS3002A	MANUFACTURE STAIR COMPONENTS FOR STRAIGHT FLIGHTED STAIRS	32
CPCCJS3003A	ASSEMBLE AND INSTALL STAIRS	24
CPCCJS3004A	MANUFACTURE AND INSTALL CONTINUOUS HANDRAILING AND SPECIAL STAIR COMPONENTS	56
CPCCJS3006A	CONSTRUCT FABRICATED STAIRS	24
CPCCJS3011A	DESIGN AND SET OUT STAIRS	24
CPCCA3010A	INSTALL AND REPLACE WINDOWS AND DOORS	70
CPCCA3012A	FRAME AND FIT WET AREA FIXTURES	24
CPCCA3013A	INSTALL LINING, PANELLING AND MOULDING	40
CPCCA3016A	CONSTRUCT TIMBER EXTERNAL STAIRS	40
CPCCA3011A	REFURBISH TIMBER SASHES TO WINDOW FRAMES	16
CPCCA3014A	CONSTRUCT BULKHEADS	16
CPCCA3015A	ASSEMBLE PARTITIONS	32
CPCCJN2001A	ASSEMBLE COMPONENTS	32
CPCCJN2002A	PREPARE FOR OFF-SITE MANUFACTURING PROCESS	32
CPCCJN2003A	PACKAGE MANUFACTURED PRODUCTS FOR TRANSPORT	10
CPCCJN3005A	CUT AND INSTALL GLASS	16
CPCCPD3021A	PREPARE SURFACES FOR PAINTING	40
CPCCSF2003A	CUT AND BEND MATERIALS USING OXY-LPG EQUIPMENT	20
CPCCSF2004A	PLACE AND FIX REINFORCEMENT MATERIALS	80
CPCCSH2003A	APPLY AND INSTALL SEALANT AND SEALANT DEVICES	16
CPCCSH3004A	APPLY FINISHES	16
CPCCSH3005A	APPLY AND TRIM DECORATIVE FINISHES	40

CPCST2005A	CARRY OUT LOAD SLINGING OF OFF-SITE MATERIALS	8	CPCCM1003A	PLAN AND ORGANISE WORK	20
BSBSMB406A	MANAGE SMALL BUSINESS FINANCES	60	CPCCM1004A	CONDUCT WORKPLACE COMMUNICATION	20

The above units represent all recognised electives for this course. VU will offer a selection of these units. Your school contact will be able to provide details on the units currently being offered.

CERTIFICATE III IN CARPENTRY AND JOINERY

Course Code: CPC32008

Campus: Werribee, Newport, Melton, Off-shore.

About this course: Improve your skills and move up in your profession with practical and technical knowledge of the carpentry and joinery trade. You will train in installing floors, doors and windows, and constructing roofs and stairs. You will learn the practical skills for the safe use and maintenance of tools and equipment such as power tools, cement mixers, automatic and laser levels and generators

Course Objectives: This qualification provides a trade outcome in carpentry and joinery, covering work in residential and commercial building sites. During the course, Apprentices will also acquire the skills necessary for the safe use and maintenance of a wide range of tools and equipment generally used on-the-job such as power tools, automatic and laser levels, nail guns, compressors, generators and scaffolding.

Careers: This qualification provides a trade outcome in carpentry and joinery, covering work in residential and commercial building sites. Occupational titles may include: Carpenter and joiner.

Course Duration: 4 years

Admission Requirements Other: To qualify for admission to the course applicants must be registered as an apprentice.

Selection Processes: User Choice (Apprenticeships), Employer Choice

COURSE STRUCTURE

32 units of competency are required for award of this qualification:

- 27 compulsory units
- 5 elective units

Compulsory Units of Study

CPCCA2001A	HANDLE CARPENTRY MATERIALS	16
CPCCA2002A	USE CARPENTRY TOOLS AND EQUIPMENT	96
CPCCA3001A	CARRY OUT GENERAL DEMOLITION OF MINOR BUILDING STRUCTURES	32
CPCCA3002A	CARRY OUT SETTING OUT	24
CPCCA3023A	CARRY OUT LEVELLING OPERATIONS	24
CPCCM1002A	WORK EFFECTIVELY AND SUSTAINABLY IN THE CONSTRUCTION INDUSTRY	20

CPCCM1003A	PLAN AND ORGANISE WORK	20
CPCCM1004A	CONDUCT WORKPLACE COMMUNICATION	20
CPCCM1005A	CARRY OUT MEASUREMENTS AND CALCULATIONS	20
CPCCM1006A	WORK SAFELY AT HEIGHTS	8
CPCCM2001A	READ AND INTERPRET PLANS AND SPECIFICATIONS	36
CPCCM2002A	CARRY OUT EXCAVATION	16
CPCCM2007A	USE EXPLOSIVE POWER TOOLS	16
CPCCM2008A	ERECT AND DISMANTLE RESTRICTED HEIGHT SCAFFOLDING	40
CPCCO2003A	CARRY OUT CONCRETING TO SIMPLE FORMS	20
CPCCOHS2001A	APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY	20
CPCCA3003A	INSTALL FLOORING SYSTEMS	40
CPCCA3004A	CONSTRUCT WALL FRAMES	60
CPCCA3005A	CONSTRUCT CEILING FRAMES	32
CPCCA3006A	ERECT ROOF TRUSSES	40
CPCCA3007A	CONSTRUCT PITCHED ROOFS	60
CPCCA3008A	CONSTRUCT EAVES	20
CPCCJN3001A	USE STATIC MACHINES	56
CPCCJN3002A	USE COMPUTER-CONTROLLED MACHINERY	60
CPCCJN3003A	MANUFACTURE COMPONENTS FOR DOOR AND WINDOW FRAMES AND DOORS	80
CPCCJN3004A	MANUFACTURE JOINERY COMPONENTS	40
CPCCSH3001A	SET OUT AND ASSEMBLE CABINETS, SHOWCASES, WALL UNITS, COUNTERS AND WORKSTATIONS	80

Elective Units of Study

CPCCA3010A	INSTALL AND REPLACE WINDOWS AND DOORS	70
CPCCA3012A	FRAME AND FIT WET AREA FIXTURES	24
CPCCA3013A	INSTALL LINING, PANNELLING AND MOULDING	40
CPCCA3016A	CONSTRUCT TIMBER EXTERNAL STAIRS	40
CPCCJS3001A	DESIGN AND SET OUT STAIRS	24
CPCCJS3002A	MANUFACTURE STAIR COMPONENTS FOR STRAIGHT FLIGHTED STAIRS	32

CPCCJS3003A	ASSEMBLE AND INSTALL STAIRS	24
CPCCJS3004A	MANUFACTURE AND INSTALL CONTINUOUS HANDRAILING AND SPECIAL STAIR COMPONENTS	56
CPCCJS3006A	CONSTRUCT FABRICATED STAIRS	24
CPCCCA3009A	CONSTRUCT ADVANCED ROOFS	80
CPCCCA3011A	REFURBISH TIMBER SASHES TO WINDOW FRAMES	16
CPCCCA3014A	CONSTRUCT BULKHEADS	16
CPCCCA3015A	ASSEMBLE PARTITIONS	32
CPCCCA3017A	INSTALL EXTERIOR CLADDING	20
CPCCCA3022A	INSTALL CURTAIN WALLING	40
CPCCCM3001A	OPERATE ELEVATED WORK PLATFORMS	32
CPCCSF2003A	CUT AND BEND MATERIALS USING OXY-LPG EQUIPMENT	20
CPCCSF2004A	PLACE AND FIX REINFORCEMENT MATERIALS	80
CPCCWC3003A	INSTALL DRY WALL PASSIVE FIRE-RATED SYSTEMS	40
BCCCM2004B	DRAIN AND DEWATER SITE	12
BCCCM2009B	WORK IN CONFINED SPACES	30
BCCCM2010B	INSTALL TRENCH SUPPORT	40
BSBSMB301A	INVESTIGATE MICRO BUSINESS OPPORTUNITIES	30
BSBSMB406A	MANAGE SMALL BUSINESS FINANCES	60
CPCCPD3006A	APPLY STAINS AND CLEAR TIMBER FINISHES	40

CERTIFICATE III IN CARPENTRY AND JOINERY

Course Code:CPC32011

Campus:Werribee, Newport, Industry, Melton.

Course Objectives:This course provides training and assessment for apprentices in the carpentry and joinery industry.

Careers:This qualification provides a trade certificate in carpentry and joinery, covering work in residential and commercial applications. Occupational titles may include:

- Carpenter and joiner.

Course Duration:3 years

Admission Requirements Other:To qualify for admission into the course applicants must be employed as a carpentry and joinery apprentice.

Selection Processes:User Choice (Apprenticeships), Employer Choice

COURSE STRUCTURE

To achieve this qualification, the candidate must demonstrate competency in 32 units of competency:

- 28 core units
- 4 elective units.

Core Units of Study

CPCCCA2002A	USE CARPENTRY TOOLS AND EQUIPMENT	96
CPCCCA2011A	HANDLE CARPENTRY MATERIALS	16
CPCCCA3001A	CARRY OUT GENERAL DEMOLITION OF MINOR BUILDING STRUCTURES	32
CPCCCA3002A	CARRY OUT SETTING OUT	24
CPCCCA3010A	INSTALL AND REPLACE WINDOWS AND DOORS	70
CPCCCA3013A	INSTALL LINING, PANELLING AND MOULDING	40
CPCCCA3017A	INSTALL EXTERIOR CLADDING	20
CPCCCA3019A	ERECT AND DISMANTLE FORMWORK TO SUSPENDED SLABS, COLUMNS, BEAMS AND WALLS	40
CPCCCA3023A	CARRY OUT LEVELLING OPERATIONS	24
CPCCCM1012A	WORK EFFECTIVELY AND SUSTAINABLY IN THE CONSTRUCTION INDUSTRY	20
CPCCCM1013A	PLAN AND ORGANISE WORK	20
CPCCCM1014A	CONDUCT WORKPLACE COMMUNICATION	20
CPCCCM1015A	CARRY OUT MEASUREMENTS AND CALCULATIONS	20
CPCCCM2001A	READ AND INTERPRET PLANS AND SPECIFICATIONS	36
CPCCCM2007A	USE EXPLOSIVE POWER TOOLS	16
CPCCCM2008A	ERECT AND DISMANTLE RESTRICTED HEIGHT SCAFFOLDING	40
CPCCCM2010A	WORK SAFELY AT HEIGHTS	8
CPCCCO2013A	CARRY OUT CONCRETING TO SIMPLE FORMS	20
CPCCOHS2001A	APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY	20
CPCCCA3003A	INSTALL FLOORING SYSTEMS	40
CPCCCA3004A	CONSTRUCT WALL FRAMES	60
CPCCCA3005A	CONSTRUCT CEILING FRAMES	32
CPCCCA3006A	ERECT ROOF TRUSSES	40
CPCCCA3007B	CONSTRUCT PITCHED ROOFS	60

CPCCJN3001A	USE STATIC MACHINES	56
CPCCJN3003A	MANUFACTURE COMPONENTS FOR DOOR AND WINDOW FRAMES AND DOORS	80
CPCCJN3004A	MANUFACTURE JOINERY COMPONENTS	40
Elective Units of Study		
CPCCCA3012A	FRAME AND FIT WET AREA FIXTURES	24
CPCCCA3016A	CONSTRUCT TIMBER EXTERNAL STAIRS	40
CPCCJN3002A	USE COMPUTER-CONTROLLED MACHINERY	60
CPCCJS3002A	MANUFACTURE STAIR COMPONENTS FOR STRAIGHT FLIGHTED STAIRS	32
CPCCJS3003A	ASSEMBLE AND INSTALL STAIRS	24
CPCCJS3004A	MANUFACTURE AND INSTALL CONTINUOUS HANDRAILING AND SPECIAL STAIR COMPONENTS	56
CPCCJS3006A	CONSTRUCT FABRICATED STAIRS	24
CPCCJS3011A	DESIGN AND SET OUT STAIRS	24
CPCCCA3009A	CONSTRUCT ADVANCED ROOFS	80
CPCCCA3011A	REFURBISH TIMBER SASHES TO WINDOW FRAMES	16
CPCCCA3015A	ASSEMBLE PARTITIONS	32
CPCCCA3022A	INSTALL CURTAIN WALLING	40
CPCCCM2002A	CARRY OUT EXCAVATION	16
CPCCCM3001A	OPERATE ELEVATED WORK PLATFORMS	32
CPCCSF2003A	CUT AND BEND MATERIALS USING OXY-LPG EQUIPMENT	20
CPCCSF2004A	PLACE AND FIX REINFORCEMENT MATERIALS	80
CPCCSH2003A	APPLY AND INSTALL SEALANT AND SEALANT DEVICES	16
CPCCSH3001A	SET OUT AND ASSEMBLE CABINETS, SHOWCASES, WALL UNITS, COUNTERS AND WORKSTATIONS	80
CPCCWC3003A	INSTALL DRY WALL PASSIVE FIRE-RATED SYSTEMS	40
BSBSMB406A	MANAGE SMALL BUSINESS FINANCES	60
RIICCM210A	INSTALL TRENCH SUPPORT	16
RIOHS202A	ENTER AND WORK IN CONFINED SPACES	30
CPCCLSF2001A	LICENSE TO ERECT, ALTER AND DISMANTLE SCAFFOLDING - BASIC LEVEL	40
CPCCSC2002A	ERECT AND DISMANTLE BASIC SCAFFOLDING	56

The above units represent all recognised electives for this course. VU will offer a selection of these units. Your school contact will be able to provide details on the units currently being offered.

CERTIFICATE III IN SIGNAGE

Course Code: CPC32108

Campus: Sunshine.

This course is for Continuing students only.

About this course: Become a fully qualified sign-writer with a course that covers all aspects of the sign industry. You will learn:

- vinyl cutting
- sign fabrication
- sign installation
- sign design
- graphic design
- how to operate advanced computer design software
- how to produce signs on uneven surfaces
- sign writing
- how to produce engraved signs
- advanced vinyl application, such as vehicle wrapping
- heritage signage

You may be required to work outdoors or produce signage in a factory environment.

Course Objectives: This course provides training to apprentices that will equip them to work in the sign industry.

Careers: This qualification provides a trade outcome in signage. Occupational titles may include: Signwriter Sign manufacturer.

Course Duration: 4 years

Admission Requirements Other: To qualify for admission to the course applicants must be registered as an apprentice.

Selection Processes: User Choice (Apprenticeships), Employer Choice

COURSE STRUCTURE

21 units of competency are required for award of this qualification:

- 14 compulsory units
- 7 elective units

Compulsory Units of Study

CPCCCM1002A	WORK EFFECTIVELY AND SUSTAINABLY IN THE CONSTRUCTION INDUSTRY	20
CPCCCM1003A	PLAN AND ORGANISE WORK	20
CPCCCM1004A	CONDUCT WORKPLACE COMMUNICATION	20
CPCCCM1005A	CARRY OUT MEASUREMENTS AND CALCULATIONS	20

CPCCOHS2001A	APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY	20
CPCCSI2001A	USE COLOUR FOR SIGNAGE	24
CPCCSI2002A	LAY OUT AND DESIGN SIGNAGE	40
CPCCSI2003A	PREPARE SURFACES FOR SIGNAGE	20
CPCCSI2004A	PRODUCE DIGITAL SIGNAGE	36
CPCCSI2005A	FABRICATE SIGNAGE	40
CPCCSI2006A	SIGNWRITE TO SIMPLE FORMS	76
CPCCSI2007A	APPLY FASTENERS AND FIXINGS	16
CPCCSI3001A	PRODUCE VINYL SIGNAGE	36
CPCCSI3002A	USE ROTARY ROUTER	20
Elective Units of Study		
CPCCCM1006A	WORK SAFELY AT HEIGHTS	8
CPCCCM2006A	APPLY BASIC LEVELLING PROCEDURES	8
CPCCCM2008A	ERECT AND DISMANTLE RESTRICTED HEIGHT SCAFFOLDING	40
CPCCCM3001A	OPERATE ELEVATED WORK PLATFORMS	32
CPCCCM3003A	WORK SAFELY AROUND POWER SOURCES, SERVICES AND ASSETS	40
CPCCO2003A	CARRY OUT CONCRETING TO SIMPLE FORMS	20
CPCCSI3003A	SIGNWRITE TO DECORATIVE FORMS	92
CPCCSI3004A	APPLY ADVANCED VINYL APPLICATIONS	40
CPCCSI3005A	USE ENGRAVING SYSTEMS	40
CPCCSI3006A	APPLY GILDING TO SIGNAGE	40
CPCCSI3007A	APPLY LINES AND SCROLLS	48
CPCCSI3008A	WRITE SHOWCARDS AND CHALKBOARDS	36
CPCCSI3009A	SCREEN-PRINT SIGNAGE	36
CPCCSI3010A	HAND RENDER PICTORIALS	36
CPCCSI3011A	USE LED TECHNOLOGY FOR SIGNAGE	40
CPCCSI3012A	APPLY ELECTRICAL THEORY FOR ILLUMINATED SIGNAGE	8
CPCCSI3013A	INSTALL LED SYSTEMS	40
CPCCSI3014A	MANUFACTURE GAS-CHARGED GLASS-FORMED ILLUMINATED SIGNAGE	200

BSBSMB301A	INVESTIGATE MICRO BUSINESS OPPORTUNITIES	30
BSBSMB406A	MANAGE SMALL BUSINESS FINANCES	60
MEMO5010B	APPLY FABRICATION, FORMING	80
TDTD1097B	OPERATE A FORKLIFT	40

CERTIFICATE III IN SIGNAGE

Course Code:CPC32111

Campus:Industry, Sunshine.

About this course:As a signage apprentice you will learn:

- vinyl cutting
- sign fabrication
- sign installation
- sign design
- graphic design
- how to operate advanced computer design software
- how to produce signs on uneven surfaces
- sign writing
- how to produce engraved signs
- advanced vinyl application, such as vehicle wrapping
- heritage signage

Course Objectives:This course provides training and assessment for apprentices in the signage industry.

Careers:This qualification provides a trade certificate in signage. Occupational titles may include:

- Signwriter
- Sign manufacturer.

Course Duration:3 years

Admission Requirements Other:To qualify for admission into the course applicants must be employed as a signage apprentice.

Selection Processes:User Choice (Apprenticeships), Employer Choice

COURSE STRUCTURE

To achieve this qualification, the candidate must demonstrate competency in 21 units of competency:

- 14 core units
- 7 elective units.

Core Units of Study

CPCCCM1012A	WORK EFFECTIVELY AND SUSTAINABLY IN THE CONSTRUCTION INDUSTRY	20
CPCCCM1013A	PLAN AND ORGANISE WORK	20

CPCCCM1014A	CONDUCT WORKPLACE COMMUNICATION	20
CPCCCM1015A	CARRY OUT MEASUREMENTS AND CALCULATIONS	20
CPCCOHS2001A	APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY	20
CPCCSI2001A	USE COLOUR FOR SIGNAGE	24
CPCCSI2002A	LAY OUT AND DESIGN SIGNAGE	40
CPCCSI2003A	PREPARE SURFACES FOR SIGNAGE	20
CPCCSI2004A	PRODUCE DIGITAL SIGNAGE	36
CPCCSI2005A	FABRICATE SIGNAGE	40
CPCCSI2006A	SIGNWRITE TO SIMPLE FORMS	76
CPCCSI2007A	APPLY FASTENERS AND FIXINGS	16
CPCCSI3001A	PRODUCE VINYL SIGNAGE	36
CPCCSI3002A	USE ROTARY ROUTER	20
Elective Units of Study		
CPCCCM3001B	OPERATE ELEVATED WORK PLATFORMS	32
CPCCSI3003A	SIGNWRITE TO DECORATIVE FORMS	92
CPCCSI3004A	APPLY ADVANCED VINYL APPLICATIONS	40
CPCCSI3005A	USE ENGRAVING SYSTEMS	40
CPCCSI3006A	APPLY GILDING TO SIGNAGE	40
CPCCSI3007A	APPLY LINES AND SCROLLS	48
CPCCSI3009A	SCREEN-PRINT SIGNAGE	36
CPCCSI3011A	USE LED TECHNOLOGY FOR SIGNAGE	40
CPCCSI3013A	INSTALL LED SYSTEMS	40

The above units represent all recognised electives for this course. VU will offer a selection of these units. Your school contact will be able to provide details on the units currently being offered.

CERTIFICATE III IN PLUMBING

Course Code:CPC32408

Campus:Sunshine, Off-shore.

Course Objectives:Provides off the job training for apprentices in the plumbing and gasfitting industry.

Careers:This qualification provides a trade outcome in plumbing. Occupational titles may include:

- Plumber
- Plumber and drainer

- Plumber and gasfitter
- Gasfitter
- Roof plumber.

Course Duration:3 years

Admission Requirements Other:To qualify for admission to the course applicants must be employed as an apprentice.

Selection Processes:User Choice (Apprenticeships), Employer Choice

COURSE STRUCTURE

Units of competency from a minimum of four of the following six plumbing streams are required for award of this qualification. Stream 1 Water and Stream 2 Sanitary are mandatory. The following units of competency are required for award of this qualification: Stream 1 Water (mandatory): 23 compulsory units and 6 elective units from the water stream and Stream 2 Sanitary (mandatory): 6 compulsory units and 4 elective units from the sanitary stream. Plus two of the following four streams: Stream 3 Drainage: 9 compulsory units and 3 elective units from the drainage stream Stream 4 Mechanical services: 4 compulsory units and 11 elective units from the mechanical services stream Stream 5 Roofing: 8 compulsory units and 4 elective units from the roofing stream Stream 6 Gas services: 12 compulsory units and 5 elective units from the gas services stream NB: Units of competency achieved in one stream count as credit for the same unit in the compulsory or elective requirements for any other stream.

Compulsory Units of Study

Water Stream

CPCPCM2001A	WORK EFFECTIVELY IN THE PLUMBING AND SERVICES SECTOR	12
CPCPCM2002A	CARRY OUT INTERACTIVE WORKPLACE COMMUNICATION	10
CPCPCM2003A	CARRY OUT OHS REQUIREMENTS	36
CPCPCM2004A	READ PLANS AND CALCULATE PLUMBING QUANTITIES	8
CPCPCM2005A	HANDLE AND STORE PLUMBING MATERIALS	6
CPCPCM2006A	USE PLUMBING HAND AND POWER TOOLS	40
CPCPCM2007A	CARRY OUT LEVELLING	6
CPCPCM2010A	MARK OUT MATERIALS	20
CPCPCM2011A	APPLY FIRST AID IN THE WORKPLACE	8
CPCPCM2012A	WELD USING OXY-ACETYLENE EQUIPMENT	16
CPCPCM2013A	WELD USING ARC WELDING EQUIPMENT	16
CPCPCM2014A	CARRY OUT SIMPLE CONCRETING AND RENDERING	16
CPCPCM3001A	FLASH PENETRATIONS THROUGH ROOFS AND WALLS	18
CPCPCM3002A	WELD PLASTIC PIPE USING FUSION METHOD	8

CPCPCM3003A	FABRICATE AND INSTALL NON-FERROUS PRESSURE PIPING	12	Mechanical Services Stream	CPCPCM2008A	CUT AND JOIN SHEET METAL	8
CPCPFS3001A	FABRICATE AND INSTALL FIRE HYDRANT AND HOSE REEL SYSTEMS	40		CPCPMS2001A	ASSEMBLE MECHANICAL SERVICES COMPONENTS	12
CPCPCM2015A	WORK SAFELY ON ROOFS	20		CPCPMS3001A	FABRICATE AND INSTALL STEEL PRESSURE PIPING	50
CPCPWT3001A	SET OUT AND INSTALL WATER SERVICES	36		CPCPMS3003A	INSTALL SMALL BORE HEATING SYSTEMS	12
CPCPWT3002A	INSTALL AND ADJUST WATER SERVICE CONTROLS AND DEVICES	12	Roofing Stream	CPCPCM2008A	CUT AND JOIN SHEET METAL	8
CPCPWT3003A	INSTALL AND COMMISSION WATER HEATING SYSTEMS	22		CPCPRF2002A	SELECT AND INSTALL ROOF SHEETING AND WALL CLADDING	16
CPCPWT3004A	INSTALL AND MAINTAIN DOMESTIC WATER TREATMENT EQUIPMENT	8		CPCPRF2003A	COLLECT AND STORE ROOF WATER	6
CPCPWT3005A	INSTALL WATER PUMP SETS	8		CPCPRF3001A	RECEIVE ROOFING MATERIALS	4
CPCPWT3006A	FIT OFF AND COMMISSION HOT AND COLD WATER SERVICES	16		CPCPRF3002A	FABRICATE AND INSTALL ROOF DRAINAGE COMPONENTS	48
CPCPWT3007A	CONNECT IRRIGATION SYSTEMS FROM DRINKING WATER SUPPLY	6		CPCPRF3003A	FABRICATE AND INSTALL EXTERNAL FLASHINGS	16
Sanitary Stream				CPCPRF3004A	INSTALL ROOF COMPONENTS	10
CPCPCM2008A	CUT AND JOIN SHEET METAL	8		CPCPRF3006A	INSTALL COMPOSITE ROOF SYSTEMS	20
CPCPDR2001A	LOCATE AND CLEAR BLOCKAGES	8		CPCPCM2008A	CUT AND JOIN SHEET METAL	8
CPCPSN3001A	PLAN LAYOUT OF A RESIDENTIAL SANITARY PLUMBING SYSTEM	8		CPCPGS3001A	INSTALL GAS PIPING SYSTEMS	24
CPCPSN3002A	INSTALL DISCHARGE PIPES	28		CPCPGS3002A	SIZE CONSUMER GAS PIPING SYSTEMS	8
CPCPSN3003A	FABRICATE AND INSTALL SANITARY STACKS	28		CPCPGS3003A	INSTALL AND COMMISSION TYPE A GAS APPLIANCES	20
CPCPSN3004A	INSTALL AND FIT OFF SANITARY FIXTURES	20		CPCPGS3004A	INSTALL LPG STORAGE OF AGGREGATE STORAGE CAPACITY UP TO 500 LITRES	4
Drainage Stream				CPCPGS3006A	INSTALL LPG SYSTEMS IN CARAVANS, MOBILE HOMES, WATER CRAFT AND MOBILE WORKPLACES	16
CPCPDR2001A	LOCATE AND CLEAR BLOCKAGES	8		CPCPGS3007A	INSTALL GAS DETECTION DEVICES	4
CPCPDR2002A	INSTALL DOMESTIC TREATMENT PLANTS	16		CPCPGS3008A	INSTALL GAS PRESSURE CONTROL EQUIPMENT	8
CPCPDR2004A	INSTALL STORMWATER AND SUB-SOIL DRAINAGE SYSTEMS	8		CPCPGS3009A	INSTALL TYPE A GAS APPLIANCE FLUES	12
CPCPDR2005A	DRAIN WORK SITE	4		CPCPGS3011A	PURGE CONSUMER PIPING	8
CPCPDR3001A	PLAN LAYOUT OF A RESIDENTIAL EXTERNAL SANITARY DRAINAGE SYSTEM	8		CPCPGS3013A	DISCONNECT AND RECONNECT TYPE A GAS APPLIANCES	16
CPCPDR3002A	INSTALL BELOW GROUND SANITARY DRAINAGE SYSTEMS	26	Compulsory Units of Study	CPCPGS3014A	CALCULATE AND INSTALL NATURAL VENTILATION FOR TYPE A GAS APPLIANCES	8
CPCPDR3003A	INSTALL ON-SITE DISPOSAL SYSTEMS	8	Water Stream			
BCCCM2010B	INSTALL TRENCH SUPPORT	40		CPCPCM2008A	ERECT AND DISMANTLE RESTRICTED HEIGHT	40

	SCAFFOLDING		RTE3605A	TROUBLESHOOT IRRIGATION SYSTEMS	50
CPCCCM3001A	OPERATE ELEVATED WORK PLATFORMS	32	Sanitary Sream		
CPCCPB3015A	INSTALL ACOUSTIC AND THERMAL ENVIRONMENTAL PROTECTION SYSTEMS	20	BCCCM2010B	INSTALL TRENCH SUPPORT	40
CPCCRI3001B	OPERATE PERSONNEL AND MATERIALS HOISTS	32	CPCCCM2008A	ERECT AND DISMANTLE RESTRICTED HEIGHT SCAFFOLDING	40
CPCCST2005A	CARRY OUT LOAD SLINGING OF OFF-SITE MATERIALS	8	CPCCCM3001A	OPERATE ELEVATED WORK PLATFORMS	32
CPCPCM2008A	CUT AND JOIN SHEET METAL	8	CPCCPB3015A	INSTALL ACOUSTIC AND THERMAL ENVIRONMENTAL PROTECTION SYSTEMS	20
CPCPCM2009A	CUT USING OXY-LPG-ACETYLENE EQUIPMENT	8	CPCCRI3001B	OPERATE PERSONNEL AND MATERIALS HOISTS	32
CPCPFS2001A	CONNECT STATIC STORAGE TANKS FOR FIXED FIRE PROTECTION SYSTEMS	60	CPCCST2005A	CARRY OUT LOAD SLINGING OF OFF-SITE MATERIALS	8
CPCPFS2002A	INSTALL PORTABLE FIRE EQUIPMENT	24	CPCPCM2009A	CUT USING OXY-LPG-ACETYLENE EQUIPMENT	8
CPCPFS3003A	FIT OFF SPRINKLER HEADS, CONTROLS AND ANCILLARY EQUIPMENT	40	CPCPDR2002A	INSTALL DOMESTIC TREATMENT PLANTS	16
CPCPFS3004A	INSTALL CONTROL VALVE ASSEMBLIES, ACTUATING DEVICES AND LOCAL ALARMS	100	CPCPDR2003A	MAINTAIN EFFLUENT DISINFECTION SYSTEMS	4
CPCPFS3008A	TEST AND MAINTAIN FIRE HYDRANT AND HOSE REEL INSTALLATIONS	60	CPCPDR2004A	INSTALL STORMWATER AND SUB-SOIL DRAINAGE SYSTEMS	8
CPCPIG2001A	DESIGN DOMESTIC URBAN IRRIGATION SYSTEMS	4	CPCPDR2005A	DRAIN WORK SITE	4
CPCPIG3001A	SET OUT, INSTALL AND COMMISSION IRRIGATION SYSTEMS	4	CPCPDR2006A	INSTALL PREFABRICATED INSPECTION OPENINGS AND ENCLOSURES	4
CPCPIG3002A	INSTALL AND COMMISSION DOMESTIC IRRIGATION PUMPS	4	CPCPDR3002A	INSTALL BELOW GROUND SANITARY DRAINAGE SYSTEMS	26
CPCPMS3003A	INSTALL SMALL BORE HEATING SYSTEMS	12	CPCPDR3003A	INSTALL ON-SITE DISPOSAL SYSTEMS	8
CPCPMS3010A	INSTALL AND MAINTAIN EVAPORATIVE AIR COOLING SYSTEMS	20	CPCPMS3002A	SELECT AND FIT INSULATION AND SHEATHING	8
CPCPRF2003A	COLLECT AND STORE ROOF WATER	6	CPCPSN3005A	INSTALL PRE-TREATMENT FACILITIES	8
CPCPWT3004A	INSTALL AND MAINTAIN DOMESTIC WATER TREATMENT EQUIPMENT	8	CPCPSN3006A	INSTALL SEWERAGE PUMP SETS	8
CPCPFS3007A	INSTALL DOMESTIC AND RESIDENTIAL LIFE SAFETY SPRINKLER SYSTEMS	60	Drainage Sream		
CPCPWT3008A	INSTALL WATER SERVICE	10	CPCCST2005A	CARRY OUT LOAD SLINGING OF OFF-SITE MATERIALS	8
CPCPWT3009A	INSTALL WATER PIPE SYSTEMS	12	CPCPCM2008A	CUT AND JOIN SHEET METAL	8
BCCCM2010B	INSTALL TRENCH SUPPORT	40	CPCPCM2009A	CUT USING OXY-LPG-ACETYLENE EQUIPMENT	8
MEM05017C	WELD USING GAS METAL ARC WELDING PROCESS	40	CPCPDR2003A	MAINTAIN EFFLUENT DISINFECTION SYSTEMS	4
MEM05019C	WELD USING GAS TUNGSTEN ARC WELD PROCESS	40	CPCPWT3009A	INSTALL WATER PIPE SYSTEMS	12
			CPCPSN3005A	INSTALL PRE-TREATMENT FACILITIES	8
			Mechanical Services Sream		
			CPCCCM2008A	ERECT AND DISMANTLE RESTRICTED HEIGHT SCAFFOLDING	40

CPCCCM3001A	OPERATE ELEVATED WORK PLATFORMS	32	CPCPRF3005A	INSTALL ROOF COVERINGS TO CURVED ROOF STRUCTURES	12
CPCCPB3015A	INSTALL ACOUSTIC AND THERMAL ENVIRONMENTAL PROTECTION SYSTEMS	20	BCCCM2010B	INSTALL TRENCH SUPPORT	40
CPCCRI3001B	OPERATE PERSONNEL AND MATERIALS HOISTS	32	MEM05017C	WELD USING GAS METAL ARC WELDING PROCESS	40
CPC CST2005A	CARRY OUT LOAD SLINGING OF OFF-SITE MATERIALS	8	MEM05019C	WELD USING GAS TUNGSTEN ARC WELD PROCESS	40
CPCPCM2009A	CUT USING OXY-LPG-ACETYLENE EQUIPMENT	8	Gas Services Stream		
CPCPMS3002A	SELECT AND FIT INSULATION AND SHEATHING	8	CPCCCM2008A	ERECT AND DISMANTLE RESTRICTED HEIGHT SCAFFOLDING	40
CPCPMS3004A	INSTALL MEDICAL GAS PIPELINE SYSTEMS	24	CPCCCM3001A	OPERATE ELEVATED WORK PLATFORMS	32
CPCPMS3005A	INSTALL AND TEST DUCTING SYSTEMS	12	CPCCRI3001B	OPERATE PERSONNEL AND MATERIALS HOISTS	32
CPCPMS3006A	INSTALL AIR HANDLING UNITS	12	CPC CST2005A	CARRY OUT LOAD SLINGING OF OFF-SITE MATERIALS	8
CPCPMS3007A	INSTALL AND TEST SPLIT SYSTEM AIR CONDITIONING	12	CPCPCM2009A	CUT USING OXY-LPG-ACETYLENE EQUIPMENT	8
CPCPMS3008A	INSTALL AIR CONDITIONING CONTROL EQUIPMENT	8	CPCPGS3005A	INSTALL LPG STORAGE OF AGGREGATE STORAGE CAPACITY EXCEEDING 500 LITRES AND LESS THAN 8KL	6
CPCPMS3009A	MAINTAIN MECHANICAL SERVICES EQUIPMENT	8	CPCPGS3010A	INSTALL TYPE B GAS APPLIANCE FLUES	4
CPCPMS3010A	INSTALL AND MAINTAIN EVAPORATIVE AIR COOLING SYSTEMS	20	CPCPGS3012A	MAINTAIN TYPE A GAS APPLIANCES	8
CPCPRF3003A	FABRICATE AND INSTALL EXTERNAL FLASHINGS	16	CPCPGS3015A	INSTALL SUBSIDIARY GAS METERS	4
BCCCM2010B	INSTALL TRENCH SUPPORT	40	CPCPMS2001A	ASSEMBLE MECHANICAL SERVICES COMPONENTS	12
MEM05017C	WELD USING GAS METAL ARC WELDING PROCESS	40	CPCPMS3001A	FABRICATE AND INSTALL STEEL PRESSURE PIPING	50
MEM05019C	WELD USING GAS TUNGSTEN ARC WELD PROCESS	40	CPCPMS3003A	INSTALL SMALL BORE HEATING SYSTEMS	12
MEM10009B	INSTALL REFRIGERATION AND AIR CONDITIONING PLANT/EQUIPMENT	40	CPCPMS3005A	INSTALL AND TEST DUCTING SYSTEMS	12
MEM10010B	INSTALL PIPEWORK AND PIPEWORK ASSEMBLIES	40	CPCPMS3006A	INSTALL AIR HANDLING UNITS	12
MEM18086B	TEST, RECOVER, EVACUATE AND CHARGE REFRIGERATION SYSTEMS	40	BCCCM2010B	INSTALL TRENCH SUPPORT	40
Roofing Stream			MEM05017C	WELD USING GAS METAL ARC WELDING PROCESS	40
CPCCCM2008A	ERECT AND DISMANTLE RESTRICTED HEIGHT SCAFFOLDING	40	MEM05019C	WELD USING GAS TUNGSTEN ARC WELD PROCESS	40
CPCCCM3001A	OPERATE ELEVATED WORK PLATFORMS	32	CERTIFICATE III IN PLUMBING		
CPCCPB3015A	INSTALL ACOUSTIC AND THERMAL ENVIRONMENTAL PROTECTION SYSTEMS	20	Course Code: CPC32411		
CPCCRI3001B	OPERATE PERSONNEL AND MATERIALS HOISTS	32	Campus: Industry, Sunshine.		
CPC CST2005A	CARRY OUT LOAD SLINGING OF OFF-SITE MATERIALS	8	Course Objectives: This course provides training and assessment for apprentices in the plumbing and gasfitting industry.		
CPCPCM2009A	CUT USING OXY-LPG-ACETYLENE EQUIPMENT	8	Careers: This qualification provides a trade certificate in plumbing. Occupational titles may include:		
CPCPRF2004A	FABRICATE ROOF COVERINGS FOR CURVED STRUCTURES	8	<ul style="list-style-type: none"> • Plumber • Plumber and drainer • Plumber and gasfitter 		

- Gasfitter
- Roof plumber.

Course Duration:3 years

Admission Requirements Year 12:To qualify for admission into the course applicants must be employed as a plumbing apprentice.

Admission Requirements International:IELTS 5.5

Admission Requirements Mature Age:To qualify for admission into the course applicants must be employed as a plumbing apprentice.

Admission Requirements VET:To qualify for admission into the course applicants must be employed as a plumbing apprentice.

Selection Processes:User Choice (Apprenticeships), Employer Choice

COURSE STRUCTURE

Units of competency from a minimum of four of the following six plumbing streams are required to be awarded this qualification. Stream 1 Water and Stream 2 Sanitary are mandatory. The following units of competency are required for award of this qualification: Stream 1 Water (mandatory): 24 core units and 5 elective units from the water stream and Stream 2 Sanitary (mandatory): 6 core units and 4 elective units from the sanitary stream. Plus two of the following four streams:Stream 3 Drainage: 9 core units and 3 elective units from the drainage stream Stream 4 Mechanical services: 4 core units and 11 elective units from the mechanical services stream Stream 5 Roofing: 8 core units and 4 elective units from the roofing stream Stream 6 Gas services: 12 core units and 5 elective units from the gas services stream NB: Units of competency achieved in one stream count as credit for the same unit in the core or elective requirements for any other stream.

CORE UNITS OF STUDY

Water Stream

CPCPCM2002A	CARRY OUT INTERACTIVE WORKPLACE COMMUNICATION	10
CPCPCM2004A	READ PLANS AND CALCULATE PLUMBING QUANTITIES	8
CPCPCM2011A	APPLY FIRST AID IN THE WORKPLACE	8
CPCPCM2021A	WORK EFFECTIVELY IN THE PLUMBING AND SERVICES SECTOR	12
CPCPCM2023A	CARRY OUT OHS REQUIREMENTS	40
CPCPCM2025A	HANDLE AND STORE PLUMBING MATERIALS	6
CPCPCM2026A	USE PLUMBING HAND AND POWER TOOLS	40
CPCPCM2027A	CARRY OUT LEVELLING	6
CPCPCM2030A	MARK OUT MATERIALS	20
CPCPCM2032A	WELD USING OXY-ACETYLENE EQUIPMENT	16

CPCPCM2033A	WELD USING ARC WELDING EQUIPMENT	16
CPCPCM2034A	CARRY OUT SIMPLE CONCRETING AND RENDERING	16
CPCPCM2035A	WORK SAFELY ON ROOFS	20
CPCPCM3011A	FLASH PENETRATIONS THROUGH ROOFS AND WALLS	18
CPCPCM3012A	WELD PLASTIC PIPE USING FUSION METHOD	8
CPCPCM3013A	FABRICATE AND INSTALL NON-FERROUS PRESSURE PIPING	12
CPCPFS3011A	FABRICATE AND INSTALL FIRE HYDRANT AND HOSE REEL SYSTEMS	40
CPCPWT3010A	CONNECT AND INSTALL STORAGE TANKS TO A DOMESTIC WATER SUPPLY	12
CPCPWT3011A	SET OUT AND INSTALL WATER SERVICES	36
CPCPWT3012A	INSTALL AND ADJUST WATER SERVICE CONTROLS AND DEVICES	12
CPCPWT3013A	INSTALL AND COMMISSION WATER HEATING SYSTEMS	25
CPCPWT3015A	INSTALL WATER PUMP SETS	8
CPCPWT3016A	FIT OFF AND COMMISSION HEATED AND COLD WATER SERVICES	16
CPCPWT3017A	CONNECT IRRIGATION SYSTEMS FROM DRINKING WATER SUPPLY	6

Sanitary Stream

CPCPCM2028A	CUT AND JOIN SHEET METAL	8
CPCPDR2011A	LOCATE AND CLEAR BLOCKAGES	8
CPCPSN3011A	PLAN LAYOUT OF A RESIDENTIAL SANITARY PLUMBING SYSTEM	8
CPCPSN3012A	INSTALL DISCHARGE PIPES	28
CPCPSN3013A	FABRICATE AND INSTALL SANITARY STACKS	28
CPCPSN3014A	INSTALL AND FIT OFF SANITARY FIXTURES	20

Drainage Stream

CPCPDR2011A	LOCATE AND CLEAR BLOCKAGES	8
CPCPDR2012A	INSTALL DOMESTIC TREATMENT PLANTS	20
CPCPDR2014A	INSTALL STORMWATER AND SUB-SOIL DRAINAGE SYSTEMS	15
CPCPDR2015A	DRAIN WORK SITE	4

CPCPDR2016A	INSTALL PREFABRICATED INSPECTION OPENINGS AND ENCLOSURES	4		TYPE A GAS APPLIANCES	
CPCPDR3011A	PLAN LAYOUT OF A RESIDENTIAL SANITARY DRAINAGE SYSTEM	8	CPCPGS3031A	INSTALL GAS PIPING SYSTEMS	24
CPCPDR3012A	INSTALL BELOW GROUND SANITARY DRAINAGE SYSTEMS	30	CPCPGS3032A	SIZE CONSUMER GAS PIPING SYSTEMS	8
CPCPDR3013A	INSTALL ON-SITE DISPOSAL SYSTEMS	8	CPCPGS3033A	INSTALL AND COMMISSION TYPE A GAS APPLIANCES	22
RIICCM210A	INSTALL TRENCH SUPPORT	16	CPCPGS3034A	INSTALL LPG STORAGE OF AGGREGATE STORAGE CAPACITY UP TO 500 LITRES	4
Mechanical Services Stream			ELECTIVE UNITS OF STUDY		
			Water Stream		
CPCPCM2028A	CUT AND JOIN SHEET METAL	8	CPCCCM2008A	ERECT AND DISMANTLE RESTRICTED HEIGHT SCAFFOLDING	40
CPCPMS2011A	ASSEMBLE MECHANICAL SERVICES COMPONENTS	12	CPCCCM2010A	WORK SAFELY AT HEIGHTS	8
CPCPMS3011A	FABRICATE AND INSTALL STEEL PRESSURE PIPING	50	CPCCCM3001B	OPERATE ELEVATED WORK PLATFORMS	32
CPCPMS3013A	INSTALL SMALL BORE HEATING SYSTEMS	15	CPCPCM2028A	CUT AND JOIN SHEET METAL	8
Roofing Stream			CPCPCM2029A	CUT USING OXY-LPG-ACETYLENE EQUIPMENT	8
CPCPCM2028A	CUT AND JOIN SHEET METAL	8	CPCPFS3017A	INSTALL DOMESTIC AND RESIDENTIAL LIFE SAFETY SPRINKLER SYSTEMS	60
CPCPRF2012A	SELECT AND INSTALL ROOF SHEETING AND WALL CLADDING	16	CPCPIG2011A	DESIGN DOMESTIC URBAN IRRIGATION SYSTEMS	4
CPCPRF2013A	COLLECT AND STORE ROOF WATER	10	CPCPIG3012A	INSTALL AND COMMISSION DOMESTIC IRRIGATION PUMPS	4
CPCPRF3011A	RECEIVE ROOFING MATERIALS	4	CPCPMS3012A	SELECT AND FIT INSULATION AND SHEATHING	8
CPCPRF3012A	FABRICATE AND INSTALL ROOF DRAINAGE COMPONENTS	48	CPCPMS3013A	INSTALL SMALL BORE HEATING SYSTEMS	15
CPCPRF3013A	FABRICATE AND INSTALL EXTERNAL FLASHINGS	16	CPCPMS3020A	INSTALL AND MAINTAIN EVAPORATIVE AIR COOLING SYSTEMS	20
CPCPRF3014A	INSTALL ROOF COMPONENTS	10	CPCPRF2013A	COLLECT AND STORE ROOF WATER	10
CPCPRF3016A	INSTALL COMPOSITE ROOF SYSTEMS	20	CPCPWT3014A	INSTALL AND MAINTAIN DOMESTIC WATER TREATMENT EQUIPMENT	10
Gas Services Stream			CPCPWT3018A	INSTALL WATER SERVICE	12
CPCPCM2028A	CUT AND JOIN SHEET METAL	8	CPCPWT3019A	INSTALL WATER PIPE SYSTEMS	12
CPCPGS3016A	INSTALL LPG SYSTEMS IN CARAVANS, MOBILE HOMES, WATER CRAFT AND MOBILE WORKPLACES	16	RIICCM210A	INSTALL TRENCH SUPPORT	16
CPCPGS3017A	INSTALL GAS DETECTION DEVICES	4	Sanitary Stream		
CPCPGS3018A	INSTALL GAS PRESSURE CONTROL EQUIPMENT	8	CPCCCM2008A	ERECT AND DISMANTLE RESTRICTED HEIGHT SCAFFOLDING	40
CPCPGS3019A	INSTALL TYPE A GAS APPLIANCE FLUES	12	CPCCCM2010A	WORK SAFELY AT HEIGHTS	8
CPCPGS3021A	PURGE CONSUMER PIPING	8	CPCCCM3001B	OPERATE ELEVATED WORK PLATFORMS	32
CPCPGS3023A	DISCONNECT AND RECONNECT TYPE A GAS APPLIANCES	16			
CPCPGS3024A	CALCULATE AND INSTALL NATURAL VENTILATION FOR	8			

CPCPCM2029A	CUT USING OXY-LPG-ACETYLENE EQUIPMENT	8	CPCPMS3019A	MAINTAIN MECHANICAL SERVICES EQUIPMENT	8
CPCPDR2012A	INSTALL DOMESTIC TREATMENT PLANTS	20	CPCPMS3020A	INSTALL AND MAINTAIN EVAPORATIVE AIR COOLING SYSTEMS	20
CPCPDR2013A	MAINTAIN EFFLUENT DISINFECTION SYSTEMS	4	CPCPRF3013A	FABRICATE AND INSTALL EXTERNAL FLASHINGS	16
CPCPDR2014A	INSTALL STORMWATER AND SUB-SOIL DRAINAGE SYSTEMS	15	MEM10009B	INSTALL REFRIGERATION AND AIR CONDITIONING PLANT/EQUIPMENT	40
CPCPDR2015A	DRAIN WORK SITE	4	MEM10010B	INSTALL PIPEWORK AND PIPEWORK ASSEMBLIES	40
CPCPDR2016A	INSTALL PREFABRICATED INSPECTION OPENINGS AND ENCLOSURES	4	MEM18086B	TEST, RECOVER, EVACUATE AND CHARGE REFRIGERATION SYSTEMS	40
CPCPDR3012A	INSTALL BELOW GROUND SANITARY DRAINAGE SYSTEMS	30	RIICCM210A	INSTALL TRENCH SUPPORT	16
CPCPDR3013A	INSTALL ON-SITE DISPOSAL SYSTEMS	8	Roofing Stream Stream		
CPCPMS3012A	SELECT AND FIT INSULATION AND SHEATHING	8	CPCCCM2008A	ERECT AND DISMANTLE RESTRICTED HEIGHT SCAFFOLDING	40
CPCPSN3015A	INSTALL PRE-TREATMENT FACILITIES	8	CPCCCM2010A	WORK SAFELY AT HEIGHTS	8
CPCPSN3016A	INSTALL SEWERAGE PUMP SETS	8	CPCCCM3001B	OPERATE ELEVATED WORK PLATFORMS	32
RIICCM210A	INSTALL TRENCH SUPPORT	16	CPCPCM2029A	CUT USING OXY-LPG-ACETYLENE EQUIPMENT	8
Drainage Stream			CPCPRF2014A	FABRICATE ROOF COVERINGS FOR CURVED STRUCTURES	8
CPCPCM2028A	CUT AND JOIN SHEET METAL	8	CPCPRF3015A	INSTALL ROOF COVERINGS TO CURVED ROOF STRUCTURES	12
CPCPCM2029A	CUT USING OXY-LPG-ACETYLENE EQUIPMENT	8	RIICCM210A	INSTALL TRENCH SUPPORT	16
CPCPDR2013A	MAINTAIN EFFLUENT DISINFECTION SYSTEMS	4	Gas Services Stream		
CPCPSN3015A	INSTALL PRE-TREATMENT FACILITIES	8	CPCCCM2008A	ERECT AND DISMANTLE RESTRICTED HEIGHT SCAFFOLDING	40
CPCPWT3019A	INSTALL WATER PIPE SYSTEMS	12	CPCCCM2010A	WORK SAFELY AT HEIGHTS	8
Mechanical Services Stream			CPCCCM3001B	OPERATE ELEVATED WORK PLATFORMS	32
CPCCCM2008A	ERECT AND DISMANTLE RESTRICTED HEIGHT SCAFFOLDING	40	CPCPCM2029A	CUT USING OXY-LPG-ACETYLENE EQUIPMENT	8
CPCCCM2010A	WORK SAFELY AT HEIGHTS	8	CPCPGS3020A	INSTALL TYPE B GAS APPLIANCE FLUES	4
CPCCCM3001B	OPERATE ELEVATED WORK PLATFORMS	32	CPCPGS3022A	MAINTAIN TYPE A GAS APPLIANCES	8
CPCPCM2029A	CUT USING OXY-LPG-ACETYLENE EQUIPMENT	8	CPCPGS3035A	INSTALL LPG STORAGE OF AGGREGATE STORAGE CAPACITY EXCEEDING 5 (TRUNC)	6
CPCPMS3012A	SELECT AND FIT INSULATION AND SHEATHING	8	CPCPMS2011A	ASSEMBLE MECHANICAL SERVICES COMPONENTS	12
CPCPMS3014A	INSTALL MEDICAL GAS PIPELINE SYSTEMS	24	CPCPMS3013A	INSTALL SMALL BORE HEATING SYSTEMS	15
CPCPMS3015A	INSTALL AND TEST DUCTING SYSTEMS	12	CPCPMS3016A	INSTALL AIR HANDLING UNITS	12
CPCPMS3016A	INSTALL AIR HANDLING UNITS	12			
CPCPMS3017A	INSTALL AND TEST SPLIT SYSTEM AIR CONDITIONING	12			
CPCPMS3018A	INSTALL AIR CONDITIONING CONTROL EQUIPMENT	8			

RIICCM210A INSTALL TRENCH SUPPORT 16

The above units represent all recognised electives for this course. VU will offer a selection of these units. Your school contact will be able to provide details on the units currently being offered.

CERTIFICATE IV IN BUILDING AND CONSTRUCTION (BUILDING)

Course Code:CPC40108

Campus:Newport.

This course is for Continuing students only.

Course Objectives:The aim is that graduates will acquire specialist skill and knowledge in quantity surveying, tendering, planning and scheduling construction technology in residential and commercial buildings.

- Builder
- Construction manager.

Careers:

Course Duration:3 years

Selection Processes:Direct Entry, Interview, Written Test

COURSE STRUCTURE

15 units of competency are required for award of this qualification:

- 12 compulsory units
- 3 elective units

Compulsory Units of Study

CPCBC4001A	APPLY BUILDING CODES AND STANDARDS TO THE CONSTRUCTION PROCESS FOR LOW RISE BUILDING PROJECTS	40
CPCBC4002A	MANAGE OCCUPATIONAL HEALTH AND SAFETY IN THE BUILDING AND CONSTRUCTION WORKPLACE	40
CPCBC4003A	SELECT AND PREPARE A CONSTRUCTION CONTRACT	40
CPCBC4004A	IDENTIFY AND PRODUCE ESTIMATED COSTS FOR BUILDING AND CONSTRUCTION PROJECTS	60
CPCBC4005A	PRODUCE LABOUR AND MATERIAL SCHEDULES FOR ORDERING	40
CPCBC4006A	SELECT, PROCURE AND STORE CONSTRUCTION MATERIALS FOR LOW RISE PROJECTS	40
CPCBC4007A	PLAN BUILDING OR CONSTRUCTION WORK	40
CPCBC4008A	CONDUCT ON-SITE SUPERVISION OF BUILDING AND CONSTRUCTION PROJECTS	40
CPCBC4009A	APPLY LEGAL REQUIREMENTS TO BUILDING AND CONSTRUCTION PROJECTS	50

CPCBC4010A	APPLY STRUCTURAL PRINCIPLES TO RESIDENTIAL LOW RISE CONSTRUCTIONS	160
CPCBC4011A	APPLY STRUCTURAL PRINCIPLES TO COMMERCIAL LOW RISE CONSTRUCTIONS	80
BSBSMB406A	MANAGE SMALL BUSINESS FINANCES	60
Elective Units of Study		
CPCBC4012A	READ AND INTERPRET PLANS AND SPECIFICATIONS	30
CPCBC4013A	PREPARE AND EVALUATE TENDER DOCUMENTATION	20
CPCBC4014A	PREPARE SIMPLE BUILDING SKETCHES AND DRAWINGS	40
CPCBC4015A	PREPARE SPECIFICATIONS FOR ALL CONSTRUCTION WORKS	20
CPCBC4016A	ADMINISTER A CONSTRUCTION CONTRACT	20
CPCBC4017A	ARRANGE RESOURCES AND PREPARE FOR THE BUILDING OR CONSTRUCTION PROJECT	20
CPCBC4018A	APPLY SITE SURVEYS AND SET-OUT PROCEDURES TO BUILDING AND CONSTRUCTION PROJECTS	40
CPCBC4019A	APPLY SUSTAINABLE BUILDING DESIGN PRINCIPLES TO WATER MANAGEMENT SYSTEMS	40
CPCBC4020A	BUILD THERMALLY EFFICIENT AND SUSTAINABLE STRUCTURES	40
CPCBC4021A	MINIMISE WASTE ON THE BUILDING AND CONSTRUCTION SITE	20
CPCBC4022A	SUPERVISE TILT-UP WORK	40
CPCBC4023A	PLAN AND UNDERTAKE SITE INSPECTION AND ASSESSMENT OF ASBESTOS PRODUCTS AND MATERIALS	30
CPCBC4024A	RESOLVE BUSINESS DISPUTES	20
CPCBC4025A	MANAGE PERSONAL WORK PRIORITIES AND PROFESSIONAL DEVELOPMENT	20
CPCBC4026A	ARRANGE BUILDING APPLICATIONS AND APPROVALS	20
CPCSUS4001A	IMPLEMENT AND MONITOR ENVIRONMENTALLY SUSTAINABLE WORK PRACTICES	40
BSBWOR402A	PROMOTE TEAM EFFECTIVENESS	50
BSBITU201A	PRODUCE SIMPLE WORD PROCESSED DOCUMENTS	60
BSBITU202A	CREATE AND USE SPREADSHEETS	30
BSBITU301A	CREATE AND USE DATABASES	30
BSBMGT403A	IMPLEMENT CONTINUOUS IMPROVEMENT	40

BSBPMG404A	APPLY QUALITY MANAGEMENT TECHNIQUES.	30		PROJECTS	
BSBPMG407A	APPLY RISK MANAGEMENT TECHNIQUES	40	CPCBC4002A	MANAGE OCCUPATIONAL HEALTH AND SAFETY IN THE BUILDING AND CONSTRUCTION WORKPLACE	40
BSBPMG510A	MANAGE PROJECTS	60	CPCBC4003A	SELECT AND PREPARE A CONSTRUCTION CONTRACT	40
BSBSMB401A	ESTABLISH LEGAL AND RISK MANAGEMENT REQUIREMENTS OF SMALL BUSINESS	60	CPCBC4004A	IDENTIFY AND PRODUCE ESTIMATED COSTS FOR BUILDING AND CONSTRUCTION PROJECTS	60
BSBSMB402A	PLAN SMALL BUSINESS FINANCES	50	CPCBC4005A	PRODUCE LABOUR AND MATERIAL SCHEDULES FOR ORDERING	40
BSBSMB404A	UNDERTAKE SMALL BUSINESS PLANNING	50	CPCBC4006B	SELECT, PROCURE AND STORE CONSTRUCTION MATERIALS FOR LOW RISE PROJECTS	40
BSBSMB405A	MONITOR AND MANAGE SMALL BUSINESS OPERATIONS	45	CPCBC4007A	PLAN BUILDING OR CONSTRUCTION WORK	40
BSBWOR401A	ESTABLISH EFFECTIVE WORKPLACE RELATIONSHIPS	50	CPCBC4008B	CONDUCT ON-SITE SUPERVISION OF BUILDING AND CONSTRUCTION PROJECTS	40
BSBWR401A	WRITE COMPLEX DOCUMENTS	50	CPCBC4009B	APPLY LEGAL REQUIREMENTS TO BUILDING AND CONSTRUCTION PROJECTS	50
CHCCS405A	WORK EFFECTIVELY WITH CULTURALLY DIVERSE CLIENTS AND CO-WORKERS	30	CPCBC4010B	APPLY STRUCTURAL PRINCIPLES TO RESIDENTIAL LOW RISE CONSTRUCTIONS	160
TAADEL404B	FACILITATE WORK BASED LEARNING	15	CPCBC4011B	APPLY STRUCTURAL PRINCIPLES TO COMMERCIAL LOW RISE CONSTRUCTIONS	80
CERTIFICATE IV IN BUILDING AND CONSTRUCTION (BUILDING)			CPCBC4012A	READ AND INTERPRET PLANS AND SPECIFICATIONS	30
Course Code: CPC40110			BSBSMB406A	MANAGE SMALL BUSINESS FINANCES	60
Campus: Newport.			Elective Units of Study		
About this course: The aim of this course is that graduates will acquire specialist skill and knowledge in quantity surveying, tendering, planning and scheduling construction technology in residential and commercial buildings.			CPCBC4012A	READ AND INTERPRET PLANS AND SPECIFICATIONS	30
Course Objectives: This qualification is designed to assist in meeting the licensing/registration requirements of those wishing to become a registered builder.			CPCBC4013A	PREPARE AND EVALUATE TENDER DOCUMENTATION	20
Careers: Occupational titles may include:			CPCBC4014A	PREPARE SIMPLE BUILDING SKETCHES AND DRAWINGS	40
<ul style="list-style-type: none"> • builder • construction manager. 			CPCBC4015A	PREPARE SPECIFICATIONS FOR ALL CONSTRUCTION WORKS	20
Course Duration: 3 years			CPCBC4016A	ADMINISTER A CONSTRUCTION CONTRACT	20
Admission Requirements Other: All students are interviewed for selection, undertake a pre selection test and require language, literacy and numeracy skills that are equivalent to Level 2 of the Australian Core Skills Framework.			CPCBC4017A	ARRANGE RESOURCES AND PREPARE FOR THE BUILDING OR CONSTRUCTION PROJECT	20
Selection Processes: Interview			CPCBC4019A	APPLY SUSTAINABLE BUILDING DESIGN PRINCIPLES TO WATER MANAGEMENT SYSTEMS	40
COURSE STRUCTURE			CPCBC4020A	BUILD THERMALLY EFFICIENT AND SUSTAINABLE STRUCTURES	40
16 units of competency are required for award of this qualification:			CPCBC4021A	MINIMISE WASTE ON THE BUILDING AND CONSTRUCTION SITE	20
<ul style="list-style-type: none"> • 13 compulsory units • 3 elective units. 			CPCBC4022A	SUPERVISE TILT-UP WORK	40
Core Units of Study					
CPCBC4001A	APPLY BUILDING CODES AND STANDARDS TO THE CONSTRUCTION PROCESS FOR LOW RISE BUILDING	40			

CPCBC4023A	PLAN AND UNDERTAKE SITE INSPECTION AND ASSESSMENT OF ASBESTOS PRODUCTS AND MATERIALS	30
CPCBC4024A	RESOLVE BUSINESS DISPUTES	20
CPCBC4025A	MANAGE PERSONAL WORK PRIORITIES AND PROFESSIONAL DEVELOPMENT	20
CPCBC4026A	ARRANGE BUILDING APPLICATIONS AND APPROVALS	20
CPCSUS4001A	IMPLEMENT AND MONITOR ENVIRONMENTALLY SUSTAINABLE WORK PRACTICES	40
BSBWOR402A	PROMOTE TEAM EFFECTIVENESS	50
BSBITU201A	PRODUCE SIMPLE WORD PROCESSED DOCUMENTS	60
BSBITU202A	CREATE AND USE SPREADSHEETS	30
BSBITU301A	CREATE AND USE DATABASES	30
BSBMGT403A	IMPLEMENT CONTINUOUS IMPROVEMENT	40
BSBPMG404A	APPLY QUALITY MANAGEMENT TECHNIQUES.	30
BSBPMG407A	APPLY RISK MANAGEMENT TECHNIQUES	40
BSBPMG510A	MANAGE PROJECTS	60
BSBSMB401A	ESTABLISH LEGAL AND RISK MANAGEMENT REQUIREMENTS OF SMALL BUSINESS	60
BSBSMB402A	PLAN SMALL BUSINESS FINANCES	50
BSBSMB404A	UNDERTAKE SMALL BUSINESS PLANNING	50
BSBSMB405A	MONITOR AND MANAGE SMALL BUSINESS OPERATIONS	45
BSBWOR401A	ESTABLISH EFFECTIVE WORKPLACE RELATIONSHIPS	50
BSBVRT401A	WRITE COMPLEX DOCUMENTS	50
CHCCS405A	WORK EFFECTIVELY WITH CULTURALLY DIVERSE CLIENTS AND CO-WORKERS	30
TAADEL404B	FACILITATE WORK BASED LEARNING	15

CERTIFICATE IV IN BUILDING AND CONSTRUCTION (ESTIMATING)

Course Code:CPC40308

Campus:Newport.

About this course:Gain the specialist skills and knowledge to launch your career as a building estimator or building scheduler. You will learn the skills of quantity surveying, tendering, planning and scheduling construction technology on residential and commercial buildings.

Course Objectives:The aim is that graduates will acquire specialist skill and knowledge in quantity surveying, tendering, planning and scheduling construction technology in residential and commercial buildings.

- Building estimator

- Building scheduler.

Careers:

Course Duration:3 years

Admission Requirements Other:Successful completion of VCE/VCAL or equivalent

Selection Processes:Direct Entry, Interview, Written Test

COURSE STRUCTURE

15 units of competency are required for award of this qualification:

- 8 compulsory units
- 7 elective units

Compulsory Units of Study

CPCBC4001A	APPLY BUILDING CODES AND STANDARDS TO THE CONSTRUCTION PROCESS FOR LOW RISE BUILDING PROJECTS	40
CPCBC4004A	IDENTIFY AND PRODUCE ESTIMATED COSTS FOR BUILDING AND CONSTRUCTION PROJECTS	60
CPCBC4005A	PRODUCE LABOUR AND MATERIAL SCHEDULES FOR ORDERING	40
CPCBC4010B	APPLY STRUCTURAL PRINCIPLES TO RESIDENTIAL LOW RISE CONSTRUCTIONS	160
CPCBC4011B	APPLY STRUCTURAL PRINCIPLES TO COMMERCIAL LOW RISE CONSTRUCTIONS	80
CPCBC4012A	READ AND INTERPRET PLANS AND SPECIFICATIONS	30
CPCBC4013A	PREPARE AND EVALUATE TENDER DOCUMENTATION	20
BSBPMG407A	APPLY RISK MANAGEMENT TECHNIQUES	40
Elective Units of Study		
CPCBC4003A	SELECT AND PREPARE A CONSTRUCTION CONTRACT	40
CPCBC4006B	SELECT, PROCURE AND STORE CONSTRUCTION MATERIALS FOR LOW RISE PROJECTS	40
CPCBC4014A	PREPARE SIMPLE BUILDING SKETCHES AND DRAWINGS	40
CPCBC4015A	PREPARE SPECIFICATIONS FOR ALL CONSTRUCTION WORKS	20
CPCBC4016A	ADMINISTER A CONSTRUCTION CONTRACT	20
CPCBC4017A	ARRANGE RESOURCES AND PREPARE FOR THE BUILDING OR CONSTRUCTION PROJECT	20
CPCBC4019A	APPLY SUSTAINABLE BUILDING DESIGN PRINCIPLES TO WATER MANAGEMENT SYSTEMS	40

CPCBC4020A	BUILD THERMALLY EFFICIENT AND SUSTAINABLE STRUCTURES	40
CPCBC4021A	MINIMISE WASTE ON THE BUILDING AND CONSTRUCTION SITE	20
CPCBC4051A	SUPERVISE ASBESTOS REMOVAL	
CPCBC4024A	RESOLVE BUSINESS DISPUTES	20
CPCBC4025A	MANAGE PERSONAL WORK PRIORITIES AND PROFESSIONAL DEVELOPMENT	20
CPCBC4028A	PREPARE DESIGN BRIEF FOR CONSTRUCTION WORKS	20
CPCUS4001A	IMPLEMENT AND MONITOR ENVIRONMENTALLY SUSTAINABLE WORK PRACTICES	40
BSBUS301B	DELIVER AND MONITOR A SERVICE TO CUSTOMERS	35
BSBWOR402A	PROMOTE TEAM EFFECTIVENESS	50
BSBITU201A	PRODUCE SIMPLE WORD PROCESSED DOCUMENTS	60
BSBITU202A	CREATE AND USE SPREADSHEETS	30
BSBITU203A	COMMUNICATE ELECTRONICALLY	20
BSBMGT403A	IMPLEMENT CONTINUOUS IMPROVEMENT	40
BSBOHS404B	CONTRIBUTE TO THE IMPLEMENTATION OF STRATEGIES TO CONTROL OHS RISK	40
BSBPMG404A	APPLY QUALITY MANAGEMENT TECHNIQUES.	30
BSBWRT401A	WRITE COMPLEX DOCUMENTS	50
HLHIR403B	WORK EFFECTIVELY WITH CULTURALLY DIVERSE CLIENTS AND CO-WORKERS	20
CPCOHS1001A	WORK SAFELY IN THE CONSTRUCTION INDUSTRY	6
BSBITU301A	CREATE AND USE DATABASES	30

CERTIFICATE IV IN PLUMBING AND SERVICES

Course Code: CPC40908

Campus: Industry, Sunshine.

This course is for Continuing students only.

About this course: Reach your goal of operating as a self-employed licensed plumber. The course provides a national qualification, as well as addressing Victorian licensing requirements. Choose from three streams: fire services, air conditioning and mechanical services, plumbing and services.

Course Objectives: The aim of the qualification is to train plumbers who wish to operate as a self employed licensed plumber. It also provides a National qualification. In addition the course addresses Victorian licensing requirements.

Careers: This qualification provides the following career outcomes:

- experienced fire operators with responsibility for project design and supervision (Fire services stream)
- experienced plumbing service operators with responsibility for project design and supervision (Air conditioning and mechanical services stream)
- plumbers who manage a plumbing business (Plumbing and services - Management stream)
- specialist plumbing services, tradespersons and operators seeking to deepen their technical skills (Plumbing and services - Operations stream).

Occupational titles may include:

- Plumbing contractor
- Fire services supervisor
- Air conditioning technician.

Course Duration: 2 years

Selection Processes: Interview, User Choice (Apprenticeships), Written Test

COURSE STRUCTURE

Fire services stream 15 units of competency are required for award of this qualification: 8 compulsory units 7 elective units
Air conditioning and mechanical services stream 15 units of competency are required for award of this qualification: 8 compulsory units 7 elective units
Plumbing and services - Management stream 15 units of competency are required for award of this qualification: 10 compulsory units 5 elective units
Plumbing and services - Operations stream 15 units of competency are required for award of this qualification: 12 compulsory units 3 elective units

Compulsory Units of Study

Common

CPCBC4012A	READ AND INTERPRET PLANS AND SPECIFICATIONS	30
CPCPCM4001A	CARRY OUT WORK BASED RISK CONTROL PROCESSES	24
CPCPCM4002A	ESTIMATE AND COST WORK	40
BSBOHS403A	IDENTIFY HAZARDS AND ASSESS OHS RISKS	60
Fire services, air conditioning and mechanical services stream		
CPCPCM4004A	PREPARE SIMPLE SKETCHES AND DRAWINGS	20
CPCBC4015A	PREPARE SPECIFICATIONS FOR ALL CONSTRUCTION WORKS	20
CPCPCM4003A	PRODUCE 2-D ARCHITECTURAL DRAWINGS USING CAD SOFTWARE	40
BSBUS301A	DELIVER AND MONITOR A SERVICE TO CUSTOMERS	35
Plumbing and services - Management stream		
CPCBC4034A	APPLY CODES AND STANDARDS TO BUILDING TRADE AND	40

	SERVICES CONTRACTING		BSBMGT403A	IMPLEMENT CONTINUOUS IMPROVEMENT	40
BSBCUS301A	DELIVER AND MONITOR A SERVICE TO CUSTOMERS	35	BSBPMG404A	APPLY QUALITY MANAGEMENT TECHNIQUES.	30
BSBSMB401A	ESTABLISH LEGAL AND RISK MANAGEMENT REQUIREMENTS OF SMALL BUSINESS	60	BSBWRT401A	WRITE COMPLEX DOCUMENTS	50
BSBSMB402A	PLAN SMALL BUSINESS FINANCES	50	CHCCS405A	WORK EFFECTIVELY WITH CULTURALLY DIVERSE CLIENTS AND CO-WORKERS	30
BSBSMB404A	UNDERTAKE SMALL BUSINESS PLANNING	50	CPCSUS4001A	IMPLEMENT AND MONITOR ENVIRONMENTALLY SUSTAINABLE WORK PRACTICES	40
BSBSMB405A	MONITOR AND MANAGE SMALL BUSINESS OPERATIONS	45			
Plumbing and services - Operations stream			Fire services stream		
CPCPDR4001A	PLAN, SIZE AND LAY OUT SANITARY DRAINAGE SYSTEMS	40	CPCCBC4008A	CONDUCT ON-SITE SUPERVISION OF BUILDING AND CONSTRUCTION PROJECTS	40
CPCPDR4002A	PLAN, SIZE AND LAY OUT STORMWATER DRAINAGE SYSTEMS	40	CPCCBC4017A	ARRANGE RESOURCES AND PREPARE FOR THE BUILDING OR CONSTRUCTION PROJECT	20
CPCPDR4003A	PLAN, SIZE AND LAY OUT DOMESTIC TREATMENT PLANT DISPOSAL SYSTEMS	30	CPCCBC4026A	ARRANGE BUILDING APPLICATIONS AND APPROVALS	20
CPCPGS4001A	PLAN, SIZE AND LAY OUT CONSUMER GAS INSTALLATIONS	60	CPCCBC4034A	APPLY CODES AND STANDARDS TO BUILDING TRADE AND SERVICES CONTRACTING	40
CPCPRF4001A	PLAN, SIZE AND LAY OUT ROOF DRAINAGE SYSTEMS	60	CPCPFS4002A	COMMISSION AND MAINTAIN SPECIAL HAZARD FIRE SUPPRESSION SYSTEMS	20
CPCPSN4001A	PLAN, SIZE AND LAY OUT SANITARY PIPEWORK AND FIXTURES	50	CPCPFS4003A	COMMISSION FIRE SYSTEM PUMP SETS	16
CPCPWT4001A	PLAN, SIZE AND LAY OUT HOT AND COLD WATER SERVICES AND SYSTEMS	80	CPCPFS4004A	DESIGN RESIDENTIAL AND DOMESTIC FIRE SPRINKLER SYSTEMS	48
BSBSMB401A	ESTABLISH LEGAL AND RISK MANAGEMENT REQUIREMENTS OF SMALL BUSINESS	60	CPCPFS4005A	COMMISSION FIRE ALARM AND DETECTION SYSTEMS	60
			CPCPFS4006A	COMMISSION FIREFIGHTING APPLIANCES	20
Elective Units of Study			BSBWOR402A	PROMOTE TEAM EFFECTIVENESS	50
All streams			BSBPMG407A	APPLY RISK MANAGEMENT TECHNIQUES	40
CPCCBC4002A	MANAGE OCCUPATIONAL HEALTH AND SAFETY IN THE BUILDING AND CONSTRUCTION WORKPLACE	40	BSBPMG510A	MANAGE PROJECTS	60
CPCCBC4024A	RESOLVE BUSINESS DISPUTES	20	BSBSMB401A	ESTABLISH LEGAL AND RISK MANAGEMENT REQUIREMENTS OF SMALL BUSINESS	60
CPCCBC4025A	MANAGE PERSONAL WORK PRIORITIES AND PROFESSIONAL DEVELOPMENT	20	BSBSMB402A	PLAN SMALL BUSINESS FINANCES	50
BSBCMN404A	DEVELOP TEAMS AND INDIVIDUALS	30	BSBSMB404A	UNDERTAKE SMALL BUSINESS PLANNING	50
BSBINN301A	PROMOTE INNOVATION IN A TEAM ENVIRONMENT	40	BSBSMB405A	MONITOR AND MANAGE SMALL BUSINESS OPERATIONS	45
BSBINN301A	PROMOTE INNOVATION IN A TEAM ENVIRONMENT	40	BSBSMB406A	MANAGE SMALL BUSINESS FINANCES	60
BSBITU201A	PRODUCE SIMPLE WORD PROCESSED DOCUMENTS	60	BSBWOR401A	ESTABLISH EFFECTIVE WORKPLACE RELATIONSHIPS	50
BSBITU203A	COMMUNICATE ELECTRONICALLY	20	TAADEL404B	FACILITATE WORK BASED LEARNING	15
BSBITU301A	CREATE AND USE DATABASES	30			
			Air conditioning and mechanical services stream		

CPCBC4008A	CONDUCT ON-SITE SUPERVISION OF BUILDING AND CONSTRUCTION PROJECTS	40	BSBWOR401A	ESTABLISH EFFECTIVE WORKPLACE RELATIONSHIPS	50
CPCBC4017A	ARRANGE RESOURCES AND PREPARE FOR THE BUILDING OR CONSTRUCTION PROJECT	20	TAADEL404B	FACILITATE WORK BASED LEARNING	15
CPCBC4019A	APPLY SUSTAINABLE BUILDING DESIGN PRINCIPLES TO WATER MANAGEMENT SYSTEMS	40	Plumbing and services - Management stream		
CPCBC4020A	BUILD THERMALLY EFFICIENT AND SUSTAINABLE STRUCTURES	40	CPCBC4008A	CONDUCT ON-SITE SUPERVISION OF BUILDING AND CONSTRUCTION PROJECTS	40
CPCBC4021A	MINIMISE WASTE ON THE BUILDING AND CONSTRUCTION SITE	20	CPCBC4009A	APPLY LEGAL REQUIREMENTS TO BUILDING AND CONSTRUCTION PROJECTS	50
CPCBC4026A	ARRANGE BUILDING APPLICATIONS AND APPROVALS	20	CPCBC4017A	ARRANGE RESOURCES AND PREPARE FOR THE BUILDING OR CONSTRUCTION PROJECT	20
CPCBC4034A	APPLY CODES AND STANDARDS TO BUILDING TRADE AND SERVICES CONTRACTING	40	CPCBC4019A	APPLY SUSTAINABLE BUILDING DESIGN PRINCIPLES TO WATER MANAGEMENT SYSTEMS	40
CPCPGS4001A	PLAN, SIZE AND LAY OUT CONSUMER GAS INSTALLATIONS	60	CPCBC4020A	BUILD THERMALLY EFFICIENT AND SUSTAINABLE STRUCTURES	40
CPCPGS4002A	SERVICE TYPE A GAS APPLIANCES	180	CPCBC4021A	MINIMISE WASTE ON THE BUILDING AND CONSTRUCTION SITE	20
CPCPGS4003A	INSTALL, COMMISSION AND SERVICE TYPE B GAS APPLIANCES	138	CPCBC4026A	ARRANGE BUILDING APPLICATIONS AND APPROVALS	20
CPCPMS4001A	PLAN, SIZE AND LAY OUT HEATING AND COOLING SYSTEMS	160	CPCPCM4003A	PRODUCE 2-D ARCHITECTURAL DRAWINGS USING CAD SOFTWARE	40
CPCPMS4002A	COMMISSION AIR AND WATER SYSTEMS	132	CPCPCM4004A	PREPARE SIMPLE SKETCHES AND DRAWINGS	20
CPCPMS4003A	DESIGN COMPRESSED AIR SYSTEMS	40	CPCPDR4001A	PLAN, SIZE AND LAY OUT SANITARY DRAINAGE SYSTEMS	40
CPCPWT4001A	PLAN, SIZE AND LAY OUT HOT AND COLD WATER SERVICES AND SYSTEMS	80	CPCPDR4002A	PLAN, SIZE AND LAY OUT STORMWATER DRAINAGE SYSTEMS	40
CPCPWT4002A	COMMISSION AND MAINTAIN BACKFLOW PREVENTION DEVICES	20	CPCPDR4003A	PLAN, SIZE AND LAY OUT DOMESTIC TREATMENT PLANT DISPOSAL SYSTEMS	30
CPCPWT4003A	COMMISSION AND MAINTAIN HOT WATER TEMPERATURE CONTROL DEVICES	20	CPCPFS4004A	DESIGN RESIDENTIAL AND DOMESTIC FIRE SPRINKLER SYSTEMS	48
BSBPMG407A	APPLY RISK MANAGEMENT TECHNIQUES	40	CPCPGS4001A	PLAN, SIZE AND LAY OUT CONSUMER GAS INSTALLATIONS	60
BSBPMG510A	MANAGE PROJECTS	60	CPCPDR4002A	PLAN, SIZE AND LAY OUT STORMWATER DRAINAGE SYSTEMS	40
BSBSMB407A	MANAGE A SMALL TEAM	40	CPCPDR4003A	PLAN, SIZE AND LAY OUT DOMESTIC TREATMENT PLANT DISPOSAL SYSTEMS	30
BSBSMB401A	ESTABLISH LEGAL AND RISK MANAGEMENT REQUIREMENTS OF SMALL BUSINESS	60	CPCPMS4001A	PLAN, SIZE AND LAY OUT HEATING AND COOLING SYSTEMS	160
BSBSMB402A	PLAN SMALL BUSINESS FINANCES	50	CPCPMS4002A	COMMISSION AIR AND WATER SYSTEMS	132
BSBSMB404A	UNDERTAKE SMALL BUSINESS PLANNING	50	CPCPRF4001A	PLAN, SIZE AND LAY OUT ROOF DRAINAGE SYSTEMS	60
BSBSMB405A	MONITOR AND MANAGE SMALL BUSINESS OPERATIONS	45	CPCPSN4001A	PLAN, SIZE AND LAY OUT SANITARY PIPEWORK AND	50
BSBSMB406A	MANAGE SMALL BUSINESS FINANCES	60			

CERTIFICATE IV IN PLUMBING AND SERVICES

Course Code:CPC40911

Campus:Sunshine.

About this course:Reach your goal of operating as a self-employed or contractor plumber. This course provides a national qualification, as well as preparing you for Victorian licensing requirements.

Course Objectives:This qualification is designed to provide qualified plumbing service tradespersons with the skills and knowledge to work as an independent contractor in the plumbing industry in the following streams: Plumbing and Services - Operations Air Conditioning and Mechanical Services

Careers:Occupational titles may include:

- Plumbing contractor
- Air conditioning technician
- Self employed plumber

Course Duration:2 years

Admission Requirements Other:Students must be currently enrolled in or have completed their Certificate III in Plumbing Services.

Selection Processes:Interview, Written Test

COURSE STRUCTURE

Air conditioning and mechanical services stream To achieve this qualification, students must demonstrate competency in: 15 units of study:

- 8 core units
- 7 elective units.

Plumbing and services - Operations stream To achieve this qualification, students must demonstrate competency in: 15 units of units:

- 12 core units
- 3 elective units.

Air Conditioning and Mechanical Services stream

Core Units of Study

CPCBC4012A	READ AND INTERPRET PLANS AND SPECIFICATIONS	30
CPCPCM4001A	CARRY OUT WORK BASED RISK CONTROL PROCESSES	24
CPCPCM4002A	ESTIMATE AND COST WORK	40
BSBOHS403B	IDENTIFY HAZARDS AND ASSESS OHS RISKS	60
CPCPCM4004A	PREPARE SIMPLE SKETCHES AND DRAWINGS	20
CPCBC4015A	PREPARE SPECIFICATIONS FOR ALL CONSTRUCTION WORKS	20
CPCPCM4003A	PRODUCE 2-D ARCHITECTURAL DRAWINGS USING CAD	40

	FIXTURES	
CPCPWT4001A	PLAN, SIZE AND LAY OUT HOT AND COLD WATER SERVICES AND SYSTEMS	80
CPCPWT4002A	COMMISSION AND MAINTAIN BACKFLOW PREVENTION DEVICES	20
CPCPWT4003A	COMMISSION AND MAINTAIN HOT WATER TEMPERATURE CONTROL DEVICES	20
BSBPMG407A	APPLY RISK MANAGEMENT TECHNIQUES	40
BSBPMG510A	MANAGE PROJECTS	60
BSBSMB407A	MANAGE A SMALL TEAM	40
BSBWOR401A	ESTABLISH EFFECTIVE WORKPLACE RELATIONSHIPS	50
TAADEL404B	FACILITATE WORK BASED LEARNING	15

Plumbing and services - Operations stream

CPCBC4019A	APPLY SUSTAINABLE BUILDING DESIGN PRINCIPLES TO WATER MANAGEMENT SYSTEMS	40
CPCBC4020A	BUILD THERMALLY EFFICIENT AND SUSTAINABLE STRUCTURES	40
CPCBC4021A	MINIMISE WASTE ON THE BUILDING AND CONSTRUCTION SITE	20
CPCBC4034A	APPLY CODES AND STANDARDS TO BUILDING TRADE AND SERVICES CONTRACTING	40
CPCPFS4004A	DESIGN RESIDENTIAL AND DOMESTIC FIRE SPRINKLER SYSTEMS	48
CPCPGS4002A	SERVICE TYPE A GAS APPLIANCES	180
CPCPGS4003A	INSTALL, COMMISSION AND SERVICE TYPE B GAS APPLIANCES	138
CPCPMS4001A	PLAN, SIZE AND LAY OUT HEATING AND COOLING SYSTEMS	160
CPCPMS4002A	COMMISSION AIR AND WATER SYSTEMS	132
CPCPMS4003A	DESIGN COMPRESSED AIR SYSTEMS	40
CPCPWT4002A	COMMISSION AND MAINTAIN BACKFLOW PREVENTION DEVICES	20
CPCPWT4003A	COMMISSION AND MAINTAIN HOT WATER TEMPERATURE CONTROL DEVICES	20
BSBCUS301A	DELIVER AND MONITOR A SERVICE TO CUSTOMERS	35

SOFTWARE		
BSBCUS301A	DELIVER AND MONITOR A SERVICE TO CUSTOMERS	35
Elective Units of Study		
CPCPDR4011A	DESIGN AND SIZE SANITARY DRAINAGE SYSTEMS	40
CPCPRF4011A	DESIGN AND SIZE ROOF DRAINAGE SYSTEMS	60
CPCPGS4011A	DESIGN AND SIZE CONSUMER GAS INSTALLATIONS	60
CPCPMS4002A	COMMISSION AIR AND WATER SYSTEMS	132
CPCPMS4011A	DESIGN, SIZE AND LAY OUT HEATING AND COOLING SYSTEMS	160
CPCPWT4011A	DESIGN AND SIZE HEATED AND COLD WATER SERVICES AND SYSTEMS	80
BSBSMB401A	ESTABLISH LEGAL AND RISK MANAGEMENT REQUIREMENTS OF SMALL BUSINESS	60

Plumbing and Services - Operations stream

Core Units of Study

CPCBC4012A	READ AND INTERPRET PLANS AND SPECIFICATIONS	30
CPCPCM4001A	CARRY OUT WORK BASED RISK CONTROL PROCESSES	24
CPCPCM4002A	ESTIMATE AND COST WORK	40
BSBOHS403B	IDENTIFY HAZARDS AND ASSESS OHS RISKS	60
CPCPDR4011A	DESIGN AND SIZE SANITARY DRAINAGE SYSTEMS	40
CPCPDR4012A	DESIGN AND SIZE STORMWATER DRAINAGE SYSTEMS	45
CPCPDR4013A	DESIGN AND SIZE DOMESTIC TREATMENT PLANT DISPOSAL SYSTEMS	35
CPCPGS4011A	DESIGN AND SIZE CONSUMER GAS INSTALLATIONS	60
CPCPRF4011A	DESIGN AND SIZE ROOF DRAINAGE SYSTEMS	60
CPCPSN4011A	DESIGN AND SIZE SANITARY PLUMBING SYSTEMS	50
CPCPWT4011A	DESIGN AND SIZE HEATED AND COLD WATER SERVICES AND SYSTEMS	80
BSBSMB401A	ESTABLISH LEGAL AND RISK MANAGEMENT REQUIREMENTS OF SMALL BUSINESS	60

Elective Units of Study

CPCPWT4013A	COMMISSION AND MAINTAIN HEATED WATER TEMPERATURE CONTROL DEVICES	20
CPCPWT4012A	COMMISSION AND MAINTAIN BACKFLOW PREVENTION	20

DEVICES		
HLTHIR403B	WORK EFFECTIVELY WITH CULTURALLY DIVERSE CLIENTS AND CO-WORKERS	20
CPCPCM4003A	PRODUCE 2-D ARCHITECTURAL DRAWINGS USING CAD SOFTWARE	40

DIPLOMA OF BUILDING SURVEYING

Course Code:CPC50108

Campus:Newport.

Course Objectives:The course provides training in building theory and surveying related to residential, industrial and commercial buildings. Graduates will have developed specialist skills and knowledge in plan preparation, estimating scheduling, construction technology OH&S, site supervision, surveying, cost control, business management, development control, surveying procedures and practices.

- Building surveyor
- Building certifier.

Careers:

Course Duration:1 year

Admission Requirements Other:Successful completion of VCE/VCAL or equivalent

Selection Processes:Direct Entry, Interview, Written Test, VTAC, OtherATAR score

COURSE STRUCTURE

24 compulsory units of competency are required for award of this qualification.

Compulsory Units of Study

CPCCSV5001A	ASSESS THE CONSTRUCTION OF DOMESTIC SCALE BUILDINGS	100
CPCCSV5002A	EVALUATE MATERIALS FOR CONSTRUCTION OF DOMESTIC SCALE BUILDINGS	72
CPCCSV5003A	PRODUCE WORKING DRAWINGS FOR RESIDENTIAL BUILDINGS	90
CPCCSV5004A	APPLY LEGISLATION TO URBAN DEVELOPMENT AND BUILDING CONTROLS	36
CPCCSV5005A	APPLY FOOTING AND GEOMECHANICAL DESIGN PRINCIPLES TO DOMESTIC SCALE BUILDINGS	36
CPCCSV5006A	ASSESS CONSTRUCTION FAULTS IN RESIDENTIAL BUILDINGS	36
CPCCSV5007A	UNDERTAKE SITE SURVEYS AND SET-OUT PROCEDURES FOR BUILDING PROJECTS	72
CPCCSV5008A	APPLY BUILDING CONTROL LEGISLATION TO BUILDING SURVEYING	36

CPCCSV5009A	ASSESS THE IMPACT OF FIRE ON BUILDING MATERIALS	36
CPCCSV5010A	INTERACT WITH CLIENTS IN A REGULATED ENVIRONMENT	36
CPCCSV5011A	APPLY BUILDING CODES AND STANDARDS TO RESIDENTIAL BUILDINGS	36
CPCCSV5012A	ASSESS TIMBER-FRAMED DESIGNS FOR ONE AND TWO STOREY BUILDINGS	36
CPCCSV5013A	APPLY PRINCIPLES OF ENERGY EFFICIENT DESIGN TO BUILDINGS	36
CPCCSV5014A	APPLY BUILDING SURVEYING PROCEDURES TO RESIDENTIAL BUILDINGS	36
CPCCSV5015A	ASSESS STRUCTURAL REQUIREMENTS FOR DOMESTIC SCALE BUILDINGS	72
BSBADM506B	MANAGE BUSINESS DOCUMENT DESIGN AND DEVELOPMENT	80
BSBITS401A	MAINTAIN BUSINESS TECHNOLOGY	40
CHCCOM403A	USE TARGETED COMMUNICATION SKILLS TO BUILD RELATIONSHIPS	55
CHCCOM4B	DEVELOP, IMPLEMENT AND PROMOTE EFFECTIVE COMMUNICATIONS TECHNIQUES	75
ICAU1128B	OPERATE A PERSONAL COMPUTER	30
ICAU1129B	OPERATE A WORD PROCESSING APPLICATION	30
ICAU1130B	OPERATE A SPREADSHEET APPLICATION	30
ICAU1131B	OPERATE A DATABASE APPLICATION	40
ICAU1133B	SEND AND RETRIEVE INFORMATION USING WEB BROWSERS AND EMAIL	25

DIPLOMA OF BUILDING AND CONSTRUCTION (BUILDING)

Course Code:CPC50208

Campus:Newport.

This course is for Continuing students only.

About this course:-

Course Objectives:The aim is that graduates will acquire specialist skill and knowledge in quantity surveying, tendering, planning and scheduling construction technology in residential and commercial buildings.

Careers:Builder.

Course Duration:2 years

Selection Processes:Direct Entry, Interview, Written Test, VTAC

COURSE STRUCTURE

12 units of competency are required for award of this qualification:

- 6 compulsory units
- 6 elective units

Compulsory Units of Study

CPCCBC5001A	APPLY BUILDING CODES AND STANDARDS TO THE CONSTRUCTION PROCESS FOR MEDIUM RISE BUILDING PROJECTS	200
CPCCBC5003A	SUPERVISE THE PLANNING OF ON-SITE MEDIUM RISE BUILDING OR CONSTRUCTION WORK	200
CPCCBC5008A	APPLY STRUCTURAL PRINCIPLES TO THE CONSTRUCTION OF MEDIUM RISE BUILDINGS	300
BSBOHS504A	APPLY PRINCIPLES OF OHS RISK MANAGEMENT	30
BSBPMG505A	MANAGE PROJECT QUALITY	40
BSBPMG508A	MANAGE PROJECT RISK	40

Elective Units of Study

CPCCBC5002A	MONITOR COSTING SYSTEMS ON MEDIUM RISE BUILDING AND CONSTRUCTION PROJECTS	60
CPCCBC5004A	SUPERVISE AND APPLY QUALITY STANDARDS TO THE SELECTION OF BUILDING AND CONSTRUCTION MATERIALS	60
CPCCBC5005A	SELECT AND MANAGE BUILDING AND CONSTRUCTION CONTRACTORS	40
CPCCBC5006A	APPLY SITE SURVEYS AND SET-OUT PROCEDURES TO MEDIUM RISE BUILDING PROJECTS	110
CPCCBC5007A	ADMINISTER THE LEGAL OBLIGATIONS OF A BUILDING OR CONSTRUCTION CONTRACT	100
CPCCBC5009A	IDENTIFY SERVICES LAYOUT AND CONNECTION METHODS TO MEDIUM RISE CONSTRUCTION PROJECTS	140
CPCCBC5010A	MANAGE CONSTRUCTION WORK	150
CPCCBC5011A	MANAGE ENVIRONMENTAL MANAGEMENT PRACTICES AND PROCESSES IN BUILDING AND CONSTRUCTION	150
CPCCBC5012A	MANAGE THE APPLICATION AND MONITORING OF ENERGY CONSERVATION AND MANAGEMENT PRACTICES AND PROCESSES	150
CPCCBC5013A	DEVELOP PROFESSIONAL TECHNICAL AND LEGAL REPORTS ON BUILDING AND CONSTRUCTION PROJECTS	40
CPCSUS5001A	DEVELOP WORKPLACE POLICIES AND PROCEDURES FOR SUSTAINABILITY	50

BSBCUS501A	MANAGE QUALITY CUSTOMER SERVICE	40
BSBFIM501A	MANAGE BUDGETS & FINANCIAL PLANS	70
BSBHRM509A	MANAGE REHABILITATION & RETURN TO WORK	50
BSBINN502A	BUILD AND SUSTAIN AN INNOVATIVE WORK ENVIRONMENT	50
BSBITA401A	DESIGN DATABASES	60
BSBITU402A	DEVELOP AND USE COMPLEX SPREADSHEETS	50
BSBITU404A	PRODUCE COMPLEX DESKTOP PUBLISHED DOCUMENTS	50
BSBLED502A	MANAGE PROGRAMS THAT PROMOTE PERSONAL EFFECTIVENESS	60
BSBMGT502B	MANAGE PEOPLE PERFORMANCE	70
BSBMGT515A	MANAGE OPERATIONAL PLAN	60
BSBRSK501A	MANAGE RISK	60
BSBSLS502A	LEAD AND MANAGE A SALES TEAM	60
BSBWOR501A	MANAGE PERSONAL WORK PRIORITIES AND PROFESSIONAL DEVELOPMENT	60
BSBWOR502A	ENSURE TEAM EFFECTIVENESS	60
CPPDSM5022A	IMPLEMENT ASSET MANAGEMENT PLAN	25

DIPLOMA OF BUILDING AND CONSTRUCTION (BUILDING)

Course Code:CPC50210

Campus:Newport.

Course Objectives:This qualification is designed to meet the needs of builders, including selecting contractors, overseeing the work and its quality, and liaising with clients. This qualification is designed to assist in meeting the licensing/registration requirements of those wishing to become a registered builder.

Careers:Occupational titles may include:

- Builder
- Estimator
- Building Supervisor

Course Duration:2 years

Admission Requirements Other:Successful completion of VCE/VCAL or equivalent.

Selection Processes:Direct Entry, Interview, VTAC

COURSE STRUCTURE

18 units of competency are required for award of this qualification: 13 compulsory units 5 elective units.

Core Units of Study

CPCBC4001A	APPLY BUILDING CODES AND STANDARDS TO THE CONSTRUCTION PROCESS FOR LOW RISE BUILDING PROJECTS	40
CPCBC4003A	SELECT AND PREPARE A CONSTRUCTION CONTRACT	40
CPCBC4004A	IDENTIFY AND PRODUCE ESTIMATED COSTS FOR BUILDING AND CONSTRUCTION PROJECTS	60
CPCBC4010B	APPLY STRUCTURAL PRINCIPLES TO RESIDENTIAL LOW RISE CONSTRUCTIONS	160
CPCBC4013A	PREPARE AND EVALUATE TENDER DOCUMENTATION	20
CPCBC5001B	APPLY BUILDING CODES AND STANDARDS TO THE CONSTRUCTION PROCESS FOR MEDIUM RISE BUILDING PROJECTS	200
CPCBC5002A	MONITOR COSTING SYSTEMS ON MEDIUM RISE BUILDING AND CONSTRUCTION PROJECTS	60
CPCBC5003A	SUPERVISE THE PLANNING OF ON-SITE MEDIUM RISE BUILDING OR CONSTRUCTION WORK	200
CPCBC5010B	MANAGE CONSTRUCTION WORK	150
CPCBC5018A	APPLY STRUCTURAL PRINCIPLES TO THE CONSTRUCTION OF MEDIUM RISE BUILDINGS	300
BSBOHS504B	APPLY PRINCIPLES OF OHS RISK MANAGEMENT	40
BSBPMG505A	MANAGE PROJECT QUALITY	40
BSBPMG508A	MANAGE PROJECT RISK	40

Elective Units of Study

CPCBC5006B	APPLY SITE SURVEYS AND SET-OUT PROCEDURES TO MEDIUM RISE BUILDING PROJECTS	110
CPCBC5011A	MANAGE ENVIRONMENTAL MANAGEMENT PRACTICES AND PROCESSES IN BUILDING AND CONSTRUCTION	150
BSBWOR501B	MANAGE PERSONAL WORK PRIORITIES AND PROFESSIONAL DEVELOPMENT	60
CPCBC4012A	READ AND INTERPRET PLANS AND SPECIFICATIONS	30
CPCCSV6005A	EVALUATE SERVICES LAYOUT AND CONNECTION METHODS FOR RESIDENTIAL AND COMMERCIAL BUILDINGS UP TO THREE STOREYS	40
CPCBC5007A	ADMINISTER THE LEGAL OBLIGATIONS OF A BUILDING OR CONSTRUCTION CONTRACT	100

ADVANCED DIPLOMA OF BUILDING SURVEYING

Course Code:CPC60108

Campus:Newport.

Course Objectives: The course provides training in building theory and surveying related to residential, industrial and commercial buildings. Graduates will have developed specialist skills and knowledge in plan preparation, estimating scheduling, construction technology OH&S, site supervision, surveying, cost control, business management, development control, surveying procedures and practices.

- Building surveyor
- Building certifier.

Careers:

Course Duration: 1 year

Admission Requirements Other: Successful completion of VCE/VCAL or equivalent.

Selection Processes: Direct Entry, Interview, Written Test

COURSE STRUCTURE

43 units of competency are required for award of this qualification.

Compulsory Units of Study

CPCCSV5001A	ASSESS THE CONSTRUCTION OF DOMESTIC SCALE BUILDINGS	100	CPCCSV5014A	APPLY BUILDING SURVEYING PROCEDURES TO RESIDENTIAL BUILDINGS	36
CPCCSV5002A	EVALUATE MATERIALS FOR CONSTRUCTION OF DOMESTIC SCALE BUILDINGS	72	CPCCSV5015A	ASSESS STRUCTURAL REQUIREMENTS FOR DOMESTIC SCALE BUILDINGS	72
CPCCSV5003A	PRODUCE WORKING DRAWINGS FOR RESIDENTIAL BUILDINGS	90	CPCCSV6001A	ASSESS THE CONSTRUCTION OF BUILDINGS UP TO THREE STOREYS	72
CPCCSV5004A	APPLY LEGISLATION TO URBAN DEVELOPMENT AND BUILDING CONTROLS	36	CPCCSV6002A	PRODUCE WORKING DRAWINGS FOR BUILDINGS UP TO THREE STOREYS	40
CPCCSV5005A	APPLY FOOTING AND GEOMECHANICAL DESIGN PRINCIPLES TO DOMESTIC SCALE BUILDINGS	36	CPCCSV6003A	ASSESS CONSTRUCTION FAULTS IN BUILDINGS UP TO THREE STOREYS	40
CPCCSV5006A	ASSESS CONSTRUCTION FAULTS IN RESIDENTIAL BUILDINGS	36	CPCCSV6004A	APPLY FOOTING AND GEOMECHANICAL DESIGN PRINCIPLES TO BUILDINGS UP TO THREE STOREYS	40
CPCCSV5007A	UNDERTAKE SITE SURVEYS AND SET-OUT PROCEDURES FOR BUILDING PROJECTS	72	CPCCSV6005A	EVALUATE SERVICES LAYOUT AND CONNECTION METHODS FOR RESIDENTIAL AND COMMERCIAL BUILDINGS UP TO THREE STOREYS	40
CPCCSV5008A	APPLY BUILDING CONTROL LEGISLATION TO BUILDING SURVEYING	36	CPCCSV6006A	EVALUATE THE USE OF CONCRETE FOR RESIDENTIAL AND COMMERCIAL BUILDINGS UP TO THREE STOREYS	40
CPCCSV5009A	ASSESS THE IMPACT OF FIRE ON BUILDING MATERIALS	36	CPCCSV6007A	ASSESS STRUCTURAL REQUIREMENTS FOR BUILDINGS UP TO THREE STOREYS	40
CPCCSV5010A	INTERACT WITH CLIENTS IN A REGULATED ENVIRONMENT	36	CPCCSV6008A	APPLY BUILDING CODES AND STANDARDS TO BUILDINGS UP TO THREE STOREYS	72
CPCCSV5011A	APPLY BUILDING CODES AND STANDARDS TO RESIDENTIAL BUILDINGS	36	CPCCSV6009A	IMPLEMENT PERFORMANCE-BASED CODES AND RISK MANAGEMENT PRINCIPLES FOR BUILDINGS UP TO THREE STOREYS	72
CPCCSV5012A	ASSESS TIMBER-FRAMED DESIGNS FOR ONE AND TWO STOREY BUILDINGS	36	CPCCSV6010A	APPLY FIRE TECHNOLOGY TO BUILDINGS UP TO THREE STOREYS	40
CPCCSV5013A	APPLY PRINCIPLES OF ENERGY EFFICIENT DESIGN TO BUILDINGS	36	CPCCSV6011A	APPLY LEGAL PROCEDURES TO BUILDING SURVEYING	40
			CPCCSV6012A	FACILITATE COMMUNITY DEVELOPMENT CONSULTATION	40
			CPCCSV6013A	COORDINATE BUILDING REFURBISHMENT	72
			CPCCSV6014A	MANAGE AND PLAN LAND USE	40
			CPCCSV6015A	ANALYSE AND PRESENT BUILDING SURVEYING RESEARCH INFORMATION	90
			CPCCSV6016A	APPLY BUILDING SURVEYING PROCEDURES TO BUILDINGS UP TO THREE STOREYS	90
			BSBADM506A	MANAGE BUSINESS DOCUMENT DESIGN AND DEVELOPMENT	80
			BSBITS401A	MAINTAIN BUSINESS TECHNOLOGY	40
			BSBMGT502B	MANAGE PEOPLE PERFORMANCE	70

CHCCOM403A	USE TARGETED COMMUNICATION SKILLS TO BUILD RELATIONSHIPS	55
CHCCOM4B	DEVELOP, IMPLEMENT AND PROMOTE EFFECTIVE COMMUNICATIONS TECHNIQUES	75
ICAU1128B	OPERATE A PERSONAL COMPUTER	30
ICAU1129B	OPERATE A WORD PROCESSING APPLICATION	30
ICAU1130B	OPERATE A SPREADSHEET APPLICATION	30
ICAU1131B	OPERATE A DATABASE APPLICATION	40
ICAU1132B	OPERATE A PRESENTATION PACKAGE	25
LGAPLEM502A	APPLY ECOLOGICALLY SUSTAINABLE DEVELOPMENT PRINCIPLES TO THE BUILT ENVIRONMENT	60
LMFFT4010A	IDENTIFY AND CALCULATE PRODUCTION COSTS	36

CERTIFICATE I IN FURNISHING

Course Code:LMF10108

Campus:Newport, Off-shore.

About this course:Become a qualified tradesperson in the furnishing industry by gaining a pre-apprenticeship or apprenticeship in a trade sector. Learn how to develop hand and power tool skills to help you construct basic furniture products, gain knowledge of Occupational Health and Safety requirements, maintain edge tools and construct basic furniture products.

Course Objectives:Provides a pathway to furnishing occupations

Careers:Provides a pathway to furnishing occupations

Course Duration:2 months

Selection Processes:Direct Entry, Interview

COURSE STRUCTURE

Six (6) units are required to complete this qualification

MANDATORY UNITS

LMFCR0001B	FOLLOW SAFE WORKING POLICIES AND PRACTICES	40
LMFCR0002B	COMMUNICATE IN THE WORKPLACE	20
LMFCR0003B	CARRY OUT MEASUREMENTS AND CALCULATIONS	20
LMFCR0004B	WORK EFFECTIVELY WITH OTHERS	15

SPECIALIST UNIT

LMFFM1001B	CONSTRUCT A BASIC TIMBER FURNISHING PRODUCT	100
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ELECTIVE UNIT

LMFFF2001B	USE FURNITURE FINISHING SECTOR HAND AND POWER TOOLS	48
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TOOLS

CERTIFICATE II IN FURNITURE FINISHING

Course Code:LMF20202

Campus:Newport.

About this course:This qualification is part of the Furnishing Industry Training Package. It is designed for students who want to acquire the skills and knowledge to work in the furniture finishing sector of the furnishing industry. You will learn how:

- prepare surfaces,
- mix and apply stains,
- apply finishing material by hand and spray gun,
- restore furnishing items,
- Operate a range of furniture finishing equipment.
- occupational health and safety,
- communications skills
- costing.

Course Objectives:This qualification reflects the role of individuals working at entry level in the furniture industry, who undertake a prescribed range of tasks using limited practical skills and fundamental knowledge, in a defined context working under supervision.

Careers:Process Worker (Furniture Industry)

Course Duration:0.5 years

Admission Requirements Other:All students are interviewed for selection. Language, literacy and numeracy skills that are equivalent to Level 2 of the Australian Core Skill Framework are required.

Selection Processes:Direct Entry, Interview

COURSE STRUCTURE

Twelve (13) units are required to complete this qualification. 8 core units of study 5 elective units of study

Core units of Study

LMFFF2001B	USE FURNITURE FINISHING SECTOR HAND AND POWER TOOLS	48
LMFFF2003B	REMOVE SURFACE COATINGS	40
MSAENV272B	PARTICIPATE IN ENVIRONMENTALLY SUSTAINABLE WORK PRACTICES	30
MSAPMOHS100A	FOLLOW OHS PROCEDURES	20
MSAPMOPS101A	MAKE MEASUREMENTS	30
MSAPMSUP102A	COMMUNICATE IN THE WORKPLACE	20
MSAPMSUP106A	WORK IN A TEAM	30
TLID2003A	HANDLE DANGEROUS GOODS/HAZARDOUS	40

SUBSTANCES

Elective units of Study		
LMFFF2002B	DISMANTLE/REASSEMBLE FURNITURE	56
LMFFF2004B	PREPARE SURFACES FOR FINISHING	24
LMFFF2005B	MAINTAIN SPRAY EQUIPMENT AND BOOTH	24
LMFFF2006B	APPLY SURFACE COATINGS BY SPRAY GUN	60
LMFFF2007B	APPLY STAINS, FILLERS AND BLEACH	52
LMFFF2008B	APPLY SURFACE COATINGS BY HAND	40

CERTIFICATE II IN FURNITURE MAKING

Course Code:LMF20309

Campus:Newport, Melton.

About this course:Enjoy a satisfying career as a furniture builder or cabinet-maker with a basic pre-apprenticeship course to prepare you for a Certificate III in Furniture-Making. You will skill up to eventually work in a production environment, building free-standing furniture or built-in cabinets, or provide on-site assistance in installing furniture or cabinets.

Course Objectives:This qualification is a pre-apprenticeship course that prepares students for a Certificate III in Furniture Making.

Careers:Job roles covered by this qualification include assistant cabinet maker, assistant installer of built-in cabinets, and production operator within a cabinet making enterprise. Cabinets include free-standing and built-in furniture.

Course Duration:2 months

Admission Requirements Other:All students that are interviewed for selection, undertake a pre selection test and require language, literacy and numeracy skills that are equivalent to Level 2 of the Australian Core Skills Framework.

Selection Processes:Direct Entry

COURSE STRUCTURE

To be awarded the Certificate II in Furniture Making competency must be achieved in twelve (13) units. Units must be selected according to the rules described below.

- 5 Mandatory units must be completed
- 8 elective units must be completed

Core Units of Study		
MSAPMSUP102A	COMMUNICATE IN THE WORKPLACE	20
MSAPMSUP106A	WORK IN A TEAM	30
MSAENV272B	PARTICIPATE IN ENVIRONMENTALLY SUSTAINABLE WORK PRACTICES	30
LMFFM2001B	USE FURNITURE MAKING SECTOR HAND AND POWER	48

TOOLS

MSAPMOPS101A	MAKE MEASUREMENTS	30
Elective Units of Study		
CPCCOHS1001A	WORK SAFELY IN THE CONSTRUCTION INDUSTRY	6
LMFFM2002B	ASSEMBLE FURNISHING COMPONENTS	20
LMFFM2003B	SELECT AND APPLY HARDWARE	16
LMFFM2005B	JOIN SOLID TIMBER	8
LMFFM2006B	HAND MAKE TIMBER JOINTS	40
LMFFM2007B	FOLLOW PLANS TO ASSEMBLE PRODUCTION FURNITURE	16
LMFFM2010B	SET UP, OPERATE AND MAINTAIN BASIC STATIC MACHINES	56
LMFFM2011B	APPLY MANUFACTURED BOARD CONVERSION TECHNIQUES	16
MSAPMOHS200A	WORK SAFELY	30
LMFKB2001A	PREPARE FOR CABINET INSTALLATION	12
LMFKB2002A	PROVIDE ASSISTANCE IN CABINET INSTALLATION	12
MEM16008A	INTERACT WITH COMPUTING TECHNOLOGY	20
MSAPMSUP273A	HANDLE GOODS	20

CERTIFICATE III IN FURNITURE MAKING

Course Code:LMF30302

Campus:Newport.

This course is for Continuing students only.

About this course:Acquire the skills to build freestanding furniture and prepare yourself for a career in furniture-making. Learn specific techniques of furniture construction such as making timber joints by hand, preparing surfaces for finishing, using hand tools and machinery. You will also learn about estimating and costing a job, interpreting work documents and following safe working policies and procedures.

Course Objectives:The course provides the knowledge and skills required for those wishing to specialise in furniture making.

Careers:Furniture Making

Course Duration:4 years

Admission Requirements Other:Students enrolled as apprentices or trainees must be employed under the Apprenticeship Training Scheme. Selection is conducted by the employer.

Selection Processes:User Choice (Apprenticeships), Employer Choice, OtherStudents enrolled as apprentices or trainees must be employed under the Apprenticeship Training Scheme. Selection is conducted by the employer.

COURSE STRUCTURE

Twelve (28) units are required to complete this qualification. 15 core units of study
13 elective units of study

Core Units of Study

LMFFF2004B	PREPARE SURFACES FOR FINISHING	24
LMFFM2001B	USE FURNITURE MAKING SECTOR HAND AND POWER TOOLS	48
LMFFM2002B	ASSEMBLE FURNISHING COMPONENTS	20
LMFFM2006B	HAND MAKE TIMBER JOINTS	40
LMFFM2010B	SET UP, OPERATE AND MAINTAIN BASIC STATIC MACHINES	56
LMFFM2011B	APPLY MANUFACTURED BOARD CONVERSION TECHNIQUES	16
LMFFM3011B	PRODUCE MANUAL AND COMPUTER-AIDED PRODUCTION DRAWINGS	60
LMFGN3001B	READ AND INTERPRET WORK DOCUMENTS	24
LMFGN3002B	ESTIMATE AND COST JOB	16
MSAENV272B	PARTICIPATE IN ENVIRONMENTALLY SUSTAINABLE WORK PRACTICES	30
MSAPMOHS200A	WORK SAFELY	30
MSAPMOPS101A	MAKE MEASUREMENTS	30
MSAPMSUP102A	COMMUNICATE IN THE WORKPLACE	20
MSAPMSUP106A	WORK IN A TEAM	30
TLID2003A	HANDLE DANGEROUS GOODS/HAZARDOUS SUBSTANCES	40

Specialist Units of Study

LMFFM2003B	SELECT AND APPLY HARDWARE	16
LMFFM2004B	APPLY SHEET LAMINATES BY HAND	8
LMFFM2005B	JOIN SOLID TIMBER	8
LMFFM2007B	FOLLOW PLANS TO ASSEMBLE PRODUCTION FURNITURE	16
LMFFM2008B	BEND AND FORM CANE	60
LMFFM2009B	CONSTRUCT CANE FURNITURE	100
LMFFM2012B	SET UP, OPERATE AND MAINTAIN PRESSURE AND CLAMPING MACHINES	20

LMFFM3001B	CONSTRUCT CHAIR AND COUCH FRAMES	64
LMFFM3002B	CONSTRUCT FURNITURE USING LEG AND RAIL METHOD	64
LMFFM3003B	PRODUCE ANGLED AND CURVED FURNITURE USING MANUFACTURED BOARD	64
LMFFM3004B	PRODUCE ANGLED AND CURVED FURNITURE USING SOLID TIMBER	64

CERTIFICATE III IN FURNITURE MAKING (CABINET MAKING)

Course Code:LMF30402

Campus:Newport.

This course is for Continuing students only.

About this course:Learn how to manufacture and install free-standing and fitted furniture in homes or businesses. You will learn to use hand and power tools, prepare surfaces for finishing, produce manual and computer-aided drawings, estimate and cost a job.

Course Objectives:The course provides the knowledge and skills for those wishing to specialise in furniture making with a particular emphasis on cabinet making.

Careers:Cabinet Making

Course Duration:4 years

Selection Processes:User Choice (Apprenticeships), Employer Choice, OtherEntry RequirementsTo qualify for admission to the course, applicants must demonstrate to the satisfaction of the Head of Department that they are capable of successfully completing the course.Recognition of prior learning may be available based on skills and knowledge acquired by the applicant through previous study, as in articulation, informal or formal learning or from work and/or life experience.Students enrolled as apprentices or trainees must be employed under the Apprenticeship Training Scheme. Selection is conducted by the employer.

COURSE STRUCTURE

This course is 3 years part-time.Full-time or part-time delivery.

Core Units of Study

LMFCR0001B	FOLLOW SAFE WORKING POLICIES AND PRACTICES	40
LMFCR0002B	COMMUNICATE IN THE WORKPLACE	20
LMFCR0003B	CARRY OUT MEASUREMENTS AND CALCULATIONS	20
LMFCR0004B	WORK EFFECTIVELY WITH OTHERS	15
LMFFF2004B	PREPARE SURFACES FOR FINISHING	24
LMFFM2001B	USE FURNITURE MAKING SECTOR HAND AND POWER TOOLS	48
LMFFM2002B	ASSEMBLE FURNISHING COMPONENTS	20
LMFFM2003B	SELECT AND APPLY HARDWARE	16

LMFFM2004B	APPLY SHEET LAMINATES BY HAND	8
LMFFM2005B	JOIN SOLID TIMBER	8
LMFFM2006B	HAND MAKE TIMBER JOINTS	40
LMFFM2010B	SET UP, OPERATE AND MAINTAIN BASIC STATIC MACHINES	56
LMFFM2011B	APPLY MANUFACTURED BOARD CONVERSION TECHNIQUES	16
LMFFM3002B	CONSTRUCT FURNITURE USING LEG AND RAIL METHOD	64
LMFFM3003B	PRODUCE ANGLED AND CURVED FURNITURE USING MANUFACTURED BOARD	64

OR

LMFFM3004B	PRODUCE ANGLED AND CURVED FURNITURE USING SOLID TIMBER	64
LMFFM3005B	FABRICATE CUSTOM FURNITURE	64
LMFFM3006B	INSTALL FURNISHING PRODUCTS	24
LMFFM3011B	PRODUCE MANUAL AND COMPUTER-AIDED PRODUCTION DRAWINGS	60
LMFFM3012B	PREPARE CUTTING LIST FROM PLANS AND JOB SPECIFICATION	16
LMFGN3001B	READ AND INTERPRET WORK DOCUMENTS	24
LMFGN3002B	ESTIMATE AND COST JOB	16
TDTD397C	HANDLE DANGEROUS GOODS/HAZARDOUS SUBSTANCES	40

Elective Units of Study

A minimum of six elective units of study, selected by the student with the approval of the Head of Department, from the list of relevant units as detailed in the Furnishing Training Package LMF02 v.1 Australian National Training Authority 2002.

CERTIFICATE III IN FURNITURE MAKING (WOOD MACHINING)

Course Code:LMF30502

Campus:Newport.

About this course:Learn the skills to become a qualified furniture-maker with a focus on wood machining. You will learn how to set up and operate a wide variety of machines, how to hand make timber joints and how to maintain your tools.

Course Objectives:The course aims to provide the knowledge and skills for those wishing to specialise in furniture making with a particular emphasis on wood machining.

Careers:Wood Machinists

Course Duration:4 years

Admission Requirements Other:To qualify for admission to the course, applicants must demonstrate to the satisfaction of the Head of Department that they are capable of successfully completing the course.

Selection Processes:User Choice (Apprenticeships), Employer Choice, OtherStudents enrolled as apprentices or trainees must be employed under the Apprenticeship Training Scheme. Selection is conducted by the employer.

COURSE STRUCTURE

To be awarded the LMF30502 Certificate III in Furniture Making (Wood Machining), competency must be achieved in twenty-seven (27) units of study

- seventeen (17) core units of competency
- ten (10) elective units of competency.

Core Units of Study

LMFFF2004B	PREPARE SURFACES FOR FINISHING	24
LMFFM2001B	USE FURNITURE MAKING SECTOR HAND AND POWER TOOLS	48
LMFFM2002B	ASSEMBLE FURNISHING COMPONENTS	20
LMFFM2006B	HAND MAKE TIMBER JOINTS	40
LMFFM2010B	SET UP, OPERATE AND MAINTAIN BASIC STATIC MACHINES	56
LMFFM2011B	APPLY MANUFACTURED BOARD CONVERSION TECHNIQUES	16
LMFFM3011B	PRODUCE MANUAL AND COMPUTER-AIDED PRODUCTION DRAWINGS	60
LMFFM3012B	PREPARE CUTTING LIST FROM PLANS AND JOB SPECIFICATION	16
LMFFM3033B	CONSTRUCT JIGS AND FIXTURES	40
LMFGN3001B	READ AND INTERPRET WORK DOCUMENTS	24
LMFGN3002B	ESTIMATE AND COST JOB	16
MSAENV272B	PARTICIPATE IN ENVIRONMENTALLY SUSTAINABLE WORK PRACTICES	30
MSAPMOHS200A	WORK SAFELY	30
MSAPMOPST01A	MAKE MEASUREMENTS	30
MSAPMSUP102A	COMMUNICATE IN THE WORKPLACE	20
MSAPMSUP106A	WORK IN A TEAM	30

Specialist Units of Study

LMFFM2001B	USE FURNITURE MAKING SECTOR HAND AND POWER TOOLS	48
LMFFM2002B	ASSEMBLE FURNISHING COMPONENTS	20
LMFFM2006B	HAND MAKE TIMBER JOINTS	40
LMFFM2010B	SET UP, OPERATE AND MAINTAIN BASIC STATIC MACHINES	56
LMFFM2011B	APPLY MANUFACTURED BOARD CONVERSION TECHNIQUES	16
LMFFM3011B	PRODUCE MANUAL AND COMPUTER-AIDED PRODUCTION DRAWINGS	60
LMFFM3012B	PREPARE CUTTING LIST FROM PLANS AND JOB SPECIFICATION	16
LMFFM3020B	SET UP, OPERATE AND MAINTAIN SAWING MACHINES	24
LMFFM3021B	SET UP, OPERATE AND MAINTAIN DRILLING MACHINES	24
LMFFM3022B	SET UP, OPERATE AND MAINTAIN JOINING MACHINES	52
LMFFM3023B	SET UP, OPERATE AND MAINTAIN PLANING AND FINISHING MACHINES	40
LMFFM3025B	SET UP, OPERATE AND MAINTAIN ROUTING AND SHAPING MACHINES	60
LMFFM3003B	PRODUCE ANGLED AND CURVED FURNITURE USING MANUFACTURED BOARD	64
LMFFF2004B	PREPARE SURFACES FOR FINISHING	24
LMFGN3001B	READ AND INTERPRET WORK DOCUMENTS	24
LMFGN3002B	ESTIMATE AND COST JOB	16
TLID307E	HANDLE DANGEROUS GOODS/HAZARDOUS SUBSTANCES	40

Elective Units of Study

LMFFM3027B	SET UP, OPERATE AND MAINTAIN AUTOMATED EDGE BANDING MACHINES	60
LMFGN2002B	MOVE AND STORE MATERIALS AND PRODUCTS	16
LMFFM3030B	SET UP, OPERATE AND MAINTAIN CNC SIZING MACHINES	60
LMFFM3031B	SET UP, OPERATE AND MAINTAIN CNC MACHINING AND PROCESSING CENTRES	80
LMFFM3032B	PRODUCE AND MAINTAIN CUTTING TOOLS	40

CERTIFICATE III IN CABINET MAKING

Course Code:LMF32109

Campus:Newport.

About this course:Learn how to manufacture and install free-standing and fitted furniture in bathrooms, kitchens and other places in homes or businesses. You will learn to use hand and power tools, apply surface coatings using a spray gun, produce manual and computer-aided drawings and estimate and cost a job.

Course Objectives:This qualification applies to trade level cabinet making work associated with free standing furniture manufacturing or the manufacture and installation of fitted furniture. Training programs for this qualification are suitable to be undertaken as part of a formal training contract with an employer under an Australian Apprenticeship arrangement.

Careers:The Certificate III in Cabinet Making describes the trade level outcomes for those working in furniture making and those involved in the manufacture and installation of fitted furniture typically in a kitchen, bathroom and related context. Installation skills may be applied to new or renovation work. All cabinet maker outcomes require customer communication skills in order to ensure customer requirements are met.

Course Duration:4 years

Admission Requirements Other:Students enrolled as apprentices or trainees must be employed under the Apprenticeship Training Scheme. Selection is conducted by the employer.

Selection Processes:User Choice (Apprenticeships), Employer Choice

COURSE STRUCTURE

To be awarded the Certificate III in Cabinet Making, competency must be achieved in twenty seven (27) units:

- 6 mandatory units must be completed
- 18 specialist units must be completed
- 3 other electives must be completed

CORE UNITS OF STUDY

All six units must be completed

MSAPMSUP102A	COMMUNICATE IN THE WORKPLACE	20
MSAPMSUP106A	WORK IN A TEAM	30
MSAPMOPS101A	MAKE MEASUREMENTS	30
LMFFM2001B	USE FURNITURE MAKING SECTOR HAND AND POWER TOOLS	48
LMFGN3001B	READ AND INTERPRET WORK DOCUMENTS	24
MSAENV272B	PARTICIPATE IN ENVIRONMENTALLY SUSTAINABLE WORK PRACTICES	30

ELECTIVE UNITS OF STUDY

At least one of the following units must be chosen

CPCCOHS1001A	WORK SAFELY IN THE CONSTRUCTION INDUSTRY	6
MSAPMOHS200A	WORK SAFELY	30
Common Specialist		
BSBCUS301A	DELIVER AND MONITOR A SERVICE TO CUSTOMERS	35
LMFFM2003B	SELECT AND APPLY HARDWARE	16
LMFFM2010B	SET UP, OPERATE AND MAINTAIN BASIC STATIC MACHINES	56
LMFFM3012B	PREPARE CUTTING LIST FROM PLANS AND JOB SPECIFICATION	16
LMFFM3030B	SET UP, OPERATE AND MAINTAIN CNC SIZING MACHINES	60
LMFFM3031B	SET UP, OPERATE AND MAINTAIN CNC MACHINING AND PROCESSING CENTRES	80
LMFGN3002B	ESTIMATE AND COST JOB	16
MSACMT230A	APPLY COST FACTORS TO WORK PRACTICES	40
LMFFM2011B	APPLY MANUFACTURED BOARD CONVERSION TECHNIQUES	16
Furniture Stream		
LMFFM2002B	ASSEMBLE FURNISHING COMPONENTS	20
LMFFF2004B	PREPARE SURFACES FOR FINISHING	24
LMFFM2005B	JOIN SOLID TIMBER	8
LMFFM2006B	HAND MAKE TIMBER JOINTS	40
LMFFM3002B	CONSTRUCT FURNITURE USING LEG AND RAIL METHOD	64
LMFFM3005B	FABRICATE CUSTOM FURNITURE	64
LMFFM3006B	INSTALL FURNISHING PRODUCTS	24
Kitchens and Bathrooms Stream		
LMFKB2001A	PREPARE FOR CABINET INSTALLATION	12
LMFKB3001A	IDENTIFY PROCESSES IN KITCHEN AND BATHROOM PROJECTS	80
LMFKB3002A	DETERMINE REQUIREMENTS FOR INSTALLATION OF CABINETS	46
LMFKB3003A	CHECK AND MEASURE FIT OF CABINETS	20
LMFKB3004A	CONDUCT ON-SITE ADJUSTMENTS TO CABINETS AND	16

COMPONENTS

LMFKB3005A	FABRICATE CABINETS FOR THE BUILT-IN ENVIRONMENT	80
LMFKB3006A	INSTALL FITTED CABINETS AND COMPONENTS	35
Elective Specialist		
LMFFM3003B	PRODUCE ANGLED AND CURVED FURNITURE USING MANUFACTURED BOARD	64
LMFFM3004B	PRODUCE ANGLED AND CURVED FURNITURE USING SOLID TIMBER	64
LMFFM3007B	PREPARE AND APPLY DECORATIVE SURFACES FOR FURNITURE	24
LMFFM3010B	SELECT TIMBERS FOR FURNITURE PRODUCTION	8
LMFFM3011B	PRODUCE MANUAL AND COMPUTER-AIDED PRODUCTION DRAWINGS	60
LMFFM3013B	MEASURE AND DRAW SITE LAYOUT FOR MANUFACTURED FURNITURE PRODUCTS	16
LMFFM3020B	SET UP, OPERATE AND MAINTAIN SAWING MACHINES	24
LMFFM3021B	SET UP, OPERATE AND MAINTAIN DRILLING MACHINES	24
LMFFM3022B	SET UP, OPERATE AND MAINTAIN JOINING MACHINES	52
LMFFM3023B	SET UP, OPERATE AND MAINTAIN PLANING AND FINISHING MACHINES	40
LMFFM3025B	SET UP, OPERATE AND MAINTAIN ROUTING AND SHAPING MACHINES	60
LMFFM3027B	SET UP, OPERATE AND MAINTAIN AUTOMATED EDGE BANDING MACHINES	60
LMFFM3033B	CONSTRUCT JIGS AND FIXTURES	40
LMFFT4009B	MATCH FURNISHING STYLE/MATERIALS TO CUSTOMER REQUIREMENTS	24
MSACMT251A	APPLY QUALITY STANDARDS	30
LMFFF2006B	APPLY SURFACE COATINGS BY SPRAY GUN	60
MSACMT270A	USE SUSTAINABLE ENERGY PRACTICES	30
MSAPMSUP390A	USE STRUCTURED PROBLEM SOLVING TOOLS	40
MSACMT271A	USE SUSTAINABLE ENVIRONMENTAL PRACTICES	30
LMFFT4001B	COORDINATE ON-SITE INSTALLATION OF FURNISHING PRODUCTS	40
LMFFF2007B	APPLY STAINS, FILLERS AND BLEACH	52

LMFFDT4007A	ESTABLISH THE DESIGN BRIEF	36	BSBCMN213A	PRODUCE SIMPLE WORD PROCESSED DOCUMENTS	60
TLID2003A	HANDLE DANGEROUS GOODS/HAZARDOUS SUBSTANCES	40	BSBCMN214A	CREATE AND USE SIMPLE SPREADSHEETS	20
			BSBCMN104A	PLAN SKILLS DEVELOPMENT	20
			CPCCM2005A	USE CONSTRUCTION TOOLS AND EQUIPMENT	96
			BSBSUS201A	PARTICIPATE IN ENVIRONMENTALLY SUSTAINABLE WORK PRACTICES	20

CERTIFICATE I IN WATER SUSTAINABILITY

Course Code:NWP10107

Campus:Sunshine.

About this course:Develop experience and a range of skills valuable to employers while you study the basics of the water industry. The Certificate I in Environmental Sustainability is designed as an induction into the water industry and focuses on young people.

Course Objectives:The Certificate I in Environmental Sustainability provides induction into the water industry for, in particular, young people who are seeking an opportunity to gain experience of the industry while developing a set of valuable employability skills.

Careers:This is a basic qualification that provides an introduction to the water industry.

Course Duration:0.5 years

Admission Requirements Year 12:Secondary school students can choose this course as part of their VCAL requirements

Admission Requirements International:Secondary school students can choose this course as part of their VCAL requirements

Admission Requirements Mature Age:Secondary school students can choose this course as part of their VCAL requirements

Admission Requirements VET:Secondary school students can choose this course as part of their VCAL requirements

Selection Processes:Direct Entry

COURSE STRUCTURE

To achieve this qualification the candidate must demonstrate competency in seven units of competency, comprising: - Four core units - Three elective units

Core Units of Study

NWP101A	INVESTIGATE SUSTAINABLE WATER CYCLE MANAGEMENT	30
NWP102A	DESIGN A BASIC WATER SYSTEM MODEL	30
NWP103A	DEMONSTRATE CARE AND SAFE PRACTICES	20
NWP104A	SAMPLE AND TEST WATER SOURCES AND QUALITY	40

Elective Units of Study

NWP105A	DRAW AND USE SIMPLE MAPS, PLANS AND DRAWINGS	20
BSBCMN205A	USE BUSINESS TECHNOLOGY	30

UNITS

ABC501 INTRODUCTION TO FURNISHING INDUSTRY

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:To develop knowledge of historical, recent and emerging trends in the furnishing industry.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

ABC999 INDUSTRY PLACEMENT

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Industry Placement

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCCBS2001B CONDUCT TACK COAT SPRAYING OPERATIONS

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:This unit specifies the competency required to spray tack coat in asphalt or sprayed sealing operations to prepare for a bituminous surface (or next treatment) to be applied. It includes the minimum criteria for competency assessment. This unit includes sprayers carried on a light truck or towed and spraying at an agreed application rate in a uniform manner.

Required Reading:VU 2008 VU produced Unit Learning Resources (Various) VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

BCCBS2002B HAND SPREAD ASPHALT

Locations:Newport.

Prerequisites:Nil.

Description:This unit specifies the competency required to hand spread asphalt to the required line and level for a finished surface. It relates to hand asphalt spreading and levelling conducted before and after compaction. It includes the minimum criteria for competency assessment. This unit includes joint construction and working in conjunction with an asphalt paver.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

BCCBS2003B SAFELY HANDLE BITUMINOUS MATERIALS

Locations:Newport.

Prerequisites:Nil.

Description:This unit specifies the competency required to safely handle bituminous materials for the construction and maintenance of pavements. It includes the minimum criteria for competency assessment. This unit includes safety and handling requirements for the heating and blending application of bituminous materials

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

BCF2001A USE STATIC MACHINES

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Identify static machines, their operation and safety requirements; Prepare machine for use; Operate machine; Maintain machine and attachments; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This unit of competency will be assessed through a job profile. The job profile contains a number of practical tasks and knowledge based questions. .

BCF2004A LAYOUT SIGNS

Locations:Newport, Sunshine.

Prerequisites:BCG1002A plan and Organise Work; BCG1003A Read and Interpret Plans

Description:Developing the design of internal/external signs to client's requirements, using data from client's drawings and information

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCF2005A USE COLOUR MATCHING FOR SIGN WRITING

Locations:Newport, Sunshine.

Prerequisites:BCG1003A Read and Interpret Plans; BCG1005A Use Hand and Power Tools

Description:This unit applies to identifying and matching colours against a specified sample.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCF2010A MAINTAIN INVENTORY AND CONTROL, STOCK

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Identify stock materials and equipment; Maintain inventory/stock lists; Store and record stocks; Control stock.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This unit of

competency will be assessed through a job profile. The job profile contains a number of practical tasks and knowledge based questions. .

BCF201 1A USE COMPUTERS

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Identify computer operation and application uses in the workplace: Use system and provide data entry; verify/confirm data input

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This unit of competency will be assessed through a job profile. The job profile contains a number of practical tasks and knowledge based questions. .

BCF201 2A PACKAGE MANUFACTURED PRODUCTS FOR TRANSPORT

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Plan and prepare packaging and transport of manufactured products; Identify and select appropriate packaging for manufactured products; Prepare for handling and transporting of manufactured products; Undertake appropriate handling and transporting techniques of manufactured products; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This unit of competency will be assessed through a job profile. The job profile contains a number of practical tasks and knowledge based questions. .

BCF201 3A ASSEMBLE COMPONENTS

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Plan and prepare for assembly; Assemble and hold components in place; Secure assembled components; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This unit of competency will be assessed through a job profile. The job profile contains a number of practical tasks and knowledge based questions. .

BCF201 4A MANUALLY CUT GLASS TO SIMPLE SHAPES

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Plan and prepare work; Cut glass to a straight line; Circle and hole cutting; Cutting glass to simple shapes; Maintain safe working area; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This unit of competency will be assessed through a job profile. The job profile contains a number of practical tasks and knowledge based questions. .

BCF201 6A PREPARE FOR OFF-SITE MANUFACTURING PROCESS

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Plan and prepare for the manufacturing process; Identify, select and prepare materials for use in off-site production process; Identify fabricated components and method of assembly; Process for manufacture, assembly and fabrication and sequencing is monitored; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This unit of competency will be assessed through a job profile. The job profile contains a number of practical tasks and knowledge based questions. .

BCF201 8A APPLY AND INSTALL SEALANT AND SEALANT DEVICES

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Select and prepare materials and equipment; Prepare surface to receive sealants; Apply sealant; Install sealant devices; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This unit of competency will be assessed through a job profile. The job profile contains a number of practical tasks and knowledge based questions. .

BCF3000A MAINTAIN STATIC MACHINERY

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Plan and prepare work; Identify and check safety switches of machine; Maintain machine; Install cutters/blade to machine; Lubricate machine; Test and adjust machine; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This unit of competency will be assessed through a job profile. The job profile contains a number of practical tasks and knowledge based questions. .

BCF3001A SETUP STATIC MACHINERY

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Plan and prepare work; Install cutters/blades; Adjust machine speed; Test machine set up; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This unit of competency will be assessed through a job profile. The job profile contains a number of practical tasks and knowledge based questions. .

BCF3008A IDENTIFY WINDOW AND DOOR CONSTRUCTION

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Plan and prepare work; Identify structural features of doors/windows; Determine materials for timber windows and doors; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This unit of competency will be assessed through a job profile. The job profile contains a number of practical tasks and knowledge based questions. .

BCF3009A SETTING OUT OF WINDOWS AND DOORS

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Plan and prepare work; Develop height set out; Develop width set out; Mark out material; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This qualification is only being offered at this stage as part of a national contract to assess for skills shortage workers applying for immigration to Australia. Practical assessment of this qualification is conducted currently in five countries - United Kingdom, India, Sri Lanka, South Africa and the Philippines. This practical assessment forms part of the new immigration process for Australia. .

BCF3010A MANUFACTURE COMPONENTS FOR DOOR AND WINDOW FRAMES, DOORS AND SASHES

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Plan and prepare work; Set up machine; Machine components; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This qualification is only being offered at this stage as part of a national contract to assess for skills shortage workers applying for immigration to Australia. Practical assessment of this qualification is conducted currently in five countries - United Kingdom, India, Sri Lanka, South Africa and the Philippines. This practical assessment forms part of the new immigration process for Australia. .

BCF3011A ASSEMBLE (DOOR/WINDOWS)

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Plan and prepare work; Check components to be assembled; Assemble frame; Assemble door/sash; Prepare door/sash for fitting; Fit door/sash; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This qualification is only being offered at this stage as part of a national contract to assess for skills shortage workers applying for immigration to Australia. Practical assessment of this qualification is conducted currently in five countries - United Kingdom, India, Sri Lanka, South Africa and the Philippines. This practical assessment forms part of the new immigration process for Australia. .

BCF3022A APPLY GILDING TO SIGNS

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Plan and prepare work; Prepare background surface of sign; Identify and

draw to scale various types of lettering and decorative forms of signage; Use hand and/or power tools for cutting shape and to signage design; Apply gilding to sign; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCF3024A INSTALL INTERNAL LINING

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Identify internal lining materials and methods of fixing; Plan and prepare work; Prepare material and surface for fixing; Fit and install lining material to surfaces; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This unit of competency will be assessed through a job profile. The job profile contains a number of practical tasks and knowledge based questions. .

BCF3026A APPLY LINE AND SCROLL

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Plan and prepare work; Apply materials to layout; Present work to client; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCF3028A WRITE TICKETS AND SHOWCARDS

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Plan and prepare work; Apply materials to layout; Present work to client; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCF3029A APPLY WATER GILDING - GLASS

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Plan and prepare work; Prepare background surface of sign; Identify and draw to scale various types of lettering and decorative forms of signage; Apply gilding to sign; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCF3030A SCREEN PRINT

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Plan and prepare work; Screen print; Identify and solve problems; Maintain equipment and tools.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCF3036A SHIFT MATERIALS MANUALLY

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Plan and prepare work; Manually handle material; Shift material using tools and equipment; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This unit of competency will be assessed through a job profile. The job profile contains a number of practical tasks and knowledge based questions. .

BCF3037A SET OUT AND LEVEL

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Plan and prepare work; Use automatic/spirit level to identify/determine levels; Set up alignment to given co-ordinates; Set up vertical levels; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This unit of competency will be assessed through a job profile. The job profile contains a number of practical tasks and knowledge based questions. .

BCF3038A APPLY AND TRIM DECORATIVE FINISHES

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Identify types of decorative finishes; Identify preparation requirements and prepare for fixing; Carry out fixing processes and finishing techniques; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This unit of competency will be assessed through a job profile. The job profile contains a number of practical tasks and knowledge based questions. .

BCF3041A CUT AND INSTALL GLASS

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Plan and prepare work; Select and install glass; Maintain safe working area; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This unit of competency will be assessed through a job profile. The job profile contains a number of practical tasks and knowledge based questions. .

BCF3042A MARK OFF/OUT

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Plan and prepare work; Transfer dimensions from engineering drawing to work; Make templates for plate, sheet, pipe and section; Develop pattern for sheet, plate or hollow sections; Estimate quantities of materials for engineering drawings; Mark out patterns to sheet, plate or hollow sections.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This unit of competency will be assessed through a job profile. The job profile contains a number of practical tasks and knowledge based questions. .

BCF3045A MANUFACTURE JOINERY UNIT COMPONENTS

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Plan and prepare work; Select, prepare materials for use in joinery production process; Manufacture components; Secure and hold components in place; Fabricate assembled components; Process for manufacture and fabrication sequencing is monitored; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCF3052A SIGN WRITE TO SIMPLE FORMS

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Plan and prepare work; Apply materials to layout; Present work to client; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCF3053A SIGN WRITE TO DECORATIVE FORMS

Prerequisites:Nil.

Description:Plan and prepare work; Apply materials to layout; Present work to client; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCF3054A APPLY GRAPHICS USING PRESSURE SENSITIVE FILMS

Prerequisites:Nil.

Description:Plan and prepare work; Layout sign; Weed out vinyl; Apply transfer tape; Apply vinyl; Clean up finished sign.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCF3055A APPLY GRAPHICS TO ILLUMINATED SIGNFACES

Prerequisites:Nil.

Description:Plan and prepare work; Layout sign; Apply vinyl to signage; Spray application to signage; Clean up finished sign.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCF3056A PRODUCE COMPUTER AIDED MANUFACTURED (CAM) SIGNS - VINYL

Prerequisites:Nil.

Description:Plan and prepare work; Start up and operate computer; Maintain equipment; Identify and solve operating problems; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCF3057A PRODUCE COMPUTER AIDED MANUFACTURED (CAM) SIGNS - DIGITAL

Prerequisites:Nil.

Description:Plan and prepare work; Start up and operate computer; Maintain equipment; Identify and solve operating problems; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCF3058A PRODUCE COMPUTER AIDED MANUFACTURED (CAM) SIGNS - 3D DIMENSIONAL

Prerequisites:Nil.

Description:Plan and prepare work; Start up and operate computer; Identify and solve operating problems; Maintain equipment; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCF3062A HAND RENDER PICTORIALS

Prerequisites:Nil.

Description:Plan and prepare work; Apply materials to layout; Present work to client; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG1009A CARRY OUT EXCAVATION AND INSTALL SUPPORT

Prerequisites:BCG1001A Carry out OH&S requirements, BCG1005A Use hand and power tools, BCG1006A Use small plant and equipment.

Description:Plan and prepare work; Locate excavation and erect safety equipment; Select tools and equipment; Dig excavations by hand; Assist machine excavation operations; Install excavation support; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG1015A PREPARE FOR CONSTRUCTION PROCESS (BRICK/BLOCK LAYING)

Prerequisites:BCG1001A Carry out OH&S requirements, BCG1005A Use hand and power tools, BCG1006A Use small plant and equipment, BCG1007A Erect and dismantle restricted height scaffolding.

Description:Plan for construction process; Prepare materials selected for construction process; Prepare work area suitable for construction process; Use tools, plant and equipment appropriate for construction process; Mortar mix; Assist with brick/block work; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG1016A PREPARE FOR CONSTRUCTION PROCESS (CARPENTRY)

Prerequisites:BCG1001A Carry out OH&S requirements, BCG1005A Use hand and power tools, BCG1006A Use small plant and equipment.

Description:Plan for construction process; Prepare materials selected for construction process; Prepare work area suitable for construction process; Use tools and equipment appropriate for construction process; Select materials and cut components; Distribute components; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This unit of competency will be assessed through a job profile. The job profile contains a number of practical tasks and knowledge based questions. .

BCG2000A ASSEMBLE SIMPLE PARTITION FRAMES

Prerequisites:BCG1005A Use hand and power tools, BCG1006A Use small plant and equipment, BCG1016A Prepare for construction process (carpentry).

Description:Plan and prepare work; Select materials and cut components; Assemble frames/partitions; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This unit of competency will be assessed through a job profile. The job profile contains a number of practical tasks and knowledge based questions. .

BCG2001A PREPARE SURFACES

Locations:Newport, Sunshine.

Prerequisites:BCG1005A Use hand and power tools, BCG1006A Use small plant and equipment, BCG1007 Erect and dismantle restricted height scaffolding.

Description:Plan and prepare work; Prepare work area for application process; Prepare surface by sanding/grinding; Patch holes; Stop and fill surface; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This unit of competency will be assessed through a job profile. The job profile contains a number of practical tasks and knowledge based questions. .

BCG2003A CARRY OUT GENERAL DEMOLITION

Prerequisites:BCG1001A Carry out OH&S requirements, BCG1005A Use hand and power tools, BCG1006A Use small plant and equipment, BCG1007 Erect and dismantle restricted height scaffolding, BCG1017A Prepare for construction process (demolition).

Description:Plan and prepare work; Demolish building/structure; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG2004A CARRY OUT LEVELLING

Locations:Newport, Sunshine.

Prerequisites:BCG1004A Carry out measurements and calculations, BCG1006A Use small plant and equipment, BCG1008A Use simple levelling devices.

Description:Plan and prepare work; Maintain given level or specified slope with boring rods; Set up and use levelling devices; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This unit of competency will be assessed through a job profile. The job profile contains a number of practical tasks and knowledge based questions. .

BCG2005A ERECT AND STRIP FORMWORK FOR CONCRETE WORK

Locations:Newport, Sunshine.

Prerequisites:BCG1001A Carry out OH&S requirements, BCG1005A Use hand and power tools, BCG1006A Use small plant and equipment, BCG1010A Carry out concreting to simple forms.

Description:Plan and prepare work; Assist with the erection of formwork; Strip formwork; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG2008A USE EXPLOSIVE POWER TOOLS (EPT)

Locations:Newport, Sunshine.

Prerequisites:BCG1001A Carry out OH&S requirements, BCG1005A Use hand and power tools, BCG1006A Use small plant and equipment.

Description:Plan and prepare work; Set out for fasteners; Use explosive power tools; Clean up; Maintain explosive power tool and kit.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This unit of competency will be assessed through a job profile. The job profile contains a number of practical tasks and knowledge based questions. .

BCG2010A REMOVE/REPLACE DOOR AND WINDOW FURNITURE

Locations:Newport, Sunshine.

Prerequisites:BCG1005A Use hand and power tools.

Description:Plan and prepare work; Remove doors, shutters and furniture; Replace doors, shutters and furniture; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This unit of competency will be assessed through a job profile. The job profile contains a number of practical tasks and knowledge based questions. .

BCG2012A MAKE SET-OUTS

Locations:Newport, Sunshine.

Prerequisites:BCG1003A Read and interpret plans, BCG1004A Carry out measurements and calculations.

Description:Plan and prepare for set-out; Make set-out for unit; Store set-out.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This unit of competency will be assessed through a job profile. The job profile contains a number of practical tasks and knowledge based questions. .

BCG3009A CONSTRUCT AND INSTALL NON-LOAD BEARING INTERNAL PARTITION WALL

Locations:Newport, Sunshine.

Prerequisites:BCG1016A Prepare for construction process (carpentry), BCG2000A Assemble simple partition frames.

Description:Plan and prepare work; Construct non-load bearing partition timber wall frames; Erect and mantle a full height demountable partition; Erect a half-panel glass partition; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG3010A INSTALL WINDOWS TO WALL FRAMING

Locations:Newport, Sunshine.

Prerequisites:BCG1005A Use hand and power tools, BCG1008A Use simple levelling devices, BCG2004A Carry out levelling.

Description:Plan and prepare work; Install timber or aluminium window frame; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG3012A CONSTRUCT AND ERECT TIMBER WALL FRAMING

Locations:Newport, Sunshine.

Prerequisites:BCG1002A Plan and organise work, BCG1003A Read and interpret plans, BCG1005A Use hand and power tools, BCG1006A Use small plant and equipment, BCG1008A Use levelling devices, BCG1016A Prepare for construction process (carpentry), BCG2000A Assemble simple partition frames.

Description:Plan and prepare work; Set out wall plates; Set out and prepare studs and trimmers; Construct walls; Erect walls; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This unit of

competency will be assessed through a job profile. The job profile contains a number of practical tasks and knowledge based questions. .

BCG3014A ERECT TIMBER PITCHED ROOF FRAMING

Locations:Newport, Sunshine.

Prerequisites:BCG1016A Prepare for construction process (carpentry), BCG3012A Construct and erect timber wall framing, BCG3047A Erect ceiling framing (pitched roof).

Description:Plan and prepare work; Set out and prepare for erection; Erect roof; Install under purlins; Install roof strutting; Install collar ties; Install wind bracing; Construct eaves; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG3015A ERECT TIMBER ROOF TRUSSES

Locations:Newport, Sunshine.

Prerequisites:BCG1007A Erect and dismantle restricted height scaffolding, BCG1016A Prepare for construction process (carpentry), BCG3012A Construct and erect timber framing.

Description:Plan and prepare work; Erect timber roof trusses; Construct gable and eaves structure; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG3016A INSTALL SUB FLOOR FRAMING

Locations:Newport, Sunshine.

Prerequisites:BCG1003A Read and interpret plans, BCG1005A Use hand and power tools, BCG1006A Use small plant and equipment, BCG1011A Handle construction materials and safely use of waste, BCG1016A Prepare for construction process (carpentry), BCG2004A Carry out levelling. Content Plan and prepare work; Install timber bearers; Install timber floor joists; Install steel bearers and joists/ladder frames; Install bearers and 'drop-in' joists; Install site assembled bearers and joists (long span); Clean up.

Description:Plan and prepare work; Install timber bearers; Install timber floor joists; Install steel bearers and joists/ladder frames; Install bearers and 'drop-in' joists; Install site assembled bearers and joists (long span); Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This unit of competency will be assessed through a job profile. The job profile contains a number of practical tasks and knowledge based questions. .

BCG3017A INSTALL TIMBER AND SHEET FLOORING

Locations:Newport, Sunshine.

Prerequisites:BCG1003A Read and interpret plans, BCG1004A Carry out measurements and calculations, BCG1005A Use hand and power tools, BCG1006A Use small plant and equnt, BCG1016A Prepare for construction process (carpentry), BCG3016A Install sub floor framing.

Description:Plan and prepare work; Straighten and prepare floor joists; Set out and fix first board; Laying floor boards; Lay sheet flooring; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG3018A ERECT STEEL ROOF TRUSSES

Locations:Newport, Sunshine.

Prerequisites:BCG1006A Use small plant and equipment, BCG2006A Carry out steelfixing, BCG3019A Construct and erect steel wall framing.

Description:Plan and prepare work; Erect steel roof trusses; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG3019A CONSTRUCT AND ERECT STEEL WALL FRAMING

Locations:Newport, Sunshine.

Prerequisites:BCG1006A Use small plant and equipment, BCG2006A Carry out steelfixing.

Description:Plan and prepare work; Construct and erect walls; Install insulation and sarking; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG3020A CONSTRUCT TIMBER ROOF STRUCTURES - IRREGULAR ROOFS

Locations:Newport, Sunshine.

Prerequisites:BCG3012A Construct and erect timber wall framing, BCG3047A Erect ceiling framing (pitched roof), BCG3014A Erect timber pitched roof framing.

Description:Plan and prepare work; Set out and prepare members for roof erection; Erect pyramidal or conical roof; Erect roof to splayed plan end; Construct dormers in roof surfaces; Complete eaves and barge ends; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG3021A INSTALL DOOR FRAMES

Locations:Newport, Sunshine.

Prerequisites:BCG1002A Plan and organise work, BCG1005A Use hand and power tools, BCG1008A Use simple levelling devices, BCG1016A Prepare for construction process (carpy), BCG2004A Carry out levelling.

Description:Plan and prepare work; Prepare floor joists for timber door frame; Prepare door frame for floor slab; Install door frame; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG3022A FINISH EAVES

Locations:Newport, Sunshine.

Prerequisites:BCG1005A Use hand and power tools, BCG1007A Erect and dismantle restricted height scaffolding, BCG1016A Prepare for construction process (carpentry), BCG2004 Carry out levelling.

Description:Plan and prepare work; Erect scaffold; Construct framework and line eaves; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG3023A INSTALL EXTERIOR CLADDING

Prerequisites:BCG1005A Use hand and power tools, BCG1006A Use small plant and equipment, BCG1007A Erect and dismantle restricted height scaffolding, BCG1016A Prep for construction process (carpentry).

Description:Plan and prepare work; Straighten and prepare exterior walls; Fix timber plinth, flashing and insulation; Set out and prepare for horizontal panelling/weatherboards; Fix horizontal panelling/weatherboards; Fix vertical panelling/boards; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG3024A CONSTRUCT TIMBER EXTERNAL STAIRS

Prerequisites:BCG1003A Read and interpret plans, BCG1016A Prepare for construction process (carpentry), BCG2004A Carry out levelling, BCG3016A Install sub floor framing.

Description:Plan and prepare work; Set out and prepare material; Assemble and erect stair; Fit and fix handrailing and balustrade; Finish stairs; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG3025A INSTALL EXTERNAL OR INTERNAL DOORS

Locations:Newport, Sunshine.

Prerequisites:BCG1005A Use hand and power tools, BCG1008A Use simple levelling devices, BCG3009A Construct and install non-lead bearing internal partition wall, BCG3021A all door frames.

Description:Plan and prepare work; Prepare door opening for jamb unit; Install hinged door unit; Install door to fixed door frame; Install split jamb, pre-hung door unit; Install bi-fold or internal sliding door; Install flywire door; Install cavity sliding door; Fix pelmet and architrave's; Hang sliding door; Fit trim and door hardware; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG3026A INSTALL FITMENTS

Locations:Newport, Sunshine.

Prerequisites:BCG1005A Use hand and power tools, BCG1016A Prepare for construction process (carpentry), BCG2001A Prepare surfaces, BCG2004A Carry out levelling, BCG2008A Use explosive power tools (EPT).

Description:Plan and prepare work; Select and prepare materials for installing fitments; Install fitments; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test,

simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG3027A CONSTRUCT WET AREA CONSTRUCTION/INSTALLATION

Locations:Newport, Sunshine.

Prerequisites:BCG1005A Use hand and power tools, BCG1008A Use simple levelling devices, BCG1014A Prepare for construction process (dry wall plastering), BCG2001A Prepare surfaces, BCG2008A Use explosive power tools (EPT).

Description:Plan and prepare work; Set out; Prepare for bath installation; Prepare for shower base installation; Install vanity unit; Install sink unit; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG3029A FIX TIMBER MOULDINGS

Locations:Newport, Sunshine.

Prerequisites:BCG1002A Plan and organise work, BCG1005A Use hand and power tools, BCG1006A Use plant and equipment, BCG1016A Prepare for construction process (carpentry).

Description:Plan and prepare work; Fit and fix nosing to windows; Cut and fix architraves to window and door frames/jamb; Cut and fit scotia mould to windows; Construct and install pelmets; Fit and fix skirting; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG3031A ERECT DOOR JAMB/FRAME (BUILT-IN UNIT)

Locations:Newport, Sunshine.

Prerequisites:BCG1005A Use hand and power tools, BCG1016A Prepare for construction process (carpentry), BCG2004A Carry out levelling, BCG2008A Use explosive power tools, BCG3021A Install door frames.

Description:Plan and prepare work; Set out and prepare door jamb/frame, Install door jamb/frame; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG3032A FIX TIMBER RAKING MOULDS

Locations:Newport, Sunshine.

Prerequisites:BCG3028A Fix linings and panelling, BCG3029A Fix timber mouldings.

Description:Plan and prepare work; Set out and develop bevel cuts and moulds; Run moulds to designed shapes and required lengths; Cut and fix moulding into place; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG3033A RESTORE/RENOVATE WINDOWS AND FRAMES

Locations:Newport, Sunshine.

Prerequisites:BCG3010A Install windows to wall framing.

Description:Select and prepare materials and equipment; Restore and renovate

curved window frame; Restore and renovate a casement window; Restore and renovate a double hung window; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG3034A ERECT/DISMANTLE FORMWORK

Locations:Newport, Sunshine.

Prerequisites:BCG1005A Use hand and power tools, BCG1007A Erect and dismantle restricted height scaffolding, BCG1008A Use simple levelling devices, BCG1016A Prepare for constion process (carpentry), BCG2005A Erect and strip formwork for concrete work.

Description:Select system, plan and prepare for work; Prepare for formwork erection; Erect formwork; Install metal decking as slab soffit; Inspect formwork; Stripping of formwork; Back prop formwork; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG3035A ERECT/DISMANTLE JUMP FORM FORMWORK

Locations:Newport, Sunshine.

Prerequisites:BCG1005A Use hand and power tools, BCG1006A Use small plant and equipment, BCG2004A Carry out levelling, BCG3034A Erect/dismantle formwork.

Description:Plan and prepare work; Set out; Assemble core form system; Locate and install penetrations; Install reinforcement; Close shutters; Place concrete; Strip shutters; Jump system; Dismantle system; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG3047A ERECT CEILING FRAMING (PITCHED ROOF)

Locations:Newport, Sunshine.

Prerequisites:BCG1016A Prepare for construction process (carpentry), BCG3012A Construct and erect timber wall framing.

Description:Plan and prepare work; Install plates on masonry walls; Install ceiling joists; Install hanging beams; Install ceiling battens; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG3048A INSTALL GLASS BLOCKWORK

Locations:Newport, Sunshine.

Prerequisites:BCG1005A Use hand and power tools, BCG1007A Erect and dismantle restricted height scaffolding, BCG1008A Use simple levelling devices, BCG1015A Prepare for constion process (brick/block laying), BCG2001A Prepare surfaces, BCG2004A Carry out levelling, BCG3110A Lay bricks and blocks (wall and corner).

Description:Plan and prepare work; Set out and prepare base; Install glass blocks; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test,

simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG3068A CONSTRUCT BATTERED MASONRY SURFACES

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:This unit gives the student the knowledge and skills to construct battered masonry surfaces.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG3069A CONSTRUCT FIREPLACE AND CHIMNEY

Locations:Newport, Sunshine.

Prerequisites:BCG1015A Prepare for construction process (brick/block laying), BCG3011A Carry out basic setting out, BCG3107A Carry out veneer construction, BCG3108A Carry out brick construction.

Description:Plan and prepare work; Set out and prepare base; Construct base; Construct hearth and firebox; Construct firebox and face brickwork; Form throat and chimney shaft; Complete chimney; Rake/rule joints; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG3107A CARRY OUT VENEER CONSTRUCTION

Locations:Newport, Sunshine.

Prerequisites:BCG1006A Use small plant and equipment, BCG1007A Erect and dismantle restricted height scaffolding, BCG1008A Use simple levelling devices, BCG1015A Prepfor construction process (brick/block laying), BCG2004A Carry out levelling, BCG3110A Lay bricks and blocks (wall and corner).

Description:Plan and prepare work; Set out brickwork/blockwork; Construct base brickwork/blockwork; Construct veneer walls; Rake/rule joints; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG3108A CARRY OUT SOLID BRICK CONSTRUCTION

Locations:Newport, Sunshine.

Prerequisites:BCG1006A Use small plant and equipment, BCG1007A Erect and dismantle restricted height scaffolding, BCG1008A Use simple levelling devices, BCG1015A Prepfor construction process (brick/block laying), BCG2004A Carry out levelling, BCG3110A Lay bricks and blocks (wall and corner).

Description:Plan and prepare work; Set out brickwork; Construct base brickwork; Position door and window frames; Construct cavity and single brick walls; Rake/rule joints; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG3109A CONSTRUCT MASONRY STEPS AND STAIRS

Locations:Newport, Sunshine.

Prerequisites:BCG1007A Erect and dismantle restricted height scaffolding, BCG1015A Prepare for construction process (brick/block laying), BCG2004A Carry out levelling, B11A Carry out basic setting out, BCG3108A Carry out solid brick construction, BCG3110A Lay bricks and blocks (wall and corner).

Description:Plan and prepare work; Set out steps; Lay bricks/blocks and form steps; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG3110A LAY BRICKS AND BLOCKS (WALL AND CORNER)

Locations:Newport, Sunshine.

Prerequisites:BCG1003A Read and interpret plans, BCG1007A Erect and dismantle restricted height scaffolding, BCG1008A Use simple levelling devices, BCG1015A Prepare for constion process (brick/block laying), BCG2004A Carry out levelling.

Description:Plan and prepare work; Select bricks/blocks and mortar materials; Prepare location and materials; Lay bricks/blocks; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG3111A LAY MULTI-THICKNESS WALLS AND PIERS

Locations:Newport, Sunshine.

Prerequisites:BCG1007A Erect and dismantle restricted height scaffolding, BCG1015A Prepare for construction process (brick/block laying), BCG2004A Carry out levelling, BCG3110A Lay bricks and blocks (wall and corner), BCG3108A Carry out solid brick construction.

Description:Plan and prepare work; Set out brickwork; Construct walls and attached piers; Construct isolated piers; Rake/rule joints; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG3112A CONSTRUCT MASONRY ARCH - SEMI-CIRCULAR AND SEGMENTAL

Locations:Newport, Sunshine.

Prerequisites:BCG2004A Carry out levelling, BCG3011A Carry out basic setting out, BCG3108A Carry out solid brick construction, BCG3110A Lay bricks and blocks (wall and cr), BCG3111A Lay multi-thickness walls and piers.

Description:Plan and prepare work; Set out first course; Construct wall to arch level; Set up arch centre; Cut and lay bricks/blocks to form arch; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG3113A CONSTRUCT CURVED WALL

Locations:Newport, Sunshine.

Prerequisites:BCG2084A Carry out levelling, BCG3011A Carry out basic setting out, BCG3110A Lay bricks and blocks (wall and corner), BCG3108A Carry out solid brick construction.

Description:Plan and prepare work; Set out; Lay first course; Lay subsequent courses and complete wall; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG3114A CONSTRUCT MASONRY BLOCKWORK

Locations:Newport, Sunshine.

Prerequisites:BCG1003A Read and interpret plans, BCG1007A Erect and dismantle restricted height scaffolding, BCG1008A Use simple levelling devices, BCG1010A Carry out concre to simple forms, BCG1015A Prepare for construction process (brick/block laying), BCG2004A Carry out levelling.

Description:Plan and prepare work; Set out blockwork; Construct masonry blockwork; Place reinforcement and concrete; Install bond beam; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG3115A LAY SEGMENTAL/UNIT PAVING

Locations:Newport, Sunshine.

Prerequisites:BCG1005A Use hand and power tools, BCG1006A Use small plant and equipment, BCG1010A Carry out concreting to simple forms, BCG2004A Carry out levelling, BCG3011A Carry out basic setting out.

Description:Define soil type and determine paving material; Prepare to lay paving; Construct paving; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG3120A FIX LININGS AND PANELLING

Locations:Newport, Sunshine.

Prerequisites:BCG1002A Plan and organise work, BCG1005A Use hand and power tools, BCG1016 Prepare for construction process (carpentry), BCG2000A Assemble simple partition es, BCG2001A Prepare surfaces.

Description:Plan and prepare work; Locate and prepare frame/surface; Install lining to frame/surface; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BCG3122A ERECT/DISMANTLE SLIP FORM FORMWORK

Locations:Newport, Sunshine.

Prerequisites:BCG1005A Use hand and power tools, BCG1006A Use small plant and equipment, BCG2004A Carry out levelling, BCG3034A Erect/dismantle formwork.

Description:Plan and prepare work; Set out; Assemble core form system; Locate and install penetrations; Install reinforcement; Close shutters; Locate yokes, jacks and connect hydraulic system; Place concrete; Activate jacking system; Slip system; Dismantle system; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BSBADM506A MANAGE BUSINESS DOCUMENT DESIGN AND DEVELOPMENT

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Establish documentation standards; Manage template design and development; Develop standard text for documents; Develop and implement strategies to ensure the use of standard documentation; Develop and implement strategies for maintenance and continuous improvement of standard documentation.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BSBCM104A PLAN SKILLS DEVELOPMENT

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit has been adapted from the Competency Analysis module in the Victorian Business Skills Framework and customised to meet the needs of the Business Services Industry. The unit covers the skills and knowledge necessary to identify and document current skills and plan future skills development under the guidance of an appropriate adviser.

Required Reading:VU VU Produced Learning Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

BSBCM406A MAINTAIN BUSINESS TECHNOLOGY

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Maintain performance of hardware and software; Provide basic system administration; Identify future technology requirements.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BSBITA401A DESIGN DATABASES

Locations:Newport, Industry.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to design and develop a database (including queries, forms and reports) to meet a defined need using existing data. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC4001A APPLY BUILDING CODES AND STANDARDS TO THE CONSTRUCTION PROCESS FOR LOW RISE BUILDING PROJECTS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to access, interpret and apply relevant building codes and standards applicable to the construction processes of residential and low rise commercial buildings (low rise' licensing classification with reference to Class 1 and 10 construction and Classes 2 to 9 with a gross floor area not exceeding 2000 square metres, not including Type A or Type B construction). To successfully construct low rise buildings requires a thorough knowledge of the purpose and content of the Building Code of Australia (BCA), coupled with the ability to interpret other codes and standards related to a specific building.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC4002A MANAGE OCCUPATIONAL HEALTH AND SAFETY IN THE BUILDING AND CONSTRUCTION WORKPLACE

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to conduct an OHS risk analysis, including the inspection of workplaces for hazards. The development and implementation of appropriate responses, including responses required by state or territory legislation and regulations, to mitigate the risks are also addressed. The unit requires candidates to have a comprehensive and appropriate understanding of the complex range of legislative and workplace requirements to manage risk in building and construction workplaces. This unit contains employability skills.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC4003A SELECT AND PREPARE A CONSTRUCTION CONTRACT

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to select and prepare appropriate construction contracts, including the sections, clauses and conditions for low rise construction projects. The ability to interpret complex documents, communicate clearly and succinctly and negotiate are essential skills.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC4004A IDENTIFY AND PRODUCE ESTIMATED COSTS FOR BUILDING AND CONSTRUCTION PROJECTS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to establish the estimated costs associated with the acquisition of materials and labour on building

and construction sites, together with the application of relevant overhead costs and margins. Knowledge of physical resource and supplier identification, assessment of the availability of and requirements for skilled labour and application of appropriate codes, regulations and approvals gaining processes is essential.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC4005A PRODUCE LABOUR AND MATERIAL SCHEDULES FOR ORDERING

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to produce schedules of resource requirements so that orders can be placed for materials and labour for residential and commercial projects and to record and track costs as they are incurred. Knowledge of codes, regulations and approval processes, contractor systems, physical resource and supplier identification and the ability to assess the availability of and requirements for skilled labour are essential.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC4006A SELECT, PROCURE AND STORE CONSTRUCTION MATERIALS FOR LOW RISE PROJECTS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to supervise the systems through which materials are typically selected, acquired and stored on site for projects described by the Building Code of Australia (BCA) as low rise building or construction work (low rise' licensing classification with reference to Class 1 and 10 construction and Class 2 to 9 with a gross floor area not exceeding 2000 square metres, not including Type A or Type B construction). It ensures the delivery to the site of materials that meet contract specifications and service requirements for low rise projects.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC4006B SELECT, PROCURE AND STORE CONSTRUCTION MATERIALS FOR LOW RISE PROJECTS

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to supervise the systems through which materials are typically selected, acquired and stored on site for projects described by the Building Code of Australia (BCA) as low rise building or construction work (low rise' licensing classification with reference to Class 1 and 10

construction and Class 2 to 9 with a gross floor area not exceeding 2000 square metres, not including Type A or Type B construction). It ensures the delivery to the site of materials that meet contract specifications and service requirements for low rise projects.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Specific unit assessments are located in the learning and assessment plans within the School.

CPCBC4007A PLAN BUILDING OR CONSTRUCTION WORK

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to plan on-site activities, including the employment of physical and human resources and the development of documentation and advice for relevant authorities concerning residential and commercial projects. The ability to identify appropriate resources and suppliers, and assess the availability of and requirements for skilled labour are essential.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC4008A CONDUCT ON-SITE SUPERVISION OF BUILDING AND CONSTRUCTION PROJECTS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to supervise implementation of administration processes relating to residential and commercial construction projects. The ability to administer payments, supervise on-site communications, ensure compliance with quality control and complete record keeping processes is essential.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC4008B CONDUCT ON-SITE SUPERVISION OF BUILDING AND CONSTRUCTION PROJECTS

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to supervise implementation of administration processes relating to residential and commercial construction projects. The ability to administer payments, supervise on-site communications, ensure compliance with quality control and complete record keeping

processes is essential.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCBC4009A APPLY LEGAL REQUIREMENTS TO BUILDING AND CONSTRUCTION PROJECTS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to apply legal requirements to building and construction projects of residential and low rise commercial buildings (low rise' licensing classification with reference to Class 1 and 10 construction and Classes 2 to 9 with a gross floor area not exceeding 2000 square metres, not including Type A or Type B construction). Application of legal requirements includes the capacity to ensure compliance with all contractual requirements. A thorough knowledge of the application of current legal and regulatory requirements is essential.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC4009B APPLY LEGAL REQUIREMENTS TO BUILDING AND CONSTRUCTION PROJECTS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to apply legal requirements to building and construction projects of residential and low rise commercial buildings. ('Low rise' licensing classification with reference to Class 1 and 10 construction and Classes 2 to 9 with a gross floor area not exceeding 2000 square metres, not including Type A or Type B construction). Application of legal requirements includes the capacity to ensure compliance with all contractual requirements. A thorough knowledge of the application of current legal and regulatory requirements is essential.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:A person who demonstrates competency in this unit must be able to provide evidence of the ability to: - understand appropriate registration, licensing or compliance requirements of state or territory registration authorities - meet appropriate business registration requirements - identify and specify appropriate insurance documentation, citing protection that meets local industry requirements - identify and specify requirements for compliance with: - OHS legislation - legislation pertaining to financial transactions, including payment of wages and subcontractor and supplier invoices - relevant building and construction codes, Acts, regulations and

standards - sustainability and environmental legislation - industrial relations laws - legal obligations of contractual agreements.

CPCBC4010A APPLY STRUCTURAL PRINCIPLES TO RESIDENTIAL LOW RISE CONSTRUCTIONS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to apply structural principles to the erection or demolition of low rise residential structures using conventional methods. The unit addresses those structures classified by the Building Code of Australia (BCA) as Class 1 and Class 10. Knowledge of the application of structural principles in accordance with Australian standards is essential.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC4010B APPLY STRUCTURAL PRINCIPLES TO RESIDENTIAL LOW RISE CONSTRUCTIONS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to apply structural principles to the erection or demolition of low rise residential structures using conventional methods. The unit addresses those structures classified by the Building Code of Australia (BCA) as Class 1 and Class 10. Knowledge of the application of structural principles in accordance with Australian standards is essential.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:A person who demonstrates competency in this unit must be able to provide evidence of the ability to: - assess the structural integrity of a variety of structures found on building and construction sites - apply the structural principles behind the safe erection and demolition of a low rise structure classified within the BCA as Class 1 and 10 - apply technical construction principles to the appropriate selection, integration and building in of construction elements and components - coordinate, plan, implement and check the building of a low rise structure.

CPCBC4011A APPLY STRUCTURAL PRINCIPLES TO COMMERCIAL LOW RISE CONSTRUCTIONS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to apply structural principles to the erection or demolition of low rise projects of a more complex nature than single residential dwellings, which are typically commercial structures classified in the Building Code of Australia (BCA) as Classes 2 to 9 with a gross floor area not exceeding 2000 square metres but not including Type A or Type B construction. Knowledge of the application of structural principles in accordance with Australian standards is essential.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC401 1B APPLY STRUCTURAL PRINCIPLES TO COMMERCIAL LOW RISE CONSTRUCTIONS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to apply structural principles to the erection or demolition of low rise projects of a more complex nature than single residential dwellings, which are typically commercial structures classified in the Building Code of Australia (BCA) as Classes 2 to 9 with a gross floor area not exceeding 2000 square metres but not including Type A or Type B construction. Knowledge of the application of structural principles in accordance with Australian standards is essential.

Required Reading:ABC Building Code of Australia Australian Standards

Assessment:A person who demonstrates competency in this unit must be able to provide evidence of the ability to: - assess structural integrity of a variety of structures found on building and construction sites - apply structural principles behind the safe erection and demolition of low rise structures classified within the BCA as Classes 2 to 9 with a gross floor area not exceeding 2000 square metres but not including Type A or Type B construction - apply technical construction principles to the appropriate selection, integration and building in of construction elements and components - coordinate, plan, implement and check building of a low rise structure.

CPCBC401 2A READ AND INTERPRET PLANS AND SPECIFICATIONS

Locations:Werribee, Newport, Industry, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to read and interpret plans and specifications applicable to medium rise residential and commercial projects in order to inform estimation, planning and supervisory activities.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

CPCBC401 3A PREPARE AND EVALUATE TENDER DOCUMENTATION

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to evaluate contract specifications and information and to prepare tender documents associated with projects in the building and construction industries. Knowledge of tender preparation and interpretation of project demands and requirements and the capability to bring together a body of diverse information are essential. How to find the information and present it in a manner that meets organisational needs in short timeframes is important, as is the ability to manage time effectively.

Required Reading:Australian Standards ABC Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements,

including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC401 4A PREPARE SIMPLE BUILDING SKETCHES AND DRAWINGS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to produce sketches and drawings. The sketches may be used to clarify or communicate ideas to clients or other parties. They may also be simplified versions taken from architectural drawings, designed to capture design concepts or options. The sketches may be used for estimating purposes and to show measurements and other requirements for building and construction works. This unit does not describe more complex drafting skills.

Required Reading:Australian Standards ABC Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC401 5A PREPARE SPECIFICATIONS FOR ALL CONSTRUCTION WORKS

Locations:Newport, Industry, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to prepare specifications, using standard forms of specification as a basis. The preparation of a clearly understood specification for construction works requires establishing the level of detail required and identifying all the inherent contractual obligations. The capacity to develop specifications, that may range from outline to detailed specifications and which conform to National Specification System of Australia (NATSPEC) or other industry standards, is required. The specifications may stipulate materials, quality of work and project timelines. In order to achieve the outcomes for this unit, knowledge of relevant industry legislation and standards, and the ability to research information and communicate well with clients are required.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCBC401 6A ADMINISTER A CONSTRUCTION CONTRACT

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to administer building and construction contracts for either residential or commercial projects.

Required Reading:Australian Standards ABC Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements,

including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC4017A ARRANGE RESOURCES AND PREPARE FOR THE BUILDING OR CONSTRUCTION PROJECT

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to procure the physical and human resources necessary to ensure the development of on-site facilities and the availability of personnel, plant and equipment, materials and other site-essential items for low rise (low rise' licensing classification with reference to Class 1 and 10 construction and Classes 2 to 9 with a gross floor area not exceeding 2000 square metres, not including Type A or Type B construction) construction projects. Knowledge of physical resource acquisition and supply processes, and identification and procurement of suitable labour through the organisation's own employees and/or subcontractors is essential.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC4018A APPLY SITE SURVEYS AND SET-OUT PROCEDURES TO BUILDING AND CONSTRUCTION PROJECTS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to conduct basic measuring and levelling techniques as part of the set-out procedures performed on building projects. It includes the use of technical instruments, application of standard procedures and performance of calculations necessary in the set-out of construction projects.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC4019A APPLY SUSTAINABLE BUILDING DESIGN PRINCIPLES TO WATER MANAGEMENT SYSTEMS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to apply sound water management principles as part of the implementation of sustainable building and construction processes. The range of legislative and council planning requirements are addressed in addition to the need to respond to growing consumer demand for sustainable buildings and environmentally friendly developments.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC4020A BUILD THERMALLY EFFICIENT AND SUSTAINABLE STRUCTURES

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to apply sound principles of thermal efficiency as part of the implementation of sustainable building and construction processes. The range of legislative and council planning requirements are addressed in this unit, in addition to the need to respond to growing consumer demand for sustainable buildings and environmentally friendly developments.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC4021A MINIMISE WASTE ON THE BUILDING AND CONSTRUCTION SITE

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to support sustainable building practices by minimising waste on the building and construction site. The range of legislative and council planning requirements are addressed in addition to industry best practice in relation to the management of by-products generated and removed from demolition, renovation and construction sites.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC4022A SUPERVISE TILT-UP WORK

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to organise, coordinate and supervise tilt-up work on site. The knowledge and skills required to apply licensing and other regulatory requirements to the process are addressed. The erection of tilt-up pre-cast concrete panels requires the application of highly structured processes and the application of safe work practices.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC4023A PLAN AND UNDERTAKE SITE INSPECTION AND ASSESSMENT OF ASBESTOS PRODUCTS AND MATERIALS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to plan, inspect and remove samples of asbestos materials and substances. The unit includes

research, planning, preparation and conduct for the inspection of asbestos materials. It also includes the removal, handling and quarantining of samples for testing.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC4024A RESOLVE BUSINESS DISPUTES

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to advise on or resolve business disputes that may arise in the course of activities in residential and commercial contracting projects. Dispute resolution procedures may be applied as one of the disputing parties or as an independent party.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC4025A MANAGE PERSONAL WORK PRIORITIES AND PROFESSIONAL DEVELOPMENT

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to present confidently, prepare for personal responsibilities in the workplace and provide opportunities for personal professional development.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC4026A ARRANGE BUILDING APPLICATIONS AND APPROVALS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to prepare documentation and submit a building approval application or submission to appropriate authorities and the management of the submission through to its final approval. To successfully manage building approvals requires a detailed understanding of the technical documentation that must be prepared, including building plans and specifications together with knowledge of the current regulatory and planning processes. The unit requires the ability to communicate effectively with related building professionals, planning officers and clients.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC4028A PREPARE DESIGN BRIEF FOR CONSTRUCTION WORKS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to generate a brief for a conventional design, seek feedback on drafts, negotiate with the client and prepare a final design brief for client approval.

Required Reading:Australian Standards ABCB Building Code of Australia

CPCBC4034A APPLY CODES AND STANDARDS TO BUILDING TRADE AND SERVICES CONTRACTING

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to access, interpret and apply relevant standards and codes applicable to the performance of building trade contracting and plumbing and services. Successfully complying with the range of relevant standards and codes requires a thorough and relevant knowledge of the purpose of the Building Code of Australia (BCA) and the Plumbing Code of Australia (PCA), coupled with the ability to interpret and apply specific and relevant standards across the range of trades and service sectors.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC4051A SUPERVISE ASBESTOS REMOVAL

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to supervise the removal process for friable and non-friable asbestos containing material (ACM). The unit includes planning for and supervising the removal process, including preparing the work area and the work site, using safe and compliant removal practices, maintaining safety procedures, and supervising the decontamination and removal processes. Ensuring compliance with the asbestos removal control plan (ARCP) is central to the effective performance of the role. This includes ensuring and documenting that required air monitoring and other testing and certification processes are conducted by licensed asbestos assessors according to legislation.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:A person should demonstrate the ability to: - obtain and apply work instructions for the safe and correct removal of asbestos - plan for the safe and correct removal of asbestos, including: - analysing all documentation, such as the asbestos register - scoping and resourcing the work - work with and supervise the removal team to ensure the safe and correct removal of ACM - supervise and coordinate as required the testing process in strict compliance with legislation and code of practice - supervise decontamination process for workers, equipment and work site to ensure strict compliance with legislation and code of practice - complete documentation that supports the removal process within limits of own responsibility - demonstrate team supervision for the safe and compliant removal of ACM.

CPCBC5001A APPLY BUILDING CODES AND STANDARDS TO THE CONSTRUCTION PROCESS FOR MEDIUM RISE BUILDING PROJECTS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to access,

interpret and apply relevant building codes and standards applicable to the construction processes of medium rise commercial and wide span buildings (medium rise licensing classification with reference to Class 1 and 10 construction, Class 2 and 3 to a maximum of 3 storeys, Class 4 to 9 to a maximum of 3 storeys, not including Type A construction). To successfully construct medium rise buildings requires a thorough knowledge of the purpose and content of the Building Code of Australia (BCA), coupled with the ability to interpret other codes and standards related to a specific building.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC5001B APPLY BUILDING CODES AND STANDARDS TO THE CONSTRUCTION PROCESS FOR MEDIUM RISE BUILDING PROJECTS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to access, interpret and apply relevant building codes and standards applicable to the construction processes of medium rise commercial and wide span buildings (medium rise licensing classification with reference to Classes 1 and 10 construction, Classes 2 and 3 to a maximum of 3 storeys, and Classes 4 to 9 to a maximum of 3 storeys, not including Type A construction).

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC5002A MONITOR COSTING SYSTEMS ON MEDIUM RISE BUILDING AND CONSTRUCTION PROJECTS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to monitor building or construction costing systems. The processes and practices involved in supervising and monitoring costing systems result in the ongoing maintenance of cost control and the production of expenditure schedules and other arrangements, which ensure contracts or projects remain on budget. In order to achieve the outcomes for this unit, knowledge of relevant legislation, codes and standards, industry estimating and costing systems, and financial principles is required.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC5003A SUPERVISE THE PLANNING OF ON-SITE MEDIUM RISE BUILDING OR CONSTRUCTION WORK

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to supervise the

planning process and organisation of on-site building or construction work projects up to and including medium rise commercial and wide span buildings (medium rise licensing classification with reference to Class 1 and 10 construction, Class 2 and 3 to a maximum of 3 storeys, Class 4 to 9 to a maximum of 3 storeys, not including Type A construction). Successful supervision of planning and organisation requires effective interpretation of contractual and planning requirements and development of strategies for using human and physical resources effectively in order to comply with contractual obligations. In order to achieve the outcomes for this unit, knowledge of relevant building and construction planning practices, state or territory building and construction codes, standards and regulations and human resource principles and practices is required.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC5004A SUPERVISE AND APPLY QUALITY STANDARDS TO THE SELECTION OF BUILDING AND CONSTRUCTION MATERIALS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to supervise the systems through which materials are selected, acquired and stored on site for building or construction work up to and including medium rise projects. It ensures the delivery to the site of materials that meet contract specifications and service requirements for commercial projects. To achieve the outcomes for this unit, knowledge of relevant building construction materials and technologies, environmental effects on materials and testing procedures is required.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC5005A SELECT AND MANAGE BUILDING AND CONSTRUCTION CONTRACTORS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to select and manage building and construction contractors. It covers the processes and practices involved in supervising the systems through which the selection and management of subcontract resources occurs within the organisation, and through which subcontracting needs are identified and quantified. In order to achieve the outcomes for this unit, knowledge of relevant industry legislation, standards and codes, the subcontracting system and industrial relations processes is required.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC5006A APPLY SITE SURVEYS AND SET-OUT PROCEDURES TO MEDIUM RISE BUILDING PROJECTS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to apply site surveys and set-out procedures to medium rise building and construction projects. It addresses the skills and practices required to measure, record and interpret data using measuring and levelling equipment and to set out building projects. The ability to operate specific surveying equipment and apply calculations and knowledge of the Building Code of Australia (BCA) and Australian standards are essential.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC5006B APPLY SITE SURVEYS AND SET-OUT PROCEDURES TO MEDIUM RISE BUILDING PROJECTS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to apply site surveys and set-out procedures to medium rise building and construction projects. It addresses the skills and practices required to measure, record and interpret data using measuring and levelling equipment and to set out building projects. The ability to operate specific surveying equipment and apply calculations and knowledge of the Building Code of Australia (BCA) and Australian standards are essential.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:A person who demonstrates competency in this unit must be able to provide evidence of the ability to: - accurately apply survey and levelling principles relating to performance of site set-out - comply with OHS and organisational quality procedures and processes - apply and interpret relevant documentation, codes and legislation - use levelling devices to survey and set out building projects - identify typical faults and problems and take necessary action taken to rectify - identify hazard categories according to Australian standards, BCA and specifications.

CPCBC5007A ADMINISTER THE LEGAL OBLIGATIONS OF A BUILDING OR CONSTRUCTION CONTRACT

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to administer the legal obligations of a building or construction contract. It is concerned with licensing and/or builders' registration and other legislative matters as appropriate, and administering the systems through which the obligations of complying with legislation are fulfilled. In order to achieve the outcomes for this unit, knowledge of relevant industry legislation, codes, standards, regulations, licensing, employee awards, agreements, OHS, taxation and insurance is required.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC5008A APPLY STRUCTURAL PRINCIPLES TO THE CONSTRUCTION OF MEDIUM RISE BUILDINGS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to apply structural principles to the building of medium rise buildings. The design and construction of medium rise buildings requires the input of a range of skilled professionals, including architects and engineers. The building and construction professional plays a significant role within this project team and requires the ability to communicate effectively with building design professionals, and develop sound and safe practices in relation to structural procedures on site.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC5009A IDENTIFY SERVICES LAYOUT AND CONNECTION METHODS TO MEDIUM RISE CONSTRUCTION PROJECTS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to identify drawings, specifications and requirements for services in a range of medium rise and wide span commercial projects. It requires an ability to identify and evaluate differing methods and services in accordance with building regulations and standards.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC5010A MANAGE CONSTRUCTION WORK

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to manage construction work and/or projects, which may involve fulfilling single or multi-site commercial contractual obligations. To successfully manage construction projects requires knowledge of relevant industry legislation, codes, standards, methods, procedures and practices as well as the ability to communicate effectively with others.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC5010B MANAGE CONSTRUCTION WORK

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to manage construction work and/or projects, which may involve fulfilling single or multi-site commercial contractual obligations. To successfully manage construction projects

requires knowledge of relevant industry legislation, codes, standards, methods, procedures and practices as well as the ability to communicate effectively with others.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC501 1A MANAGE ENVIRONMENTAL MANAGEMENT PRACTICES AND PROCESSES IN BUILDING AND CONSTRUCTION

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to manage environmental management practices and processes in building and construction, as part of the organisation's overall management system. To successfully manage practices and processes requires knowledge of current trends in environmental practices and methodologies, statistical analysis and legislative requirements.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC501 2A MANAGE THE APPLICATION AND MONITORING OF ENERGY CONSERVATION AND MANAGEMENT PRACTICES AND PROCESSES

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to manage the application and monitoring of energy conservation and management practices and processes within the building and construction industry. Successful application of the unit requires knowledge of energy management practices and methodologies, statistical analysis, current trends and factors in energy conservation, and legislative and regulatory requirements.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC501 3A DEVELOP PROFESSIONAL TECHNICAL AND LEGAL REPORTS ON BUILDING AND CONSTRUCTION PROJECTS

Locations:Melton.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to develop professional technical and legal reports on buildings and commercial construction projects. The unit requires knowledge of relevant legislation, codes, standards and regulations, contract documentation and construction planning and practices, as well as the ability to communicate effectively.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each

competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBC501 8A APPLY STRUCTURAL PRINCIPLES TO THE CONSTRUCTION OF MEDIUM RISE BUILDINGS

Locations:Newport.

Prerequisites:CPCBC5001B - APPLY BUILDING CODES AND STANDARDS TO THE CONSTRUCTION PROCESS FOR MEDIUM RISE BUILDING PROJECTS

Description:This unit of competency specifies the outcomes required to apply structural principles to the building of medium rise buildings. The design and construction of medium rise buildings require the input of a range of skilled professionals, including architects and engineers. The building and construction professional plays a significant role within this project team and requires the ability to communicate effectively with building design professionals, and develop sound and safe practices in relation to structural procedures on site.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBL2001A HANDLE AND PREPARE BRICKLAYING AND BLOCKLAYING MATERIALS

Locations:Werribee, Newport, Melton.

Prerequisites:CPCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to safely handle bricklaying and blocklaying materials manually and mechanically, including their storage requirements. It also includes preparatory mixing requirements and environmental requirements for the disposal of waste.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCBL2002A USE BRICKLAYING AND BLOCKLAYING TOOLS AND EQUIPMENT

Locations:Werribee, Newport, Melton.

Prerequisites:CPCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to use tools and equipment used in bricklaying and blocklaying safely and effectively. It includes the identification, selection and use of hand and power tools, plant and equipment used in masonry work.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCBL3001A LAY PAVING

Locations:Werribee, Newport, Melton.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to lay pavers on level and inclined surfaces. It includes preparing, setting out and laying of the paving.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCBL3002A CARRY OUT MASONRY VENEER CONSTRUCTION

Locations:Werribee, Newport, Melton.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to construct masonry veneer buildings and structures. It includes planning, preparation, set out and installation of the masonry.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCBL3003A CARRY OUT CAVITY BRICK CONSTRUCTION

Locations:Werribee, Newport, Melton.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to construct cavity brick/block buildings and structures. It includes planning, preparation, set out and installation of the masonry.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCBL3004A CONSTRUCT MASONRY STEPS AND STAIRS

Locations:Werribee, Newport, Melton.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to construct masonry steps, stairs and wing walls for different types and styles of buildings. It includes planning, preparation, set out and installation of the masonry.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCBL3005A LAY MASONRY WALLS AND CORNERS

Locations:Werribee, Newport, Melton.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to construct masonry walls and corners to different types and styles of buildings. It includes planning, preparation, set out and installation of the masonry.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCBL3006A LAY MULTI-THICKNESS WALLS AND PIERS

Locations: Werribee, Newport, Melton.

Prerequisites: CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description: This unit of competency specifies the outcomes required to construct multi-thickness walls and piers for different types and styles of buildings. It includes planning, preparation, set out and construction of walls and piers.

Required Reading: VU produced Workbooks

Assessment: Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCBL3007A INSTALL GLASS BLOCKWORK

Locations: Werribee, Newport, Melton.

Prerequisites: CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description: This unit of competency specifies the outcomes required to install glass blockwork to buildings. It includes preparation, set out and installation of the blocks.

Required Reading: VU produced Workbooks

Assessment: Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCBL3008A INSTALL AERATED AUTOCLAVED CONCRETE PRODUCTS

Locations: Newport.

Prerequisites: Nil.

Description: This unit of competency specifies the outcomes required to install aerated autoclaved concrete (AAC) products to different types and styles of buildings. It includes planning, preparation, set out and installation requirements of the work.

Required Reading: Australian Standards

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCBL3009A INSTALL FLASHINGS AND DAMP PROOF COURSE

Locations: Werribee, Newport, Melton.

Prerequisites: CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND

PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description: This unit of competency specifies the outcomes required to install flashings and damp proofing products to different types and styles of buildings. It includes planning, preparation, set out, installation and application requirements of the work.

Required Reading: VU produced Workbooks

Assessment: Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCBL3010A CONSTRUCT MASONRY ARCHES

Locations: Werribee, Newport, Melton.

Prerequisites: CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description: This unit of competency specifies the outcomes required to construct masonry arches within walls and above columns or attached piers. It includes the preparation, set out and construction of masonry walls and arches.

Required Reading: VU produced Workbooks

Assessment: Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCBL3011A CONSTRUCT CURVED WALLS

Locations: Werribee, Newport, Melton, Sunshine.

Prerequisites: CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description: This unit of competency specifies the outcomes required to construct a specified masonry curved wall. It includes the preparation, set out and construction of curved walls.

Required Reading: VU produced Workbooks

Assessment: Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are

located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCB3012A CONSTRUCT FIREPLACES AND CHIMNEYS

Locations:Werribee, Newport, Melton.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to construct brick fireplaces and chimneys in various types and styles of buildings. It includes planning, preparation, set out and construction requirements of the work.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCB3013A CONSTRUCT MASONRY STRUCTURAL SYSTEMS

Locations:Werribee, Newport, Melton.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to construct masonry load bearing walls and engaged and isolated piers. It includes planning, preparation set out and construction requirements of the work.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCB3014A INSTALL FIRE-RATED MASONRY CONSTRUCTION

Locations:Werribee, Newport, Melton.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to construct fire-rated masonry construction systems for fire-resistant construction. It includes planning, set out and installation requirements of the work.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the

essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCB3015A CONSTRUCT DECORATIVE BRICKWORK

Locations:Werribee, Newport, Melton.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to construct decorative brickwork to buildings. It includes planning, set out and laying of bricks to form a decorative finish.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCB3016A CONSTRUCT BATTERED MASONRY WALLS AND PIERS

Locations:Werribee, Newport, Melton.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to construct battered and pired masonry walls. It includes the preparation of the base and the laying of masonry or stone to form the wall.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCB3017A CARRY OUT TUCK POINTING TO BRICKWORK

Locations:Werribee, Newport, Melton.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to apply tuck pointing to brickwork to different types and styles of buildings. It includes planning, preparation, set out and application of tuck pointing.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCBL3018A INSTALL AERATED AUTOCLAVED CONCRETE PRODUCTS

Locations:Werribee, Newport, Melton.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to install aerated autoclaved concrete (AAC) products to different types and styles of buildings. It includes planning, preparation, set out and installation requirements of the work.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCA2001A HANDLE CARPENTRY MATERIALS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to safely manually handle, store and apply environmental management principles associated with carpentry materials and components. It includes preparing material for mechanical handling.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCA2002A USE CARPENTRY TOOLS AND EQUIPMENT

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to safely select and use carpentry tools and equipment. It includes hand tools, power tools, pneumatic tools, plant and equipment.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines

of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCA2003A ERECT AND DISMANTLE FORMWORK FOR FOOTINGS AND SLABS ON GROUND

Locations:Werribee, Newport, Melton, Sunshine, Harvester Technical College.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to erect and dismantle formwork to footings and slabs on ground, to establish levels and contain finished concrete. It includes forming basic slabs and forming rebates to slabs on ground and steps to strip footings.

Required Reading:VU Produced Workbooks

Assessment:A person who demonstrates competency in this unit must be able to provide evidence of the ability to: - locate, interpret and apply relevant information, standards and specifications - comply with site safety plan, OHS regulations and state and territory legislation applicable to workplace operations - comply with organisational policies and procedures, including quality requirements - safely and effectively use tools, plant and equipment - communicate and work effectively and safely with others - form up a slab on ground a minimum of 9 square metres, incorporating an edge rebate and internal corner to specifications - form up a step to a foundation excavation to specified masonry units. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks.

Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCA2011A HANDLE CARPENTRY MATERIALS

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to safely manually handle, store and apply environmental management principles associated with carpentry materials and components. It includes preparing material for mechanical handling.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCA3001A CARRY OUT GENERAL DEMOLITION OF MINOR BUILDING STRUCTURES

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to carry out general demolition work of minor building structures to facilitate alterations, extensions and additions to a building. It includes work being completed to a work schedule, plans and specifications.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCA3002A CARRY OUT SETTING OUT

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to identify site boundaries and survey indicators, and establishing, measuring and setting up profiled set outs for buildings and structural components of building work.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCA3003A INSTALL FLOORING SYSTEMS

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to plan, prepare, set out and install timber flooring systems to support imposed loads. It includes application in brick veneer, full masonry and timber frame construction.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the

essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCA3004A CONSTRUCT WALL FRAMES

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to plan, prepare, set out, construct and erect load bearing and non-load bearing wall frames for the different types of loadings determined by the roof top and bracing configuration. It includes set out, cutting and fabrication of both timber and metal wall frames, and the erection, connection and bracing of wall frames to specifications.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCA3005A CONSTRUCT CEILING FRAMES

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to plan, prepare, set out, construct and erect ceiling frames to accommodate ceiling joists, hanging beams, strutting beams and composite beams. It includes selection of members and setting out of the ceiling frame in conjunction with the roof members.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCA3006A ERECT ROOF TRUSSES

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to select, set out, erect and brace roof trusses to accommodate roof coverings for waterproofing purposes. It includes gable, hip and valley, and hip roofing types.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCA3007A CONSTRUCT PITCHED ROOFS

Locations:Newport.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to select, set out, construct and erect pitched roofs to accommodate roof coverings for waterproofing purposes. It includes scotch valley gable, hip and valley, broken hip and valley and combinations thereof.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCA3007B CONSTRUCT PITCHED ROOFS

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to select, set out, construct and erect pitched roofs to accommodate roof coverings for waterproofing purposes. It includes scotch valley gable, hip and valley, broken hip and valley and combinations thereof.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCA3008A CONSTRUCT EAVES

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to prepare, set out and construct eaves, including the cutting and fixing of fascias and barges to provide a finish between the wall and the roof. It includes boxed eaves and the finish to gable ends.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCA3009A CONSTRUCT ADVANCED ROOFS

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY
CPCCA3007A - CONSTRUCT PITCHED ROOFS

Description:This unit of competency specifies the outcomes required to plan, prepare, set out and construct pitched roofs on irregular plan building shapes which may have skewed, splayed or hexagonal ends. It includes such roofs that include dormer windows and may be of gable, hip, hip and valley, or combinations of these that are applied to different types and styles of buildings.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCA3010A INSTALL AND REPLACE WINDOWS AND DOORS

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to plan, prepare, set out and install window and door units, and to replace window and door units to different types and styles of buildings for access, security, weather proofing and replacement of defective windows and doors. It includes timber and metal window and door units.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the

integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCA301 1A REFURBISH TIMBER SASHES TO WINDOW FRAMES

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to refurbish timber sashes to window frames to rectify operation of external windows for ongoing use. It includes timber casement windows and double hung windows, and the refitting of timber sashes.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCA301 2A FRAME AND FIT WET AREA FIXTURES

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to install supporting framework for fixtures and flashings associated with the wet area construction for a bath, shower base and sink or basin unit, and preparation for wet area linings. It includes bathroom, laundry, shower, toilet and en suite wet areas.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCA301 3A INSTALL LINING, PANELLING AND MOULDING

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to prepare, set out and install lining and panelling to either masonry or timber/metal framed walls.

It includes the installation of mouldings to provide decorative finishes.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCA301 4A CONSTRUCT BULKHEADS

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to construct bulkheads to conceal services or for decorative purposes. It includes straight, curved and geometric shaped bulkheads, generally constructed in situ and includes prefabricated fittings.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCA301 5A ASSEMBLE PARTITIONS

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to set out and assemble partitions for the purpose of dividing areas into useable spaces. It includes prefabricated and demountable partitions constructed of timber or metal.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCA3016A CONSTRUCT TIMBER EXTERNAL STAIRS

Locations: Werribee, Newport, Melton, Sunshine.

Prerequisites: CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description: This unit of competency specifies the outcomes required to construct and install timber external stairs, that may involve one or more flights, to provide access into a structure. It includes timber treads and stringers.

Required Reading: VU produced Workbooks

Assessment: Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCA3017A INSTALL EXTERIOR CLADDING

Locations: Werribee, Newport, Melton, Sunshine.

Prerequisites: CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description: This unit of competency specifies the outcomes required to install material finishes applied to an external framed wall surface for the purpose of weatherproofing and securing the building. It includes sheet material, weatherboarding of timber, plastic, metal and fibre cement sheet.

Required Reading: VU produced Workbooks

Assessment: Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCA3018A CONSTRUCT, ERECT AND DISMANTLE FORMWORK FOR STAIRS AND RAMPS

Locations: Werribee, Newport, Melton, Sunshine.

Prerequisites: CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description: This unit of competency specifies the outcomes required to construct, erect and dismantle formwork for stairs and ramps to form up the concrete that may involve one or more flights in order to provide access between floors and/or landings. It includes timber, metal or prefabricated formwork.

Required Reading: VU produced Workbooks

Assessment: Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with

questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCA3019A ERECT AND DISMANTLE FORMWORK TO SUSPENDED SLABS, COLUMNS, BEAMS AND WALLS

Locations: Werribee, Newport, Melton, Sunshine.

Prerequisites: CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description: This unit of competency specifies the outcomes required to erect and dismantle formwork to suspended slabs, columns, beams and walls to contain concrete in above ground construction. It includes timber, metal or prefabricated formwork of modular or in situ design.

Required Reading: VU produced Workbooks

Assessment: Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCA3020A ERECT AND DISMANTLE JUMP FORM FORMWORK

Locations: Werribee, Newport, Melton, Sunshine.

Prerequisites: CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description: This unit of competency specifies the outcomes required to erect and dismantle jump form formwork to form wall structures where the formwork process is continuous. It includes curved or straight jump form formwork.

Required Reading: VU produced Workbooks

Assessment: Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCA3021A ERECT AND DISMANTLE SLIP FORM FORMWORK

Locations: Werribee, Newport, Melton, Sunshine.

Prerequisites: CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to erect and dismantle slip form formwork to form wall structures where the formwork process is continuous. It includes curved or straight slip form formwork.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCA3022A INSTALL CURTAIN WALLING

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to fit and fix curtain walling facades to multi-storey structures to provide external cladding of structural steel or reinforced concrete. It includes fabricated frameworks with metal cladding, fabricated framework with glass panels, pre-cast concrete panels, and manufactured and natural stone products in or on the structure.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCA3023A CARRY OUT LEVELLING OPERATIONS

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to conduct levelling procedures using the rise and fall method and the height of instrument method for the purpose of establishing correct and accurate set out of buildings, their components and preparation. It includes the set up, testing and use of levelling devices and undertaking closed traverses using a range of levelling equipment.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and

environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCCM1001A UNDERTAKE BASIC ESTIMATION AND COSTING

Locations:Newport.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to estimate materials, labour and time requirements and establish costs for a basic construction project.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCCM1002A WORK EFFECTIVELY AND SUSTAINABLY IN THE CONSTRUCTION INDUSTRY

Locations:Newport.

Prerequisites:CPCCOHS1001A - WORK SAFELY IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to prepare for and sustain effective work within the construction industry. It covers the identification and clarification of the construction industry work context, scope and employment conditions, responsibility required to be accepted by the individual, working in a team, individual career path improvement activities and sustainable work practices and techniques.

Required Reading:Australian Standards VU Produced Workshops

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCCM1003A PLAN AND ORGANISE WORK

Locations:Newport.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to plan and organise individual and group work activities on a construction site. The unit includes identifying task requirements, planning steps and organising work.

Required Reading:Australian Standards VU Produced Workshops

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCCM1004A CONDUCT WORKPLACE COMMUNICATION

Locations:Newport.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to communicate

effectively with other workers in a construction workplace environment. It includes gathering, conveying and receiving information through verbal and written forms of communication.

Required Reading:Australian Standards VU Produced Workshops

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCCM1005A CARRY OUT MEASUREMENTS AND CALCULATIONS

Locations:Newport.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to carry out measurements and perform simple calculations to determine task and material requirements for a job in a construction work environment.

Required Reading:Australian Standards VU Produced Workshops

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCCM1006A WORK SAFELY AT HEIGHTS

Locations:Newport.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to work safely on construction sites where the work activity involves working above 1.5 metres from ground level and where fall protection measures are required.

Required Reading:Australian Standards VU Produced Workshops

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCCM1011A UNDERTAKE BASIC ESTIMATION AND COSTING

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to estimate materials, labour and time requirements and establish costs for a basic construction project.

Required Reading:VU produced Workbooks

Assessment:A person who is competent in this unit must be able to provide evidence of: - locate, interpret and apply relevant information, standards and specifications - comply with site safety plan and OHS legislation, regulations and codes of practice applicable to workplace operations - comply with organisational policies and procedures, including quality requirements - safely and effectively use tools and equipment - communicate and work effectively and safely with others - document and communicate work-related information, including work orders, specifications, products, materials and labour requirements, costing calculations for products, materials and labour, and special conditions for a specified construction project - estimate and cost a specified project, including: - estimate quantities of material

required - determine types and amount of labour required to complete the work - estimate time required to complete job - estimate overheads associated with the project.

CPCCCM1012A WORK EFFECTIVELY AND SUSTAINABLY IN THE CONSTRUCTION INDUSTRY

Locations:Werribee, Newport, Melton, Sunshine, Harvester Technical College.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to prepare for and sustain effective work within the construction industry. It covers the identification and clarification of the construction industry work context, scope and employment conditions, responsibility required to be accepted by the individual, working in a team, individual career path improvement activities and sustainable work practices and techniques.

Required Reading:VU produced Workbooks

Assessment:A person who demonstrates competency in this unit must be able to provide evidence of the ability to: - locate, interpret and apply relevant construction industry information, standards and specifications - comply with site safety plans and OHS legislation - communicate and work effectively and safely with others - locate and identify documentation on site employment conditions and source of these conditions - follow workplace procedures according to instructions given and report information only at own level of responsibility, including: - complying with environmental/sustainability legislation, and organisational and procedural requirements - use of tools, such as an inspection checklist Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School.

CPCCCM1013A PLAN AND ORGANISE WORK

Locations:Werribee, Newport, Melton, Sunshine, Harvester Technical College.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to plan and organise individual and group work activities on a construction site. The unit includes identifying task requirements, planning steps and organising work.

Required Reading:VU produced Workbooks

Assessment:A person who demonstrates competency in this unit must be able to provide evidence of the ability to plan and organise a variety of work activities. Evidence should be collected over a period of time in a range of general construction relevant contexts and include dealings with an appropriate range of situations. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School.

CPCCCM1014A CONDUCT WORKPLACE COMMUNICATION

Locations:Werribee, Newport, Melton, Sunshine, Harvester Technical College.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to communicate effectively with other workers in a construction workplace environment. It includes gathering, conveying and receiving information through verbal and written forms of communication.

Required Reading:VU produced Workbooks

Assessment:A person who demonstrates competency in this unit must be able to provide evidence of the ability to: - locate, interpret and apply relevant information - comply with site safety plan, OHS regulations and state and territory legislation applicable to workplace operations - comply with organisational policies and

procedures, including quality requirements - safely and effectively use communication equipment - communicate and work effectively and safely with others - interpret all signage accurately - complete tasks successfully following instruction - convey pieces of information to other workers accurately - fill out workplace documents accurately - frame questions at an on-site meeting in a range of contexts or occasions over time. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School.

CPCCCM1015A CARRY OUT MEASUREMENTS AND CALCULATIONS

Locations:Werribee, Newport, Melton, Sunshine, Harvester Technical College.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to carry out measurements and perform simple calculations to determine task and material requirements for a job in a construction work environment.

Required Reading:VU produced Workbooks

Assessment:A person who demonstrates competency in this unit must be able to provide evidence of the ability to: - locate, interpret and apply relevant information - comply with site safety plan, OHS regulations and state and territory legislation applicable to workplace operations - safely and effectively use tools and equipment - communicate and work effectively and safely with others - calculate each of the following using a realistic construction task or example: - length - perimeter - circumference - area - volume - number - ratio - percentage - conversion of metres to millimetres and millimetres to metres - measure using a rule or tape measure five Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School.

CPCCCM2001A READ AND INTERPRET PLANS AND SPECIFICATIONS

Locations:Werribee, Newport, Melton, Sunshine, Harvester Technical College.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to read and interpret plans and specifications relevant to construction operations. It includes the identification of types of plans and drawings and their functions, the recognition of commonly used symbols and abbreviations, the identification of key features and specifications on a site plan, the comprehension of written job specifications and the recognition of document status and amendment detail.

Required Reading:VU Produced Workshops

Assessment:A person who demonstrates competency in this unit must be able to provide evidence of the ability to: - locate, interpret and apply relevant information, standards and specifications - comply with site safety plan, OHS regulations - comply with organisational policies and procedures, including quality requirements - communicate and work effectively and safely with others - for a minimum of two different projects, read and interpret the project plans, including: - confirmation of amendment status and drawings confirmed 'for construction' - six key features on both the plan and the site - confirmation of six items of information from the title block of the project plans - six ancillary works dimensions, levels and locations from the project plans Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School.

CPCCCM2002A CARRY OUT EXCAVATION

Locations:Werribee, Newport, Melton, Sunshine, Harvester Technical College.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to undertake hand excavation tasks and excavations requiring the assistance of plant machinery to form excavations for footings, and the provision of services. It includes excavation to new and existing sites, and new services or the diversion of existing services.

Required Reading:VU produced Workbooks

Assessment:A person who demonstrates competency in this unit must be able to provide evidence of the ability to: - locate, interpret and apply relevant information, standards and specifications - comply with site safety plan and OHS legislation, regulations and codes of practice applicable to workplace operations - comply with organisational policies and procedures, including quality requirements - safely and effectively use tools, plant and equipment - communicate and work effectively and safely with others - determine from an existing set out, a mark out and then excavate site as part of an overall project to job specifications without damaging services. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCCM2004A HANDLE CONSTRUCTION MATERIALS

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to safely manually handle, store and apply environmental management principles associated with construction materials and components. It includes preparing material for mechanical handling.

Required Reading:VU Produced Workbooks

Assessment:A person who demonstrates competency in this unit must be able to provide evidence of the ability to: - locate, interpret and apply relevant information, standards and specifications - comply with site safety plan and OHS legislation, regulations and codes of practice applicable to workplace operations - comply with organisational policies and procedures, including quality requirements - safely and effectively use tools, plant and equipment - communicate and work effectively and safely with others - safely handle, sort and stack varying lengths of timber, providing quick access and use - safely move and stack a given quantity of sheet material - safely handle other building and construction components and materials for one construction project.

CPCCCM2005A USE CONSTRUCTION TOOLS AND EQUIPMENT

Locations:Footscray Nicholson, Werribee, Newport, City King St, Industry, Melton, Sunshine, St Albans, Harvester Technical College VU College: 22012VIC Certificate I in Vocational Education - includes Industry, City King, St Albans, Footscray Nicholson, Melton, Newport, Sunshine, Werribee, Harvester TC and Other. This unit is also delivered at off-site work placement locations..

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to safely select and use construction tools and equipment. It includes hand tools, power tools, pneumatic tools, and plant and equipment.

Required Reading:VU produced Workbooks

Assessment:This unit must be able to provide evidence of the ability to: - locate, interpret and apply relevant information, standards and specifications - comply with site safety plan and OHS legislation - safely and effectively use tools, plant and equipment - safely use and maintain a minimum of rule, tape, square, hammer,

hand saw, hand plane, chisel, shovel, wheelbarrow, sledge hammer, pick, mattock, crow bar and pinch bar for given tasks - identify power and pneumatic tools, including electrical and compressed air safety - safely use and maintain a minimum of a: - power saw - electric plane - impact power drill - nail gun - impact hammer - generator compressor. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School.

CPCCCM2006A APPLY BASIC LEVELLING PROCEDURES

Locations:Werribee, Newport, Melton, Sunshine, Harvester Technical College.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to carry out levelling in a single plane for the purpose of establishing correct and accurate set out of buildings components. It includes the set up, testing and use of levelling devices, and establishing and transferring heights using a range of levelling equipment.

Required Reading:VU Produced Workbooks

Assessment:A person who demonstrates competency in this unit must be able to provide evidence of the ability to: - comply with site safety plan, OHS regulations and state and territory legislation applicable to workplace operations - comply with organisational policies and procedures, including quality requirements - safely and effectively use tools and equipment - communicate and work effectively and safely with others - transfer levels and record differences in height on one project to job specifications using: - a spirit level and straight edge - levelling with water technique - laser levelling devices - optical levelling devices - accurately record the results of each levelling procedure to organisational requirements. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School.

CPCCCM2007A USE EXPLOSIVE POWER TOOLS

Locations:Werribee, Newport, Melton, Sunshine, Harvester Technical College.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to apply safe and effective operation of explosive power tools (EPT), used to fasten materials or fix fasteners to bases. It includes both direct action and indirect action explosive powered fastening tools.

Required Reading:VU produced Workbooks

Assessment:A person who demonstrates competency in this unit must be able to provide evidence of the ability to: - locate, interpret and apply relevant information, standards and specifications - comply with site safety plan and OHS - comply with organisational policies and procedures - safely and effectively use tools and equipment - fix metal or timber to a steel, concrete or masonry base on one project of each to job specifications, including: - completion of stripping and assembly of the tool - selecting charges and fasteners applicable to base material and material being fixed - misfire procedures - complying with storage and security regulations and OHS requirements for the working environment Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCCM2008A ERECT AND DISMANTLE RESTRICTED HEIGHT SCAFFOLDING

Locations:Werribee, Newport, Melton, Sunshine, Harvester Technical College.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND

PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to erect and dismantle restricted height scaffolding to provide work platforms for various occupational applications. It includes placement of safety barriers and only involves modular scaffolding restricted to a height of 4 metres.

Required Reading:VU produced Workbooks

Assessment:A person who demonstrates competency in this unit must be able to provide evidence of the ability to: - locate, interpret and apply relevant information, standards and specifications - comply with site safety plan and OHS legislation, regulations and codes of practice - comply with organisational policies and procedures, including quality requirements - safely and effectively use tools, plant and equipment - complete planning, erection and dismantling of a modular scaffolding system, in accordance with JSA and safe work method statements and regulations, including a minimum of: - three bays (one with a return) - one lift with ladder - fall and edge protection. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCCM2009A CARRY OUT BASIC DEMOLITION

Locations:Werribee, Newport, Melton, Sunshine, Harvester Technical College.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to remove components from single storey buildings and structures using basic demolition techniques. It includes the preparation of the site for the demolition process and the removal of components.

Required Reading:VU produced Workbooks

Assessment:A person who demonstrates competency in this unit must be able to provide evidence of the ability to: - locate, interpret and apply relevant information, standards and specifications - comply with site safety plan and OHS legislation - comply with organisational policies and procedures - safely and effectively use tools, plant and equipment - as a minimum, given a site demolition plan and instructions, remove the fixtures and fittings, ceiling, and external and internal non-load bearing walls; and clean up, disposing or salvaging materials, ensuring: - confirmation that wall or structure is not load bearing - compliance with regulations, standards and organisational quality procedures and processes. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCCM2010A WORK SAFELY AT HEIGHTS

Locations:Werribee, Newport, Melton, Sunshine, Harvester Technical College.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to work safely on construction sites where the work activity involves working above 1.5 metres from ground level and where fall protection measures are required.

Required Reading:VU Produced Workbooks

Assessment:A person who demonstrates competency in this unit must be able to provide evidence of the ability to: - locate, interpret and apply relevant information, standards and specifications - comply with site safety plan, OHS regulations and state and territory legislation applicable to workplace operations - safely and effectively use tools, plant and equipment - communicate and work effectively and safely with others - select and use appropriate height access and fall protection equipment and

work methods, including inspecting fall protection equipment, scaffold and fall barriers for faults - apply knowledge of industry products to identify: - manual handling risks - types of lifting and support structures approved for use Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School.

CPCCCM3001A OPERATE ELEVATED WORK PLATFORMS

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRYCPCCM1006A - WORK SAFELY AT HEIGHTS

Description:This unit of competency specifies the outcomes required to safely and effectively operate some types of elevated work platforms (EWPs) in a variety of different terrains and situations to access isolated work areas. The unit includes locating, setting up, operating and shutting down EWPs. In addition to achievement of this competency, an EWP operator may need to obtain additional certification of training and experience before being allowed to operate the equipment.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCCM3001B OPERATE ELEVATED WORK PLATFORMS

Locations:Werribee, Newport, Melton, Sunshine, Harvester Technical College.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to safely and effectively operate some types of elevated work platforms (EWPs) in a variety of different terrains and situations to access isolated work areas. The unit includes locating, setting up, operating and shutting down EWPs. In addition to achievement of this competency, an EWP operator may need to obtain additional certification of training and experience before being allowed to operate the equipment.

Required Reading:VU produced Workbooks

Assessment:A person who demonstrates competency in this unit must be able to provide evidence of the ability to: - locate, interpret and apply relevant information, standards and specifications - comply with site safety plan and OHS legislation, regulations and codes of practice applicable to workplace operations - comply with organisational policies and procedures, including quality requirements - safely and effectively use tools, plant and equipment - communicate and work effectively and safely with others - complete set up and operation of a range of EWPs as listed in the range statement, including all functions. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCCM3003A WORK SAFELY AROUND POWER SOURCES, SERVICES AND ASSETS

Locations:Newport.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to work with or operate plant in or around close proximity of power sources, services and assets for the general safety of personnel and equipment. It includes all occupational areas that may require working near electricity.

Required Reading:Australian Standards VU Produced Workshops

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCO2003A CARRY OUT CONCRETING TO SIMPLE FORMS

Locations:Newport.

Prerequisites:CPCCOHS1001A - WORK SAFELY IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to safely install formwork, reinforcement and place and finish concrete for the construction of minor slabs, pathways and other minor works to a specified design finish. The unit includes positioning the truck, placing concrete from truck to work area, spreading concrete and cleaning up site.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCO2013A CARRY OUT CONCRETING TO SIMPLE FORMS

Locations:Werribee, Newport, Melton, Sunshine, Harvester Technical College.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to safely install formwork, reinforcement and place and finish concrete for the construction of minor slabs, pathways and other minor works to a specified design finish. The unit includes positioning the truck, placing concrete from truck to work area, spreading concrete and cleaning up site.

Required Reading:VU produced Workbooks

Assessment:A person who demonstrates competency in this unit must be able to provide evidence of the ability to: - locate, interpret and apply relevant information, standards and specifications - comply with site safety plan and OHS legislation, regulations and codes of practice applicable to workplace operations - comply with organisational policies and procedures - safely and effectively operate and use tools, plant and equipment - communicate and work effectively and safely with others Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCO3007A CUT AND CORE CONCRETE

Locations:Newport.

Prerequisites:CPCCOHS1001A - WORK SAFELY IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to plan, prepare, cut and core concrete for the provision of service holes, core samples, construction

joints and joining new components. The unit includes the use of sawing and drilling equipment.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPJN2001A ASSEMBLE COMPONENTS

Locations:Newport, Industry, Melton.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit specifies the outcomes required to assemble manufactured components to form a completed constructed unit.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPJN2002A PREPARE FOR OFF-SITE MANUFACTURING PROCESS

Locations:Newport, Industry, Melton.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit specifies the outcomes required to prepare material for the manufacturing process and assemble components to form manufactured units.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPJN2003A PACKAGE MANUFACTURED PRODUCTS FOR TRANSPORT

Locations:Newport, Industry.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit specifies the outcomes required to use appropriate types of packaging systems to protect finished products from damage during transportation.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines

of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPJN3001A USE STATIC MACHINES

Locations:Werribee, Newport, Melton.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit specifies the outcomes required to use static machines, which are those fixed to a set location for their operation, as applies with off-site manufacturing processes.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPJN3002A USE COMPUTER-CONTROLLED MACHINERY

Locations:Werribee, Newport, Melton.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit specifies the outcomes required to program, load and operate computer-controlled machinery for the production of components.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPJN3003A MANUFACTURE COMPONENTS FOR DOOR AND WINDOW FRAMES AND DOORS

Locations:Werribee, Newport, Melton.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit specifies the outcomes required to carry out machining and manufacturing processes to set out component material in preparation for the assembly of window frames, sashes, doors and door frames.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCN3004A MANUFACTURE JOINERY COMPONENTS

Locations:Werribee, Newport, Melton.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit specifies the outcomes required to carry out machining and manufacturing processes for component material in preparation for assembling joinery components.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCN3005A CUT AND INSTALL GLASS

Locations:Newport, Industry.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit specifies the outcomes required to manually cut glass to simple shapes for installation purposes.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCS3001A DESIGN AND SET OUT STAIRS

Locations:Newport.

Prerequisites:Nil.

Description:This unit specifies the outcomes required to design and set out dressed material to prepare for manufacturing processes in preparation for the assembly of components to construct a stair.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCS3002A MANUFACTURE STAIR COMPONENTS FOR STRAIGHT FLIGHTED STAIRS

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit specifies the outcomes required to undertake the manufacturing processes required to prepare and manufacture components for the assembly of straight flighted stairs.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCS3003A ASSEMBLE AND INSTALL STAIRS

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit specifies the outcomes required to assemble prepared components required for the assembly and installation of a timber stair to location.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCS3004A MANUFACTURE AND INSTALL CONTINUOUS HANDRAILING AND SPECIAL STAIR COMPONENTS

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit specifies the outcomes required to prepare, join and install continuous handrailing and special stair components. Special stair components include wreaths, scrolls, bullnosed steps and decorative features.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCJS3006A CONSTRUCT FABRICATED STAIRS

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit specifies the outcomes required to construct fabricated stairs, which may involve one or more flights in their structure and could incorporate fabricated components that are alternatives to timber components.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCJS3011A DESIGN AND SET OUT STAIRS

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:Nil.

Description:This unit specifies the outcomes required to design and set out dressed material to prepare for manufacturing processes in preparation for the assembly of components to construct a stair.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are

located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCLSF2001A LICENSE TO ERECT, ALTER AND DISMANTLE SCAFFOLDING - BASIC LEVEL

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:Nil.

Description:This unit specifies the outcomes required to erect, alter and dismantle scaffolding at the basic level, consisting of scaffolding work connected with the operation or use of modular or pre-fabricated scaffolds, cantilevered materials hoists with a maximum working load of 500kg, ropes and gin wheels, safety nets and static lines, and bracket scaffolds (tank and formwork) for licensing purposes.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCOHS1001A WORK SAFELY IN THE CONSTRUCTION INDUSTRY

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to undertake Occupational Health and Safety (OHS) induction training within the construction industry. It requires the ability to demonstrate personal awareness of OHS legislative requirements, and the basic principles of risk management and prevention of injury and illness in the construction industry. Licensing requirements will apply to this unit of competency depending on the regulatory requirements of each jurisdiction.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will include: - practical assessment - work projects - demonstration - written and verbal tasks Specific unit assessments are located in the learning and assessment plans within the School.

CPCCOHS2001A APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Locations:Werribee, Newport, Melton, Sunshine, Harvester Technical College.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to carry out OHS requirements through safe work practices at any on or off-site construction workplace. It requires the performance of work in a safe manner through awareness of risks and work requirements, and the planning and performance of safe work practices with concern for personal safety and the safety of others.

Required Reading:VU Produced Workbooks

Assessment:A person who demonstrates competency in this unit must be able to provide evidence of the ability to: - comply with a site safety plan, organisational policies, OHS regulations and state and territory legislation applicable to workplace operations, including quality requirements - correctly identify ACM and policies and procedures for reporting this to designated personnel - apply general procedures for responding to incidents and reporting hazards and injuries - select and use firefighting

equipment to extinguish a simulated mechanical fire - evacuate a site through simulated response to an emergency Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School.

CPCCPB3015A INSTALL ACOUSTIC AND THERMAL ENVIRONMENTAL PROTECTION SYSTEMS

Locations:Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to install wall and ceiling systems that satisfy environmental requirements in terms of acoustic ratings and energy efficiency ratings in accordance with sustainable building practices. It includes planning and preparation for work, installation of insulation to wall cavities and plenum, installation of acoustic systems and completion of post work clean-up activities.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCPD2003A REMOVE AND REPLACE DOORS AND DOOR AND WINDOW COMPONENTS

Locations:Sunshine.

Prerequisites:CPCCOHS1001A - WORK SAFELY IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to remove and replace doors and door and window furniture for the purpose of painting or replacement. The unit includes reglazing and planning and preparation for the work, the removal and replacement of doors and door and window furniture and completion of clean-up activities.

Required Reading:Australian Standards VU Produced Workshops

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCPD3001A PREPARE SURFACES FOR PAINTING

Locations:Sunshine.

Prerequisites:CPCCOHS1001A - WORK SAFELY IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to restore, repair and prepare different material surfaces for the application of paint. The unit includes planning and preparation for the work, preparation of new or uncoated surfaces, preparation of previously coated surfaces, preparation of previously wallpapered surfaces for painting and completion of clean-up activities.

Required Reading:Australian Standards VU Produced Workshops

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCPD3006A APPLY STAINS AND CLEAR TIMBER FINISHES

Locations:Sunshine.

Prerequisites:CPCCOHS1001A - WORK SAFELY IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to apply stains and clear timber finishes to different material surfaces, including previously stained or finished timber to form a protective and decorative finish. The unit includes planning and preparation for the work, preparation of the work area and materials, staining of bare timber, application of clear finishes and completion of clean-up activities.

Required Reading:Australian Standards VU Produced Workshops

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCPD3009A REMOVE GRAFFITI AND APPLY PROTECTIVE COATINGS

Locations:Sunshine.

Prerequisites:CPCCOHS1001A - WORK SAFELY IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to remove graffiti and apply preventative materials to different surfaces to form graffiti-resistant surface systems. The unit includes planning and preparation for the work, preparation of the work site and materials, removal of graffiti, application of preventative material and completion of clean-up activities.

Required Reading:Australian Standards VU Produced Workshops

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCPD3021A PREPARE SURFACES FOR PAINTING

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to restore, repair and prepare different material surfaces for the application of paint. The unit includes planning and preparation for the work, preparation of new or uncoated surfaces, preparation of previously coated surfaces, preparation of previously wallpapered surfaces for painting and completion of clean-up activities.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCR3001B OPERATE PERSONNEL AND MATERIALS HOISTS

Locations:Newport.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to operate personnel and materials hoists for moving people and equipment to various heights in a multi-storey structure.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCS2002A ERECT AND DISMANTLE BASIC SCAFFOLDING

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to erect and dismantle a range of modular scaffolding systems to provide work platforms for construction purposes. It includes edge protection, access ways and falsework (scaffold support systems for formwork).

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCSF2003A CUT AND BEND MATERIALS USING OXY-LPG EQUIPMENT

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to heat, cut and bend construction materials using oxy-LPG equipment. It includes planning and preparation for the work, setting up and testing the equipment, cutting materials, heating and bending materials, shutdown of equipment and completion of clean-up activities.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCSF2004A PLACE AND FIX REINFORCEMENT MATERIALS

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND

PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to place and fix reinforcement for concrete work as part of construction processes. It includes planning and preparation for the work, final preparation for placement, placing and fixing reinforcement, checking the reinforcement and completing clean-up activities.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCSH2002A USE ALUMINIUM SECTIONS FOR FABRICATION

Locations:Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit specifies the outcomes required to use aluminium sections in fabricated structures and the methods of joining the sections.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCSH2003A APPLY AND INSTALL SEALANT AND SEALANT DEVICES

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit specifies the outcomes required to apply sealants and sealant devices to structures.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCSH3001A SET OUT AND ASSEMBLE CABINETS, SHOWCASES, WALL UNITS, COUNTERS AND WORKSTATIONS

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit specifies the outcomes required to set out component parts and assemble and fit them to complete the construction of a fitment.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCSH3004A APPLY FINISHES

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit specifies the outcomes required to prepare and apply types of finishing materials to surfaces.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCSH3005A APPLY AND TRIM DECORATIVE FINISHES

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit specifies the outcomes required to prepare and apply decorative and ornamental edgings and add-ons as finishes to specified designs.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCSI2001A USE COLOUR FOR SIGNAGE

Locations:Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to use colour for signage in a range of sign manufacture and installation activities. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCSI2002A LAY OUT AND DESIGN SIGNAGE

Locations:Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to lay out and design signage. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCSI2003A PREPARE SURFACES FOR SIGNAGE

Locations:Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to prepare a range of surfaces for signage application. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects -

demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCSI2004A PRODUCE DIGITAL SIGNAGE

Locations:Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to produce digital signage. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCSI2005A FABRICATE SIGNAGE

Locations:Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to fabricate signage using acrylic or light metal materials. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCSI2006A SIGNWRITE TO SIMPLE FORMS

Locations:Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to manually write signs on a range of surfaces to design specifications. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with

questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCSI2007A APPLY FASTENERS AND FIXINGS

Locations:Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to apply proprietary fasteners and fixings in a range of fastening activities undertaken with a range of common construction materials.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCSI3001A PRODUCE VINYL SIGNAGE

Locations:Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to produce visual signage in a variety of styles and shapes for attachment to surfaces. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCSI3002A USE ROTARY ROUTER

Locations:Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to engrave signs

using a laser or rotary router. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCSI3003A SIGNWRITE TO DECORATIVE FORMS

Locations:Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to manually signwrite to decorative forms using a range of techniques and materials. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCSI3004A APPLY ADVANCED VINYL APPLICATIONS

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to produce vinyl signage in advanced forms. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCSI3005A USE ENGRAVING SYSTEMS

Locations:Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to engrave signs using laser or rotary routers. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCSI3006A APPLY GILDING TO SIGNAGE

Locations:Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to prepare background surfaces; masking, drafting and applying gilding to lettering, shapes, heraldic and other decorative forms of signage. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCSI3007A APPLY LINES AND SCROLLS

Locations:Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to set out and apply materials to produce various forms of line and scroll work on specified surfaces.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and

environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCSI3008A WRITE SHOWCARDS AND CHALKBOARDS

Locations:Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to manually write showcards and chalkboards for commercial purposes. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication.

Required Reading:Australian Standards VU Produced Workshops

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCSI3009A SCREEN-PRINT SIGNAGE

Locations:Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to prepare screens and apply paint to sign faces, creating decoratively designed signs. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCSI3010A HAND RENDER PICTORIALS

Locations:Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to produce and lay out signs that form hand-rendered pictorial images on a range of substrates as part of signage installations. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication.

Required Reading:Australian Standards VU Produced Workshops

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCSI3011A USE LED TECHNOLOGY FOR SIGNAGE

Locations:Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to use light emitting diode (LED) technology for signage. No licensing (less than 240 volts), legislative, regulatory or certification requirements apply to this unit at the time of publication.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCSI3012A APPLY ELECTRICAL THEORY FOR ILLUMINATED SIGNAGE

Locations:Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to apply electrical theory for signage applications. No licensing (less than 240 volts), legislative, regulatory or certification requirements apply to this unit at the time of publication.

Required Reading:Australian Standards VU Produced Workshops

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCSI3013A INSTALL LED SYSTEMS

Locations:Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to install light emitting diode (LED) signs. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCSI3014A MANUFACTURE GAS-CHARGED GLASS-FORMED ILLUMINATED SIGNAGE

Locations:Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to manufacture gas-charged glass-formed illuminated signage. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication.

Required Reading:Australian Standards VU Produced Workshops

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCS2003A PREPARE SURFACES FOR PLASTERING

Locations:Werribee, Newport, Melton, Sunshine, Harvester Technical College.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to prepare surfaces to accept a new skin of lining materials. It includes planning and preparation for work, producing a level and plumb surface through sanding and grinding, patching, levelling, packing, filling and finishing, and post work clean-up.

Required Reading:VU produced Workbooks

Assessment:A person who demonstrates competency in this unit must be able to provide evidence of the ability to: - locate, interpret and apply of relevant information, standards and specifications - comply with site safety plan and OHS legislation - comply with organisational policies and procedures - safely and effectively use tools and equipment - communicate and work effectively and safely with others - prepare surfaces for plastering for either solid plastering (masonry or concrete) or sheet plastering (timber, steel or masonry) including: - both wall and ceiling surfaces to a level and plumb surface finish - patching or filling holes and depressions Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCS2005A CARRY OUT LOAD SLINGING OF OFF-SITE MATERIALS

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit specifies the outcomes required to sling and move materials under supervision.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are

located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCCSV5001A ASSESS THE CONSTRUCTION OF DOMESTIC SCALE BUILDINGS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to assess the construction of domestic scale buildings and those of a similar loading, construction and size, such as small industrial, commercial or public buildings. It includes evaluation and identification of appropriate construction methods, and identification of required standards and services according to relevant legislation, design and maintenance specifications.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCSV5002A EVALUATE MATERIALS FOR CONSTRUCTION OF DOMESTIC SCALE BUILDINGS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to evaluate and select materials for domestic scale buildings. It relates to a range of building materials, including concrete, glass, timber, plastic and plasterboard in accordance with the Building Code of Australia (BCA).

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCSV5003A PRODUCE WORKING DRAWINGS FOR RESIDENTIAL BUILDINGS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to read and interpret plans and specifications and to undertake basic architectural drafting of conventional residential structures. It includes the production of two and three-dimensional (3-D) drawings in accordance with standard industry drawing practice and to a level suitable for building permit approval.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCSV5004A APPLY LEGISLATION TO URBAN DEVELOPMENT AND BUILDING CONTROLS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to research, interpret and apply appropriate land use and urban development to a conventional building project in compliance with relevant legislation and the Building Code of Australia (BCA).

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCSV5005A APPLY FOOTING AND GEOMECHANICAL DESIGN PRINCIPLES TO DOMESTIC SCALE BUILDINGS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to apply footing and geomechanical design principles to domestic scale buildings or those of a similar loading, construction and size, such as small industrial, commercial or public buildings. It includes the evaluation and distribution of soil types, and identification of appropriate footing systems and maintenance requirements for foundation components of the project.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCSV5006A ASSESS CONSTRUCTION FAULTS IN RESIDENTIAL BUILDINGS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to identify construction faults in residential buildings. It includes the identification and evaluation of construction problems and determination of alternative building methods in accordance with legislative requirements.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCSV5007A UNDERTAKE SITE SURVEYS AND SET-OUT PROCEDURES FOR BUILDING PROJECTS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to undertake site surveys and set out procedures for civil and residential building projects. It includes the use of basic measuring and levelling equipment, recording and interpretation of data, and evaluation of and compliance with relevant legislation.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements,

including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCSV5008A APPLY BUILDING CONTROL LEGISLATION TO BUILDING SURVEYING

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to research, interpret and apply building control legislation for use in building surveying activities relating to domestic scale buildings and structures. It includes the evaluation of the Australian common law system and the various sources of law applicable to building surveying activities and the identification and application of the professional code of ethics required for the assessment and inspection of buildings.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCSV5009A ASSESS THE IMPACT OF FIRE ON BUILDING MATERIALS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to assess the impact of fire on building materials. It includes the research, analysis and reporting of testing conducted on a range of building materials and structures in differing circumstances to determine combustion, flammability, heat transfer, burning conditions, building material behaviour, fire loads of buildings and fire resistance.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCSV5010A INTERACT WITH CLIENTS IN A REGULATED ENVIRONMENT

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to initiate and undertake consultation with individuals and groups in regard to building surveying practices. It includes the identification and implementation of appropriate interaction models according to community demographics, cultural considerations and social stratification; the analysis and evaluation of data to enable informed decision-making; and the presentation of findings to clients and other appropriate stakeholders.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCSV5011A APPLY BUILDING CODES AND STANDARDS TO RESIDENTIAL BUILDINGS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to ensure that the building process complies with the Building Code of Australia (BCA) and relevant Australian standards. The unit applies to residential buildings and includes the evaluation and interpretation of building requirements, classification of buildings according to the BCA criteria and strategies for compliance.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCSV5012A ASSESS TIMBER-FRAMED DESIGNS FOR ONE AND TWO STOREY BUILDINGS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to select structural members for a timber-framed domestic building up to and including two storeys. It includes the evaluation of plans and specifications, and selection of structural members for ceiling and roof framing, timber wall frames, timber stumps, floor bearers and joists. It requires compliance with all relevant legislation, the Building Code of Australia (BCA) and Australian standards.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCSV5013A APPLY PRINCIPLES OF ENERGY EFFICIENT DESIGN TO BUILDINGS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to apply energy efficient design to buildings. It includes the evaluation of building designs to establish suitable forms of construction and the identification of appropriate energy consumption practices for incorporation into design briefs.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCSV5014A APPLY BUILDING SURVEYING PROCEDURES TO RESIDENTIAL BUILDINGS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to assess residential buildings for compliance with building legislation. It includes the evaluation and interpretation of plans, progressive inspection of building work, preparation of reports and compliance with legislative requirements.

Required Reading:Australian Standards ABCB Building Code of Australia

CPCCSV5015A ASSESS STRUCTURAL REQUIREMENTS FOR DOMESTIC SCALE BUILDINGS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to assess the structural requirements of domestic scale buildings and those of a similar loading, construction and size, such as small industrial, commercial or public buildings. It includes the application of design concepts to the selection, positioning and sizing of all structural members and materials that form a building structure.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCSV6001A ASSESS THE CONSTRUCTION OF BUILDINGS UP TO THREE STOREYS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to assess the construction of buildings of up to three storeys and a maximum floor area of 2000 square metres. It includes evaluation and identification of appropriate construction methods and the identification of required standards and services according to relevant legislation, design and maintenance specifications.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCSV6002A PRODUCE WORKING DRAWINGS FOR BUILDINGS UP TO THREE STOREYS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to read and interpret plans and specifications and to undertake architectural drafting of buildings up to three storeys and a maximum floor area not exceeding 2000 square metres. It includes the production of two and three-dimensional drawings in accordance with standard industry drawing practice and to a level suitable for building permit approval.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCSV6003A ASSESS CONSTRUCTION FAULTS IN BUILDINGS UP TO THREE STOREYS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to identify

construction faults in buildings up to three storeys and not exceeding a maximum floor area of 2000 square metres. It includes the identification and evaluation of construction problems and determination of alternative methods in accordance with legislative requirements.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCSV6004A APPLY FOOTING AND GEOMECHANICAL DESIGN PRINCIPLES TO BUILDINGS UP TO THREE STOREYS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to apply footing and geomechanical design principles to buildings up to three storeys and not exceeding a maximum floor area of 2000 square metres. It includes the identification, classification, calculated positioning and sizing of all structural footing that form foundation components of the project.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCSV6005A EVALUATE SERVICES LAYOUT AND CONNECTION METHODS FOR RESIDENTIAL AND COMMERCIAL BUILDINGS UP TO THREE STOREYS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to evaluate the layout of services and connection methods for residential and commercial buildings up to three storeys and not exceeding a maximum floor area of 2000 square metres. It includes the evaluation of cold and hot water supply, sewerage layout, electric and electronic installation requirements, smoke and fire preventative systems. It requires compliance with relevant legislation, Australian standards and the Building Code of Australia (BCA).

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCSV6006A EVALUATE THE USE OF CONCRETE FOR RESIDENTIAL AND COMMERCIAL BUILDINGS UP TO THREE STOREYS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to evaluate and select concrete for commercial and residential buildings of up to three storeys and a maximum floor area of 2000 square metres. This unit relates primarily to the selection, maintenance and repair of concrete as a fundamental building material in accordance with the Building Code of Australia (BCA).

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCSV6007A ASSESS STRUCTURAL REQUIREMENTS FOR BUILDINGS UP TO THREE STOREYS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to assess the structural requirements of buildings up to three storeys and with a maximum floor area not exceeding 2000 square metres. It includes the application of design concepts to the selection, positioning and sizing of all structural members and materials that form a building structure.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCSV6008A APPLY BUILDING CODES AND STANDARDS TO BUILDINGS UP TO THREE STOREYS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to ensure the building process complies with the Building Code of Australia (BCA) and relevant Australian standards. It applies specifically to buildings up to three storeys and not exceeding a maximum floor area of 2000 square metres.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCSV6009A IMPLEMENT PERFORMANCE-BASED CODES AND RISK MANAGEMENT PRINCIPLES FOR BUILDINGS UP TO THREE STOREYS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to implement performance-based codes, risk assessment and risk management principles to commercial and residential buildings up to three storeys and not exceeding a maximum floor area of 2000 square metres.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCSV6010A APPLY FIRE TECHNOLOGY TO BUILDINGS UP TO THREE STOREYS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to evaluate smoke detection and fire prevention, protection and control systems for buildings up to three storeys and not exceeding a maximum floor area of 2000 square metres. It includes evaluation of firefighting equipment in buildings, integration of active and passive fire protection systems, and the determination of sprinkler and drencher requirements according to the Building Code of Australia (BCA), relevant legislation and Australian standards.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCSV601 1A APPLY LEGAL PROCEDURES TO BUILDING SURVEYING

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to advise on building control activities in a court of law and present evidence in accordance with rules of evidence for civil and criminal trials. It includes the identification and application of the rules of statutory interpretation as they relate to building control legislation.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCSV601 2A FACILITATE COMMUNITY DEVELOPMENT CONSULTATION

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to initiate and undertake community consultation to facilitate supported community development. It includes the identification and implementation of appropriate consultation models according to community demographics, analysis and evaluation of data to enable informed decision-making, and the presentation of findings to appropriate stakeholders.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCSV601 3A COORDINATE BUILDING REFURBISHMENT

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to undertake standard refurbishment of buildings. It includes the evaluation of property/premises to establish the scope of work, preparation of inspection reports, and the engagement and coordination of subcontractors to carry out defined tasks.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge

and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCSV601 4A MANAGE AND PLAN LAND USE

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to plan and manage the use of land in a regulated building environment. It includes the evaluation of relevant legislation and application of land management practices and planning concepts required in conventional building developments.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCSV601 5A ANALYSE AND PRESENT BUILDING SURVEYING RESEARCH INFORMATION

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to gather, organise and present building surveying information using available systems. It includes the design, execution and documentation of research for a building surveying project.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCSV601 6A APPLY BUILDING SURVEYING PROCEDURES TO BUILDINGS UP TO THREE STOREYS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to assess medium rise building projects of up to three storeys and a maximum floor area of 2000 square metres for compliance with building and land use requirements. It includes the evaluation and interpretation of plans, progressive inspection of building work, preparation of reports and compliance with legislative requirements.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCV1001A UNDERTAKE A BASIC CONSTRUCTION PROJECT

Locations:Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to undertake a

basic construction project to provide elementary skills applicable to the construction industry. It includes completion of a project using basic tools, equipment and materials.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCCVE1002A UNDERTAKE A BASIC COMPUTER DESIGN PROJECT

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to undertake a basic computer design project involving the design of a simple residential structure. It includes interpretation of a client brief, application of the computer design software, refining of the design through consultation with the client, and final production of the design in plan and elevation format.

Required Reading:VU Produced Workbooks

Assessment:A person who demonstrates competency in this unit must be able to provide evidence of the ability to: - locate, interpret and apply relevant information, standards and specifications - comply with OHS regulations and state and territory legislation applicable to the design function - comply with organisational policies and procedures, including quality requirements - communicate and work effectively and safely with others - design a minimum of a full size one bedroom home or equivalent (including a bedroom, lounge, kitchen and bathroom of not less than 30 square metres), including: - interpret and confirm a client brief - produce, using a CAD system, a first draft design - negotiate final design requirements with the client - finalise the design and its presentation, in both plan and elevation form, to the client.

CPCCVE1011A UNDERTAKE A BASIC CONSTRUCTION PROJECT

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to undertake a basic construction project to provide elementary skills applicable to the construction industry. It includes completion of a project using basic tools, equipment and materials.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Specific unit assessments are located in the learning and assessment plans within the School.

CPCWC2001A COMPLETE PENETRATIONS AND FLASHINGS

Locations:Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to complete the

penetrations and flashings associated with wall and ceiling lining. It does not cover the technical aspects of passive fire systems. It includes planning and preparation for work, selection and safe use of tools and equipment to complete the penetrations and flashings, restoration of the integrity of the wall or ceiling, and completion of post work clean-up activities.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCWC3003A INSTALL DRY WALL PASSIVE FIRE-RATED SYSTEMS

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to select and install dry wall fire-rated systems to walls and ceilings. It includes planning and preparation for installation; installation of approved systems for timber stud walls, steel stud partitions, shaft walls, timber joist and suspended ceilings; and completion of post-installation activities.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCWF3004A REPAIR WALL AND FLOOR TILES

Locations:Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to repair wall and floor, using mortar or adhesive. It includes preparing, removing and replacing wall and floor tiles.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCWP2003A PREPARE FOR CONSTRUCTION WATERPROOFING PROCESS

Locations:Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to apply waterproofing to differing types of wet areas in varying building situations. It includes identification of the processes required and planning and preparation of materials for

application.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCWP2004A PREPARE SURFACES FOR WATERPROOFING APPLICATION

Locations:Sunshine.

Prerequisites:CPCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to repair and prepare different material surfaces that form part of the application of waterproofing within the construction process. It includes the inspection, preparation for, and repair and finishing of surfaces prior to the application of the waterproofing process.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPCM2001A WORK EFFECTIVELY IN THE PLUMBING AND SERVICES SECTOR

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to prepare for and sustain effective work within the plumbing and services sector of the building and construction industry. It requires the ability to accept instructions, work with others, plan activities and perform tasks, as well as participate in workplace planning and meetings. Outcomes include effective participation in a plumbing and services workplace to promote a harmonious and efficient work environment. The unit covers the identification and clarification of the sector work context and setting, acceptance of workplace responsibility by the individual, working in a team, individual career path improvement and participation in meetings.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPCM2002A CARRY OUT INTERACTIVE WORKPLACE COMMUNICATION

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to communicate effectively through oral, visual and written means of communication in order to facilitate work practices that are safe, meet specifications and provide quality outcomes.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the

essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPCM2003A CARRY OUT OHS REQUIREMENTS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to carry out OHS requirements through safe work practices at a plumbing workplace. The unit requires the performance of work in a safe manner through awareness of risks, work requirements and the planning and performance of safe work practices with concern for personal safety and the safety of others.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPCM2004A READ PLANS AND CALCULATE PLUMBING QUANTITIES

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to use and interpret plans and specifications associated with construction work, and accurately complete measurements and calculations to establish quantities of materials for plumbing work. The unit requires the interpretation of plans, drawings and specifications to interpret requirements, and making measurements and calculations to determine quantities of plumbing materials.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPCM2005A HANDLE AND STORE PLUMBING MATERIALS

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to safely handle and store plumbing materials and to identify and address environmental concerns and associated hazards, including the disposal of waste. It addresses OHS and environmental requirements to minimise risk to the health and safety of personnel and to the environment.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge

and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPCM2006A USE PLUMBING HAND AND POWER TOOLS

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to use commonly used hand and power tools in plumbing work applications.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPCM2007A CARRY OUT LEVELLING

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS
CPCPCM2004A - READ PLANS AND CALCULATE PLUMBING QUANTITIES

Description:This unit of competency specifies the outcomes required to plan and use levelling equipment to establish, record and apply those levels to plumbing work applications.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPCM2008A CUT AND JOIN SHEET METAL

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS
CPCPCM2010A - MARK OUT MATERIALS

Description:This unit of competency specifies the outcomes required to cut and join sheet metal associated with the fabrication, installation and repair functions of the plumbing sector.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPCM2009A CUT USING OXY-LPG-ACETYLENE EQUIPMENT

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to use oxy-LPG-acetylene equipment to carry out basic cutting of mild steel in support of plumbing applications and fabrication to meet job specifications.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements,

including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPCM2010A MARK OUT MATERIALS

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to mark out plumbing materials prior to fabricating piping, steel sections, ducting and sheet materials, roofing and cladding.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPCM2011A APPLY FIRST AID IN THE WORKPLACE

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to provide basic first aid in the workplace.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Specific unit assessments are located in the learning and assessment plans within the School.

CPCPCM2012A WELD USING OXY-ACETYLENE EQUIPMENT

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS
CPCPCM2010A - MARK OUT MATERIALS

Description:This unit of competency specifies the outcomes required to weld/braze metals associated with the fabrication, installation and repair of plumbing components and systems, using oxy-LPG-acetylene equipment.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPCM2013A WELD USING ARC WELDING EQUIPMENT

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to weld metals associated with the fabrication and installation of plumbing components, using arc welding equipment.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each

competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPCM2014A CARRY OUT SIMPLE CONCRETING AND RENDERING

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to perform minor repairs and undertake minor concreting and rendering tasks.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPCM2015A WORK SAFELY ON ROOFS

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to perform safe working practices when undertaking plumbing work on roofing structures.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPCM2021A WORK EFFECTIVELY IN THE PLUMBING AND SERVICES SECTOR

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to prepare for and sustain effective work within the plumbing and services sector of the building and construction industry. It requires the ability to accept instructions, work with others, plan activities and perform tasks, as well as participate in workplace planning and meetings. Outcomes include effective participation in a plumbing and services workplace to promote a harmonious and efficient work environment. The unit covers the identification and clarification of the sector work context and setting, acceptance of workplace responsibility by the individual, working in a team, individual career path improvement and participation in meetings.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Specific unit assessments are located in the learning and assessment plans within the School.

CPCPCM2023A CARRY OUT OHS REQUIREMENTS

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to carry out OHS requirements through safe work practices in a plumbing and services work environment. The unit requires the performance of work in a safe manner through awareness of risks, work requirements and the planning and performance of safe work practices with concern for personal safety and the safety of others. It includes the initial response to workplace emergencies and the safe use of electricity.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Specific unit assessments are located in the learning and assessment plans within the School.

CPCPCM2025A HANDLE AND STORE PLUMBING MATERIALS

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to safely handle and store plumbing materials and to identify and address environmental concerns and associated hazards, including the disposal of waste. It addresses OHS and environmental requirements to minimise risk to the health and safety of personnel and to the environment.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Specific unit assessments are located in the learning and assessment plans within the School.

CPCPCM2026A USE PLUMBING HAND AND POWER TOOLS

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to use commonly used hand and power tools in plumbing work applications.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Specific unit assessments are located in the learning and assessment plans within the School.

CPCPCM2027A CARRY OUT LEVELLING

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to plan and use levelling equipment to establish, record and apply those levels to plumbing work applications.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPCM2028A CUT AND JOIN SHEET METAL

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to cut and join sheet metal associated with the fabrication, installation and repair functions of the plumbing sector.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPCM2029A CUT USING OXY-LPG-ACETYLENE EQUIPMENT

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to use oxy-LPG-acetylene equipment to carry out basic cutting of mild steel in support of plumbing applications and fabrication to meet job specifications.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPCM2030A MARK OUT MATERIALS

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to mark out plumbing materials prior to fabricating piping, steel sections, ducting and sheet materials, roofing and cladding.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Specific unit assessments are located in the learning and assessment plans within the School.

CPCPCM2032A WELD USING OXY-ACETYLENE EQUIPMENT

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to weld/braze metals associated with the fabrication, installation and repair of plumbing components and systems, using oxyLPG-acetylene equipment.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPCM2033A WELD USING ARC WELDING EQUIPMENT

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to weld metals associated with the fabrication and installation of plumbing components, using arc welding equipment.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPCM2034A CARRY OUT SIMPLE CONCRETING AND RENDERING

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to weld metals associated with the fabrication and installation of plumbing components, using arc welding equipment.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPCM2035A WORK SAFELY ON ROOFS

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to perform safe working practices when undertaking plumbing work on roofing structures.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Specific unit assessments are located in the learning and assessment plans within the School.

CPCPCM3001A FLASH PENETRATIONS THROUGH ROOFS AND WALLS

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to set out, cut and flash a roof or wall penetration.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPCM3002A WELD PLASTIC PIPE USING FUSION METHOD

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to fusion weld polyethylene (PE), polypropylene (PP) and polybutylene (PB) (approved as per Australian standards) polymer pipes, and test joints in plastic pipe up to DN300 for water, sanitary and stormwater application only.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPCM3003A FABRICATE AND INSTALL NON-FERROUS PRESSURE PIPING

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS CPCPMS3004A - INSTALL MEDICAL GAS PIPELINE SYSTEMS

Description:This unit of competency specifies the outcomes required to determine installation requirements and to fabricate, install and test non-ferrous pressure pipe.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPCM3011A FLASH PENETRATIONS THROUGH ROOFS AND WALLS

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to set out, cut and flash a roof or wall penetration.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPCM3012A WELD PLASTIC PIPE USING FUSION METHOD

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to fusion weld polyethylene (PE), polypropylene (PP) and polybutylene (PB) (approved as per Australian standards) polymer pipes, and test joints in plastic pipe up to DN300 for water, sanitary and stormwater application only.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are

located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPCM3013A FABRICATE AND INSTALL NON-FERROUS PRESSURE PIPING

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to determine installation requirements and to fabricate, install and test non-ferrous pressure pipe.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPCM4001A CARRY OUT WORK BASED RISK CONTROL PROCESSES

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to carry out work-based risk control processes. It covers the identification of hazards, the assessment of risk, the identification of unacceptable risk and the determination, preparation and completion of a course of action. This unit is strongly related to the unit BSBCMN416A Identify risk and apply risk management processes.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPCM4002A ESTIMATE AND COST WORK

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to estimate materials, labour and time requirements and to establish costs for provision of services or products. The unit covers the gaining of information, the estimation of materials, labour and time, the calculation of costs and the associated documentation.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the

essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPCM4003A PRODUCE 2-D ARCHITECTURAL DRAWINGS USING CAD SOFTWARE

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to produce two-dimensional (2-D) architectural drawings using computer-aided design (CAD) software under limited supervision.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPCM4004A PREPARE SIMPLE SKETCHES AND DRAWINGS

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to produce on-site drawings of work required in buildings up to five floors with residential, commercial, industrial or mixed occupancy. Sketches may be used for estimating purposes and show measurements and other requirements for building and construction or fire, mechanical and/or plumbing services.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPDR2001A LOCATE AND CLEAR BLOCKAGES

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to locate and clear blockages to sanitary plumbing, water and sewerage pipe installations and drainage and roof installations, with the use of mechanically operated drain clearing

machines and attachments, closed circuit television (CCTV) and manually operated drain cleaning tools and equipment where required.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPDR2002A INSTALL DOMESTIC TREATMENT PLANTS

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install pre-cast concrete and glass reinforced plastic approved domestic treatment plants.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPDR2003A MAINTAIN EFFLUENT DISINFECTION SYSTEMS

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to maintain chlorine disinfection systems for domestic treatment plants.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPDR2004A INSTALL STORMWATER AND SUB-SOIL DRAINAGE SYSTEMS

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install stormwater and sub-soil drainage systems to an approved point of discharge.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPDR2005A DRAIN WORK SITE

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to remove water from a work site, either temporarily or permanently, through stormwater and sub-soil drainage systems. It includes the installation of submersible and non-submersible type pumps, suitable for pumping unscreened roof water, sub-soil water and surface water.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge

and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPDR2006A INSTALL PREFABRICATED INSPECTION OPENINGS AND ENCLOSURES

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install prefabricated inspection openings and enclosures.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPDR2011A LOCATE AND CLEAR BLOCKAGES

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to locate and clear blockages to sanitary plumbing, water and sewerage pipe installations and drainage and roof installations, with the use of mechanically operated drain clearing machines and attachments, closed circuit television (CCTV) and manually operated drain cleaning tools and equipment where required.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPDR2012A INSTALL DOMESTIC TREATMENT PLANTS

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install approved prefabricated domestic treatment plants.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are

located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPDR201 3A MAINTAIN EFFLUENT DISINFECTION SYSTEMS

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to maintain chlorine disinfection systems for domestic treatment plants.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Specific unit assessments are located in the learning and assessment plans within the School.

CPCPDR201 4A INSTALL STORMWATER AND SUB-SOIL DRAINAGE SYSTEMS

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install stormwater and sub-soil drainage systems to an approved point of discharge.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPDR201 5A DRAIN WORK SITE

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to remove water from a work site, either temporarily or permanently, through stormwater and sub-soil drainage systems. It includes the installation of submersible and non-submersible type pumps, suitable for pumping unscreened roof water, sub-soil water and surface water.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are

located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPDR201 6A INSTALL PREFABRICATED INSPECTION OPENINGS AND ENCLOSURES

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install prefabricated inspection openings and enclosures.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPDR3001A PLAN LAYOUT OF A RESIDENTIAL EXTERNAL SANITARY DRAINAGE SYSTEM

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to plan the layout of sanitary drainage systems for residential buildings.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPDR3002A INSTALL BELOW GROUND SANITARY DRAINAGE SYSTEMS

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install below ground sanitary drainage systems for sewage and waste discharge from sanitary fixtures to an authorities' approved point of discharge or on-site disposal system.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPDR3003A INSTALL ON-SITE DISPOSAL SYSTEMS

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install an on-site effluent disposal system from a domestic treatment plant.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge

and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPDR301 1A PLAN LAYOUT OF A RESIDENTIAL SANITARY DRAINAGE SYSTEM

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to plan the layout of sanitary drainage systems for residential buildings.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Specific unit assessments are located in the learning and assessment plans within the School.

CPCPDR301 2A INSTALL BELOW GROUND SANITARY DRAINAGE SYSTEMS

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install below ground sanitary drainage systems for sewage and waste discharge from sanitary fixtures to an authorities' approved point of discharge or on-site disposal system.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPDR301 3A INSTALL ON-SITE DISPOSAL SYSTEMS

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install an on-site effluent disposal system from a domestic treatment plant.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects -

demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPDR4001A PLAN, SIZE AND LAY OUT SANITARY DRAINAGE SYSTEMS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to plan, size and document the layout of surface and sub-soil stormwater drainage systems up to points of connection. It covers the preparation for the planning, identification and confirmation of system specifications and requirements, the planning of the system layout and work finalisation processes, including records and documentation.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPDR4002A PLAN, SIZE AND LAY OUT STORMWATER DRAINAGE SYSTEMS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to plan, size and document the layout of domestic treatment plant disposal systems. It covers preparation for the planning, identification and confirmation of system specifications and requirements, and the planning of the system layout and work finalisation processes, including records and documentation.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPDR4003A PLAN, SIZE AND LAY OUT DOMESTIC TREATMENT PLANT DISPOSAL SYSTEMS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to plan, size and document the layout of domestic treatment plant disposal systems. It covers preparation for the planning, identification and confirmation of system specifications and requirements, and the planning of the system layout and work finalisation processes, including records and documentation.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPDR401 1A DESIGN AND SIZE SANITARY DRAINAGE SYSTEMS

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to design, size and document the layout of surface and sub-soil stormwater drainage systems up to

legal points of discharge. It covers the preparation for the planning, identification and confirmation of system specifications and requirements, the planning of the system layout and work finalisation processes, including records and documentation.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPDR401 2A DESIGN AND SIZE STORMWATER DRAINAGE SYSTEMS

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to design, size and document the layout of surface and sub-soil stormwater drainage systems up to legal points of discharge. It covers the preparation for the planning, identification and confirmation of system specifications and requirements, the planning of the system layout and work finalisation processes, including records and documentation.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPDR401 3A DESIGN AND SIZE DOMESTIC TREATMENT PLANT DISPOSAL SYSTEMS

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to design, size and document the layout of domestic treatment plant disposal systems. It covers preparation for the planning, identification and confirmation of system specifications and requirements, and the planning of the system layout and work finalisation processes, including records and documentation.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects -

demonstration - written and verbal tasks.

Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPFS2001A CONNECT STATIC STORAGE TANKS FOR FIXED FIRE PROTECTION SYSTEMS

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to connect static storage tanks to fixed fire protection systems.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPFS2002A INSTALL PORTABLE FIRE EQUIPMENT

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install portable fire extinguishers, fire blankets and signage.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPFS3001A FABRICATE AND INSTALL FIRE HYDRANT AND HOSE REEL SYSTEMS

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to fabricate and install fire hydrant and hose reel systems.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPFS3003A FIT OFF SPRINKLER HEADS, CONTROLS AND ANCILLARY EQUIPMENT

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install sprinkler heads, system controls and ancillary equipment for sprinkler fire protection systems.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPFS3004A INSTALL CONTROL VALVE ASSEMBLIES, ACTUATING DEVICES AND LOCAL ALARMS

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install control valve assemblies, actuating devices and local alarms for fire protection systems in commercial, industrial, residential and domestic situations.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPFS3007A INSTALL DOMESTIC AND RESIDENTIAL LIFE SAFETY SPRINKLER SYSTEMS

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install domestic and residential life safety fire sprinkler systems in buildings up to four storeys in height.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPFS3008A TEST AND MAINTAIN FIRE HYDRANT AND HOSE REEL INSTALLATIONS

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to test and maintain fire hydrant and hose reel installations in commercial and domestic situations. The unit requires the conduct of routine testing and maintenance of fire hydrant and hose reel installations in the full range of domestic and commercial situations.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPFS3011A FABRICATE AND INSTALL FIRE HYDRANT AND HOSE REEL SYSTEMS

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to fabricate and install fire hydrant and hose reel systems.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with

questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPFS3017A INSTALL DOMESTIC AND RESIDENTIAL LIFE SAFETY SPRINKLER SYSTEMS

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install domestic and residential life safety fire sprinkler systems in buildings up to four storeys in height.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPFS4002A COMMISSION AND MAINTAIN SPECIAL HAZARD FIRE SUPPRESSION SYSTEMS

Locations:Sunshine.

Prerequisites:CPCPCM4001A - CARRY OUT WORK BASED RISK CONTROL PROCESSES

Description:This unit of competency specifies the outcomes required to test, commission and maintain special hazard fire suppression systems. It covers preparation for the work, identification and confirmation of system specifications and requirements, physical testing and commissioning of the systems, and conduct of systems maintenance and work finalisation processes, including records and documentation. NOTE: All technicians performing work described in this unit that involves the handling of prescribed ozone-depleting substances (ODS) and synthetic greenhouse gases (SGG) extinguishing agents must hold an appropriate extinguishing agent handling licence (EAHL).

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPFS4003A COMMISSION FIRE SYSTEM PUMP SETS

Locations:Sunshine.

Prerequisites:CPCPCM4001A - CARRY OUT WORK BASED RISK CONTROL PROCESSES

Description:This unit of competency specifies the outcomes required to test and commission fire system pump sets. It covers preparation for the work, identification and confirmation of system specifications and requirements, physical testing and

commissioning of systems, and work finalisation processes, including records and documentation.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPFS4004A DESIGN RESIDENTIAL AND DOMESTIC FIRE SPRINKLER SYSTEMS

Locations:Sunshine.

Prerequisites:CPCPFS4001A - COMMISSION DOMESTIC AND RESIDENTIAL FIRE SUPPRESSION SPRINKLER SYSTEMS

Description:This unit of competency specifies the outcomes required to design domestic and residential fire sprinkler systems using hydraulic calculations. It covers preparation for the work, determination of system requirements, detailed design and recording of system plans, and work finalisation processes.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPFS4005A COMMISSION FIRE ALARM AND DETECTION SYSTEMS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to commission fire alarm and detection systems. It covers preparation for the work, identification and confirmation of system specifications and requirements, physical testing and commissioning of the systems, and work finalisation processes, including records and documentation.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPFS4006A COMMISSION FIREFIGHTING APPLIANCES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to commission firefighting appliances. It covers preparation for the work, identification and confirmation of system specifications and requirements, physical testing and commissioning of appliances, and work finalisation processes, including records and documentation.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPGS3001A INSTALL GAS PIPING SYSTEMS

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to select, install and test gas consumer piping carrying natural gas (NG), liquefied petroleum gas (LPG) or tempered liquefied petroleum gas (TLPG) up to 200kPa. Design requirements of this unit

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPGS3002A SIZE CONSUMER GAS PIPING SYSTEMS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to size consumer gas piping carrying natural gas (NG), liquefied petroleum gas (LPG) or tempered liquefied petroleum gas (TLPG) up to 200kPa.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPGS3003A INSTALL AND COMMISSION TYPE A GAS APPLIANCES

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install and commission Type A gas appliances approved for use with natural gas (NG), liquefied petroleum gas (LPG) or tempered liquefied petroleum gas (TLPG) up to 200kPa. Type A gas appliances are badged appliances of less than 500 megajoules (MJ) for which an approval scheme exists. They include but are not limited to space heaters, ducted heating systems, hot water storage, instant hot water heaters, decorative heaters, and gas stoves and hot plates.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPGS3004A INSTALL LPG STORAGE OF AGGREGATE STORAGE CAPACITY UP TO 500 LITRES

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install liquefied petroleum gas (LPG) storage facilities with a storage capacity up to 500 litres for consumer piping systems. The unit requires the selection, location and installation of LPG storage facilities with a storage capacity of up to 500 litres, either single tank or multiple cylinder installations and the testing of the associated piping system. The storage is connected to consumer piping systems with operating pressures less than 200kPa. The design requirements of this unit are limited to the

application of the design to layout and installation.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPGS3005A INSTALL LPG STORAGE OF AGGREGATE STORAGE CAPACITY EXCEEDING 500 LITRES AND LESS THAN 8KL

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS
CPCPGS3001A - INSTALL GAS PIPING SYSTEMS

Description:This unit of competency specifies the outcomes required to select, locate, install and test liquefied petroleum gas (LPG) storage facilities with a storage capacity of more than 500 litres but less than 8KL. The storage is connected to consumer piping systems with an operating pressure not exceeding 140kPa. The design requirements of this unit are limited to the application of the design to layout and installation.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPGS3006A INSTALL LPG SYSTEMS IN CARAVANS, MOBILE HOMES, WATER CRAFT AND MOBILE WORKPLACES

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install and commission liquefied petroleum gas (LPG) systems in caravans, mobile homes, water craft and mobile workplaces. The unit requires the determination of requirements, the installation and commissioning of LPG systems with an operating pressure not exceeding 2.75kPa in caravans, mobile homes, water craft and mobile workplaces. The design requirements of this unit are limited to the application of the design to layout and installation.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPGS3007A INSTALL GAS DETECTION DEVICES

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install gas detection equipment to liquefied petroleum gas (LPG) systems in water craft. The unit requires determining the design of an LPG detection system, confirming that it complies with standards, and then installing and testing it. The design requirements of this unit are limited to the application of the design to layout and installation.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each

competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPGS3008A INSTALL GAS PRESSURE CONTROL EQUIPMENT

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install and commission gas control and regulating equipment for consumer gas piping carrying natural gas (NG), liquefied petroleum gas (LPG), or tempered liquefied petroleum gas (TLPG) up to 200kPa. This unit requires the determination of the requirements for gas control and regulating equipment (for pressures up to 200kPa), and its installation, testing and commissioning in accordance with standards. The design requirements of this unit are limited to the application of the design to layout and installation.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPGS3009A INSTALL TYPE A GAS APPLIANCE FLUES

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install and test flues for Type A gas appliances.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPGS3010A INSTALL TYPE B GAS APPLIANCE FLUES

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install flue systems for Type B gas appliances. Work may also involve the installation of power flue applications. The design requirements of this unit are limited to the application of the design to layout and installation.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPGS3011A PURGE CONSUMER PIPING

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to purge consumer gas piping systems.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge

and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPGS301 2A MAINTAIN TYPE A GAS APPLIANCES

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to perform basic maintenance on Type A gas appliances.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPGS301 3A DISCONNECT AND RECONNECT TYPE A GAS APPLIANCES

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to disconnect and reconnect services from Type A gas appliances operating on natural gas (NG), liquefied petroleum gas (LGP), or tempered liquefied petroleum gas (TLPG) up to 200kPa. The work is confined to disconnecting and reconnecting a like appliance.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPGS301 4A CALCULATE AND INSTALL NATURAL VENTILATION FOR TYPE A GAS APPLIANCES

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to determine, install and test materials and equipment required to support natural ventilation of Type A gas appliances operating on natural gas (NG), liquefied petroleum gas (LPG) or tempered liquefied petroleum gas (TLPG) up to 200kPa.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPGS301 5A INSTALL SUBSIDIARY GAS METERS

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install and test subsidiary gas meters for gas consumer piping systems.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements,

including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPGS301 6A INSTALL LPG SYSTEMS IN CARAVANS, MOBILE HOMES, WATER CRAFT AND MOBILE WORKPLACES

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to install and commission liquefied petroleum gas (LPG) systems in caravans, mobile homes, water craft and mobile workplaces. The unit requires the determination of requirements, the installation and commissioning of LPG systems with an operating pressure not exceeding 2.75kPa in caravans, mobile homes, water craft and mobile workplaces. The design requirements of this unit are limited to the application of the design to layout and installation.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPGS301 7A INSTALL GAS DETECTION DEVICES

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install gas detection equipment to liquefied petroleum gas (LPG) systems in water craft. The unit requires determining the design of an LPG detection system, confirming that it complies with standards, and then installing and testing it. The design requirements of this unit are limited to the application of the design to layout and installation.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPGS301 8A INSTALL GAS PRESSURE CONTROL EQUIPMENT

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install and commission gas control and regulating equipment for consumer gas piping carrying natural gas (NG), liquefied petroleum gas (LGP), or tempered liquefied petroleum gas (TLPG) up to 200kPa. This unit requires the determination of the requirements

for gas control and regulating equipment (for pressures up to 200kPa), and its installation, testing and commissioning in accordance with standards. The design requirements of this unit are limited to the application of the design to layout and installation.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPGS3019A INSTALL TYPE A GAS APPLIANCE FLUES

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install and test flues for Type A gas appliances.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPGS3020A INSTALL TYPE B GAS APPLIANCE FLUES

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to install flue systems for Type B gas appliances. Work may also involve the installation of power flue applications. The design requirements of this unit are limited to the application of the design to layout and installation.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPGS3021A PURGE CONSUMER PIPING

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to purge consumer gas piping systems.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPGS3022A MAINTAIN TYPE A GAS APPLIANCES

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to perform basic maintenance on Type A gas appliances.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPGS3023A DISCONNECT AND RECONNECT TYPE A GAS APPLIANCES

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to disconnect and reconnect services from Type A gas appliances operating on natural gas (NG), or liquefied petroleum gas (LGP), or tempered liquefied petroleum gas (TLPG) up to 200kPa. The work is confined to disconnecting and reconnecting a like appliance.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPGS3024A CALCULATE AND INSTALL NATURAL VENTILATION FOR TYPE A GAS APPLIANCES

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to determine, install and test materials and equipment required to support natural ventilation of Type A gas appliances operating on natural gas (NG), liquefied petroleum gas (LPG) or tempered liquefied petroleum gas (TLPG) up to 200kPa.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPGS3031A INSTALL GAS PIPING SYSTEMS

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to select, install and test gas consumer piping carrying natural gas (NG), liquefied petroleum gas (LPG), or tempered liquefied petroleum gas (TLPG) up to 200kPa.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPGS3032A SIZE CONSUMER GAS PIPING SYSTEMS

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to size consumer gas piping carrying natural gas (NG), liquefied petroleum gas (LPG) or tempered liquefied petroleum gas (TLPG) up to 200kPa.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and

environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPGS3033A INSTALL AND COMMISSION TYPE A GAS APPLIANCES

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install and commission Type A gas appliances approved for use with natural gas (NG) or liquefied petroleum gas (LPG) up to 200kPa. Type A gas appliances are badged appliances of less than 500 megajoules (MJ) for which an approval scheme exists. They include but are not limited to space heaters, ducted heating systems, heated water storage, instant heated water heaters, decorative heaters, and gas stoves and hot plates.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPGS3034A INSTALL LPG STORAGE OF AGGREGATE STORAGE CAPACITY UP TO 500 LITRES

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install liquefied petroleum gas (LPG) storage facilities with a storage capacity up to 500 litres for consumer piping systems. The unit requires the selection, location and installation of LPG storage facilities with a storage capacity of up to 500 litres, either single tank or multiple cylinder installations and the testing of the associated piping system. The storage is connected to consumer piping systems with operating pressures less than 200kPa. The design requirements of this unit are limited to the application of the design to layout and installation.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPGS3035A INSTALL LPG STORAGE OF AGGREGATE STORAGE CAPACITY EXCEEDING 5 (TRUNC)

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to select, locate, install and test liquefied petroleum gas (LPG) storage facilities with a storage capacity of more than 500 litres but less than 8KL. The storage is connected to consumer piping systems with an operating pressure not exceeding 140kPa. The design requirements of this unit are limited to the application of the design to layout and installation.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPGS4001A PLAN, SIZE AND LAY OUT CONSUMER GAS INSTALLATIONS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to plan, size and document a consumer's gas installation, including consumer piping operating up to a pressure of 200kPa, fluing, ventilation and appliance installation associated with natural gas (NG), simulated natural gas (SNG), liquefied petroleum gas (LPG) and tempered liquefied petroleum gas (TLPG) for a building of minimum four floors and multiple buildings supplied through one gas source (billing meter or storage tank). It covers preparing for work, determining gas installation requirements, detailed planning of the layout, and completing work finalisation processes, including records and documentation. Work associated with this unit is undertaken within the scope of AS5601 (AG601) Gas installations and local licensing requirements (gas, electrical and plumbing).

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPGS4002A SERVICE TYPE A GAS APPLIANCES

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS CPCPGS3003A - INSTALL AND COMMISSION TYPE A GAS APPLIANCES

Description:This unit of competency specifies the outcomes required to diagnose and repair faults on domestic and commercial Type A gas appliances. Work associated with this unit is undertaken within the scope of AS5601 (AG601) Gas installations and local licensing requirements (gas, electrical and plumbing).

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements,

including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPGS4003A INSTALL, COMMISSION AND SERVICE TYPE B GAS APPLIANCES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to install, commission and service Type B gas appliances, from the gas isolation valve and electrical isolation switch to the flue spigot on the appliance, in accordance with current and relevant standards. Before satisfying this unit, the candidate requires a restricted electrical licence or equivalent to connect and disconnect appliances in accordance with the requirements of the particular State or Territory.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPGS401 1A DESIGN AND SIZE CONSUMER GAS INSTALLATIONS

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to design, size and document a consumer's gas installation, including consumer piping operating up to a pressure of 200kPa, fluing, ventilation and appliance installation associated with natural gas (NG), simulated natural gas (SNG), liquefied petroleum gas (LPG) and tempered liquefied petroleum gas (TLPG) for a building of minimum four floors and multiple buildings supplied through one gas source (billing meter or storage tank). It covers preparing for work, determining gas installation design requirements, detailed planning of the layout, and completing work finalisation processes, including records and documentation. Work associated with this unit is undertaken within the scope of AS5601 Gas installations and local licensing requirements (gas, electrical and plumbing).

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPIG2001A DESIGN DOMESTIC URBAN IRRIGATION SYSTEMS

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS CPCPCM2004A - READ PLANS AND CALCULATE PLUMBING QUANTITIES CPCPWT3007A - CONNECT IRRIGATION SYSTEMS FROM DRINKING WATER SUPPLY

Description:This unit of competency specifies the outcomes required to prepare basic designs and irrigation drawings for domestic and small commercial projects.

Required Reading:Australian Standards

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPIG2011A DESIGN DOMESTIC URBAN IRRIGATION SYSTEMS

Locations: Werribee, Industry, Melton, Sunshine.

Prerequisites: Nil.

Description: This unit of competency specifies the outcomes required to prepare basic designs and irrigation drawings for domestic and small commercial projects.

Required Reading: VU Produced Workbooks

Assessment: Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Specific unit assessments are located in the learning and assessment plans within the School.

CPCPIG3001A SET OUT, INSTALL AND COMMISSION IRRIGATION SYSTEMS

Locations: Sunshine.

Prerequisites: CPCPCM2003A - CARRY OUT OHS REQUIREMENTS
CPCPCM2004A - READ PLANS AND CALCULATE PLUMBING QUANTITIES
CPCPWT3007A - CONNECT IRRIGATION SYSTEMS FROM DRINKING WATER SUPPLY

Description: This unit of competency specifies the outcomes required to set out, install and commission irrigation systems.

Required Reading: Australian Standards

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPIG3002A INSTALL AND COMMISSION DOMESTIC IRRIGATION PUMPS

Locations: Sunshine.

Prerequisites: CPCPCM2003A - CARRY OUT OHS REQUIREMENTS
CPCPCM2004A - READ PLANS AND CALCULATE PLUMBING QUANTITIES
CPCPIG3001A - SET OUT, INSTALL AND COMMISSION IRRIGATION SYSTEMS
CPCPWT3007A - CONNECT IRRIGATION SYSTEMS FROM DRINKING WATER SUPPLY

Description: This unit of competency specifies the outcomes required to install and commission domestic irrigation pumps.

Required Reading: Australian Standards

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPIG3012A INSTALL AND COMMISSION DOMESTIC IRRIGATION PUMPS

Locations: Werribee, Industry, Melton, Sunshine.

Prerequisites: CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description: This unit of competency specifies the outcomes required to install and

commission domestic irrigation pumps.

Required Reading: VU Produced Workbooks

Assessment: Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPMS2001A ASSEMBLE MECHANICAL SERVICES COMPONENTS

Locations: Sunshine.

Prerequisites: CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description: This unit of competency specifies the outcomes required to assemble mechanical services components for heating and cooling systems prior to their installation.

Required Reading: Australian Standards

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPMS2011A ASSEMBLE MECHANICAL SERVICES COMPONENTS

Locations: Industry, Sunshine.

Prerequisites: CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description: This unit of competency specifies the outcomes required to assemble mechanical services components for heating and cooling systems prior to their installation.

Required Reading: VU Produced Workbooks

Assessment: Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPMS3001A FABRICATE AND INSTALL STEEL PRESSURE PIPING

Locations: Sunshine.

Prerequisites: CPCPCM2003A - CARRY OUT OHS REQUIREMENTS
CPCPCM2009A - CUT USING OXY-LPG-ACETYLENE EQUIPMENT

Description: This unit of competency specifies the outcomes required to determine installation requirements and to fabricate, install and test steel pressure piping. It applies to pipe systems with operating pressures not exceeding 1750kPa and 200°C.

Required Reading: Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPMS3002A SELECT AND FIT INSULATION AND SHEATHING

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install insulating sheathing on hot and cold piping, fittings and vessels. It includes the selection of insulation materials.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPMS3003A INSTALL SMALL BORE HEATING SYSTEMS

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install small bore hydronic hot water heating systems.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPMS3004A INSTALL MEDICAL GAS PIPELINE SYSTEMS

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS
CPCPCM3003A - FABRICATE AND INSTALL NON-FERROUS PRESSURE PIPING

Description:This unit of competency specifies the outcomes required to install and test medical gas pipeline systems.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPMS3005A INSTALL AND TEST DUCTING SYSTEMS

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install and test ducting systems used for ventilation systems, heating and/or cooling systems, and exhaust systems.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements,

including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPMS3006A INSTALL AIR HANDLING UNITS

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install and test air heating, cooling and ventilation plenums or enclosures that are fabricated on site.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPMS3007A INSTALL AND TEST SPLIT SYSTEM AIR CONDITIONING

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install and test split system air conditioning.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPMS3008A INSTALL AIR CONDITIONING CONTROL EQUIPMENT

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install air conditioning control equipment for the control of pressure, temperature, flow rate, humidity and density.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPMS3009A MAINTAIN MECHANICAL SERVICES EQUIPMENT

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to perform general maintenance of heating, ventilating and air conditioning systems and associated mechanical equipment (air distribution systems, hydronic systems and control systems).

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPMS3010A INSTALL AND MAINTAIN EVAPORATIVE AIR COOLING SYSTEMS

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS
CPCPMS3005A - INSTALL AND TEST DUCTING SYSTEMS

Description:This unit of competency specifies the outcomes required to install and maintain evaporative air cooling systems.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPMS3011A FABRICATE AND INSTALL STEEL PRESSURE PIPING

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit lends itself to LiWC via a project or simulation. This unit of competency specifies the outcomes required to determine installation requirements and to fabricate, install and test steel pressure piping. It applies to pipe systems with operating pressures not exceeding 1750kPa and 200°C.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPMS3012A SELECT AND FIT INSULATION AND SHEATHING

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install insulating sheathing on hot and cold piping, fittings and vessels. It includes the selection of insulation materials.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPMS3013A INSTALL SMALL BORE HEATING SYSTEMS

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install small bore hydronic heated water heating systems.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPMS3014A INSTALL MEDICAL GAS PIPELINE SYSTEMS

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install and test medical gas pipeline systems.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPMS3015A INSTALL AND TEST DUCTING SYSTEMS

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install and test ducting systems used for ventilation systems, heating and/or cooling systems, and exhaust systems.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPMS3016A INSTALL AIR HANDLING UNITS

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install and test air heating, cooling and ventilation plenums or enclosures that are fabricated on site.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPMS3017A INSTALL AND TEST SPLIT SYSTEM AIR CONDITIONING

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to install and test split system air conditioning.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPMS3018A INSTALL AIR CONDITIONING CONTROL EQUIPMENT

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install air conditioning control equipment for the control of pressure, temperature, flow rate, humidity and density.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPMS3019A MAINTAIN MECHANICAL SERVICES EQUIPMENT

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to perform general maintenance of heating, ventilating and air conditioning systems and associated mechanical equipment (air distribution systems, hydronic systems and control systems).

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPMS3020A INSTALL AND MAINTAIN EVAPORATIVE AIR COOLING SYSTEMS

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install and maintain evaporative air cooling systems.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPMS4001A PLAN, SIZE AND LAY OUT HEATING AND COOLING SYSTEMS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to plan, size and document the layout of heating and cooling systems for multi-floor structures. It covers preparing for the work, identifying and confirming system specifications and requirements, planning system layout, and work finalisation processes, including records and documentation.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPMS4002A COMMISSION AIR AND WATER SYSTEMS

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to test and commission air and water heating and cooling systems. It covers preparing for the work, determining testing requirements, preparing systems for balancing, and the physical balancing, testing and commissioning of the systems and completion of work finalisation processes, including recording.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPMS4003A DESIGN COMPRESSED AIR SYSTEMS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to design and size compressed air distribution systems and prepare system plans and specifications.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPMS4011A DESIGN, SIZE AND LAY OUT HEATING AND COOLING SYSTEMS

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to design, size and document the layout of heating and cooling systems for multi-floor structures. It covers preparing for the work, identifying and confirming system specifications and requirements, designing system layout, and work finalisation processes, including records and documentation.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPRF2002A SELECT AND INSTALL ROOF SHEETING AND WALL CLADDING

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to select and install roof sheeting, steel battens and wall cladding for roofs. It includes the selection and installation of non-metallic roof materials associated with metal roofing (excluding roof tiles and slate) and of insulation materials.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPRF2003A COLLECT AND STORE ROOF WATER

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to determine storage requirements and to plan, prepare and install storage tanks and related piping for the collection and storage of roof water. The unit requires the installation of water storage tanks of at least 1000 litres capacity.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPRF2004A FABRICATE ROOF COVERINGS FOR CURVED STRUCTURES

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to design and fabricate curved industrial roof coverings.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPRF2012A SELECT AND INSTALL ROOF SHEETING AND WALL CLADDING

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to select and install roof sheeting, steel battens and wall cladding for roofs. It includes the selection and installation of non-metallic roof materials associated with metal roofing (excluding roof tiles and slate) and of insulation materials.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are

located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPRF2013A COLLECT AND STORE ROOF WATER

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to determine storage requirements and to plan, prepare and install storage tanks and related piping for the collection and storage of roof water. The unit requires the installation of water storage tanks of at least 1000 litres capacity.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPRF2014A FABRICATE ROOF COVERINGS FOR CURVED STRUCTURES

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to design and fabricate curved industrial roof coverings.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPRF3001A RECEIVE ROOFING MATERIALS

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to coordinate the delivery, receipt and handling of roofing materials on a site.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPRF3002A FABRICATE AND INSTALL ROOF DRAINAGE COMPONENTS

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to fabricate and install roof drainage components and rainwater goods for commercial and residential roof systems.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPRF3003A FABRICATE AND INSTALL EXTERNAL FLASHINGS

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to fabricate and install external flashings for roof and ceiling systems.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPRF3004A INSTALL ROOF COMPONENTS

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to select and install industrial type roofing components in roofs.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPRF3005A INSTALL ROOF COVERINGS TO CURVED ROOF STRUCTURES

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to set out and install roofing to hyperbolic, paraboloid, industrial and barrel vault roof structures.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPRF3006A INSTALL COMPOSITE ROOF SYSTEMS

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install roof sheets for composite roof systems.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each

competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPRF301 1A RECEIVE ROOFING MATERIALS

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to coordinate the delivery, receipt and handling of roofing materials on a site.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPRF301 2A FABRICATE AND INSTALL ROOF DRAINAGE COMPONENTS

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to fabricate and install roof drainage components and rainwater goods for commercial and residential roof systems.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPRF301 3A FABRICATE AND INSTALL EXTERNAL FLASHINGS

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to fabricate and install external flashings for roof and ceiling systems.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects -

demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPRF301 4A INSTALL ROOF COMPONENTS

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to select and install industrial type roofing components in roofs.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPRF301 5A INSTALL ROOF COVERINGS TO CURVED ROOF STRUCTURES

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to set out and install roofing to hyperbolic, paraboloid, barrel vault roof, curved roof and bull nosed roof structures.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPRF301 6A INSTALL COMPOSITE ROOF SYSTEMS

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install roof sheets for composite roof systems.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects -

demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPRF4001A PLAN, SIZE AND LAY OUT ROOF DRAINAGE SYSTEMS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to plan, size and document the layout of components of roof drainage systems.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPRF401 1A DESIGN AND SIZE ROOF DRAINAGE SYSTEMS

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to design, size and document the layout of components of roof drainage systems.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPSN3001A PLAN LAYOUT OF A RESIDENTIAL SANITARY PLUMBING SYSTEM

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to plan the layout of a sanitary plumbing system for residential buildings.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPSN3002A INSTALL DISCHARGE PIPES

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install pipework from soil and wastewater fixtures to a stack or drain.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each

competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPSN3003A FABRICATE AND INSTALL SANITARY STACKS

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to fabricate and install sanitary stacks for soil and waste discharges.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPSN3004A INSTALL AND FIT OFF SANITARY FIXTURES

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install and fit off sanitary fixtures. It applies to the installation of sanitary plumbing, including the connection of discharge pipes to sanitary plumbing and drainage, and installations using soil and water fixtures flushometer services.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPSN3005A INSTALL PRE-TREATMENT FACILITIES

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install pre-treatment facilities designed to intercept and retain prohibited discharges to the sanitary plumbing and drainage system.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPSN3006A INSTALL SEWERAGE PUMP SETS

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install sewerage pumps, and install and test small bore macerators.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPSN301 1A PLAN LAYOUT OF A RESIDENTIAL SANITARY PLUMBING SYSTEM

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to plan the layout, size and install a sanitary plumbing system for residential buildings.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPSN301 2A INSTALL DISCHARGE PIPES

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install pipework from soil and wastewater fixtures to a stack or drain.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPSN301 3A FABRICATE AND INSTALL SANITARY STACKS

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to fabricate and install sanitary stacks for soil and waste discharges.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPSN301 4A INSTALL AND FIT OFF SANITARY FIXTURES

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install and fit off sanitary fixtures. It applies to the installation of sanitary plumbing, including the connection of discharge pipes to sanitary plumbing and drainage, including soil and waste fixtures.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPSN301 5A INSTALL PRE-TREATMENT FACILITIES

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install pre-treatment facilities designed to intercept and retain prohibited discharges to the sanitary plumbing and drainage system.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPSN301 6A INSTALL SEWERAGE PUMP SETS

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install sewerage pumps, and install and test small bore macerators.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are

located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPSN4001A PLAN, SIZE AND LAY OUT SANITARY PIPEWORK AND FIXTURES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to plan, size and document the layout of sanitary pipework and fixtures for multi-floor buildings.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPSN401 1A DESIGN AND SIZE SANITARY PLUMBING SYSTEMS

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to design, size and document the layout of sanitary plumbing systems for multi-floor buildings.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPWT3001A SET OUT AND INSTALL WATER SERVICES

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install hot, cold and tempered water services from the water supply to the fixture or points of discharge and storage.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPWT3002A INSTALL AND ADJUST WATER SERVICE CONTROLS AND DEVICES

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install water service controls and mixing devices used to manually control water mix and flow. It includes the basic adjustment and maintenance of correct flow operation for flushing devices, control valves, temperature control devices pumps and appliances, and

excludes the commissioning and adjustment of backflow prevention devices and thermostatic mixing valves.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPWT3003A INSTALL AND COMMISSION WATER HEATING SYSTEMS

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install and commission water heaters for domestic and commercial applications.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPWT3004A INSTALL AND MAINTAIN DOMESTIC WATER TREATMENT EQUIPMENT

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install, test and maintain domestic water softeners, water coolers and water filtering equipment.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPWT3005A INSTALL WATER PUMP SETS

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install water pumps and the installation and testing of a centrifugal pump set.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPWT3006A FIT OFF AND COMMISSION HOT AND COLD WATER SERVICES

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to fit off and commission hot and cold water services to appropriate fixtures. It includes the provision for non-drinkable water applications.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge

and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPWT3007A CONNECT IRRIGATION SYSTEMS FROM DRINKING WATER SUPPLY

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to connect irrigation and watering systems from a drinking water supply. It does not include the commissioning of backflow prevention devices or arrangements.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPWT3008A INSTALL WATER SERVICE

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS
CPCPCM2004A - READ PLANS AND CALCULATE PLUMBING QUANTITIES

Description:This unit of competency specifies the outcomes required to install a water supply system from the authorities' main to the metering device, in accordance with water authority requirements.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPWT3009A INSTALL WATER PIPE SYSTEMS

Locations:Sunshine.

Prerequisites:CPCPCM2003A - CARRY OUT OHS REQUIREMENTS

Description:Install water pipe systems

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPWT3010A CONNECT AND INSTALL STORAGE TANKS TO A DOMESTIC WATER SUPPLY

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to connect and install storage tanks to a domestic water supply.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the

essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPWT3011A SET OUT AND INSTALL WATER SERVICES

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install heated, cold and tempered water services from the water supply to the fixture or points of discharge and storage.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPWT3012A INSTALL AND ADJUST WATER SERVICE CONTROLS AND DEVICES

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install water service controls and mixing devices used to manually control water mix and flow. It includes the basic adjustment and maintenance of correct flow operation for flushing devices, control valves, temperature control devices pumps and appliances, and excludes the commissioning and adjustment of backflow prevention devices and thermostatic mixing valves.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPWT3013A INSTALL AND COMMISSION WATER HEATING SYSTEMS

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install and commission water heaters for domestic and commercial applications.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPWT3014A INSTALL AND MAINTAIN DOMESTIC WATER TREATMENT EQUIPMENT

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install, test and maintain domestic water softeners, water coolers and water filtering equipment.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPWT3015A INSTALL WATER PUMP SETS

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install and test water pumps.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPWT3016A FIT OFF AND COMMISSION HEATED AND COLD WATER SERVICES

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to fit off and

commission heated and cold water services to appropriate fixtures. It includes the provision for non-drinkable water applications.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPWT3017A CONNECT IRRIGATION SYSTEMS FROM DRINKING WATER SUPPLY

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to connect irrigation and watering systems from a drinking water supply. It does not include the commissioning of backflow prevention devices or arrangements.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

CPCPWT3018A INSTALL WATER SERVICE

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install a water supply system from the authorities' main to the metering device, in accordance with water authority requirements.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPWT3019A INSTALL WATER PIPE SYSTEMS

Locations:Industry, Sunshine.

Prerequisites:CPCPCM2023A - CARRY OUT OHS REQUIREMENTS

Description:This unit of competency specifies the outcomes required to install and test water pipes larger than DN65, or large water services.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPWT4001A PLAN, SIZE AND LAY OUT HOT AND COLD WATER SERVICES AND SYSTEMS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to plan, size and document the layout of hot, tempered and cold water services and fire hydrant and hose reel systems for multi-floor buildings. It covers preparation for work, identification of water service and system requirements, planning the service and system layout and completion of work finalisation processes.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPWT4002A COMMISSION AND MAINTAIN BACKFLOW PREVENTION DEVICES

Locations:Sunshine.

Prerequisites:CPCPCM4001A - CARRY OUT WORK BASED RISK CONTROL PROCESSES

Description:This unit of competency specifies the outcomes required to test, commission and maintain backflow prevention devices in water services. It covers preparation for work, identification of testing and commissioning requirements, physical testing and commissioning of devices, maintenance of devices and completion of work finalisation processes.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPWT4003A COMMISSION AND MAINTAIN HOT WATER TEMPERATURE CONTROL DEVICES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to test, commission and maintain hot water temperature control devices, including thermostatic mixing valves in water services. It covers preparation for work, identification of testing and commissioning requirements, physical testing and

commissioning of devices, maintenance of devices and completion of work finalisation processes.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCPWT4011A DESIGN AND SIZE HEATED AND COLD WATER SERVICES AND SYSTEMS

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to design, size and document the layout of heated, tempered and cold water services, flushing systems, hydrant and hose reel systems for multi-floor buildings. It covers preparation for work, identification of water service and system requirements, planning the service and system layout and completion of work finalisation processes.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPWT4012A COMMISSION AND MAINTAIN BACKFLOW PREVENTION DEVICES

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to test, commission and maintain backflow prevention devices in water services. It covers preparation for work, identification of testing and commissioning requirements, physical testing and commissioning of devices, maintenance of devices and completion of work finalisation processes.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCPWT4013A COMMISSION AND MAINTAIN HEATED WATER TEMPERATURE CONTROL DEVICES

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to test, commission and maintain heated water temperature control devices, including thermostatic mixing valves in water services. It covers preparation for work, identification of testing and commissioning requirements, physical testing and commissioning of devices, maintenance of devices and completion of work finalisation processes.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or very closely simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

CPCSUS4001A IMPLEMENT AND MONITOR ENVIRONMENTALLY SUSTAINABLE WORK PRACTICES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to effectively analyse, implement and monitor environmentally sustainable work practices and their effectiveness on a work site, including contributing to consumer environmental efficiency.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPCSUS5001A DEVELOP WORKPLACE POLICIES AND PROCEDURES FOR SUSTAINABILITY

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to develop and implement policies and procedures to continuously support resource efficiency and environmentally sustainable work practices.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CPPDSM5022A IMPLEMENT ASSET MANAGEMENT PLAN

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to plan for the management of assets. It requires the ability to implement effective strategies to

manage the operational, resource and maintenance needs of assets and to review and evaluate those strategies. The unit may form part of the licensing requirements for persons working in the property industry, including in the real estate, business broking, stock and station agency and property operations and development sectors, in those States and Territories where these are regulated activities.

Required Reading:Australian Standards ABCB Building Code of Australia

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

CUFLGT303A INSTALL AND OPERATE FOLLOW SPOTS

Locations:Industry, City Flinders, St Albans.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to install and operate follow spots for productions in the screen, media and entertainment industries. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Required Reading:No required text

Assessment:Assessment may include assignment, class work and projects. RPL; participants will provide evidence of their skills, knowledge and experience

CUVCOR07B USE DRAWING TECH TO REPRESENT OBJECT

Locations:Industry, City Flinders, St Albans, 21860VIC Certificate II in Mumgu-dhal tyama-tiyt - St Albans.

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to visually represent objects or ideas. At this level, drawing techniques would be basic. This is a core unit which complements all specialisation units. It is different from the drawing specialisation units which focus on drawing as an art form. This work would usually be carried out under supervision.

Required Reading:No required text 21860VIC Certificate II in Mumgu-dhal tyama-tiyt: Teacher will provide teaching and learning materials where required.

Assessment:Assessment may include written and verbal tests, presentations and projects. 21860VIC Certificate II in Mumgu-dhal tyama-tiyt (Competency Based Assessment): Students develop a portfolio of evidence for assessment. This will include teacher observation, student logbooks, written tasks, oral presentations and work/community placement.

CUVCRS04B PRODUCE TECHNICAL DRAWINGS

Locations:Melton, Sunshine.

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to develop and refine a range of techniques to produce technical drawings. It outlines the ways technical drawing can be applied to a range of contexts where visual representation is required. People working in many industries require the skills and knowledge in this unit, and the unit is written to allow for contextualisation to a particular industry context. This work would usually be carried out independently, although guidance would be available if required. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Required Reading:Not Applicable

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks

ICAA5151B GATHER DATA TO IDENTIFY BUSINESS REQUIREMENTS

Locations:Footscray Nicholson, Werribee, Sunshine, St Albans.

Prerequisites:Nil.

Description:This unit defines the competency required to identify, analyse and document business requirements.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

ICAB5159B BUILD A SECURITY SHIELD FOR A NETWORK

Locations:Footscray Nicholson, Werribee, Sunshine, St Albans.

Prerequisites:Nil.

Description:This unit defines the competency required to build a security shield for a wireless local area network (WLAN) or local area network (LAN).

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

ICAU1204B LOCATE AND USE RELEVANT ONLINE INFORMATION

Locations:Footscray Nicholson, Werribee, Sunshine, St Albans.

Prerequisites:Nil.

Description:This unit defines the competency required to use search engines to locate required information on the internet and assess the content of sites for accuracy, currency and/or authority.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

LGAPLEM502A APPLY ECOLOGICALLY SUSTAINABLE DEVELOPMENT PRINCIPLES TO THE BUILT ENVIRONMENT

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Identify and gather data on the application of ecologically sustainable development principles to the built environment; Develop strategies for the application of ecologically sustainable development principles to the built environment; Develop plan to apply ecologically sustainable development principles to the built environment; Monitor and review strategies for the application of ecologically sustainable development principles to the built environment.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

LMFCRO01B FOLLOW SAFE WORKING POLICIES AND PRACTICES

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the essential activities required to satisfy safe work practices within the furnishing industry. It incorporates and expands upon WorkSafe Australia Guidelines (NOHSCA).

Required Reading:VU VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFCRO02A COMMUNICATE IN THE WORKPLACE

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Gather, convey and receive information and ideas; Draft routine correspondence.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

LMFCRO02B COMMUNICATE IN THE WORKPLACE

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the skills and knowledge required to communicate in a furnishing industry workplace. It covers the activities of gathering, conveying and receiving information together with completing routine written correspondence. This unit encompasses the requirements of Business Services Australia Unit BSBCM203A within a furnishing industry context.

Required Reading:VU VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFCRO03A CARRY OUT MEASUREMENTS AND CALCULATIONS

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Obtain measurements; Perform simple calculations; Estimate approximate quantities.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

LMFCRO03B CARRY OUT MEASUREMENTS AND CALCULATIONS

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency to accurately complete measurements and calculations of materials relevant to the work requirements.

Required Reading:VU VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFCR0004A WORK EFFECTIVELY WITH OTHERS

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Develop effective workplace relationships; Contribute to workgroup activities.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

LMFCR0004B WORK EFFECTIVELY WITH OTHERS

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency required to work in a group environment requiring group commitment and cooperation and support of other group members. This unit encompasses the requirements of Business Services Australia Unit BSBCMN204A within a furnishing industry context.

Required Reading:VU VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFDT4007A ESTABLISH THE DESIGN BRIEF

Locations:Newport.

Prerequisites:Nil.

Description:This unit specifies the skills and knowledge required to establish the objectives of a design brief and determine direction for the concepts and solutions which may result from the design process.

Required Reading:No text required

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks

LMFFF2001B USE FURNITURE FINISHING SECTOR HAND AND POWER TOOLS

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency to use hand and power tools, and basic static machines, in applications relating to the furniture finishing sector of the furnishing industry.

Required Reading:VU VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFF2002B DISMANTLE/REASSEMBLE FURNITURE

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency to dismantle and re-assemble furniture and/or fittings for the purposes of coating, repair, restoration, producing patterns,

templates or for samples.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFF2003B REMOVE SURFACE COATINGS

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency to safely remove surface coatings by hand or chemical means in preparation for the application of new surface coatings

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFF2004A PREPARE SURFACES FOR FINISHING

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Prepare for surface preparation; Prepare surfaces; Clean work area and maintain equipment.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

LMFFF2004B PREPARE SURFACES FOR FINISHING

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency to prepare surfaces for the application of surface coatings by hand or machine.

Required Reading:VU VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFF2005B MAINTAIN SPRAY EQUIPMENT AND BOOTH

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency to strip, clean, restore and service spray equipment and booths.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFF2006B APPLY SURFACE COATINGS BY SPRAY GUN

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency to apply surface coatings by hand-held spray gun.

Required Reading:VU VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFF2007B APPLY STAINS, FILLERS AND BLEACH

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency to apply stains, fillers and bleach to timber surfaces.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFF2008B APPLY SURFACE COATINGS BY HAND

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency to apply brushable coatings, including one-pot polyurethane, enamels, acrylics and polish, by hand.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFM1001A CONSTRUCT BASIC TIMBER FURNISHING PRODUCT

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:This unit covers the competency to construct, assemble and finish a basic timber furnishing product.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

LMFFM1001B CONSTRUCT A BASIC TIMBER FURNISHING PRODUCT

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency to construct, assemble and finish a basic timber furnishing product

Required Reading:VU VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements,

including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFM2001A USE FURNITURE MAKING SECTOR HAND AND POWER TOOLS

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Identify hand and power tools; Select hand tools; Use hand tools; Select power tools; Use power tools; Clean up work area and tools.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

LMFFM2001B USE FURNITURE MAKING SECTOR HAND AND POWER TOOLS

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency to use hand and power tools in applications relating to the furniture making sector of the furnishing industry

Required Reading:VU VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFM2002A ASSEMBLE FURNISHING COMPONENTS

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Prepare for assembly; Assemble components; Clean work area and maintain equipment.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

LMFFM2002B ASSEMBLE FURNISHING COMPONENTS

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency to assemble timber components to produce furniture frames or furniture

Required Reading:VU VU produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFM2003A SELECT AND APPLY HARDWARE

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Plan and prepare work; Apply and/or fit and finish; Finalise operation and maintain equipment.

Required Reading:-

Assessment:One or more of the following: written assignment, written test,

simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

LMFFM2003B SELECT AND APPLY HARDWARE

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency to select and apply hardware to new and refurbished furniture

Required Reading:VU VU produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFM2004A APPLY SHEET LAMINATES BY HAND

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:This unit covers the competency to apply laminates by hand, including the preparation, layout, application and finalisation processes.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

LMFFM2004B APPLY SHEET LAMINATES BY HAND

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency to apply laminates by hand, including the preparation, layout, application and finalisation processes

Required Reading:VU VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFM2005A JOIN SOLID TIMBER

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Prepare the work; Layout and prepare materials; Join timber; Finalise operation and maintain equipment.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

LMFFM2005B JOIN SOLID TIMBER

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency to join solid timber required for the manufacture of solid timber flat surfaces

Required Reading:VU VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each

competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFM2006A HAND MAKE TIMBER JOINTS

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Plan and prepare for work; Make joint; Complete housekeeping.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

LMFFM2006B HAND MAKE TIMBER JOINTS

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency required to join timber by constructing joints using hand and portable power tools

Required Reading:VU VU produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFM2007A FOLLOW PLANS TO ASSEMBLE PRODUCTION FURNITURE

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:This unit covers the competency to assemble timber production furniture using modular construction methods and components to a given plan.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

LMFFM2007B FOLLOW PLANS TO ASSEMBLE PRODUCTION FURNITURE

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency to assemble timber production furniture using modular construction methods and components to a given plan

Required Reading:VU VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFM2008B BEND AND FORM CANE

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency to bend and form cane for use in furniture construction.

Required Reading:VU Produced Workbooks

Assessment: Interpret work order and locate and apply relevant information - Apply safe handling requirements for equipment, products and materials, including use of

personal protective equipment - Apply ventilation standards - Follow work instructions, operating procedures and inspection practices to: - minimise the risk of injury to self and others - prevent damage to goods, equipment and products - maintain required production output and product quality - Bend and form cane for a minimum of three furniture items, including - two or three seater lounge - oval dining table - dining chair - Work effectively with others - Modify activities to cater for variations in workplace context and environment

LMFFM2009B CONSTRUCT CANE FURNITURE

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency to construct and assemble cane furniture.

Required Reading:VU Produced Workbooks

Assessment: - ☑ Interpret work order and locate and apply relevant information - ☑ Apply safe handling requirements for equipment, products and materials, including use of personal protective equipment - ☑ Follow work instructions, operating procedures and inspection practices to: - minimise the risk of injury to self and others - prevent damage to goods, equipment and products - ☑ maintain required production output and product quality - ☑ Construct a minimum of three cane furniture items products, including: - two or three seater lounge - oval dining table - dining chair - ☑ Work effectively with others - ☑ Modify activities to cater for variations in workplace contexts and environment

LMFFM2010A SET UP, OPERATE AND MAINTAIN BASIC STATIC MACHINES

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Prepare for work; Set up machines; Operate machines; Clean up work area and maintain equipment.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

LMFFM2010B SET UP, OPERATE AND MAINTAIN BASIC STATIC MACHINES

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency to operate and maintain basic static machines used for sawing, planing, sanding and drilling in the production of furniture

Required Reading:VU VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFM2011A APPLY MANUFACTURED BOARD CONVERSION TECHNIQUES

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Prepare for work; Set up machines; Apply conversion techniques; Clean up work area and maintain equipment.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

LMFFM2011B APPLY MANUFACTURED BOARD CONVERSION TECHNIQUES

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency to apply manufactured board conversion techniques to produce furnishing component parts and manufactured board panel doors

Required Reading:VU VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFM2012A SET UP, OPERATE AND MAINTAIN PRESSURE AND CLAMPING MACHINES

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:This unit covers the competency to set up, operate and maintain pressure and clamping machines using their full potential and capacities in the production of furniture.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

LMFFM2012B SET UP, OPERATE AND MAINTAIN PRESSURE AND CLAMPING MACHINES

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency to set up, operate and maintain pressure and clamping machines using their full potential and capacities in the production of furniture.

Required Reading:VU Produced Workbooks

Assessment: - ☑ Interpret work order and locate and apply relevant information - Apply safe handling requirements for equipment, products and materials, including use of personal protective equipment - Read and interpret cutting lists and job specifications to prepare for work - Identify materials used in the work process - ☑ Follow work instructions, operating procedures and inspection processes to: - minimise the risk of injury to self or others - prevent damage and wastage of goods, equipment and products - maintain required production output and product quality - Identify, set up, operate and maintain at least one pneumatically/hydraulically operated pressure and clamping machine to perform a significant production function covering three variable and different set up situations - Work effectively with others - Modify activities to cater for variations in workplace context and environment

LMFFM3001B CONSTRUCT CHAIR AND COUCH FRAMES

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency to construct and assemble chair and couch frames.

Required Reading:VU Produced Workbooks

Assessment: - ☑ Interpret work order and locate and apply relevant information - ☑ Apply safe handling requirements for equipment, products and materials, including use of personal protective equipment - ☑ Follow work instructions, operating

procedures and inspection practices to: - minimise the risk of injury to self or others - prevent damage to goods, equipment or products - maintain required production output and product quality - Construct at least three significant chair and couch frames - Work effectively with others - Modify activities to cater for variations in workplace contexts and environment

LMFFM3002A CONSTRUCT FURNITURE USING LEG AND RAIL METHOD

Prerequisites: Nil.

Description: Prepare for work; Complete construction; Finalise operation.

Required Reading:

Assessment: One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

LMFFM3002B CONSTRUCT FURNITURE USING LEG AND RAIL METHOD

Locations: Newport.

Prerequisites: Nil.

Description: This unit covers the competency to follow plans to construct and assemble furniture using leg and rail construction

Required Reading: VU VU Produced Workbooks

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFM3003B PRODUCE ANGLED AND CURVED FURNITURE USING MANUFACTURED BOARD

Locations: Newport.

Prerequisites: Nil.

Description: This unit covers the competency to construct and assemble manufactured board furniture using angled and curved construction methods

Required Reading: VU VU Produced Workbooks

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFM3004B PRODUCE ANGLED AND CURVED FURNITURE USING SOLID TIMBER

Locations: Newport.

Prerequisites: Nil.

Description: This unit covers the competency to construct and assemble furniture using angular construction methods

Required Reading: VU VU produced Workbooks

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFM3005B FABRICATE CUSTOM FURNITURE

Locations: Newport.

Prerequisites: Nil.

Description: This unit covers the competency to plan, construct and assemble custom furniture in response to specific orders and job requests

Required Reading: VU VU produced Workbooks

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFM3006B INSTALL FURNISHING PRODUCTS

Locations: Newport.

Prerequisites: Nil.

Description: This unit applies to employees engaged in the installation of furnishing products to a given plan

Required Reading: VU VU produced Workbooks

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFM3007B PREPARE AND APPLY DECORATIVE SURFACES FOR FURNITURE

Locations: Newport.

Prerequisites: Nil.

Description: This unit covers the competency to prepare, construct and apply veneers and inlays

Required Reading: VU VU Produced Workbooks

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFM3010B SELECT TIMBERS FOR FURNITURE PRODUCTION

Locations: Newport.

Prerequisites: Nil.

Description: This unit covers the competency required to select timbers for use in production by applying knowledge of timber technology

Required Reading: VU VU produced Workbooks

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFM3011B PRODUCE MANUAL AND COMPUTER-AIDED PRODUCTION DRAWINGS

Locations: Newport.

Prerequisites: Nil.

Description: This unit covers the competency to produce production drawings using both manual and computer-aided methods

Required Reading: VU VU produced Workbooks

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements,

including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFM3012A PREPARE CUTTING LIST FROM PLANS AND JOB SPECIFICATION

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Read plans and job specifications; Prepare cutting lists; Read and interpret cutting lists.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

LMFFM3012B PREPARE CUTTING LIST FROM PLANS AND JOB SPECIFICATION

Locations:Newport.

Prerequisites:Nil.

Description:This unit applies to employees required to read plans and job specifications, and to prepare cutting lists and processing data for subsequent processing operations

Required Reading:VU VU produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFM3013B MEASURE AND DRAW SITE LAYOUT FOR MANUFACTURED FURNITURE PRODUCTS

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency to measure and record site layout details to provide an accurate basis for both manufacture and installation of furniture products.

Required Reading:VU VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFM3020B SET UP, OPERATE AND MAINTAIN SAWING MACHINES

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency to set up, operate and maintain sawing machines using their full technical potential and capacities. It encompasses and builds on the machines and tasks covered in unit LMFFM2010A Set up, operate and maintain basic static machines

Required Reading:VU VU produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFM3021A SET UP, OPERATE AND MAINTAIN DRILLING MACHINES

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Prepare for work; Set up machines; Operate machines; Clean up work area and maintain equipment.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

LMFFM3021B SET UP, OPERATE AND MAINTAIN DRILLING MACHINES

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency to set up, operate and maintain drilling machines using their full technical potential and capacities. It encompasses and builds on the drilling machines and tasks covered in unit LMFFM2010A Set up, operate and maintain basic static machines

Required Reading:VU VU produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFM3022B SET UP, OPERATE AND MAINTAIN JOINING MACHINES

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency to set up, operate and maintain joining machines using their full potential and capacities in the production of furniture

Required Reading:VU VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFM3023B SET UP, OPERATE AND MAINTAIN PLANING AND FINISHING MACHINES

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency to set up, operate and maintain planing and finishing machines using their full potential and capacities in the production of furniture. It encompasses and builds on the machines and tasks covered in unit LMFFM2010A, Set up, operate and maintain basic static machines

Required Reading:VU VU produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFM3025B SET UP, OPERATE AND MAINTAIN ROUTING AND SHAPING MACHINES

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency to set up, operate and maintain routing and shaping machines using their full potential and capacities in the production of furniture

Required Reading:VU VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFM3027B SET UP, OPERATE AND MAINTAIN AUTOMATED EDGE BANDING MACHINES

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency to set up, operate and maintain edge banding machines which use automated processes to apply and finish edge treatments

Required Reading:VU VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFM3030B SET UP, OPERATE AND MAINTAIN CNC SIZING MACHINES

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency to set up, operate and maintain CNC sizing machines to produce furniture or components

Required Reading:VU VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFM3031B SET UP, OPERATE AND MAINTAIN CNC MACHINING AND PROCESSING CENTRES

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency to set up, operate and maintain CNC machining and processing centres to produce furniture or components

Required Reading:VU VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFM3032B PRODUCE AND MAINTAIN CUTTING TOOLS

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency to select and machine materials, to produce and maintain profile knives, and to maintain router cutters, straight knives and profile cutter heads used in woodworking machinery

Required Reading:VU VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFM3033B CONSTRUCT JIGS AND FIXTURES

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency to prepare and construct jigs and fixtures to produce furniture components

Required Reading:VU VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFT4001B COORDINATE ON-SITE INSTALLATION OF FURNISHING PRODUCTS

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency to coordinate tradespersons who provide services involved in the installation, refurbishment, restoration or repair of furnishing products, primarily in a kitchen, bathroom or laundry setting.

Required Reading:No text required

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks

LMFFT4009B MATCH FURNISHING STYLE/MATERIALS TO CUSTOMER REQUIREMENTS

Locations:Newport.

Prerequisites:Nil.

Description:This unit addresses the competency to assess customer requirements, to analyse all available and practical options and to match furnishing style/materials to customer requirements.

Required Reading:VU VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFFT4010A IDENTIFY AND CALCULATE PRODUCTION COSTS

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Gather information; Estimate materials and labour; Determine/calculate overheads; Calculate costs; Document details and verify where necessary.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

LMFGG1001A COMPLETE A BASIC GLASS AND GLAZING PROJECT

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency to prepare, fabricate and assemble a basic glass and glazing project.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFGG2002A APPLY FIRST AID

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:This unit covers the competency to identify the need for and the application of first aid until the arrival of medically qualified personnel or the evacuation of the patient.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

LMFGG2002B APPLY FIRST AID

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers the competency to identify the need for and the application of First Aid until the arrival of medically qualified personnel or the evacuation of the patient.

Required Reading:VU VU Produced Work Books

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFGG3015A FABRICATE AND INSTALL SHOWER SCREENS AND WARDROBE DOORS

Locations:Newport.

Prerequisites:Nil.

Description:This unit addresses the knowledge and skills required to plan, fabricate and install shower screens and wardrobe doors.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFGN2002A MOVE AND STORE MATERIALS AND PRODUCTS

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:This unit covers the competency to move, store and to record raw materials, goods and finished products.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

LMFGN2002B MOVE AND STORE MATERIALS AND PRODUCTS

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency to move, store and to record raw materials, goods and finished products.

Required Reading:VU VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFGN3001A READ AND INTERPRET WORK DOCUMENTS

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Identify document type and purpose; Read and interpret the document; Plan own work sequence; Maintain document files.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

LMFGN3001B READ AND INTERPRET WORK DOCUMENTS

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency to interpret work documents including cutting lists, standards, drawings and specifications to produce or repair furnishings and to install floor coverings, glass and other furnishing items.

Required Reading:VU VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFGN3002B ESTIMATE AND COST JOB

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the competency to estimate materials, labour and time requirements and establish costs for provision of services or products.

Required Reading:VU VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFKB2001A PREPARE FOR CABINET INSTALLATION

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the skills and knowledge required to prepare a site and

confirm completeness of cabinets and components required for installation. It requires checking of job information and identifying quality issues.

Required Reading:VU VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFKB2002A PROVIDE ASSISTANCE IN CABINET INSTALLATION

Locations:Newport, Industry.

Prerequisites:Nil.

Description:This unit covers the skills and knowledge required to assist in the on-site installation of cabinets for kitchens or bathrooms. Skills required include assembling cabinets, fitting components and fixing cabinets to wall and floor surfaces, and making a limited range of adjustments.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - Effectively and safely implement work instructions to assemble and install cabinets - Efficiently and safely use required hand and power tools - Effectively and safely apply cabinet components - Follow instruction of supervisor Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

LMFKB3001A IDENTIFY PROCESSES IN KITCHEN AND BATHROOM PROJECTS

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the skills and knowledge required to identify the processes used in new and renovated kitchen and bathroom projects. This includes key stages, service providers and quality elements that typically characterise a project concerned with the development of kitchens and bathrooms.

Required Reading:VU VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFKB3002A DETERMINE REQUIREMENTS FOR INSTALLATION OF CABINETS

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the skills and knowledge required to assess a site, including walls, floors, appliances, services and other structural components to determine implications and modifications required for location and installation of cabinets.

Required Reading:VU VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFKB3003A CHECK AND MEASURE FIT OF CABINETS

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the skills and knowledge required to take measurements on-site and check cabinetry to ensure accurate fit. It requires assessment of levels and squareness of walls and floors and other structural components to determine adjustments required on cabinets to ensure exact fit.

Required Reading:VU VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFKB3004A CONDUCT ON-SITE ADJUSTMENTS TO CABINETS AND COMPONENTS

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the skills and knowledge to examine required cabinet adjustments, select appropriate techniques and make adjustments to pre-made cabinets in order to achieve accurate fit at site of installation. It includes conducting measurements to check accuracy of adjustments made.

Required Reading:VU Vo Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFKB3005A FABRICATE CABINETS FOR THE BUILT-IN ENVIRONMENT

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the skills and knowledge required to plan production processes and construct and assemble components to fabricate cabinets that meet predetermined specifications. It includes use of materials and processes typically applied within a cabinet manufacturing environment.

Required Reading:VU VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

LMFKB3006A INSTALL FITTED CABINETS AND COMPONENTS

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the skills and knowledge required to install cabinets according to specifications and design plans, including the application of selected components to achieve a quality finish. This unit requires an ability to access and apply information and instruction for the use of components and cabinet products.

Required Reading:VU VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM10009B INSTALL REFRIGERATION AND AIR CONDITIONING PLANT/EQUIPMENT

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers installing refrigeration/air conditioning systems in commercial, industrial, marine and transport applications.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM10010B INSTALL PIPEWORK AND PIPEWORK ASSEMBLIES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers planning, preparing and installing pipework and assemblies.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM11.10B OPERATE MOBILE LOAD SHIFTING EQUIPMENT

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:This unit covers operating mobile load shifting equipment, including moving and placing loads.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM11.11B UNDERTAKE MANUAL HANDLING

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:This unit covers lifting and moving materials manually.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM13.3B WORK SAFELY WITH INDUSTRIAL CHEMICALS AND MATERIALS

Prerequisites:Nil.

Description:This unit covers using personal protective equipment (PPEs), identifying the particular hazards and emergency procedures, and observing safe working practices in that environment.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM16005A OPERATE AS A TEAM MEMBER TO CONDUCT MAN, ENG

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers operating as a member of a team, where operations and outcomes are dependent on the performance of the entire team.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM18.1C USE HAND TOOLS

Prerequisites:Nil.

Description:This unit covers using a range of hand tools for a variety of general engineering applications.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM18.2B USE POWER TOOLS/HAND HELD OPERATIONS

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:This unit covers using a range of hand held power tools and fixed power tools for hand held operations for a variety of general engineering applications.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM18055B DISMANTLE, REPLACE AND ASSEMBLE ENGINE COMPONENTS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers dismantling and identifying faulty components, selecting replacements, and assembling engineering components into assemblies or sub-assemblies in accordance with standard operating procedures.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM18086B TEST, RECOVER, EVACUATE AND CHARGE REFRIGERATION SYSTEMS

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:Nil.

Description:This unit covers testing, recovering, evacuating and charging refrigeration systems to achieve performance specification.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: Assessors should gather a range of evidence that is valid, sufficient, current and authentic. Evidence can be gathered through a variety of ways including direct observation, supervisor's reports, project work, samples and questioning. Questioning techniques should not require language,

literacy and numeracy skills beyond those required in this unit of competency. The candidate must have access to all tools, equipment, materials and documentation required. The candidate must be permitted to refer to any relevant workplace procedures, product and manufacturing specifications, codes, standards, manuals and reference materials. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

MEM2.5C1 1A MEASURE WITH GRADUATED DEVICES

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:Use a range of graduated devices to measure/determine dimensions or variables; Maintain graduated devices.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This unit of competency will be assessed through a job profile. The job profile contains a number of practical tasks and knowledge based questions. .

MEM25.1B APPLY FIBRE REINFORCED PLASTICS

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:This unit covers applying and forming/shaping fibre reinforced materials. It covers the use of manual and mechanical methods using a variety of glass reinforcements and other fibres. Typical applications include marine vessel and aircraft construction.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM25.4B FAIR AND SHAPE SURFACES

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:This unit covers filling, sanding, fairing and grinding to achieve uniform or correct contours and surfaces. Typical applications include marine vessel construction and the manufacture of transport vehicles.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM25.7B MAINTAIN MARINE VESSEL SURFACES

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:This unit covers performing cosmetic maintenance/repair of surfaces, including fibre reinforced plastics, timber and metal surfaces.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM4.18B GENERAL WOODWORKING MACHINE OPERATIONS

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:This unit covers setting up and operating woodworking machines used by engineering pattern makers and marine fabricators.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM5.12C PERFORM ROUTINE MANUAL METAL ARC WELDING

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:This unit covers preparing the materials and carrying out routine manual metal arc welding (MMAW).

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM5.3B SOFT SOLDERING (BASIC)

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:This unit applies to performing soft soldering applications of ferrous and non-ferrous materials, using straightforward techniques, where heat damage to components or finish of soldered joint is not critical.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM5.50B PERFORM ROUTINE GAS METAL ARC WELDING

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:This unit covers preparing materials and routine gas metal arc welding (GMAW).

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM5.5B CARRY OUT MECHANICAL CUTTING

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:This unit covers setting up and operating a range of mechanical cutting and holing equipment.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM5.7C MANUAL HEATING AND THERMAL CUTTING

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:This unit covers performing manual heating, thermal cutting and gouging

including the assembly and disassembly and operation of the equipment on a range of materials (ferrous, non-ferrous and non-metallic) using a variety of methods.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM50.10B RESPOND TO BOATING EMERGENCIES AND INCIDENTS

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:This unit covers dealing with boating emergencies and incidents including the use of safety equipment and the provision of assistance to others in distress. It also includes raising alarms and dealing with on-board emergencies. This unit was developed by the National Marine Safety Committee (NMSC).

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM50.1B CLASSIFY RECREATIONAL BOATING TECHNOLOGIES AND FEATURES

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:This unit covers recognising vessel features, fittings and fixtures; correctly identifying power and transmission systems; describing system operating purpose; and using appropriate terminology

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM50.2B WORK SAFELY ON MARINE CRAFT

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:This unit covers identifying risks and safely working on and moving around vessels - for sales, service or repair - on and out of the water

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM50.3B FOLLOW WORK PROCEDURES TO MAINTAIN THE MARINE ENVIRONMENT

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:This unit covers conducting work on vessels or equipment without adversely affecting the quality of the marine environment.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM50.4B MAINTAIN QUALITY OF ENVIRONMENT BY FOLLOWING MARINA CODES

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:This unit covers workers in the industry controlling pollution through the limitation, capture and disposal of pollutants in the marine environment.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM50.5B REFUEL VESSELS

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:This unit covers refuelling vessels and appliances.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM50.6B CHECK OPERATIONAL CAPABILITY OF MARINE CRAFT

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:This unit covers conducting basic checks on the operational condition of vessels in or out of the water.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM50.7B CHECK OPERATIONAL CAPABILITY OF SAILS AND SAIL OPERATING EQUIPMENT

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:This unit covers conducting basic checks on vessel sail systems.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM50.8B CARRY OUT TRIP PREPARATION AND PLANNING

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:This unit covers undertaking the required steps to plan and prepare for a safe boating trip. It includes maintenance of the boat and safety equipment as well as mooring and berthing apparatus. This unit was developed by the National Marine Safety Committee (NMSC).

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM50.9B SAFELY OPERATE A POWERED RECREATIONAL BOAT

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:This unit covers safely handling/operating a powered recreational boat on coastal and inland waters. It includes manoeuvring and handling the boat as well as safe navigation and anchoring. This unit was developed by the National Marine

Safety Committee (NMSC).

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM9.2B INTERPRET TECHNICAL DRAWING

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:This unit covers interpreting technical drawing applying to any of the full range of engineering disciplines.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MSACMT270A USE SUSTAINABLE ENERGY PRACTICES

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the skills needed to use and make improvements in sustainable energy practices in production, maintenance and logistics.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks

MSACMT271A USE SUSTAINABLE ENVIRONMENTAL PRACTICES

Locations:Newport.

Prerequisites:Nil.

Description:This unit covers the knowledge and skills needed to use and make improvements in sustainable environmental practices in production, maintenance and logistics.

Required Reading:VU VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSAPMSUP102A COMMUNICATE IN THE WORKPLACE

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency covers receiving, relaying and recording written and oral messages and providing relevant information in response to requests, within time lines.

Required Reading:VU VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSAPMSUP106A WORK IN A TEAM

Locations:Newport, St Albans, 2186OVIC Certificate II in Mumgu-dhal tyama-tyi: St

Albans only..

Prerequisites:Nil.

Description:This competency covers the organisation of team activities to fit in with the scheduling of production to meet operational guidelines.

Required Reading:VU produced Workbooks 2186OVIC Certificate I in Mumgu-dhal tyama-tyi: The teacher will provide teaching and learning material as required.

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines. 2186OVIC Certificate I in Mumgu-dhal tyama-tyi: Students develop a portfolio of evidence for assessment. This will include teacher questioning/observation, checklists, student/team logbooks and third-party feedback.

MSAPMSUP273A HANDLE GOODS

Locations:Newport, Industry.

Prerequisites:Nil.

Description:This competency covers the handling of materials by an operator as an adjunct to the job of making product. It applies to a limited range of materials. It is NOT intended to be an alternative warehousing competency.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - recognise the importance of material properties and qualities - apply approved procedures - take appropriate action to resolve problems or report problems to appropriate personnel. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

NWP101A INVESTIGATE SUSTAINABLE WATER CYCLE MANAGEMENT

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency describes the outcomes required to understand the water cycle, sustainable water usage and the testing of water quality. The ability to understand the link between the services and systems of the water organisation and supply to, and usage by, the consumer is essential to performance.

Required Reading:VU VU Produced Learning Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

NWP102A DESIGN A BASIC WATER SYSTEM MODEL

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency describes the outcomes required to explore and apply the characteristics of basic water and wastewater systems to a system model. This includes understanding the characteristics of simple water and wastewater systems, together with the application of scientific principles to the development of a working water system model.

Required Reading:VU VU Produced Learning Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements,

including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

NWP103A DEMONSTRATE CARE AND SAFE PRACTICES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency describes the outcomes required to understand, apply and satisfy safe practices in a work-like context. It includes identifying and following procedures for hazards and risks, monitoring and maintaining cleanliness and tidiness in work activities, and reporting hazards and risks in appropriate ways. It may apply to general OHS requirements and specific workplace policies and procedures.

Required Reading:VU VU Produced Learning Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

NWP104A SAMPLE AND TEST WATER SOURCES AND QUALITY

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency describes the outcomes required to collect and prepare water samples and perform water flow and quality tests according to specified standards and parameters relevant to water quality standards.

Required Reading:VU VU Produced Learning Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

NWP105A DRAW AND USE SIMPLE MAPS, PLANS AND DRAWINGS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency describes the outcomes required to read and interpret maps, plans and drawings and prepare a simple map or plan. Training and assessment against this unit of competency must incorporate relevant OHS and related legislative requirements.

Required Reading:VU VU Produced Learning Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

RIIG2004A OPERATE SMALL PLANT AND EQUIPMENT

Locations:Newport.

Prerequisites:Nil.

Description:This unit cover the skills and knowledge to operate a range of small plant and equipment commonly employed in resources and infrastructure activities and work sites. It includes the selection of the most commonly used equipment, the planning and preparation for work, the conduct of checks, the use of the plant and/or equipment and the post operational maintenance and clean up.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

RTE3605A TROUBLESHOOT IRRIGATION SYSTEMS

Locations:Sunshine.

Prerequisites:Nil.

Description:This competency standard covers the process of troubleshooting faults and blockages in irrigation systems. It requires the ability to read and apply system specifications, technical manuals and supply/spare parts inventories, operate, maintain and repair irrigation systems, and record and report maintenance activities. Troubleshooting faults and blockages in irrigation systems requires knowledge of characteristics and operation of replaceable components of irrigation systems, system malfunctions and their likely causes, isolation procedures and OHS and environmental guidelines.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

TLID307E HANDLE DANGEROUS GOODS/HAZARDOUS SUBSTANCES

Locations:Newport.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to handle dangerous goods and hazardous substances, including identifying requirements for working with dangerous goods and/or hazardous substances; confirming site incident procedures; and selecting handling techniques

Required Reading:VU Produced Workbooks

Assessment:Assessment of this unit must be undertaken by a registered training organisation As a minimum, assessment of knowledge must be conducted through appropriate written/oral tests Practical assessment must occur: through appropriately simulated activities at the registered training organisation, and/or in an appropriate range of situations in the workplace Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School.

VBP521 WALL AND FLOOR TILING HAND AND POWER TOOLS

Locations:Newport.

Prerequisites:VBQM697 - WORKPLACE SAFETY AND INDUSTRY INDUCTION

Description:The purpose of this module is to provide the student with the skills and knowledge necessary to select, maintain and apply hand and power tools and equipment used in the wall and floor tiling industry

Required Reading:Australian Standards Manufacturers Material and Application Specifications

Assessment:The assessment will include oral or written questioning related to underpinning knowledge and the demonstration of practical skills.

VBP522 TITLING SUBSTRATES

Locations:Newport.

Prerequisites:VBP521 - WALL AND FLOOR TILING HAND AND POWER TOOLS

Description:The purpose of this module is to provide the student with the skills and

knowledge necessary to prepare substrates to receive wall or floor tiles.

Required Reading:Australian Standards Manufacturers Material and Application Specifications

Assessment:The assessment will include oral or written questioning related to underpinning knowledge and the demonstration of practical skills.

VBP523 TILING ADHESIVES

Locations:Newport.

Prerequisites:VBP522 - TILING SUBSTRATES

Description:The purpose of this module is to provide the student with the skills and knowledge necessary to identify, select and apply wall and floor adhesives.

Required Reading:Australian Standards Manufacturers Material and Application Specifications

Assessment:The assessment will include oral or written questioning related to underpinning knowledge and the demonstration of practical skills.

VBP524 WALL TILING

Locations:Newport.

Prerequisites:VBQM697 - WORKPLACE SAFETY AND INDUSTRY INDUCTION

Description:The purpose of this module is to provide the student with the skills and knowledge necessary to install wall tiles to substrates.

Required Reading:Australian Standards Manufacturers Material and Application Specifications

Assessment:The assessment will include oral or written questioning related to underpinning knowledge and the demonstration of practical skills.

VBP525 FLOOR TILING

Locations:Newport.

Prerequisites:VBQM697 - WORKPLACE SAFETY AND INDUSTRY INDUCTION

Description:The purpose of this module is to provide the student with the skills and knowledge necessary to install floor tiles to substrates.

Required Reading:Australian Standards Manufacturers Material and Application Specifications

Assessment:The assessment will include oral or written questioning related to underpinning knowledge and the demonstration of practical skills.

VBQM697 WORKPLACE SAFETY AND INDUSTRY INDUCTION

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:The purpose of this module is to introduce the participant to the building and construction industry and provide the skills, ability and knowledge required to ensure the safety of themselves and others while working.

Required Reading:-

Assessment:The assessment will include oral or written questioning related to underpinning knowledge and the demonstration of practical skills. The assessment will include oral or written questioning related to underpinning knowledge and the demonstration or practical skills. .

VBQM698 WORKPLACE PROCEDURES FOR ENVIRONMENTAL SUSTAINABILITY

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:The purpose of this module is to provide the participant with the knowledge and skills to identify activities and procedures in the building and construction industry which may impact on environmental sustainability and

to identify and implement procedures to minimise their effect.

Required Reading:-

Assessment:The assessment will include oral or written questioning related to underpinning knowledge and the demonstration of practical skills. The assessment will include oral or written questioning related to underpinning knowledge and the demonstration or practical skills. .

VBQM699 BASIC FIRST AID

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:The purpose of this module is to provide the participant with the skills, ability and knowledge to render basic first aid support to injured people.

Required Reading:-

Assessment:The assessment will include oral or written questioning related to underpinning knowledge and the demonstration of practical skills. The assessment will include oral or written questioning related to underpinning knowledge and the demonstration or practical skills. .

VBQM700 BUILDING STRUCTURES

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:The purpose of this module is to provide the participant with the skills, ability and knowledge to identify different building structures found in the commercial and housing sectors of the building and construction industry.

Required Reading:-

Assessment:The assessment will include oral or written questioning related to underpinning knowledge or the demonstration of practical skills. The assessment will include oral or written questioning related to underpinning knowledge and the demonstration or practical skills. .

VBQM701 CALCULATIONS FOR THE BUILDING INDUSTRY

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:The purpose of this module is to provide the participant with the knowledge and skills to practically apply mathematics in the building industry.

Required Reading:-

Assessment:The assessment will include oral or written questioning related to underpinning knowledge or the demonstration of practical skills. The assessment will include oral or written questioning related to underpinning knowledge and the demonstration or practical skills. .

VBQM702 CAREER STUDIES

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:The purpose of this module is to provide the participant with the skills, ability and knowledge to enable them to confidently embark on a career in the building industry.

Required Reading:-

Assessment:The assessment will include oral or written questioning related to underpinning knowledge or the demonstration of practical skills. The assessment will include oral or written questioning related to underpinning knowledge and the demonstration or practical skills. .

VBQM703 COMMUNICATIONS FOR THE BUILDING INDUSTRY

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:The purpose of this module is to provide the participant with the knowledge and skills to effectively communicate in the building and construction industry at a simple, routine and predictable level.

Required Reading:-

Assessment:The assessment will include oral or written questioning related to underpinning knowledge or the demonstration of practical skills. The assessment will include oral or written questioning related to underpinning knowledge and the demonstration or practical skills. .

VBQM704 INTRODUCTION TO SCAFFOLDING

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:The purpose of this module is to provide the participant with the skills, ability and knowledge to understand the safe erection, use and disassembly of restricted height scaffolding.

Required Reading:-

Assessment:The assessment will include oral or written questioning related to underpinning knowledge or the demonstration of practical skills. The assessment will include oral or written questioning related to underpinning knowledge and the demonstration or practical skills. .

VBQM705 LEVELLING

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:The purpose of this module is to provide the participant with the skills, ability and knowledge to select and apply levelling in the building industry.

Required Reading:-

Assessment:The assessment will include oral or written questioning related to underpinning knowledge or the demonstration of practical skills. The assessment will include oral or written questioning related to underpinning knowledge and the demonstration or practical skills. .

VBQM706 QUALITY PRINCIPLES FOR THE BUILDING INDUSTRY

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:The purpose of this module is to provide the participant with the knowledge and skills to apply quality principles and practices within the building and construction industry.

Required Reading:-

Assessment:The assessment will include oral or written questioning related to underpinning knowledge or the demonstration of practical skills. The assessment will include oral or written questioning related to underpinning knowledge and the demonstration or practical skills. .

VBQM707 SAFE HANDLING AND USE OF PLANT AND POWER TOOLS

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:The purpose of this module is to provide the participant with the skills, ability and knowledge to safely operate, maintain and use small plant and portable power tools under direct supervision in their industry sector. This module does not address carpentry specific power tools.

Required Reading:-

Assessment:The assessment will include oral or written questioning related to underpinning knowledge or the demonstration of practical skills. The assessment will

include oral or written questioning related to underpinning knowledge and the demonstration or practical skills. .

VBQM708 WORKPLACE DOCUMENTS AND PLANS

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:The purpose of this module is to provide the participant with the skills, ability and knowledge necessary to read and interpret documents and plans.

Required Reading:-

Assessment:The assessment will include oral or written questioning related to underpinning knowledge or the demonstration of practical skills. The assessment will include oral or written questioning related to underpinning knowledge and the demonstration or practical skills. .

VBQM709 BRICKLAYING HAND TOOLS

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:The purpose of this module is to provide the participant with the skills, ability and knowledge related to the use of hand tools and equipment used in the bricklaying sector of the building and construction industry.

Required Reading:-

Assessment:The assessment will include oral or written questioning related to underpinning knowledge or the demonstration of practical skills. The assessment will include oral or written questioning related to underpinning knowledge and the demonstration or practical skills. .

VBQM710 BRICKLAYING BASIC SKILLS

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:The purpose of this module is to provide the participant with the skills, ability and knowledge to apply basic bricklaying skills. This module also includes an appreciation of the principles of concrete.

Required Reading:-

Assessment:The assessment will include oral or written questioning related to underpinning knowledge or the demonstration of practical skills. The assessment will include oral or written questioning related to underpinning knowledge and the demonstration or practical skills. .

VBQM711 BRICKLAYING VENEER CONSTRUCTION PRINCIPLES

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:The purpose of this module is to provide the participant with the skills, ability and knowledge to apply brick veneer construction principles.

Required Reading:-

Assessment:The assessment will include oral or written questioning related to underpinning knowledge or the demonstration of practical skills. The assessment will include oral or written questioning related to underpinning knowledge and the demonstration or practical skills. .

VBQM712 BRICKLAYING CAVITY CONSTRUCTION PRINCIPLES

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:The purpose of this module is to provide the participant with the skills, ability and knowledge to apply brick cavity construction principles.

Required Reading:-

Assessment:The assessment will include oral or written questioning related to underpinning knowledge or the demonstration of practical skills. The assessment will include oral or written questioning related to underpinning knowledge and the demonstration or practical skills. .

VBQM713 MASONRY BLOCKWORK

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:The purpose of this module is to provide the participant with the skills, ability and knowledge to apply masonryblockwork construction principles. (Excludes the practical application of reinforced concrete masonry bondbeams.)

Required Reading:-

Assessment:The assessment will include oral or written questioning related to underpinning knowledge or the demonstration of practical skills. The assessment will include oral or written questioning related to underpinning knowledge and the demonstration or practical skills. .

VBQM714 CARPENTRY HAND TOOLS

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:The purpose of this module is to provide the participant with the skills, ability and knowledge to select, maintain and apply handtools and equipment used in the carpentry sector of the building and construction industry.

Required Reading:-

Assessment:The assessment will include oral or written questioning related to underpinning knowledge or the demonstration of practical skills. The assessment will include oral or written questioning related to underpinning knowledge and the demonstration or practical skills. .

VBQM715 CARPENTRY POWER TOOLS

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:The purpose of this module is to provide the participant with the skills, ability and knowledge to select, safelyoperate and maintain power tools used in the carpentry sector of the building construction industry.

Required Reading:-

Assessment:The assessment will include oral or written questioning related to underpinning knowledge or the demonstration of practical skills. The assessment will include oral or written questioning related to underpinning knowledge and the demonstration or practical skills. .

VBQM716 BASIC SETTING OUT

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:The purpose of this module is to provide the participant with the skills, ability and knowledge to set out abuilding.

Required Reading:-

Assessment:The assessment will include oral or written questioning related to underpinning knowledge or the demonstration of practical skills. The assessment will include oral or written questioning related to underpinning knowledge and the demonstration or practical skills. .

VBQM717 SUB-FLOOR FRAMING

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:The purpose of this module is to provide the participant with the skills, ability and knowledge to construct subfloor framing.

Required Reading:-

Assessment:The assessment will include oral or written questioning related to underpinning knowledge or the demonstration of practical skills. The assessment will include oral or written questioning related to underpinning knowledge and the demonstration or practical skills. .

VBQM718 WALL FRAMING

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:The purpose of this module is to provide the participant with the skills, ability and knowledge to construct wallframing.

Required Reading:-

Assessment:The assessment will include oral or written questioning related to underpinning knowledge or the demonstration of practical skills. The assessment will include oral or written questioning related to underpinning knowledge and the demonstration or practical skills. .

VBQM719 ROOF FRAMING

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:The purpose of this module is to provide the participant with the skills, ability and knowledge to construct roofframing.

Required Reading:-

Assessment:The assessment will include oral or written questioning related to underpinning knowledge or the demonstration of practical skills. The assessment will include oral or written questioning related to underpinning knowledge and the demonstration or practical skills. .

VBQM720 EXTERNAL CLADDING

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:The purpose of this module is to provide the participant with the skills, ability and knowledge to install external cladding.

Required Reading:-

Assessment:The assessment will include oral or written questioning related to underpinning knowledge or the demonstration of practical skills. The assessment will include oral or written questioning related to underpinning knowledge and the demonstration or practical skills. .

VBQM721 INSTALLATION OF WINDOW AND DOOR FRAME

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:The purpose of this module is to provide the participant with the skills, ability and knowledge to install windowand door frames.

Required Reading:-

Assessment:The assessment will include oral or written questioning related to underpinning knowledge or the demonstration of practical skills. The assessment will include oral or written questioning related to underpinning knowledge and the demonstration or practical skills. .

VBQM722 INTERIOR FIXING

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:The purpose of this module is to provide the participant with the skills, ability and knowledge to install interior fixing.

Required Reading:-

Assessment:The assessment will include oral or written questioning related to underpinning knowledge or the demonstration of practical skills. The assessment will include oral or written questioning related to underpinning knowledge and the demonstration or practical skills. .

VBQM723 INTRODUCTION TO DEMOLITION

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:The purpose of this module is to provide the participant with the skills, ability and knowledge necessary to demolish internal structures.

Required Reading:-

Assessment:The assessment will include oral or written questioning related to underpinning knowledge or the demonstration of practical skills. The assessment will include oral or written questioning related to underpinning knowledge and the demonstration or practical skills. .

VBQM724 FORMWORK FOR CONCRETING

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:The purpose of this module is to provide the participant with the skills, ability and knowledge to construct formwork for concreting.

Required Reading:-

Assessment:The assessment will include oral or written questioning related to underpinning knowledge or the demonstration of practical skills. The assessment will include oral or written questioning related to underpinning knowledge and the demonstration or practical skills. .

VBQM725 PAINTING AND DECORATING HAND TOOLS

Locations:Footscray Nicholson, Werribee, Newport, City King St, Industry, Melton, Sunshine, St Albans, 22012VIC Cert I Vocational Preparation - City King, Footscray Nicholson, Industry, Melton, Newport, St Albans, Sunshine, Harvester TC, Werribee and Other. Also delivered on-site in Community Organisations and at Industry locations within Victoria. This unit is also delivered at off-site work placement locations..

Prerequisites:Nil.

Description:The purpose of this module is to provide the participant with the skills, ability and knowledge related to the use of hand tools and equipment used in the painting and decorating sector of the building and construction industry.

Required Reading:The teacher will provide teaching and learning material as required.

Assessment:The assessment will include oral or written questioning related to underpinning knowledge or the demonstration of practical skills.

VBQM726 SURFACE PREPARATION

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:The purpose of this module is to provide the participant with the skills, ability and knowledge to prepare surfaces in the painting and decorating industry.

Required Reading:-

Assessment:The assessment will include oral or written questioning related to underpinning knowledge or the demonstration of practical skills. The assessment will include oral or written questioning related to underpinning knowledge and the demonstration or practical skills. .

VBQM727 PAINT PRINCIPLES

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:The purpose of this module is to provide the participant with the ability and knowledge to discuss the principles of paint.

Required Reading:-

Assessment:The assessment will include oral or written questioning related to underpinning knowledge or the demonstration of practical skills. The assessment will include oral or written questioning related to underpinning knowledge and the demonstration or practical skills. .

VBQM728 COLOUR THEORY AND PRACTICE

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:The purpose of this module is to provide the participant with the skills, ability and knowledge to apply colour mixing principles.

Required Reading:-

Assessment:The assessment will include oral or written questioning related to underpinning knowledge or the demonstration of practical skills. The assessment will include oral or written questioning related to underpinning knowledge and the demonstration or practical skills. .

VBQM729 PAINT APPLICATION

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:The purpose of this module is to provide the participant with the skills, ability and knowledge to apply both oil and water based paints.

Required Reading:-

Assessment:The assessment will include oral or written questioning related to underpinning knowledge or the demonstration of practical skills. The assessment will include oral or written questioning related to underpinning knowledge and the demonstration or practical skills. .

VBQM730 TIMBER STAINING AND CLEAR FINISHING PRINCIPLES

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:The purpose of this module is to provide the participant with the skills, ability and knowledge to apply timber staining, finishing and preservation.

Required Reading:0

Assessment:The assessment will include oral or written questioning related to underpinning knowledge or the demonstration of practical skills. The assessment will include oral or written questioning related to underpinning knowledge and the demonstration or practical skills. .

VBQM731 PROTECTIVE METAL COATINGS

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:The purpose of this module is to provide the participant with the skills, ability and knowledge to apply protective metal coatings.

Required Reading:-

Assessment:The assessment will include oral or written questioning related to underpinning knowledge or the demonstration of practical skills. The assessment will include oral or written questioning related to underpinning knowledge and the demonstration or practical skills. .

VBQM732 SPRAY PAINTING

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:The purpose of this module is to provide the participant with the skills, ability and knowledge to apply surfacecoatings using spray painting equipment.

Required Reading:-

Assessment:The assessment will include oral or written questioning related to underpinning knowledge or the demonstration of practical skills. The assessment will include oral or written questioning related to underpinning knowledge and the demonstration or practical skills. .

VBQM733 PAPERHANGING PRINCIPLES

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:The purpose of this module is to provide the participant with the skills, ability and knowledge to hand wallpaper.

Required Reading:-

Assessment:The assessment will include oral or written questioning related to underpinning knowledge or the demonstration of practical skills. The assessment will include oral or written questioning related to underpinning knowledge and the demonstration or practical skills. .

VPAU535 USE SIGN INDUSTRY TOOLS, PLANT AND EQUIPMENT

Locations:Sunshine.

Prerequisites:CPCCM1005A - CARRY OUT MEASUREMENTS AND CALCULATIONS
CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit specifies the outcomes required to safely select and use sign industry tools, plant and equipment.

Required Reading:VU VU Produced Work Books

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VPAU536 WRITE SIGNS ON UNEVEN SURFACES

Locations:Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to write signs on uneven surfaces.

Required Reading:VU VU Produced Work Books

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VPAU537 OPERATE A FLAT BED ROUTER

Locations:Sunshine.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit specifies the outcomes required to safely use a flat bed router to produce signs.

Required Reading:VU VU Produced Work Books

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VPAU541 PRODUCE BASIC COMPUTER AIDED MANUFACTURED (CAM) SIGNS - VINYL

Locations:Sunshine.

Prerequisites:CPCCS12002A - LAY OUT AND DESIGN SIGNAGE

Description:This unit applies to the preparation of materials and design layout for computer operation in producing basic computer aided manufactured vinyl signs.

Required Reading:VU VU Produced Work Books

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VPAU542 PRODUCE BASIC SIGNS

Locations:Sunshine.

Prerequisites:CPCCS12002A - LAY OUT AND DESIGN SIGNAGE

Description:This unit applies to the preparation and production processes used to apply substances to surfaces in forming basic signs.

Required Reading:VU VU Produced Work Books

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VPAU582 UNDERTAKE SITE SURVEY AND ANALYSIS TO INFORM DESIGN PROCESS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to undertake a site survey and a site analysis for residential and commercial building projects. It includes the use of basic measuring and levelling equipment, recording and interpretation of data, and evaluation of, and compliance with relevant legislation.

Required Reading:Building Codes 2009 2009 Building Code of Australia Canprint - Canberra Australian Standards 2009 As 1684.2 - Timber Framing Manual Canprint - Canberra Australian Standards 2009 As 2870 - Concrete Footings & Slabs Canprint - Canberra

Assessment: Assessment will satisfy the endorsed assessment guidelines of the VQA endorsed Adv Dip of Building Design (Architecture) 21953VIC Training Package - Assessment methods will confirm consistency & accuracy of performance together with application of underpinning knowledge - Assessment will be by direct observation of tasks, with questioning on underpinning knowledge & it must also reinforce the integration of key competencies - Assessment methods will confirm the ability to access & correctly interpret & apply the essential underpinning knowledge - Assessment will be applied under project related conditions (real or simulated) & require evidence of process - Assessment will confirm a reasonable inference that competency is able not only to be satisfied under the particular circumstance, but is

able to be transferred to other circumstances - Assessment will be in conjunction with assessment of other units of competency, including those listed above

VPAU583 APPLY STRUCTURAL AND CONSTRUCTION TECHNOLOGY TO THE DESIGN OF RESIDENTIAL BUILDINGS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to apply structural and construction technology to the design of residential buildings. It requires compliance with state legislation and the provisions for BCA Classes 1 and 10 and relevant Australian Standards as they apply to the structural and construction components of a residential building.

Required Reading:Building Codes Board 2009 Building Code of Australia Canprint - Canberra Australian Standards 2009 As 1684.2 - Timber framing manual Canprint - Canberra Australian Standards 2009 As 2870 - Concrete footings & slabs Canprint - Canberra

Assessment: - Assessment will satisfy the endorsed assessment guidelines of the VQA endorsed Adv Dip of Building Design (Architecture) 21953VIC Training Package - Assessment methods will confirm consistency & accuracy of performance together with application of underpinning knowledge - Assessment will be by direct observation of tasks, with questioning on underpinning knowledge & it must also reinforce the integration of key competencies - Assessment methods will confirm the ability to access & correctly interpret & apply the essential underpinning knowledge - Assessment will be applied under project related conditions (real or simulated) & require evidence of process - Assessment will confirm a reasonable inference that competency is able not only to be satisfied under the particular circumstance, but is able to be transferred to other circumstances - Assessment will be in conjunction with assessment of other units of competency, including those listed above

VPAU584 APPLY STRUCTURAL AND CONSTRUCTION TECHNOLOGY TO THE DESIGN OF COMMERCIAL BUILDINGS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to apply structural and construction technology to the design of commercial buildings. It requires compliance with state legislation and the provisions for BCA Classes 2 to 9 and relevant Australian Standards as they apply to the structural and construction components of a commercial building.

Required Reading:Building Codes Board 2009 Building Code of Australia Canprint - Canberra Australian Standards 2009 As 1684.2 - Timber framing manual Canprint - Canberra Australian Standards 2009 As 2870 - Concrete footings & slabs Canprint - Canberra

Assessment: - Assessment will satisfy the endorsed assessment guidelines of the VQA endorsed Adv Dip of Building Design (Architecture) 21953VIC Training Package - Assessment methods will confirm consistency & accuracy of performance together with application of underpinning knowledge - Assessment will be by direct observation of tasks, with questioning on underpinning knowledge & it must also reinforce the integration of key competencies - Assessment methods will confirm the ability to access & correctly interpret & apply the essential underpinning knowledge - Assessment will be applied under project related conditions (real or simulated) & require evidence of process - Assessment will confirm a reasonable inference that competency is able not only to be satisfied under the particular circumstance, but is able to be transferred to other circumstances - Assessment will be in conjunction with assessment of other units of competency, including those listed above

VPAU585 COMPLY WITH CODES AND STANDARDS IN THE DESIGN OF RESIDENTIAL BUILDINGS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to access, interpret and apply relevant building codes and standards to the design of residential buildings. It includes the ability to apply a range of design solutions for residential buildings (BCA Classes 1 and 10), in compliance with the Building Code of Australia (BCA) and make recommendations for alternative solutions as required. It requires thorough knowledge of the purpose and content of the Building Code of Australia (BCA).

Required Reading:Building Codes Board 2009 Building Code of Australia Canprint - Canberra Australian Standards 2009 As 1684.2 - Timber framing manual Canprint - Canberra Australian Standards 2009 As 2870 - Concrete footings & slabs Canprint - Canberra

Assessment: - Assessment will satisfy the endorsed assessment guidelines of the VQA endorsed Adv Dip of Building Design (Architecture) 21953VIC Training Package - Assessment methods will confirm consistency & accuracy of performance together with application of underpinning knowledge - Assessment will be by direct observation of tasks, with questioning on underpinning knowledge & it must also reinforce the integration of key competencies - Assessment methods will confirm the ability to access & correctly interpret & apply the essential underpinning knowledge - Assessment will be applied under project related conditions (real or simulated) & require evidence of process - Assessment will confirm a reasonable inference that competency is able not only to be satisfied under the particular circumstance, but is able to be transferred to other circumstances - Assessment will be in conjunction with assessment of other units of competency, including those listed above

VPAU586 COMPLY WITH CODES AND STANDARDS IN THE DESIGN OF COMMERCIAL BUILDINGS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to access, interpret and apply relevant building codes and standards to the design of commercial buildings. It includes the ability to apply a range of design solutions to the construction or design of a commercial building (BCA Classes 2 to 9), in compliance with the Building Code of Australia (BCA) and make recommendations for alternative solutions as required. It requires thorough knowledge of the purpose and content of the Building Code of Australia (BCA).

Required Reading:Building Codes Board 2009 Building Code of Australia Canprint - Canberra Australian Standards 2009 As 1684.2 - Timber framing manual Canprint - Canberra Australian Standards 2009 As 2870 - Concrete footings & slabs Canprint - Canberra

Assessment: - Assessment will satisfy the endorsed assessment guidelines of the VQA endorsed Adv Dip of Building Design (Architecture) 21953VIC Training Package - Assessment methods will confirm consistency & accuracy of performance together with application of underpinning knowledge - Assessment will be by direct observation of tasks, with questioning on underpinning knowledge & it must also reinforce the integration of key competencies - Assessment methods will confirm the ability to access & correctly interpret & apply the essential underpinning knowledge - Assessment will be applied under project related conditions (real or simulated) & require evidence of process - Assessment will confirm a reasonable inference that competency is able not only to be satisfied under the particular circumstance, but is

able to be transferred to other circumstances - Assessment will be in conjunction with assessment of other units of competency, including those listed above

VPAU587 DESIGN SAFE BUILDINGS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to apply safe design principles to control OHS risk during the life of a building. It includes the ability to identify and comply with legal responsibilities and obligations and evaluate OHS hazards associated with the design, construction and use of a building during its life cycle. Applying safe design principles requires consultation with stakeholders and specialist advisors and the ability to make recommendations for alternative design solutions and incorporate risk controls into the building design and end use.

Required Reading:Building Codes Board 2009 Building Code of Australia Canprint - Canberra Australian Standards 2009 As 1684.2 - Timber framing manual Canprint - Canberra Australian Standards 2009 As 2870 - Concrete footings & slabs Canprint - Canberra

Assessment: - Assessment will satisfy the endorsed assessment guidelines of the VQA endorsed Adv Dip of Building Design (Architecture) 21953VIC Training Package - Assessment methods will confirm consistency & accuracy of performance together with application of underpinning knowledge - Assessment will be by direct observation of tasks, with questioning on underpinning knowledge & it must also reinforce the integration of key competencies - Assessment methods will confirm the ability to access & correctly interpret & apply the essential underpinning knowledge - Assessment will be applied under project related conditions (real or simulated) & require evidence of process - Assessment will confirm a reasonable inference that competency is able not only to be satisfied under the particular circumstance, but is able to be transferred to other circumstances - Assessment will be in conjunction with assessment of other units of competency, including those listed above

VPAU588 DESIGN SUSTAINABLE BUILDINGS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to apply the principles of sustainability to building design. It includes the application of sustainable practices to minimise negative impacts of the construction process and land use on the environment, incorporate passive design, sustainable water use and energy efficiency into a building design and select suitable materials for the construction of the building. It requires compliance with relevant legislation, Australian Standards and the Building Code of Australia (BCA).

Required Reading:Building Codes Board 2009 Building Code of Australia Canprint - Canberra Australian Standards 2009 As 1684.2 - Timber framing manual Canprint - Canberra Australian Standards 2009 As 2870 - Concrete footings & slabs Canprint - Canberra

Assessment: - Assessment will satisfy the endorsed assessment guidelines of the VQA endorsed Adv Dip of Building Design (Architecture) 21953VIC Training Package - Assessment methods will confirm consistency & accuracy of performance together with application of underpinning knowledge - Assessment will be by direct observation of tasks, with questioning on underpinning knowledge & it must also reinforce the integration of key competencies - Assessment methods will confirm the ability to access & correctly interpret & apply the essential underpinning knowledge - Assessment will be applied under project related conditions (real or simulated) & require evidence of process - Assessment will confirm a reasonable inference that competency is able not only to be satisfied under the particular circumstance, but is

able to be transferred to other circumstances - Assessment will be in conjunction with assessment of other units of competency, including those listed above

VPAU589 INTEGRATE SERVICES LAYOUT INTO DESIGN DOCUMENTATION

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to integrate the layout of services and connections into building design documentation for residential (BCA Classes 1 and 10) and commercial (BCA Classes 2 to 9) buildings. It includes the knowledge and application of current sustainable and energy efficient practices and appliances and involves consultation with other professionals to obtain agreement on service layout details and specifications. It requires compliance with relevant legislation, Australian Standards and the Building Code of Australia (BCA).

Required Reading:Building Codes Board 2009 Building Code of Australia Canprint - Canberra Australian Standards 2009 As 1684.2 - Timber framing manual Canprint - Canberra Australian Standards 2009 As 2870 - Concrete footings & slabs Canprint - Canberra

Assessment: - Assessment will satisfy the endorsed assessment guidelines of the VQA endorsed Adv Dip of Building Design (Architecture) 21953VIC Training Package - Assessment methods will confirm consistency & accuracy of performance together with application of underpinning knowledge - Assessment will be by direct observation of tasks, with questioning on underpinning knowledge & it must also reinforce the integration of key competencies - Assessment methods will confirm the ability to access & correctly interpret & apply the essential underpinning knowledge - Assessment will be applied under project related conditions (real or simulated) & require evidence of process - Assessment will confirm a reasonable inference that competency is able not only to be satisfied under the particular circumstance, but is able to be transferred to other circumstances - Assessment will be in conjunction with assessment of other units of competency, including those listed above

VPAU590 PRODUCE WORKING DRAWINGS FOR RESIDENTIAL BUILDINGS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies outcomes required to produce two and three-dimensional drawings in accordance with standard industry practice and to a level suitable for building permit approval applications. It includes the ability to read and interpret plans and specifications and to produce working drawings for residential buildings (BCA Classes 1 and 10).

Required Reading:Building Codes Board 2009 Building Code of Australia Canprint - Canberra Australian Standards 2009 As 1684.2 - Timber framing manualAs 2870 - Concrete footings & slabs Canprint - Canberra Australian Standards 2009 As 2870 - Concrete footings & slabs Canprint - Canberra

Assessment: - Assessment will satisfy the endorsed assessment guidelines of the VQA endorsed Adv Dip of Building Design (Architecture) 21953VIC Training Package - Assessment methods will confirm consistency & accuracy of performance together with application of underpinning knowledge - Assessment will be by direct observation of tasks, with questioning on underpinning knowledge & it must also reinforce the integration of key competencies - Assessment methods will confirm the ability to access & correctly interpret & apply the essential underpinning knowledge - Assessment will be applied under project related conditions (real or simulated) & require evidence of process - Assessment will confirm a reasonable inference that competency is able not only to be satisfied under the particular circumstance, but is able to be transferred to other circumstances - Assessment will be in conjunction with assessment of other units of competency, including those listed above

VPAU591 PRODUCE WORKING DRAWINGS FOR COMMERCIAL BUILDINGS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies outcomes required to produce two and three-dimensional drawings in accordance with standard industry practice and to a level suitable for building permit approval applications. It includes the ability to read and interpret plans and specifications and to produce working drawings for commercial buildings (BCA Classes 2 to 9).

Required Reading:Building Codes Board 2009 Building Code of Australia Canprint - Canberra Australian Standards 2009 As 1684.2 - Timber framing manual Canprint - Canberra Australian Standards 2009 As 2870 - Concrete footings & slabs Canprint - Canberra

Assessment:- Assessment will satisfy the endorsed assessment guidelines of the VQA endorsed Adv Dip of Building Design (Architecture) 21953VIC Training Package - Assessment methods will confirm consistency & accuracy of performance together with application of underpinning knowledge - Assessment will be by direct observation of tasks, with questioning on underpinning knowledge & it must also reinforce the integration of key competencies - Assessment methods will confirm the ability to access & correctly interpret & apply the essential underpinning knowledge - Assessment will be applied under project related conditions (real or simulated) & require evidence of process - Assessment will confirm a reasonable inference that competency is able not only to be satisfied under the particular circumstance, but is able to be transferred to other circumstances - Assessment will be in conjunction with assessment of other units of competency, including those listed above

VPAU592 SELECT CONSTRUCTION MATERIALS FOR BUILDING PROJECTS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to evaluate and select a range of suitable construction materials for building projects, taking into account a range of criteria including physical attributes, cost and sustainability. It includes the ability to analyse properties and characteristics to determine their suitability for application in the construction of a building. It requires selection of materials that comply with relevant legislation, Australian Standards and the Building Code of Australia (BCA).

Required Reading:Building Codes Board 2009 Building Code of Australia Canprint - Canberra Australian Standards 2009 As 1684.2 - Timber framing manual Canprint - Canberra Australian Standards 2009 As 2870 - Concrete footings & slabs Canprint - Canberra

Assessment:- Assessment will satisfy the endorsed assessment guidelines of the VQA endorsed Adv Dip of Building Design (Architecture) 21953VIC Training Package - Assessment methods will confirm consistency & accuracy of performance together with application of underpinning knowledge - Assessment will be by direct observation of tasks, with questioning on underpinning knowledge & it must also reinforce the integration of key competencies - Assessment methods will confirm the ability to access & correctly interpret & apply the essential underpinning knowledge - Assessment will be applied under project related conditions (real or simulated) & require evidence of process - Assessment will confirm a reasonable inference that competency is able not only to be satisfied under the particular circumstance, but is able to be transferred to other circumstances - Assessment will be in conjunction with assessment of other units of competency, including those listed above

VPAU593 PROVIDE DESIGN SOLUTIONS FOR RESIDENTIAL AND COMMERCIAL BUILDINGS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to apply the theories and principles of design to the design of buildings. It can be applied to both residential buildings (BCA Classes 1 and 10) and commercial buildings (BCA Classes 2 to 9). It requires the ability to research, analyse and evaluate information on the history and elements of architecture and their influence on current practice. It includes developing a design response which meets the requirements of a project brief, and communicating a final design solution to relevant stakeholders.

Required Reading:Building Codes Board 2009 Building Code of Australia Canprint - Canberra Australian Standards 2009 As 1684.2 - Timber framing manual Canprint - Canberra Australian Standards 2009 As 2870 - Concrete footings & slabs Canprint - Canberra

Assessment:- Assessment will satisfy the endorsed assessment guidelines of the VQA endorsed Adv Dip of Building Design (Architecture) 21953VIC Training Package - Assessment methods will confirm consistency & accuracy of performance together with application of underpinning knowledge - Assessment will be by direct observation of tasks, with questioning on underpinning knowledge & it must also reinforce the integration of key competencies - Assessment methods will confirm the ability to access & correctly interpret & apply the essential underpinning knowledge - Assessment will be applied under project related conditions (real or simulated) & require evidence of process - Assessment will confirm a reasonable inference that competency is able not only to be satisfied under the particular circumstance, but is able to be transferred to other circumstances - Assessment will be in conjunction with assessment of other units of competency, including those listed above

VPAU594 INTEGRATE DIGITAL APPLICATIONS INTO ARCHITECTURAL WORKFLOWS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to use a range of digital applications in architectural workflows. It includes the ability to determine the appropriate digital applications required for specific project outputs and the application of architectural standards and conventions to produce and manage the project. Work is likely to be undertaken with limited supervision and in consultation with team members and external consultants.

Required Reading:Building Codes Board 2009 Building Code of Australia Canprint - Canberra Australian Standards 2009 As 1684.2 - Timber framing manual Canprint - Canberra Australian Standards 2009 As 2870 - Concrete footings & slabs Canprint - Canberra

Assessment:- Assessment will satisfy the endorsed assessment guidelines of the VQA endorsed Adv Dip of Building Design (Architecture) 21953VIC Training Package - Assessment methods will confirm consistency & accuracy of performance together with application of underpinning knowledge - Assessment will be by direct observation of tasks, with questioning on underpinning knowledge & it must also reinforce the integration of key competencies - Assessment methods will confirm the ability to access & correctly interpret & apply the essential underpinning knowledge - Assessment will be applied under project related conditions (real or simulated) & require evidence of process - Assessment will confirm a reasonable inference that competency is able not only to be satisfied under the particular circumstance, but is able to be transferred to other circumstances - Assessment will be in conjunction with assessment of other units of competency, including those listed above

VPAU595 PRESENT ARCHITECTURAL DESIGNS

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to present a design concept for an architectural project. The design could be for a residential (BCA Classes 1 and 10) or commercial (BCA Classes 2 to 9) building. It includes reviewing the project brief, developing presentation materials and presenting the final design concept to relevant stakeholders. Materials for presentation could include sketches, computer generated drawings/images, or models. It requires the ability to effectively clarify or communicate ideas and the design concept to stakeholders.

Required Reading:Building Codes Board 2009 Building Code of Australia Canprint - Canberra Australian Standards 2009 As 1684.2 - Timber framing manual Canprint - Canberra Australian Standards 2009 As 2870 - Concrete footings & slabs Canprint - Canberra

Assessment: Assessment will satisfy the endorsed assessment guidelines of the VQA endorsed Adv Dip of Building Design (Architecture) 21953VIC Training Package - Assessment methods will confirm consistency & accuracy of performance together with application of underpinning knowledge - Assessment will be by direct observation of tasks, with questioning on underpinning knowledge & it must also reinforce the integration of key competencies - Assessment methods will confirm the ability to access & correctly interpret & apply the essential underpinning knowledge - Assessment will be applied under project related conditions (real or simulated) & require evidence of process - Assessment will confirm a reasonable inference that competency is able not only to be satisfied under the particular circumstance, but is able to be transferred to other circumstances - Assessment will be in conjunction with assessment of other units of competency, including those listed above

VPAU596 MANAGE ARCHITECTURAL PROJECT ADMINISTRATION

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to manage architectural administration and the development of project documentation. It requires the knowledge of the legislation pertaining to project administration and the ability to comply with the organisational requirements for quality assurance. Work is expected to be undertaken in consultation with both internal personnel and external consultants and with limited supervision.

Required Reading:Building Codes Board 2009 Building Code of Australia Canprint - Canberra Australian Standards 2009 As 1684.2 - Timber framing manual Canprint - Canberra Australian Standards 2009 As 2870 - Concrete footings & slabs Canprint - Canberra

Assessment: Assessment will satisfy the endorsed assessment guidelines of the VQA endorsed Adv Dip of Building Design (Architecture) 21953VIC Training Package - Assessment methods will confirm consistency & accuracy of performance together with application of underpinning knowledge - Assessment will be by direct observation of tasks, with questioning on underpinning knowledge & it must also reinforce the integration of key competencies - Assessment methods will confirm the ability to access & correctly interpret & apply the essential underpinning knowledge - Assessment will be applied under project related conditions (real or simulated) & require evidence of process - Assessment will confirm a reasonable inference that competency is able not only to be satisfied under the particular circumstance, but is able to be transferred to other circumstances - Assessment will be in conjunction with assessment of other units of competency, including those listed above

VPAU597 UNDERTAKE COMPLEX ARCHITECTURAL PROJECTS

Locations:Newport.

Prerequisites:Nil.

Description:This unit specifies the outcomes required to undertake complex

architectural projects for residential (BCA Classes 1 and 10) and/or commercial (BCA Classes 2 to 9) buildings. It includes consultation with a client to prepare a project brief and the development and presentation of a design concept that meets the requirements of the brief and relevant legislative requirements and codes and standards. It requires the preparation of all necessary documentation and the development of a critical path management diagram. It requires thorough knowledge of the Building Code of Australia (BCA), relevant Australian Standards and local authority regulatory requirements.

Required Reading:Building Codes Board 2009 Building Code of Australia Canprint - Canberra Australian Standards 2009 As 1684.2 - Timber framing manual Canprint - Canberra Australian Standards 2009 As 2870 - Concrete footings & slabs Canprint - Canberra

Assessment: Assessment will satisfy the endorsed assessment guidelines of the VQA endorsed Adv Dip of Building Design (Architecture) 21953VIC Training Package - Assessment methods will confirm consistency & accuracy of performance together with application of underpinning knowledge - Assessment will be by direct observation of tasks, with questioning on underpinning knowledge & it must also reinforce the integration of key competencies - Assessment methods will confirm the ability to access & correctly interpret & apply the essential underpinning knowledge - Assessment will be applied under project related conditions (real or simulated) & require evidence of process - Assessment will confirm a reasonable inference that competency is able not only to be satisfied under the particular circumstance, but is able to be transferred to other circumstances - Assessment will be in conjunction with assessment of other units of competency, including those listed above

VU20526 USE BASIC PLUMBING HAND TOOLS

Locations:Melton, Sunshine.

Prerequisites:CPCCOHS1001A - WORK SAFELY IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to use basic hand tools for a range of simple plumbing tasks.

Required Reading:Not Applicable

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

VU20527 USE BASIC POWER TOOLS

Locations:Melton, Sunshine.

Prerequisites:CPCCOHS1001A - WORK SAFELY IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to identify, select, use and store basic power tools associated with simple plumbing tasks.

Required Reading:Not Applicable

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

VU20528 PERFORM BASIC OXY-ACETYLENE WELDING AND CUTTING

Locations:Melton, Sunshine.

Prerequisites:CPCCOHS1001A - WORK SAFELY IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to use oxy-acetylene equipment to perform welding and cutting tasks related to simple plumbing jobs.

Required Reading:Not Applicable

Assessment:Assessment tasks will be designed to meet the controlled parameters in

accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

VU20529 USE BASIC ELECTRIC WELDING EQUIPMENT AND TECHNIQUES

Locations:Melton, Sunshine.

Prerequisites:CPCCOHS1001A - WORK SAFELY IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to use a range of electric welding tools and techniques.

Required Reading:Not Applicable

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

VU20530 USE PLUMBING PIPES, FITTINGS AND FIXTURES TO SIMULATE PLUMBING INSTALLATIONS

Locations:Melton, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to identify plumbing pipes, plumbing fittings and plumbing fixtures associated with basic plumbing tasks.

Required Reading:Not Applicable

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks

VU20531 APPLY BASIC SHEET METAL PRACTICES

Locations:Melton, Sunshine.

Prerequisites:CPCCOHS1001A - WORK SAFELY IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to cut, join and bend sheet metal products for a range of simple plumbing related tasks.

Required Reading:Not Applicable

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

VU20532 FABRICATE SIMPLE PLUMBING PIPE SYSTEMS

Locations:Melton, Sunshine.

Prerequisites:CPCCOHS1001A - WORK SAFELY IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to distinguish, select and fabricate drainage, water and gas tubing and pipes for a range of simple plumbing related tasks.

Required Reading:Not Applicable

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

VU20533 CUT AND PENETRATE BUILDING MATERIALS AND STRUCTURES

Locations:Melton, Sunshine.

Prerequisites:CPCCOHS1001A - WORK SAFELY IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to identify the

properties of building materials and structures to facilitate cutting and penetration where required to fulfil job tasks.

Required Reading:Not Applicable

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

VU20534 IDENTIFY CAREER PATHWAYS IN THE PLUMBING INDUSTRY

Locations:Melton, Sunshine.

Prerequisites:Nil.

Description:This unit of competency describes the outcomes to distinguish and determine opportunities and pathways of employment in the plumbing industry.

Required Reading:Not Applicable

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

VU20558 PREPARE FOR WORK IN THE JOINERY/SHOPFITTING/STAIRBUILDING INDUSTRIES

Locations:Newport.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency describes the outcomes required to determine opportunities and pathways, taking responsibility for own workplace learning and skill development and applying for work in the joinery/shopfitting/stairbuilding industries.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

VU20559 SET UP AND OPERATE BASIC STATIC MACHINES

Locations:Newport.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit covers the competency to identify, safely set up and operate basic static machines, under supervision within the joinery/shopfitting/stairbuilding industries.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

VU20560 CARRY OUT BASIC CONSTRUCTION PROCESSES WITHIN THE JOINERY/SHOPFITTING/STAIRBUILDING INDUSTRIES

Locations:Newport.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required by preapprentices to identify, prepare and apply construction work processes within the joinery/shopfitting/stairbuilding industries.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

VU20561 CONSTRUCT BASIC DOORS AND WINDOWS

Locations:Newport.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to plan, prepare, set out and construct basic doors and windows. The unit includes basic construction methods and manufacturing processes related to the joinery/shopfitting/stairbuilding industries.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

VU20562 CONSTRUCT A BASIC SHOPFITTING DISPLAY UNIT

Locations:Newport.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to construct a basic shopfitting display unit using construction techniques and methods as required by the joinery/shopfitting/stairbuilding industries.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

VU20563 CONSTRUCT A BASIC STAIR

Locations:Newport.

Prerequisites:CPCCOHS2001A - APPLY OHS REQUIREMENTS, POLICIES AND PROCEDURES IN THE CONSTRUCTION INDUSTRY

Description:This unit of competency specifies the outcomes required to construct and assemble a basic timber stair to meet stair design specifications, tolerances, and industry standards applicable to the joinery, shopfitting and stairbuilding industries.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

VU20716 CONDUCT A BUSHFIRE ATTACK LEVEL (BAL) ASSESSMENT

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency describes the outcomes required to conduct a BAL assessment. This includes relevant theoretical knowledge of fire, understanding of the regulatory framework, assessing a location and education of and consultation with clients about the benefits of achieving the required fire resistance.

Required Reading:Building Codes 2009 2009 Building Code of Australia Canprint - Canberra Australian Standards 2009 As 1684.2 - Timber Framing Manual Canprint - Canberra Australian Standards 2009 As 2870 - Concrete Footings & Slabs Canprint - Canberra

Assessment:To be deemed competent in this unit, participants must: - comply with applicable Commonwealth, state or territory legislative and regulatory requirements and Codes of Practice, including OHS, environmental and organisational policies and procedures relevant to undertaking a BAL assessment - communicate effectively and work safely with others - explain the purpose and processes associated with undertaking a BAL assessment - determine the level of bushfire risk by undertaking a minimum of two separate BAL assessments. Competency must be assessed on actual sites and include different vegetation classifications and site slopes. This unit lends itself to LiWC via a project or simulation.

VU20717 APPLY BUSHFIRE ATTACK LEVEL (BAL) ASSESSMENT

Locations:Newport.

Prerequisites:VU20716 - CONDUCT A BUSHFIRE ATTACK LEVEL (BAL) ASSESSMENT

Description:This unit of competency specifies the outcomes required to access, interpret and apply a BAL assessment to the design and construction of buildings.

Required Reading:Building Codes 2009 2009 Building Code of Australia Canprint - Canberra Australian Standards 2009 As 1684.2 - Timber Framing Manual Canprint - Canberra Australian Standards 2009 As 2870 - Concrete Footings & Slabs Canprint - Canberra

Assessment:To be deemed competent in this unit, participants must: - comply with applicable Commonwealth, state or territory and local legislative and regulatory requirements and Codes of Practice, including OHS, environmental and organisational policies and procedures relevant to applying a BAL assessment to the design and construction process. - communicate effectively and work safely with others. - explain the importance of incorporating the outcomes from a BAL assessment into the design and construction process. - incorporate BAL requirements into the design and construction of at least one building.

SCHOOL OF ENGINEERING AND INDUSTRIAL TRAINING

Below are details of courses offered by the School of Engineering and Industrial Training in 2013.

This information is also available online on the University's searchable courses database at www.vu.edu.au/courses

DIPLOMA OF ENGINEERING TECHNOLOGY

Course Code:21621VIC

Campus:Sunshine.

Course Objectives:-

Careers:Those aspiring to senior positions in the public and private sector of the engineering field.

Course Duration:1 year

Admission Requirements Other:Have successfully completed year 11. Or successfully completed a Certificate III in Engineering (from Training Package MEM98) or equivalent; or have a minimum language, literacy and numeracy skills that is equivalent to level 3 of the National Reporting system (NRS).

Selection Processes:Direct Entry, VTAC, OtherVCE with passes in English (Units 3 and 4), Mathematics (Units 1 and 2 or 3 and 4), Physics (Units 1 and 2 or 3 and 4) OR completion of Diploma of Engineering OR Engineering Technology Production Certificate OR Industrial training/ experience OR mature age entry.

COURSE STRUCTURE

Diploma of Engineering Technology To fulfil the requirements for the qualification learners must satisfy the following requirements.**Non-trade entry:** Select from Table A: Units of competency equivalent to a training effort of at least 200 hours. It is strongly recommended that the selection include MEM13014A Apply principles of occupational health and safety in work environment. Select from Table B: Units of competency equivalent to a training effort of at least 600 hours. Selection must be based on the following principles: 1. A minimum of 80% of the training effort must be from units listed in Table B. The balance may be drawn from other endorsed training packages provided the units of competency are of an appropriate AQF level and relevant to an engineering job function or to enterprise requirements. 2. At least 60% of the training effort must be from units of competency at AQF level 5.**Trade entry:** Select from Table B: Units of competency equivalent to a training effort of at least 600 hours. Selection must be based on the following principles: 1. A minimum of 80% of the training effort must be from units listed in Table B. The balance may be drawn from other endorsed training packages provided the units of competency are of an appropriate AQF level and relevant to an engineering job function or to enterprise requirements. 2. At least 60% of the training effort must be from units of competency at AQF level 5.

CIVIL

Table A

MEM13014A	APPLY PRINCIPLES OF WORK OH&S IN WORK ENVIRONMENT	10
MEM14004A	PLAN TO UNDERTAKE A ROUTINE TASK	10
MEM15002A	APPLY QUALITY SYSTEMS	20
MEM15024A	APPLY QUALITY PROCEDURES	10
MEM16007A	WORK WITH OTHERS IN A MANUFACTURING, ENGINEERING OR RELATED ENVIRONMENT	10
MEM18001C	USE HAND TOOLS	20
MEM18002B	USE POWER TOOLS/HAND HELD OPERATIONS	20
VBN770	APPLY BASIC FABRICATION TECHNIQUES	40
VBN773	PRODUCE BASIC ENGINEERING SKETCHES AND DRAWINGS	20
VBN777	HANDLE ENGINEERING MATERIALS	20
VBN782	PERFORM BASIC WELDING AND THERMAL CUTTING PROCESSES TO FABRICATE ENGINEERING STRUCTURES	60

Table B

AUM5301A	PRODUCE DRAWINGS MANUALLY	40
BSBPM507A	MANAGE PROJECT COMMUNICATIONS	40
VBP228	APPLY MATHEMATICAL SOLUTIONS TO ENGINEERING PROBLEMS	
VBP231	APPLY PRINCIPLES OF MECHANICS TO ENGINEERING PROBLEMS	60
VBP232	APPLY PRINCIPLES OF STRENGTH OF MATERIALS TO ENGINEERING PROBLEMS	40
VBP235	USE COMPUTER AIDED DRAFTING SYSTEMS	80
VBP236	USE ADVANCED 2D	80
VBP284	APPLY SURVEYING FOR CIVIL ENGINEERING PROJECTS	40
VBP285	PERFORM MEASUREMENTS AND LAYOUT TASKS ON CONSTRUCTION SITES	40
VBP291	PRODUCE REINFORCED CONCRETE DRAWINGS	40
VBP293	PRODUCE STRUCTURAL STEEL DRAWINGS	40
VBP296	PRODUCE ENGINEERING DRAWINGS FOR A RURAL ROAD	40
VBP299	APPLY SURVEYING COMPUTATIONS TO CIVIL ENGINEERING	40

	PROJECTS		VBP253	APPLY COMPUTER AIDED MANUFACTURING (CAM) 2D PROGRAMMING	40
VU20159	APPLY PRINCIPLES OF HYDRAULICS TO PIPE AND CHANNEL FLOW	80	VBP255	PROGRAM A 3D MACHINE CENTRE	60
VU20160	DESIGN A WATER RETICULATION SCHEME	40	VBP263	IMPLEMENT BASIC MATERIALS SCIENCE PRINCIPLES TO ENGINEERING APPLICATIONS	40
VU20161	PLAN SEWERAGE RETICULATION SYSTEMS	40	VBP265	PLAN FOR THE IMPLEMENTATION OF MECHANICAL DRIVE SYSTEMS	60
VU20162	PLAN WATER RETICULATION SYSTEMS	40			

MANUFACTURING

Alternative units can be selected from the ones below

Table A			VBP243	PLAN, IMPLEMENT AND APPLY PREVENTATIVE MAINTENANCE PROCEDURES	80
MEM13014A	APPLY PRINCIPLES OF WORK OH&S IN WORK ENVIRONMENT	10	VBP246	SELECT AND MAINTAIN BEARING AND ROTARY SHAFT ASSEMBLIES	40
MEM14004A	PLAN TO UNDERTAKE A ROUTINE TASK	10	VBP269	APPLY HYDRAULIC PRINCIPLES IN ENGINEERING	60
MEM15002A	APPLY QUALITY SYSTEMS	20	VBP270	APPLY PNEUMATIC PRINCIPLES IN ENGINEERING.	60
MEM16007A	WORK WITH OTHERS IN A MANUFACTURING, ENGINEERING OR RELATED ENVIRONMENT	10	VBP271	SET UP MECHATRONICS ENGINEERING SYSTEMS	60
MEM18001C	USE HAND TOOLS	20	VBP275	PROGRAM, OPERATE AND SELECT A ROBOTICS SYSTEM	60
MEM18002B	USE POWER TOOLS/HAND HELD OPERATIONS	20	VBQU263	APPLY PRINCIPLES OF METROLOGY IN MANUFACTURING	60
MEM07032B	USE WORKSHOP MACHINES FOR BASIC OPERATION	20	VPAU643	WRITE ADVANCED CNC PROGRAMS AND OPERATE A VERTICAL MACHINING CENTRE	80
VBN768	DEVELOP AN INDIVIDUAL CAREER PLAN FOR THE ENGINEERING INDUSTRY	20	VPAU644	WRITE ADVANCED CNC PROGRAMS AND OPERATE A MULTI AXIS TURNING CENTRE	60
VBN769	PERFORM BASIC MACHINING PROCESSES	40			
VBN773	PRODUCE BASIC ENGINEERING SKETCHES AND DRAWINGS	20			
VBN777	HANDLE ENGINEERING MATERIALS	20			

MECHANICAL

Table A

Table B			MEM13014A	APPLY PRINCIPLES OF WORK OH&S IN WORK ENVIRONMENT	10
AUM5301A	PRODUCE DRAWINGS MANUALLY	40	MEM14004A	PLAN TO UNDERTAKE A ROUTINE TASK	10
BSBPM507A	MANAGE PROJECT COMMUNICATIONS	40	MEM15002A	APPLY QUALITY SYSTEMS	20
ICAU2006B	OPERATE COMPUTING PACKAGES	60	MEM16007A	WORK WITH OTHERS IN A MANUFACTURING, ENGINEERING OR RELATED ENVIRONMENT	10
VBP228	APPLY MATHEMATICAL SOLUTIONS TO ENGINEERING PROBLEMS		MEM18001C	USE HAND TOOLS	20
VBP230	APPLY SCIENTIFIC PRINCIPLES TO ENGINEERING PROBLEMS	60	MEM18002B	USE POWER TOOLS/HAND HELD OPERATIONS	20
VBP235	USE COMPUTER AIDED DRAFTING SYSTEMS	80	MEM07032B	USE WORKSHOP MACHINES FOR BASIC OPERATION	20
VBP250	SET UP MANUFACTURING PROCESSES FOR ENGINEERING APPLICATIONS	40	VBN768	DEVELOP AN INDIVIDUAL CAREER PLAN FOR THE ENGINEERING INDUSTRY	20
VBP252	APPLY COMPUTER AIDED MANUFACTURING (CAM) PROCESSES	40	VBN769	PERFORM BASIC MACHINING PROCESSES	40

VBN773	PRODUCE BASIC ENGINEERING SKETCHES AND DRAWINGS	20	MEM18001C	USE HAND TOOLS	20
VBN777	HANDLE ENGINEERING MATERIALS	20	MEM18002B	USE POWER TOOLS/HAND HELD OPERATIONS	20
Table B			VBN770	APPLY BASIC FABRICATION TECHNIQUES	40
AUM5301A	PRODUCE DRAWINGS MANUALLY	40	VBN773	PRODUCE BASIC ENGINEERING SKETCHES AND DRAWINGS	20
BSBPM507A	MANAGE PROJECT COMMUNICATIONS	40	VBN777	HANDLE ENGINEERING MATERIALS	20
ICAU2006B	OPERATE COMPUTING PACKAGES	60	VBN782	PERFORM BASIC WELDING AND THERMAL CUTTING PROCESSES TO FABRICATE ENGINEERING STRUCTURES	60
VBP228	APPLY MATHEMATICAL SOLUTIONS TO ENGINEERING PROBLEMS		Table B		
VBP229	APPLY STATISTICAL METHODS FOR QUALITY CONTROL AND RELIABILITY	40	AUM5301A	PRODUCE DRAWINGS MANUALLY	40
VBP230	APPLY SCIENTIFIC PRINCIPLES TO ENGINEERING PROBLEMS	60	BSBPM507A	MANAGE PROJECT COMMUNICATIONS	40
VBP231	APPLY PRINCIPLES OF MECHANICS TO ENGINEERING PROBLEMS	60	VBP228	APPLY MATHEMATICAL SOLUTIONS TO ENGINEERING PROBLEMS	
VBP235	USE COMPUTER AIDED DRAFTING SYSTEMS	80	VBP231	APPLY PRINCIPLES OF MECHANICS TO ENGINEERING PROBLEMS	60
VBP236	USE ADVANCED 2D	80	VBP232	APPLY PRINCIPLES OF STRENGTH OF MATERIALS TO ENGINEERING PROBLEMS	40
VBP250	SET UP MANUFACTURING PROCESSES FOR ENGINEERING APPLICATIONS	40	VBP235	USE COMPUTER AIDED DRAFTING SYSTEMS	80
VBP263	IMPLEMENT BASIC MATERIALS SCIENCE PRINCIPLES TO ENGINEERING APPLICATIONS	40	VBP236	USE ADVANCED 2D	80
VBP265	PLAN FOR THE IMPLEMENTATION OF MECHANICAL DRIVE SYSTEMS	60	VBP284	APPLY SURVEYING FOR CIVIL ENGINEERING PROJECTS	40
VBP232	APPLY PRINCIPLES OF STRENGTH OF MATERIALS TO ENGINEERING PROBLEMS	40	VBP285	PERFORM MEASUREMENTS AND LAYOUT TASKS ON CONSTRUCTION SITES	40
VBP264	IMPLEMENT ADVANCED MATERIALS SCIENCE PRINCIPLES TO ENGINEERING APPLICATIONS	60	VBP291	PRODUCE REINFORCED CONCRETE DRAWINGS	40
VBP270	APPLY PNEUMATIC PRINCIPLES IN ENGINEERING.	60	VBP293	PRODUCE STRUCTURAL STEEL DRAWINGS	40
WATER			VBP296	PRODUCE ENGINEERING DRAWINGS FOR A RURAL ROAD	40
Table A			VBP298	PRODUCE ENGINEERING DRAWINGS FOR A STORMWATER RETICULATION SCHEME	20
MEM13014A	APPLY PRINCIPLES OF WORK OH&S IN WORK ENVIRONMENT	10	VBP299	APPLY SURVEYING COMPUTATIONS TO CIVIL ENGINEERING PROJECTS	40
MEM14004A	PLAN TO UNDERTAKE A ROUTINE TASK	10	VPAU195	ANALYSE PIPING DESIGNS	80
MEM15002A	APPLY QUALITY SYSTEMS	20			
MEM15024A	APPLY QUALITY PROCEDURES	10			
MEM16007A	WORK WITH OTHERS IN A MANUFACTURING, ENGINEERING OR RELATED ENVIRONMENT	10			

ADVANCED DIPLOMA OF ENGINEERING TECHNOLOGY

Course Code:21622VIC

Campus:Sunshine.

About this course:Equip yourself for a career in the engineering industries by improving your existing skills in CAD, robotics, and advanced manufacturing. The flexible course structure allows you to add further endorsed or specifically designed units of competency to help meet the industry's future needs

Course Objectives:To provide:

- non-trades pathways into technician and engineering associate qualifications for industry entrants;
- flexibility for engineering enterprises and workers to select training specifically targeted to update and enhance existing skills;
- opportunity for trades people to upgrade their qualifications;
- an opportunity to deliver specifically developed units of competency addressing robotics, advanced manufacturing and computer aided drafting;
- a course structure that allows the addition of additional units of competency, either endorsed or specifically designed, to meet future needs of the industry.

Careers: People aspiring to senior positions in the public and private sector of the engineering field.

Course Duration: 2 years

Admission Requirements Other: Have successfully completed year 11. Or successfully completed a Certificate III in Engineering (from Training Package MEM98) or equivalent; or have a minimum language, literacy and numeracy skills that is equivalent to level 3 of the National Reporting system (NRS).

Selection Processes: Direct Entry, VTAC, Other VCE with passes in English (Units 3 and 4), Mathematics (Units 1 and 2 or 3 and 4), Physics (Units 1 and 2 or 3 and 4) OR completion of Diploma of Engineering OR Engineering Technology Production Certificate OR Industrial training/ experience OR mature age entry.

COURSE STRUCTURE

Advanced Diploma of Engineering Technology To fulfil the requirements for the qualification learners must satisfy the following requirements. Non-trade entry: Select from Table A: Units of competency equivalent to a training effort of at least 200 hours. It is strongly recommended that the selection include MEM13014A Apply principles of occupational health & safety in work environment. Select from Table B: Units of competency equivalent to a training effort of at least 1200 hours. Selection must be based on the following principles: 1. A minimum of 80% of the training effort must be from units listed in Table B. The balance may be drawn from other endorsed training packages provided the units of competency are of an appropriate AQF level and relevant to an engineering job function or to enterprise requirements. 2. At least 30% of the training effort must be from units of competency at AQF level 6. Trade entry: Select from Table B: Units of competency equivalent to a training effort of at least 1200 hours. Selection must be based on the following principles: 1. A minimum of 80% of the training effort must be from units listed in Table B. The balance may be drawn from other endorsed training packages provided the units of competency are of an appropriate AQF level and relevant to an engineering job function or to enterprise requirements. 2. At least 30% of the training effort must be from units of competency at AQF level 6.

CIVIL

Table B

VBP280	APPLY CONSTRUCTION PRINCIPLES TO CIVIL ENGINEERING WORKS	60
VBP279	IMPLEMENT SITE INVESTIGATION PROCEDURES	60

ICAU2006B	OPERATE COMPUTING PACKAGES	60
VBP283	APPLY PRINCIPLES OF MECHANICS TO ENGINEERING STRUCTURES	40
VBP289	PRODUCE AN ENGINEERING DESIGN FOR A REINFORCED CONCRETE STRUCTURE	40
VPAU208	DESIGN A TIMBER STRUCTURE	60
BSBCMN419A	MANAGE PROJECTS	60
VBP282	APPLY ENVIRONMENTAL SOLUTIONS TO ENGINEERING PROJECTS	40
VBP281	APPLY PRINCIPLES OF MATERIALS OF CIVIL ENGINEERING APPLICATIONS	60
VBP290	PRODUCE AN ENGINEERING DESIGN FOR A STEEL STRUCTURE	60
VBP294	PRODUCE ADVANCED ENGINEERING DRAWINGS FOR A STEEL STRUCTURE	40
VPAU207	ANALYSE AND DESIGN FOUNDATIONS AND FOOTINGS	40
VU20159	APPLY PRINCIPLES OF HYDRAULICS TO PIPE AND CHANNEL FLOW	80
VU20160	DESIGN A WATER RETICULATION SCHEME	40
VU20161	PLAN SEWERAGE RETICULATION SYSTEMS	40
VU20162	PLAN WATER RETICULATION SYSTEMS	40
VU20478	MANAGE DRINKING WATER QUALITY INFORMATION	40
VU20479	MANAGE THE CONSTRUCTION OF PIPELINE SYSTEMS	60
PSPPROC506A	PLAN TO MANAGE A CONTRACT	50
VAA125	ADVANCED ENGINEERING MATHS A	60
VAA126	ADVANCED ENGINEERING MATHS B	60
VAE704	PHYSICS A	60
VAE705	PHYSICS B	60
EB076	INTRODUCTION TO ENVIRONMENTAL MANAGEMENT	60
EB023	INTRODUCTION TO FINANCIAL MANAGEMENT	60
EB050	ENGINEERING PROJECT	80
VBG879	INDUSTRY RESEARCH PROJECT	40
VU20159	APPLY PRINCIPLES OF HYDRAULICS TO PIPE AND CHANNEL FLOW	80

PSPPROC503A	MANAGE CONTRACT PERFORMANCE	50	VBP270	APPLY PNEUMATIC PRINCIPLES IN ENGINEERING.	60
MEM30024A	PARTICIPATE IN QUALITY ASSURANCE TECHNIQUES	30	VBP234	APPLY CALCULUS TO ENGINEERING PROBLEMS	40
VBP229	APPLY STATISTICAL METHODS FOR QUALITY CONTROL AND RELIABILITY	40	VBP266	APPLY FLUID MECHANIC PRINCIPLES IN MECHANICAL ENGINEERING	80
MANUFACTURING			VBP274	DESIGN MECHANICAL ENGINEERING SYSTEMS	60
Table B			VBP275	PROGRAM, OPERATE AND SELECT A ROBOTICS SYSTEM	60
VBP236	USE ADVANCED 2D	80	VBP277	APPLY THERMODYNAMIC PRINCIPLES IN ENGINEERING	80
VBP237	APPLY COMPUTER BASED SOLID MODELLING TECHNIQUES	80	VBP278	DESIGN MECHANICAL MACHINES	80
VBP244	ESTABLISH AND MANAGE MAINTENANCE SYSTEMS	80	WATER		
VBP245	SELECT AND APPLY LUBRICATION PRINCIPLES	40	VU20476	DESIGN SEWERAGE PUMPING STATION SYSTEMS	60
VBP256	PROGRAM 4TH AXIS APPLICATIONS	60	VU20477	MANAGE ASSETS IN A WATER UTILITY	60
VBP257	CREATE ADVANCED PROGRAMS FOR CNC MACHINE CENTRES	60	CERTIFICATE IV IN ELECTRICAL		
VBP264	IMPLEMENT ADVANCED MATERIALS SCIENCE PRINCIPLES TO ENGINEERING APPLICATIONS	60	Course Code: 21767VIC		
VBP267	SET UP FLUID POWER CONTROLLED ENGINEERING SYSTEMS	80	Campus: Sunshine.		
VBP271	SET UP MECHATRONICS ENGINEERING SYSTEMS	60	About this course: Enhance your technical skills in the industrial applications of motors and their control systems and increase your employment prospects as an electrical technician. Learn to use Scada systems, diagnose and repair system faults, estimate electrotechnology projects and install and maintain induction motors.		
Alternative units can be selected from the ones below			Course Objectives: To provide students with training for licensed electrical workers beyond trade level. In particular the course provides industry required skills in the following areas: Electrical Business Management and Contracting; Programmable Logic Controllers; Motor Control; Industrial Control; Mechatronics.		
VBP272	INTERFACE AND PROGRAM MECHATRONICS ENGINEERING SYSTEMS	60	Careers: Graduates of this course could be employed in the following areas: Electrical Business Management and Contracting; Programmable Logic Controllers; Motor Control; Industrial Control; Mechatronics.		
VBP273	PERFORM VIBRATION MEASUREMENT AND CONTROL	60	Course Duration: 2 years		
VBP276	PLAN AND MANAGE A ROBOTICS SYSTEM	60	Admission Requirements Other: Minimum entry requirements are the competencies defined by the Certificate III in Electrotechnology Systems Electrician, or other relevant engineering discipline. In addition, participants should have as a minimum, language, literacy and numeracy skills equivalent to level 3 of the National Reporting System (NRS).		
VBQU264	APPLY PRINCIPLES OF ADVANCED METROLOGY IN MANUFACTURING	60	Selection Processes: Direct Entry		
VBQU266	PROGRAM AND SET UP CO-ORDINATE MEASURING MACHINES (CMM)	60	COURSE STRUCTURE		
VBQU267	INTEGRATE CO-ORDINATE MEASURING MACHINES INTO MANUFACTURING	80	The course structure is based completely on elective choices. Five distinct streams are available, which are:		
MECHANICAL			<ul style="list-style-type: none"> • Electrical business management and contracting • Programmable logic controllers • Motor control • Industrial control • Mechatronics 		
Table B					
VBP232	APPLY PRINCIPLES OF STRENGTH OF MATERIALS TO ENGINEERING PROBLEMS	40			
VBP264	IMPLEMENT ADVANCED MATERIALS SCIENCE PRINCIPLES TO ENGINEERING APPLICATIONS	60			

To be eligible for the award of the Certificate IV in Electrical, completion of all units from any one of the streams must be achieved. Only one stream is required to be satisfied in order to graduate.

Elective Units of Study

Stream 1 Electrical Business Management and Contracting

PMBOHS409A	ESTABLISH, MAINTAIN AND EVALUATE AN OH&S SYSTEM	40
VBQU448	PREPARE SPECIFICATIONS FOR THE SUPPLY OF MATERIALS AND EQUIPMENT FOR ELECTROTECHNOLOGY PROJECTS	40
VBQU449	ESTIMATE ELECTROTECHNOLOGY PROJECTS	40
VBQU450	PROVIDE QUOTATIONS FOR INSTALLATION OR SERVICE JOBS	60
VBQU451	CONDUCT AN ELECTRICAL CONTRACTING BUSINESS	40

Stream 2 Programmable Logic Controllers

MCMT261A	USE SCADA SYSTEMS IN MANUFACTURING	30
VBQU452	SET UP AND COMMISSION PROGRAMMABLE LOGIC CONTROLLERS	40
VBQU453	WRITE PROGRAMS FOR PROGRAMMABLE LOGIC CONTROLLERS	60
VBQU454	DEVELOP, ENTER AND VERIFY PROGRAMS FOR SCADA SYSTEMS	60
VBQU455	INTEGRATE PROGRAMMABLE LOGIC CONTROLLERS INTO INDUSTRIAL CONTROL PROCESSES	80

Stream 3 Motor Control

VBQU456	DIAGNOSE AND RECTIFY FAULTS IN SERVO DRIVE SYSTEMS	60
VBQU457	DIAGNOSE AND RECTIFY FAULTS IN AC MOTOR DRIVE SYSTEMS	60
VBQU458	DIAGNOSE AND RECTIFY FAULTS IN DC MOTOR DRIVE SYSTEMS	60
VBQU459	INSTALL AND MAINTAIN INDUCTION MOTORS	60
VBQU460	EVALUATE PERFORMANCE OF ELECTRICAL MACHINES	40

Stream 4 Industrial Control

VBQU461	DIAGNOSE AND RECTIFY FAULTS IN INDUSTRIAL CONTROL EQUIPMENT AND SYSTEMS	60
VBQU462	DIAGNOSE AND RECTIFY FAULTS IN ELECTRONIC POWER CONTROL SYSTEMS	60
VBQU463	DEVELOP, ENTER AND VERIFY PROGRAMS FOR INDUSTRIAL CONTROL SYSTEMS USING HIGH LEVEL LANGUAGE	60

VBQU464	PROVIDE SOLUTIONS TO PROBLEMS IN BASIC INDUSTRIAL CONTROL SYSTEMS	60
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Stream 5 Mechatronics

VBQU465	TEST AND MONITOR FLUID POWER CIRCUITS	60
VBQU466	INSTALL AND MAINTAIN HYDRAULIC/PNEUMATIC SYSTEMS	80
VBQU467	SET UP ELECTRONICALLY CONTROLLED ROBOTICALLY OPERATED COMPLEX SYSTEMS	80
VBQU468	TEST AND COMMISSION TRANSDUCERS AND SENSORS	60
VBQU469	SET UP ELECTRONICALLY CONTROLLED MECHANICALLY OPERATED COMPLEX SYSTEMS	60

CERTIFICATE II IN ELECTROTECHNOLOGY STUDIES (PRE-VOCATIONAL)

Course Code:21887VIC

Campus:Melton, Sunshine.

About this course:Gain an insight into the electrical industry and become job-ready. Learn basic hand and electrotechnology skills such as assembling a power supply unit and fluoro lights, as well as the basics of electrical theory needed to prepare you for entry into an apprenticeship. This course provides eight months off your school curriculum to complete the course.

Course Objectives:This course is a prevocational program that will enable students to gain employment as an apprentice or trainee within the electrotechnology industry.

Careers:This pre-vocational course is mainly aimed at school leavers or new entrants into the workforce. It provides the opportunity for those wishing to gain employment in the electrotechnology industry with the required prerequisite knowledge and skills to gain access to a wide range of apprenticeships offered within this industry.

Course Duration:0.5 years

Admission Requirements Other:To qualify for admission to this course students will need to be assessed by the Department as being capable of successfully completing the course; or a combination of educational and life experience.

Selection Processes:Direct Entry, Interview, Practical Test

COURSE STRUCTURE

To achieve the award of a Certificate II in Electrotechnology Studies (Pre-vocational) participants must successfully complete 14 units of competency consisting of: – all 12 core units; and – any 2 elective units.

Core Units of Study

MEM12024A	PERFORM COMPUTATIONS	30
UEENEEE002B	DISMANTLE, ASSEMBLE AND FABRICATE ELECTROTECHNOLOGY COMPONENTS	40
UEENEEE003B	SOLVE PROBLEMS IN EXTRA-LOW VOLTAGE SINGLE PATH CIRCUITS	40

UEENEE004B	SOLVE PROBLEMS IN MULTIPLE PATH D.C. CIRCUITS	40
UEENEE005B	FIX AND SECURE EQUIPMENT	20
UEENEE007B	USE DRAWINGS, DIAGRAMS, SCHEDULES AND MANUALS	40
UEENEE033B	DOCUMENT OCCUPATIONAL HAZARDS AND RISKS IN ELECTRICAL	20
UEENEE040B	IDENTIFY AND SELECT COMPONENTS/ACCESSORIES/MATERIALS FOR ELECTROTECHNOLOGY WORK ACTIVITIES	80
UEENEE042B	PRODUCE ROUTINE PRODUCTS FOR CARRYING OUT ELECTROTECHNOLOGY WORK ACTIVITIES	120
UEENEEK012B	PROVIDE BASIC SUSTAINABLE ENERGY SOLUTIONS FOR ENERGY REDUCTION IN DOMESTIC PREMISES	40
UEENEEP002B	ATTACH CORDS AND PLUGS TO ELECTRICAL EQUIPMENT FOR CONNECTION TO A SINGLE PHASE 250 VOLT SUPPLY	10
UEENEEP008B	CONDUCT IN-SERVICE SAFETY TESTING OF ELECTRICAL CORD ASSEMBLIES AND CORD CONNECTED EQUIPMENT	20

Elective Units of Study

UEENEEC001B	MAINTAIN DOCUMENTATION	20
UEENEE001B	USE BASIC COMPUTER APPLICATIONS RELEVANT TO A WORKPLACE	20
UEENEE002B	ASSEMBLE, SET UP AND TEST PERSONAL COMPUTERS	80
UEENEE022B	CARRY OUT PREPARATORY ELECTROTECHNOLOGY WORK ACTIVITIES	60
UEENEE041B	USE OF ROUTINE EQUIPMENT/PLANT/TECHNOLOGIES IN AN ELECTROTECHNOLOGY ENVIRONMENT	60
UEENEEF001B	LAY AND CONNECT CABLING FOR DIRECT ACCESS TO TELECOMMUNICATIONS SERVICES	20
UEENEEF006B	SOLVE PROBLEMS IN DATA AND VOICE COMMUNICATIONS CIRCUITS	40
UEENEEH001B	CARRY OUT BASIC REPAIRS TO COMPUTER EQUIPMENT BY REPLACEMENT OF MODULES/SUB-ASSEMBLIES	40
UEENEEH002B	CARRY OUT BASIC REPAIRS TO ELECTRONIC APPARATUS BY REPLACEMENT OF COMPONENTS	40
UEENEEH004B	SET UP AND TEST RESIDENTIAL AUDIO/VIDEO EQUIPMENT	40
UEENEEJ002B	PREPARE REFRIGERATION TUBING AND FITTINGS	40
UEENEEJ003B	DETERMINE THE BASIC OPERATING CONDITIONS OF VAPOUR COMPRESSION SYSTEMS	40

UETTDRELO1A	APPLY ENVIRONMENT AND SUSTAINABLE ENERGY PROCEDURES	40
UETTDRELO2A	OPERATE PLANT AND EQUIPMENT NEAR LIVE ELECTRICAL CONDUCTORS/APPARATUS	40
VBN782	PERFORM BASIC WELDING AND THERMAL CUTTING PROCESSES TO FABRICATE ENGINEERING STRUCTURES	60

CERTIFICATE II IN ENGINEERING STUDIES

Course Code:22019VIC

Campus:Melton, Sunshine.

About this course:The Certificate II in Engineering Studies aims to provide graduates with broad-based underpinning competencies in a range of engineering skills. This enhance their entry-level employment prospects including apprenticeships and traineeships. This enables more informed choices in the selection of vocational career paths and foster the development of social and personal skills relevant to participation in the engineering industry.

Course Objectives:The aim of this course is to provide pre-employment training and introduction in the engineering, manufacturing or related industries and accommodate entry into the wider engineering industry.

Careers:A graduate of this course may:

- undertake a work-based apprenticeship, traineeship or cadetship leading into a range of careers as a trades person;
- enrol into Certificate III qualifications in the engineering sectors
- gain entry level employment in engineering or related industries.

Course Duration:0.5 years

Admission Requirements Other:All students are interviewed for selection and complete a selection test prior to admission. Language, literacy and numeracy skills that are equivalent to Level 2 of the Australian Core Skill Framework.

Selection Processes:Direct Entry, Written Test, OtherAll students are interviewed for selection and complete a selection test prior to admission. Language, literacy and numeracy skills that are equivalent to Level 2 of the Australian Core Skill Framework.

COURSE STRUCTURE

To be awarded the qualification, Certificate II in Engineering Studies, participants are required to complete the thirteen core units of competency and one elective unit of competency.

Core Units of Study

MEM13014A	APPLY PRINCIPLES OF WORK OH&S IN WORK ENVIRONMENT	10
MEM18001C	USE HAND TOOLS	20
MEM18002B	USE POWER TOOLS/HAND HELD OPERATIONS	20
VBN768	DEVELOP AN INDIVIDUAL CAREER PLAN FOR THE ENGINEERING INDUSTRY	20

VBN769	PERFORM BASIC MACHINING PROCESSES	40
VBN770	APPLY BASIC FABRICATION TECHNIQUES	40
VBN771	APPLY ELECTROTECHNOLOGY PRINCIPLES IN AN ENGINEERING WORK ENVIRONMENT	20
VBN772	USE COMPUTERS FOR ENGINEERING RELATED WORK ACTIVITIES	20
VBN773	PRODUCE BASIC ENGINEERING SKETCHES AND DRAWINGS	20
VBN774	PERFORM BASIC COMPUTATIONAL PRINCIPLES IN ENGINEERING WORK ACTIVITIES	20
VBN776	USE BASIC ENGINEERING CONCEPTS TO PLAN THE MANUFACTURE OF ENGINEERING COMPONENTS	20
VBN777	HANDLE ENGINEERING MATERIALS	20
VBN778	PRODUCE BASIC ENGINEERING COMPONENTS AND PRODUCTS USING FABRICATION AND MACHINING	60

Elective Units of Study

VBN779	PERFORM CUTTING, GRINDING AND TURNING OPERATIONS	60
VBN780	FORM, BEND AND SHAPE ENGINEERING MATERIALS	60
VBN781	USE FUNDAMENTAL REFRIGERATION PRINCIPLES AND PROCESSES TO FABRICATE ENGINEERING STRUCTURES	60
VBN782	PERFORM BASIC WELDING AND THERMAL CUTTING PROCESSES TO FABRICATE ENGINEERING STRUCTURES	60
VBN783	CREATE ENGINEERING DRAWINGS USING COMPUTER AIDED SYSTEMS	60
VBN785	ASSEMBLE AND TEST ELECTRONIC ENGINEERING EQUIPMENT AND MAKE IT OPERATIONAL	60
VBN786	FABRICATE BASIC JEWELLERY ITEMS	60

CERTIFICATE II IN INTEGRATED TECHNOLOGIES

Course Code:22071VIC

Campus:Sunshine.

Course Objectives:This is a pre-vocational course that will provide learners with the skills required by industries which broadly encompass electrotechnology, telecommunications, information technology and security systems to:

- continue vocational training
- gain work and further training through an apprenticeship, traineeship or cadetship
- find employment in fields such as electronics, entertainment, wireless systems, technical support for computer and electronic equipment, energy generation, sustainability, computer controlled applications, electronic equipment or computer network support.

Careers:This pre-vocational course assist students to gain entry level employment within the electrotechnology sector.

Course Duration:0.5 years

Admission Requirements Other:Learners are best equipped to achieve the course outcomes if they have minimum language, literacy and numeracy skills that are equivalent to Level 2 of the Australian Core Skill Framework.

Selection Processes:Direct Entry

COURSE STRUCTURE

To be awarded the qualification, Certificate II in Integrated Technologies, participants are required to complete:

- the four core units of competency
- elective units of competency equivalent to a minimum of 150 hours from at least two specialisations. (Note: elective units that appear in more than one area of specialisation may not be counted as two electives.)

Core Units of Study

UEENEEE079A	IDENTIFY AND SELECT COMPONENTS, ACCESSORIES AND MATERIALS FOR ELECTROTECHNOLOGY WORK ACTIVITIES	20
UEENEEE044B	APPLY TECHNOLOGIES AND CONCEPTS TO ELECTROTECHNOLOGY WORK ACTIVITIES	100
UEENEEE048C	CARRY OUT ROUTINE WORK ACTIVITIES IN AN ELECTROTECHNOLOGY ENVIRONMENT	40
VBP118	CARRY OUT A SHARED TECHNOLOGY PROJECT	60

Elective Units of Study

VBP119	PERFORM BASIC NETWORK AND COMPUTER ASSEMBLY	30
VBP120	PERFORM BASIC NETWORK AND COMPUTER MAINTENANCE	30
VBP121	INSTALL AND CONFIGURE BASIC NETWORK AND COMPUTER OPERATING SYSTEMS	40
VBP123	BUILD A SMALL WIRELESS LAN	30
VBP126	SET UP AND OPERATE A WIRELESS COMMUNICATIONS LINK	30
VBP128	SET UP AND TEST AN EMBEDDED CONTROL SYSTEM	30
VBP129	TEST AND VERIFY CORRECT OPERATION OF A 2-BY-WIRE CONTROL SYSTEM	30
VBP130	IMPLEMENT A DIGITAL CIRCUIT USING A PROGRAMMABLE LOGIC DEVICES (PLD)	30
VBP131	CONSTRUCT AND CONFIGURE A BASIC ROBOTIC SYSTEM	30

VBP132	PROGRAM A BASIC ROBOTIC SYSTEM	30
VBP133	PLAN AND BUILD A SYSTEM USING PHOTONIC EQUIPMENT	30
VBP136	OPERATE A SMALL POWER SUPPLY SYSTEM	30
VBP137	ASSEMBLE AND CONNECT AN EXTRA LOW VOLTAGE BATTERY POWER SOURCE	30

DIPLOMA OF PURCHASING

Course Code:BSB51507

Campus:Footscray Nicholson, Industry.

About this course:Expand on your theoretical knowledge base in purchasing and further your career as a purchasing officer in the supply, purchasing, tendering or contract management field. Gain the skills to manage the work of other staff, develop strategies for effective purchasing, manage contracts and write tender documents

Course Objectives:The course aims to provide the skills and knowledge for students wishing to pursue a career in an area of Supply, Purchasing, Tendering, or Contract Management.

Careers:Job roles and titles vary across different industry sectors. Possible job titles relevant to this qualification include:

- Contract Manager
- Inventory and Purchasing Manager
- Purchasing Consultant
- Purchasing Coordinator
- Purchasing Manager
- Site and Purchasing Coordinator.

Course Duration:0.5 years

Admission Requirements Other:Additional entry requirements

Selection Processes:Interview, Written Application, VTAC

COURSE STRUCTURE

8 units of competency are required for award of this qualification: 5 core units & 3 elective units

Core Units of Study

BSBPUR501B	DEVELOP, IMPLEMENT AND REVIEW PURCHASING STRATEGIES	60
BSBPUR502B	MANAGE SUPPLIER RELATIONSHIPS	40
BSBPUR504B	MANAGE A SUPPLY CHAIN	60
BSBRKG502B	MANAGE AND MONITOR BUSINESS OR RECORDS SYSTEMS	40
BSBR501A	MANAGE RISK	60

Elective Units of Study

Select a minimum of two units from the list below

BSBCUS501A	MANAGE QUALITY CUSTOMER SERVICE	40
BSBFIM501A	MANAGE BUDGETS & FINANCIAL PLANS	70
BSBMGT502B	MANAGE PEOPLE PERFORMANCE	70
BSBMGT516A	FACILITATE CONTINUOUS IMPROVEMENT	60
BSBOHS509A	ENSURE A SAFE WORKPLACE	60
PSPPROC502A	ESTABLISH CONTRACT MANAGEMENT ARRANGEMENTS	50
PSPPROC503A	MANAGE CONTRACT PERFORMANCE	50
PSPPROC504A	FINALISE CONTRACTS	30

And up to one other unit of study available from the Diploma of Logistics which has been approved by the course coordinator

CERTIFICATE III IN ENGINEERING (MECHANICAL TRADE)

Course Code:MEM30205

Campus:Sunshine, Off-shore.

About this course:Lay the groundwork for your entry into a traineeship or apprenticeship in the metal trade industry. You will learn the basics in theory and develop your skills in problem solving, using sound judgement and managing your time and information effectively.

Course Objectives:-

Careers:Prepare students for Traineeships, Apprenticeships or Production Training Programs.

Course Duration:3 years

Admission Requirements Other:To qualify for admission to the course, applicants must have Year 11 or 12 and current employment as an apprentice.

Selection Processes:User Choice (Apprenticeships), Employer Choice

COURSE STRUCTURE

3 years part-time.Full-time, Part-time,Flexible.

Core Units of Study

MEM12023A	PERFORM ENGINEERING MEASUREMENTS	30
MEM12024A	PERFORM COMPUTATIONS	30
MEM13014A	APPLY PRINCIPLES OF WORK OH&S IN WORK ENVIRONMENT	10
MEM14004A	PLAN TO UNDERTAKE A ROUTINE TASK	10
MEM14005A	PLAN A COMPLETE ACTIVITY	20

MEM15002A	APPLY QUALITY SYSTEMS	20	MEM07016C	SET AND EDIT COMPUTER CONTROLLED MACHINE	40
MEM15024A	APPLY QUALITY PROCEDURES	10	MEM07018C	WRITE BASIC NC/CNC PROGRAMS	40
MEM16006A	ORGANISE AND COMMUNICATE INFORMATION	20	MEM07021B	PERFORM COMPLEX LATHE OPERATIONS	40
MEM16007A	WORK WITH OTHERS IN A MANUFACTURING, ENGINEERING OR RELATED ENVIRONMENT	10	MEM07024B	OPERATE AND MONITOR MACHINE/PROCESS	40
MEM16008A	INTERACT WITH COMPUTING TECHNOLOGY	20	MEM07028B	OPERATE COMPUTER CONTROLLED MACHINES/PRO	20
MEM17003A	ASSIST IN THE PROVISION OF ON THE JOB TRAINING	20	MEM07032B	USE WORKSHOP MACHINES FOR BASIC OPERATION	20
MSAENV272B	PARTICIPATE IN ENVIRONMENTALLY SUSTAINABLE WORK PRACTICES	30	MEM09002B	INTERPRET TECHNICAL DRAWING	40
			MEM09022A	CREATE 2D CODE FILES USING COMPUTER AIDED MANUFACTURING SYSTEM	40
Elective Units of Study					
MEM05005B	CARRY OUT MECHANICAL CUTTING	20	MEM17001B	ASSIST IN DEVELOPMENT AND DELIVER TRAINING	20
MEM05006C	PERFORM BRAZING AND OR SILVER SOLDERING	20	MEM10006B	INSTALL MACHINE/PLANT	40
MEM05007C	PERFORM MANUAL HEATING & THERMAL CUTTING	20	MEM11010B	OPERATE MOBILE LOAD SHIFTING EQUIPMENT	40
MEM05012C	PERFORM ROUTINE MANUAL METAL ARC WELDING	20	MEM12003B	PERFORM PRECISION MECHANICAL MEASUREMENT	20
MEM05013C	PERFORM MANUAL PRODUCTION WELDING	20	MEM12006C	MARK OFF/OUT (GENERAL ENGINEERING)	40
MEM05049B	PERFORM ROUTINE GAS TUNGSTEN ARC WELDING	20	MEM12019B	MEASURE COMPONENTS USING CO-ORD MEASURING	40
MEM05050B	PERFORM ROUTINE GAS METAL ARC WELDING	20	MEM10002B	TERMINATE AND CONNECT ELECTRICAL WIRING	30
MEM05051A	SELECT WELDING PROCESSES	20	MEM18001C	USE HAND TOOLS	20
MEM05052A	APPLY SAFE WELDING PRACTICES	40	MEM18002B	USE POWER TOOLS/HAND HELD OPERATIONS	20
MEM06007B	PERFORM BASIC INCIDENTAL HEAT/QUENCHING	20	MEM18003C	USE TOOLS FOR PRECISION WORK	40
MEM07001B	PERFORM OPERATIONAL MAINTENANCE OF MACHINES/EQUIPMENT	20	MEM18004B	MAINTAIN AND OVERHAUL MECHANICAL EQUIP	40
MEM07003B	PERFORM MACHINE SETTING (ROUTINE)	40	MEM18005B	PERFORM FAULT DIAGNOSTICS, INSTALL AND REMOVE BEARINGS	40
MEM07005C	PERFORM GENERAL MACHINING	80	MEM18006C	REPAIR AND FIT ENGINEERING COMPONENTS	60
MEM07006C	PERFORM LATHE OPERATIONS	40	MEM18007B	MAINTAIN AND REPAIR MECHANICAL DRIVES AND MECHANICAL TRANSMISSION ASS	20
MEM07007C	PERFORM MILLING OPERATIONS	40	MEM18009B	PERFORM LEVEL AND ALIGNMENT OF MACHINES AND ENG CO	40
MEM07008D	PERFORM GRINDING OPERATIONS	40	MEM18010C	PERFORM EQUIP CONDITION MONITOR	40
MEM07010B	PERFORM TOOL AND CUTTER GRINDING OPERATION	40	MEM18011C	SHUT DOWN AND ISOLATE MACHINES/EQUIPMENT	20
MEM07011B	PERFORM COMPLEX MILLING OPERATIONS	40	MEM18012B	PERFORM INSTALLATION AND REMOVAL OF MECHANICAL SEALS	20
MEM07012B	PERFORM COMPLEX GRINDING OPERATIONS	40	MEM18013B	PERFORM GLAND PACKING	20
MEM07014B	PERFORM ELECTRO-DISCHARGE MACHINING OPS	40	MEM18018C	MAINTAIN PNEUMATIC SYSTEM COMPONENTS	40
MEM07015B	SET COMPUTER CONTROLLED MACHINES/PROCESS	20			

MEM18019B	MAINTAIN PNEUMATIC SYSTEMS	40	MEM14004A	PLAN TO UNDERTAKE A ROUTINE TASK	10
MEM18020B	MAINTAIN HYDRAULIC SYSTEM COMPONENTS	40	MEM14005A	PLAN A COMPLETE ACTIVITY	20
MEM18021B	MAINTAIN HYDRAULIC SYSTEM	40	MEM15002A	APPLY QUALITY SYSTEMS	20
MEM18022B	MAINTAIN FLUID POWER CONTROLS	80	MEM15024A	APPLY QUALITY PROCEDURES	10
MEM18025B	SERVICE COMBUSTION ENGINES	20	MEM16006A	ORGANISE AND COMMUNICATE INFORMATION	20
MEM18055B	DISMANTLE, REPLACE AND ASSEMBLE ENGINE COMPONENTS	30	MEM16007A	WORK WITH OTHERS IN A MANUFACTURING, ENGINEERING OR RELATED ENVIRONMENT	10
MEM11011B	UNDERTAKE MANUAL HANDLING	20	MEM16008A	INTERACT WITH COMPUTING TECHNOLOGY	20
MEM07019C	PROGRAM NC/CNC MACHINING CENTRE	20	MEM17003A	ASSIST IN THE PROVISION OF ON THE JOB TRAINING	20
			MSAENV272B	PARTICIPATE IN ENVIRONMENTALLY SUSTAINABLE WORK PRACTICES	30

The above units represent all recognised electives for this course. VU will offer a selection of these units. Your school contact will be able to provide details on the units currently being offered.

CERTIFICATE III IN ENGINEERING (FABRICATION TRADE)

Course Code: MEM30305

Campus: Sunshine, Off-shore.

About this course: Start your career in engineering with a solid foundation in the basic relevant theories. You'll develop skills and learn to apply them, including problem solving, using your judgement and managing time and information.

Course Objectives: This qualification is designed to provide an industry recognised skills profile related to trade work as an Engineering Tradesperson - Fabrication. Skills development would usually be undertaken through an Australian Apprenticeship arrangement where the mix of on and off-the-job training would be specified in the Training Plan associated with the Contract of Training between the employer and apprentice.

Careers: Prepare students for Traineeships, Apprenticeships or Production Training Programs.

Course Duration: 3 years

Admission Requirements Other: To qualify for admission to the course, applicants must have Year 11 or 12 and current employment as an apprentice.

Selection Processes: User Choice (Apprenticeships), Employer Choice

COURSE STRUCTURE

3 years part-time. Part-time or Flexible.

Core Units of Study

MEM12023A	PERFORM ENGINEERING MEASUREMENTS	30
MEM12024A	PERFORM COMPUTATIONS	30
MEM13014A	APPLY PRINCIPLES OF WORK OH&S IN WORK ENVIRONMENT	10

Elective Units of Study

MEM03001B	PERFORM MANUAL PRODUCTION ASSEMBLY	40
MEM03003B	PERFORM SHEET AND PLATE ASSEMBLY	40
MEM05004C	PERFORM ROUTINE OXY ACETYLENE WELDING	20
MEM05005B	CARRY OUT MECHANICAL CUTTING	20
MEM05006C	PERFORM BRAZING AND OR SILVER SOLDERING	20
MEM05007C	PERFORM MANUAL HEATING & THERMAL CUTTING	20
MEM05008C	PERFORM ADV MANUAL THERMAL CUT, GOUG SHA	20
MEM05009C	PERFORM AUTOMATED THERMAL CUTTING	20
MEM05010C	APPLY FABRICATION, FORMING AND SHAPING TECHNIQUES	80
MEM05011D	ASSEMBLE FABRICATED COMPONENTS	80
MEM05012C	PERFORM ROUTINE MANUAL METAL ARC WELDING	20
MEM05013C	PERFORM MANUAL PRODUCTION WELDING	20
MEM05014C	MONITOR QUALITY OF PRODUCTION WELDING/FAB	20
MEM05015D	WELD USING MANUAL METAL ARC WELDING PROCESS	40
MEM05016C	PERFORM ADV WELDING USING MAN METAL ARC	40
MEM05017D	WELD USING GAS METAL ARC WELDING PROCESS	40
MEM05018C	PERFORM ADV WELDING USING GAS METAL ARC	40
MEM05019D	WELD USING GAS TUNGSTEN ARC WELDING PROCESS	40
MEM05020C	PERFORM ADV WELD USING GAS TUNGSTEN ARC	40

MEM05026C	APPLY WELDING PRINCIPLES	40	COMPONENTS	
MEM05036C	REPAIR/REPLACE/MODIFY FABRICATIONS	40	MEM11011B	UNDERTAKE MANUAL HANDLING 20
MEM05037C	PERFORM GEOMETRIC DEVELOPMENT	60	MEM18052B	MAINTAIN FLUID POWER SYSTEMS FOR MOBILE PLANT 40
MEM05038B	PERFORM ADV GEOMETRIC DEVELOPMENT - CYLIND/REC	20	The above units represent all recognised electives for this course. VU will offer a selection of these units. Your school contact will be able to provide details on the units currently being offered.	
MEM05039B	PERFORM ADV GEOMETRIC DEVELOP - CONICAL	20		
MEM05040B	PERFORM ADV GEOMETRIC DEVEL - TRANSITION	40	CERTIFICATE IV IN ENGINEERING	
MEM05047B	WELD USING FLUX ARC WELDING PROCESS	40	Course Code: MEM40105	
MEM05048B	PERFORM ADV WELD USING FLUX ARC WELL	40	Campus: Melton, Sunshine.	
MEM05049B	PERFORM ROUTINE GAS TUNGSTEN ARC WELDING	20	Course Objectives: This qualification provides the skills and knowledge to demonstrate: broad theoretical concepts;application of skills and knowledge;problem solving; information interpretation and output responsibility.	
MEM05050B	PERFORM ROUTINE GAS METAL ARC WELDING	20	Careers: Supervisors, Technicians.	
MEM05051A	SELECT WELDING PROCESSES	20	Admission Requirements Other: To qualify for admission to the course, applicants must have completed an approved apprenticeship.	
MEM05052A	APPLY SAFE WELDING PRACTICES	40	Selection Processes: Direct Entry, VTAC	
MEM07001B	PERFORM OPERATIONAL MAINTENANCE OF MACHINES/EQUIPMENT	20	COURSE STRUCTURE	
MEM07032B	USE WORKSHOP MACHINES FOR BASIC OPERATION	20	4 years part-time.Part-time,Flexible. Select specialisation units from the list in the Metal and Engineering Training Package, Version 1, dated January 2006, from the group 1 list to the value of at least 12 points, and from the group 2 list to bring the total value of Specialisation units in groups 1 and 2 to at least 112 points, including any prerequisites.	
MEM09002B	INTERPRET TECHNICAL DRAWING	40	Common Core Units of Study	
MEM10001C	ERECT STRUCTURES	40	MEM12023A	PERFORM ENGINEERING MEASUREMENTS 30
MEM10006B	INSTALL MACHINE/PLANT	40	MEM12024A	PERFORM COMPUTATIONS 30
MEM12006C	MARK OFF/OUT (GENERAL ENGINEERING)	40	MEM13014A	APPLY PRINCIPLES OF WORK OH&S IN WORK ENVIRONMENT 10
MEM12007D	MARK OFF/OUT STRUCTURAL FABRICATIONS AND SHAPES	40	MEM14004A	PLAN TO UNDERTAKE A ROUTINE TASK 10
MEM15003B	USE IMPROVEMENT PROCESSES IN TEAM ACTIVITIES	40	MEM14005A	PLAN A COMPLETE ACTIVITY 20
MEM15004B	PERFORM INSPECTION	20	MEM15024A	APPLY QUALITY PROCEDURES 10
MEM15005B	SELECT AND CONTROL INSPECTION PROCESSES AND PROCEDURES	40	MEM15002A	APPLY QUALITY SYSTEMS 20
MEM18001C	USE HAND TOOLS	20	MEM16006A	ORGANISE AND COMMUNICATE INFORMATION 20
MEM18002B	USE POWER TOOLS/HAND HELD OPERATIONS	20	MEM16007A	WORK WITH OTHERS IN A MANUFACTURING, ENGINEERING OR RELATED ENVIRONMENT 10
MEM18003C	USE TOOLS FOR PRECISION WORK	40	MEM16008A	INTERACT WITH COMPUTING TECHNOLOGY 20
MEM18006B	REPAIR AND FIT ENGINEERING COMPONENTS	60	MEM17003A	ASSIST IN THE PROVISION OF ON THE JOB TRAINING 20
MEM18009B	PERFORM LEVEL AND ALIGNMENT OF MACHINES AND ENG CO	40		
MEM18011C	SHUT DOWN AND ISOLATE MACHINES/EQUIPMENT	20		
MEM18055B	DISMANTLE, REPLACE AND ASSEMBLE ENGINE	30		

MSAENV272B	PARTICIPATE IN ENVIRONMENTALLY SUSTAINABLE WORK PRACTICES	30	MEM05043B	PERFORMS WELDS TO CODE STAND USE GAS META	60
			MEM05044B	PERFORM WELDS TO DOCE STAND USE GAS TUNG	60
Fabrication Stream			MEM05045B	PERFORM PIPE WELDS TO CODE STAND METAL A	60
Elective Units of Study			MEM05047B	WELD USING FLUX ARC WELDING PROCESS	40
MEM05005B	CARRY OUT MECHANICAL CUTTING	20	MEM05048B	PERFORM ADV WELD USING FLUX ARC WELL	40
MEM05007C	PERFORM MANUAL HEATING & THERMAL CUTTING	20	MEM05049B	PERFORM ROUTINE GAS TUNGSTEN ARC WELDING	20
MEM05008C	PERFORM ADV MANUAL THERMAL CUT, GOUG SHA	20	MEM05050B	PERFORM ROUTINE GAS METAL ARC WELDING	20
MEM05009C	PERFORM AUTOMATED THERMAL CUTTING	20	MEM05051A	SELECT WELDING PROCESSES	20
MEM05010B	APPLY FABRICATION, FORMING	80	MEM05052A	APPLY SAFE WELDING PRACTICES	40
MEM05011C	ASSEMBLE FABRICATED COMPONENTS	80	MEM05053A	SET & EDIT COMPUTER CONTROLLED THERM CUT	40
MEM05012C	PERFORM ROUTINE MANUAL METAL ARC WELDING	20	MEM05054A	WRITE BASIC NC/CNC PROG FOR THERMAL CUT	40
MEM05013C	PERFORM MANUAL PRODUCTION WELDING	20	MEM07026B	PERFORM ADVANCED PLASTIC PROCESSING	60
MEM05014C	MONITOR QUALITY OF PRODUCTION WELDING/FAB	20	MEM07027B	PERFORM ADVANCED PRESS OPERATIONS	60
MEM05015D	WELD USING MANUAL METAL ARC WELDING PROCESS	40	MEM07028B	OPERATE COMPUTER CONTROLLED MACHINES/PRO	20
MEM05016C	PERFORM ADV WELDING USING MAN METAL ARC	40	MEM09002B	INTERPRET TECHNICAL DRAWING	40
MEM05017D	WELD USING GAS METAL ARC WELDING PROCESS	40	MEM11011B	UNDERTAKE MANUAL HANDLING	20
MEM05018C	PERFORM ADV WELDING USING GAS METAL ARC	40	MEM12023A	PERFORM ENGINEERING MEASUREMENTS	30
MEM05019D	WELD USING GAS TUNGSTEN ARC WELDING PROCESS	40	MEM13003B	WORK SAFELY WITH INDUSTRIAL CHEMICALS & MATERIALS	20
MEM05020C	PERFORM ADV WELD USING GAS TUNGSTEN ARC	40	MEM14001B	SCHEDULE MATERIAL DELIVERIES	80
MEM05022C	PERFORM ADV WELD USING OXY ACETYLENE WE	60	MEM14002B	UNDERTAKE BASIC PROCESS PLANNING	80
MEM05023C	WELD USING SUBMERGED ARC WELDING PROCESS	40	MEM18001C	USE HAND TOOLS	20
MEM05024B	PERFORM WELDING SUPERVISION	120	MEM18002B	USE POWER TOOLS/HAND HELD OPERATIONS	20
MEM05025C	PERFORM WELDING/FABRICATION INSPECTION	120	Mechanical Stream		
MEM05026C	APPLY WELDING PRINCIPLES	40	Elective Units of Study		
MEM05036C	REPAIR/REPLACE/MODIFY FABRICATIONS	40	MEM05004C	PERFORM ROUTINE OXY ACETYLENE WELDING	20
MEM05037C	PERFORM GEOMETRIC DEVELOPMENT	60	MEM05005B	CARRY OUT MECHANICAL CUTTING	20
MEM05038B	PERFORM ADV GEOMETRIC DEVELOPMENT - CYLIND/REC	20	MEM05006B	PERFORM BRAZING AND/OR SILVER SOLDERING	20
MEM05039B	PERFORM ADV GEOMETRIC DEVELOP - CONICAL	20	MEM05007C	PERFORM MANUAL HEATING & THERMAL CUTTING	20
MEM05040B	PERFORM ADV GEOMETRIC DEVEL - TRANSITION	40	MEM05012C	PERFORM ROUTINE MANUAL METAL ARC WELDING	20
MEM05041B	WELD USING POWDER FLAME SPRAYING	40	MEM05015D	WELD USING MANUAL METAL ARC WELDING PROCESS	40
MEM05042B	PERFORM WELD TO CODE STAND USE FLUX COR	60			

MEM05017D	WELD USING GAS METAL ARC WELDING PROCESS	40	MEM05051A	SELECT WELDING PROCESSES	20
MEM05019D	WELD USING GAS TUNGSTEN ARC WELDING PROCESS	40	MEM05052A	APPLY SAFE WELDING PRACTICES	40
MEM05049B	PERFORM ROUTINE GAS TUNGSTEN ARC WELDING	20	MEM06007B	PERFORM BASIC INCIDENTAL HEAT/QUENCHING	20
MEM05050B	PERFORM ROUTINE GAS METAL ARC WELDING	20	MEM07005C	PERFORM GENERAL MACHINING	80
MEM05051A	SELECT WELDING PROCESSES	20	MEM07006C	PERFORM LATHE OPERATIONS	40
MEM05052A	APPLY SAFE WELDING PRACTICES	40	MEM07007C	PERFORM MILLING OPERATIONS	40
MEM11011B	UNDERTAKE MANUAL HANDLING	20	MEM09002B	INTERPRET TECHNICAL DRAWING	40
MEM18004B	MAINTAIN AND OVERHAUL MECHANICAL EQUIP	40	MEM18001C	USE HAND TOOLS	20
MEM18005B	PERFORM FAULT DIAGNOSTICS, INSTALL AND REMOVE BEARINGS	40	MEM18002B	USE POWER TOOLS/HAND HELD OPERATIONS	20
MEM18007B	MAINTAIN AND REPAIR MECHANICAL DRIVES AND MECHANICAL TRANSMISSION ASS	20	MEM18003C	USE TOOLS FOR PRECISION WORK	40
MEM18009B	PERFORM LEVEL AND ALIGNMENT OF MACHINES AND ENG CO	40	MEM18005B	PERFORM FAULT DIAGNOSTICS, INSTALL AND REMOVE BEARINGS	40
MEM18010C	PERFORM EQUIP CONDITION MONITOR	40	MEM18006B	REPAIR AND FIT ENGINEERING COMPONENTS	60
MEM18011C	SHUT DOWN AND ISOLATE MACHINES/EQUIPMENT	20	MEM18018C	MAINTAIN PNEUMATIC SYSTEM COMPONENTS	40
MEM18012B	PERFORM INSTALLATION AND REMOVAL OF MECHANICAL SEALS	20	MEM18020B	MAINTAIN HYDRAULIC SYSTEM COMPONENTS	40
MEM18018C	MAINTAIN PNEUMATIC SYSTEM COMPONENTS	40	MEM18055B	DISMANTLE, REPLACE AND ASSEMBLE ENGINE COMPONENTS	30
MEM18019B	MAINTAIN PNEUMATIC SYSTEMS	40			
MEM18020B	MAINTAIN HYDRAULIC SYSTEM COMPONENTS	40			
MEM18021B	MAINTAIN HYDRAULIC SYSTEM	40			
MEM18022B	MAINTAIN FLUID POWER CONTROLS	80			
MEM18023B	MODIFY FLUID POWER SYSTEM OPERATION	80			
MEM18053B	MODIFY FLUID POWER CONTROL SYSTEMS	60			
MEM30012A	APPLY MATHEMATICAL TECHNIQUES IN A MANUFACTURING, ENGINEERING OR RELATED	40			

DIPLOMA OF ENGINEERING - ADVANCED TRADE

Course Code:MEM50105

Campus:Sunshine.

Course Objectives:This qualification provides the skills and knowledge to demonstrate: broad theoretical concepts;application of skills and knowledge;problem solving; information interpretation and output responsibility.

Careers:Technical Officer, Engineering Assistant

Admission Requirements Other:To qualify for admission to the course, applicants must have successfully completed year 11 or completed Certificate III in Engineering or equivalent or have a minimum language, literacy and numeracy skills that is equivalent to level 3 of the National Reporting System (NRS).

Selection Processes:Direct Entry, VTAC

COURSE STRUCTURE

4 years part-timePart-time, Flexible.

Core Units of Study

MEM12023A	PERFORM ENGINEERING MEASUREMENTS	30
MEM12024A	PERFORM COMPUTATIONS	30
MEM12025A	USE GRAPHICAL TECHNIQUES AND PERFORM SIMPLE	20

Maintenance Stream

Elective Units of Study

MEM18011C	SHUT DOWN AND ISOLATE MACHINES/EQUIPMENT	20
MEM05007C	PERFORM MANUAL HEATING & THERMAL CUTTING	20
MEM05012C	PERFORM ROUTINE MANUAL METAL ARC WELDING	20
MEM05050B	PERFORM ROUTINE GAS METAL ARC WELDING	20

	STATISTICAL COMPUTATIONS		MEM05012C	PERFORM ROUTINE MANUAL METAL ARC WELDING	20
MEM13014A	APPLY PRINCIPLES OF WORK OH&S IN WORK ENVIRONMENT	10	MEM05014C	MONITOR QUALITY OF PRODUCTION WELDING/FAB	20
MEM14004A	PLAN TO UNDERTAKE A ROUTINE TASK	10	MEM05013C	PERFORM MANUAL PRODUCTION WELDING	20
MEM14005A	PLAN A COMPLETE ACTIVITY	20	MEM05016C	PERFORM ADV WELDING USING MAN METAL ARC	40
MEM15024A	APPLY QUALITY PROCEDURES	10	MEM05018C	PERFORM ADV WELDING USING GAS METAL ARC	40
MEM15002A	APPLY QUALITY SYSTEMS	20	MEM05020C	PERFORM ADV WELD USING GAS TUNGSTEN ARC	40
MEM16006A	ORGANISE AND COMMUNICATE INFORMATION	20	MEM05023C	WELD USING SUBMERGED ARC WELDING PROCESS	40
MEM16007A	WORK WITH OTHERS IN A MANUFACTURING, ENGINEERING OR RELATED ENVIRONMENT	10	MEM05026B	APPLY WELDING PRINCIPLES	40
MEM16008A	INTERACT WITH COMPUTING TECHNOLOGY	20	MEM05038B	PERFORM ADV GEOMETRIC DEVELOPMENT - CYLIND/REC	20
MEM16009A	RESEARCH AND ANALYSE ENGINEERING INFORMATION	20	MEM05039B	PERFORM ADV GEOMETRIC DEVELOP - CONICAL	20
MEM16011A	COMMUNICATE WITH INDIVIDUALS AND SMALL GROUPS	20	MEM05040B	PERFORM ADV GEOMETRIC DEVEL - TRANSITION	40
MEM16012A	INTERPRET SPECIFICATIONS AND MANUALS	40	MEM05043B	PERFORMS WELDS TO CODE STAND USE GAS META	60
MEM16014A	REPORT TECHNICAL INFORMATION	20	MEM05044B	PERFORM WELDS TO DOCE STAND USE GAS TUNG	60
MEM17003A	ASSIST IN THE PROVISION OF ON THE JOB TRAINING	20	MEM05046B	PERFORM WELDS TO CODE STAND USE MAN META	60
MEM30012A	APPLY MATHEMATICAL TECHNIQUES IN A MANUFACTURING, ENGINEERING OR RELATED	40	MEM05047B	WELD USING FLUX ARC WELDING PROCESS	40
MSAENV272B	PARTICIPATE IN ENVIRONMENTALLY SUSTAINABLE WORK PRACTICES	30	MEM05049B	PERFORM ROUTINE GAS TUNGSTEN ARC WELDING	20
Elective Units of Study			MEM05051A	SELECT WELDING PROCESSES	20
MEM03001B	PERFORM MANUAL PRODUCTION ASSEMBLY	40	MEM05052A	APPLY SAFE WELDING PRACTICES	40
MEM03003B	PERFORM SHEET AND PLATE ASSEMBLY	40	MEM07015B	SET COMPUTER CONTROLLED MACHINES/PROCESS	20
MEM03006B	SET ASSEMBLY STATIONS	20	MEM07024B	OPERATE AND MONITOR MACHINE/PROCESS	40
MEM04018B	PERFORM GENERAL WOODWORKING MACHINE OPS	40	MEM07032B	USE WORKSHOP MACHINES FOR BASIC OPERATION	20
MEM05001B	PERFORM MANUAL SOLDERING/DESOLD - ELEC	40	MEM09002B	INTERPRET TECHNICAL DRAWING	40
MEM05003B	PERFORM SOFT SOLDERING	20	MEM09009C	CREATE 2D DRAWINGS USE COMP AIDED DESIGN	80
MEM05004C	PERFORM ROUTINE OXY ACETYLENE WELDING	20	MEM10002B	TERMINATE AND CONNECT ELECTRICAL WIRING	30
MEM05005B	CARRY OUT MECHANICAL CUTTING	20	MEM10004B	ENTER AND CHANGE PROG CONTROLLER OP PARAMETERS	20
MEM05006B	PERFORM BRAZING AND/OR SILVER SOLDERING	20	MEM10005B	COMMISSION PROGRAMMABLE CONTROL PROGRAMS	40
MEM05007C	PERFORM MANUAL HEATING & THERMAL CUTTING	20	MEM10006B	INSTALL MACHINE/PLANT	40
MEM05008C	PERFORM ADV MANUAL THERMAL CUT, GOUG SHA	20	MEM11007B	ADMINISTER INVENTORY PROCEDURES	40
MEM05009C	PERFORM AUTOMATED THERMAL CUTTING	20	MEM11011B	UNDERTAKE MANUAL HANDLING	20
			MEM12003B	PERFORM PRECISION MECHANICAL MEASUREMENT	20
			MEM12007D	MARK OFF/OUT STRUCTURAL FABRICATIONS AND SHAPES	40

MEM13001B	PERFORM EMERGENCY FIRST AID	10	SYSTEMS	
MEM14002B	UNDERTAKE BASIC PROCESS PLANNING	80	MEM18037B	DIAGNOSE AND RECTIFY LOW VOLTAGE CHARGING SYSTEMS 20
MEM15001B	PERFORM BASIC STATISTICAL QUALITY CONTROL	20		
MEM15002A	APPLY QUALITY SYSTEMS	20	MEM18051B	FAULT FIND AND REPAIR/RECTIFY COMPLEX ELECTRICAL CIRCUITS 60
MEM15004B	PERFORM INSPECTION	20	MEM18054B	FAULT FIND, TEST AND CALIBRATE INSTRUMENTATION SYSTEMS AND EQUIPMENT 80
MEM16004B	PERFORM INTERNAL/EXTERNAL CUSTOMER SERVICE	20	MEM05010C	APPLY FABRICATION, FORMING AND SHAPING TECHNIQUES 80
MEM16005A	OPERATE AS A TEAM MEMBER TO CONDUCT MAN, ENG	20	MEM05011D	ASSEMBLE FABRICATED COMPONENTS 80
MEM16010A	WRITE REPORTS	20	MEM05015D	WELD USING MANUAL METAL ARC WELDING PROCESS 40
MEM18001C	USE HAND TOOLS	20	MEM05017D	WELD USING GAS METAL ARC WELDING PROCESS 40
MEM18002B	USE POWER TOOLS/HAND HELD OPERATIONS	20	MEM05019D	WELD USING GAS TUNGSTEN ARC WELDING PROCESS 40
MEM18004B	MAINTAIN AND OVERHAUL MECHANICAL EQUIP	40	MEM12006C	MARK OFF/OUT (GENERAL ENGINEERING) 40
MEM18005B	PERFORM FAULT DIAGNOSTICS, INSTALL AND REMOVE BEARINGS	40	MEM09008B	PERFORM ADVANCED STRUCTURAL DETAIL DRAFTING 40
MEM18007B	MAINTAIN AND REPAIR MECHANICAL DRIVES AND MECHANICAL TRANSMISSION ASS	20	MEM17002B	MEM17002B 20
MEM18001C	USE HAND TOOLS	20	MEM10001C	ERECT STRUCTURES 40
MEM04007B	POUR MOLTEN METAL	40		
MEM08007B	CONTROL SURFACE FINISH PRODUCTION AND FINISHED PRODUCT QUALITY	40		
MEM08009C	MAKE UP SOLUTIONS	20		
MEM09004B	PERFORM ELECTRICAL/ELECTRONIC DETAIL DRAFTING	80		
MEM10003B	INSTALL AND TEST ELECTRICAL WIRING AND CIRCUITS UP TO 1000 VOLTS A.C. AND	120		
MEM10007C	MODIFY CONTROL SYSTEMS	60		
MEM10008B	UNDERTAKE COMMISSIONING PROCEDURES FOR PLANT AND/OR EQUIPMENT	40		
MEM11005B	PICK AND PROCESS ORDER	40		
MEM11006B	PERFORM PRODUCTION PACKAGING	20		
MEM11008B	PACKAGE MATERIALS (STORES AND WAREHOUSE)	20		
MEM11013B	UNDERTAKE WAREHOUSE RECEIVAL PROCESS	40		
MEM11014B	UNDERTAKE WAREHOUSE DISPATCH PROCE	40		
MEM12004B	PERFORM PRECISION ELECTRICAL/ELECTRONIC MEASUREMENT	40		
MEM18030B	DIAGNOSE AND RECTIFY LOW VOLTAGE ELECTRICAL	80		

DIPLOMA OF ENGINEERING - TECHNICAL

Course Code: MEM50211

Campus: Sunshine, Off-shore.

About this course: Upgrade your qualifications and direct your career into working as a technician in engineering technology. This leading-edge, technology-focused course also provides a non-trades pathway into technician and engineering associate qualifications – the Advanced Diploma of Engineering Technology or the Bachelor of Engineering.

Course Objectives: This qualification reflects the role of individuals who are competent in a prescribed range of engineering skills. This qualification prepares students to work autonomously within the engineering industry. Work is undertaken as a technician in the mechanical and civil stream of the Engineering industry.

Careers: • Environmental And Structural Civil Engineering • Mechanical Engineering • Manufacturing Engineering • Computer Aided Drafting (Cad)

Course Duration: 1 year

Admission Requirements Year 12: Successful Completion of VCE

Admission Requirements Mature Age: Minimum age of 18 and one year out of school

Admission Requirements VET: Successful Completion of VCE

Selection Processes: Direct Entry, Interview, VTAC

COURSE STRUCTURE

The minimum requirements for achievement of the Diploma of Engineering - Technical are:

- completion of the five core units of competency listed below, and
- 15 elective units, to bring the total number of units to 20.

Elective units must be selected as follows:

- up to eight general elective units from the list in Group A,
- at least seven specialist elective units from Group B, to bring the total number of elective units to 15.

Core Units of Study

MEM16008A	INTERACT WITH COMPUTING TECHNOLOGY	20
MEM30007A	SELECT COMMON ENGINEERING MATERIALS	40
MEM30012A	APPLY MATHEMATICAL TECHNIQUES IN A MANUFACTURING, ENGINEERING OR RELATED	40
MSAENV272B	PARTICIPATE IN ENVIRONMENTALLY SUSTAINABLE WORK PRACTICES	30
MEM16006A	ORGANISE AND COMMUNICATE INFORMATION	20

Group A - General Electives - select up to eight

MEM12024A	PERFORM COMPUTATIONS	30
MEM15001B	PERFORM BASIC STATISTICAL QUALITY CONTROL	20
MEM18001C	USE HAND TOOLS	20
MEM30001A	USE COMPUTER AIDED DRAFTING SYSTEMS TO PRODUCE BASIC ENGINEERING DRAWINGS	40
MEM30003A	PRODUCE DETAILED ENGINEERING DRAWINGS	80
MEM30004A	USE CAD TO CREATE AND DISPLAY 3D MODELS	40
MEM30005A	CALCULATE FORCE SYSTEMS WITHIN SIMPLE BEAM STRUCTURES	40
MEM30006A	CALCULATE STRESSES IN SIMPLE STRUCTURES	40
MEM30009A	CONTRIBUTE TO THE DESIGN OF BASIC MECHANICAL SYSTEMS	40
MEM30010A	SET UP BASIC HYDRAULIC CIRCUITS	40
MEM30011A	SET UP BASIC PNEUMATIC CIRCUITS	40
MEM30013A	ASSIST IN THE PREPARATION OF A BASIC WORKPLACE LAYOUT	20
MEM30020A	DEVELOP AND MANAGE A PLAN FOR A SIMPLE MANUFACTURING RELATED PROJECT	30

MEM30025A	ANALYSE A SIMPLE ELECTRICAL SYSTEM CIRCUIT	40
MSAENV472B	IMPLEMENT AND MONITOR ENVIRONMENTALLY SUSTAINABLE WORK PRACTICES	40
Group B- General Electives - select up to seven		
MEM09141A	REPRESENT MECHANICAL ENGINEERING DESIGNS	80
MEM09142A	REPRESENT MECHATRONIC ENGINEERING DESIGNS	80
MEM09004B	PERFORM ELECTRICAL/ELECTRONIC DETAIL DRAFTING	80
MEM12022B	PROGRAM CO-ORDINATE MEASURING MACHINE (ADV)	20
MEM12025A	USE GRAPHICAL TECHNIQUES AND PERFORM SIMPLE STATISTICAL COMPUTATIONS	20
MEM13010A	SUPERVISE OCCUPATIONAL HEALTH AND SAFETY IN AN INDUSTRIAL WORK ENVIRONMENT	40
MEM14081A	APPLY MECHANICAL ENGINEERING FUNDAMENTALS TO SUPPORT DESIGN AND DEVELOPMENT OF PROJECTS	60
MEM14082A	APPLY MECHATRONICS FUNDAMENTALS TO SUPPORT DESIGN AND DEVELOPMENT OF ENGINEERING PROJECTS	60
MEM15008B	PERFORM ADVANCED STATISTICAL QUALITY CONTROL	20
MEM22002A	MANAGE SELF IN THE ENGINEERING ENVIRONMENT	40
MEM23001A	APPLY ADVANCED MATHEMATICAL TECHNIQUES IN A MANUFACTURING ENGINEERING OR RELATED ENVIRONMENT	80
MEM23003A	OPERATE AND PROGRAM COMPUTERS AND/OR CONTROLLERS IN ENGINEERING SITUATIONS	80
MEM23041A	APPLY BASIC SCIENTIFIC PRINCIPLES AND TECHNIQUES IN MECHANICAL ENGINEERING SITUATIONS	80
MEM23061A	SELECT AND TEST MECHANICAL ENGINEERING MATERIALS	60
MEM23062A	SELECT AND TEST MECHATRONIC ENGINEERING MATERIALS	60
MEM23071A	SELECT AND APPLY MECHANICAL ENGINEERING METHODS, PROCESSES AND CONSTRUCTION TECHNIQUES	60
MEM23072A	SELECT AND APPLY MECHATRONIC ENGINEERING METHODS, PROCESSES AND CONSTRUCTION TECHNIQUES	60
MEM24011B	ESTABLISH NON-DESTRUCTIVE TESTS	120
MSACMC611A	MANAGE PEOPLE RELATIONSHIPS	60
MSACMT670A	DEVELOP AND MANAGE SUSTAINABLE ENERGY PRACTICES	70
MSACMT671A	DEVELOP AND MANAGE SUSTAINABLE ENVIRONMENTAL PRACTICES	60

MSACMT452A APPLY STATISTICS TO PROCESSES IN MANUFACTURING 40

ADVANCED DIPLOMA OF ENGINEERING

Course Code:MEM60111

Campus:Industry, Sunshine, Off-shore.

About this course:Equip yourself for a career in the engineering industries by improving your existing skills in CAD, robotics, and advanced manufacturing. This flexible nature of this course allows customisation for industry needs.

Course Objectives:This qualification reflects the role of individuals who are competent in a prescribed range of engineering skills. This qualification prepares students to work autonomously within the engineering industry. Work is undertaken as a technician in the mechanical and civil stream of the Engineering industry. This qualification reflects the role of individuals who are competent in a prescribed range of advanced engineering skills, including computer aided design, the application of materials science, mathematical solutions to advanced engineering problems, as well as design mechatronics. Work is undertaken as an advanced engineering technician the mechanical and civil stream of the Engineering industry.

Careers: • Advanced Technical Worker • Manager in Engineering

Course Duration:2 years

Admission Requirements Year 12:Successful Completion of VCE

Admission Requirements International:IELTS: 5.5 or equivalent

Admission Requirements Mature Age:Minimum age of 18 and one year out of school

Admission Requirements VET:Successful Completion of VCE

Selection Processes:Direct Entry, Interview, VTAC

COURSE STRUCTURE

The minimum requirements for achievement of the Advanced Diploma of Engineering are:

- completion of the seven core units of competency listed below, and
- completion of 23 elective units, to bring the total number of units to 30.

Group A and Group B elective units must be selected as follows:

- up to eight general elective units from the list in Group A
- at least 15 specialist elective units from Group B, to bring the total number of elective units to 23

Core Units of Study

MEM16006A	ORGANISE AND COMMUNICATE INFORMATION	20
MEM16008A	INTERACT WITH COMPUTING TECHNOLOGY	20
MEM30007A	SELECT COMMON ENGINEERING MATERIALS	40
MEM30012A	APPLY MATHEMATICAL TECHNIQUES IN A MANUFACTURING, ENGINEERING OR RELATED	40

MSAENV272B	PARTICIPATE IN ENVIRONMENTALLY SUSTAINABLE WORK PRACTICES	30
MEM22001A	PERFORM ENGINEERING ACTIVITIES	60
MEM22002A	MANAGE SELF IN THE ENGINEERING ENVIRONMENT	40
Group A Elective Units of Study		
MEM12024A	PERFORM COMPUTATIONS	30
MEM15001B	PERFORM BASIC STATISTICAL QUALITY CONTROL	20
MEM18001C	USE HAND TOOLS	20
MEM24001B	PERFORM BASIC PENETRANT TESTING	20
MEM24003B	PERFORM BASIC MAGNETIC PARTICLE TESTING	40
MEM24007B	PERFORM ULTRASONIC THICKNESS TESTING	20
MEM24009B	PERFORM BASIC RADIOGRAPHIC TESTING	20
MEM30001A	USE COMPUTER AIDED DRAFTING SYSTEMS TO PRODUCE BASIC ENGINEERING DRAWINGS	40
MEM30002A	PRODUCE BASIC ENGINEERING GRAPHICS	40
MEM30003A	PRODUCE DETAILED ENGINEERING DRAWINGS	80
MEM30004A	USE CAD TO CREATE AND DISPLAY 3D MODELS	40
MEM30005A	CALCULATE FORCE SYSTEMS WITHIN SIMPLE BEAM STRUCTURES	40
MEM30006A	CALCULATE STRESSES IN SIMPLE STRUCTURES	40
MEM30008A	APPLY BASIC ECONOMIC AND ERGONOMIC CONCEPTS TO EVALUATE ENGINEERING	40
MEM30009A	CONTRIBUTE TO THE DESIGN OF BASIC MECHANICAL SYSTEMS	40
MEM30010A	SET UP BASIC HYDRAULIC CIRCUITS	40
MEM30011A	SET UP BASIC PNEUMATIC CIRCUITS	40
MEM30013A	ASSIST IN THE PREPARATION OF A BASIC WORKPLACE LAYOUT	20
MEM30017A	USE BASIC PREVENTATIVE MAINTENANCE TECHNIQUES AND TOOLS	40
MEM30018A	UNDERTAKE BASIC PROCESS PLANNING	20
MEM30020A	DEVELOP AND MANAGE A PLAN FOR A SIMPLE MANUFACTURING RELATED PROJECT	30
MEM30024A	PARTICIPATE IN QUALITY ASSURANCE TECHNIQUES	30

MEM30025A	ANALYSE A SIMPLE ELECTRICAL SYSTEM CIRCUIT	40	ENVIRONMENT	
MEM30026A	SELECT AND TEST COMPONENTS FOR SIMPLE ELECTRONIC SWITCHING AND TIMING CIRCUITS	20	MEM23002A	APPLY CALCULUS IN ENGINEERING SITUATIONS 80
MSAENV472B	IMPLEMENT AND MONITOR ENVIRONMENTALLY SUSTAINABLE WORK PRACTICES	40	MEM23003A	OPERATE AND PROGRAM COMPUTERS AND/OR CONTROLLERS IN ENGINEERING SITUATIONS 80
Group B Elective Units of Study			MEM14062A	PLAN AND DESIGN MECHATRONIC ENGINEERING PROJECTS 60
MEM09141A	REPRESENT MECHANICAL ENGINEERING DESIGNS	80	MEM14063A	PLAN AND DESIGN MANUFACTURING ENGINEERING PROJECTS 60
MEM09142A	REPRESENT MECHATRONIC ENGINEERING DESIGNS	80	MEM14064A	PLAN AND DESIGN MAINTENANCE ENGINEERING PROJECTS 60
MEM09004B	PERFORM ELECTRICAL/ELECTRONIC DETAIL DRAFTING	80	MEM14081A	APPLY MECHANICAL ENGINEERING FUNDAMENTALS TO SUPPORT DESIGN AND DEVELOPMENT OF PROJECTS 60
MEM09005B	PERFORM BASIC ENGINEERING DETAIL DRAFTING	80	MEM14082A	APPLY MECHATRONICS FUNDAMENTALS TO SUPPORT DESIGN AND DEVELOPMENT OF ENGINEERING PROJECTS 60
MEM09151A	APPLY COMPUTER AIDED MODELLING AND DATA MANAGEMENT TECHNIQUES TO MECHANICAL ENGINEERING DESIGNS	80	MEM15007B	CONDUCT PRODUCT AND/OR PROCESS CAPABILITY STUDIES 60
MEM09152A	APPLY COMPUTER AIDED MODELLING AND DATA MANAGEMENT TECHNIQUES TO MECHATRONIC ENGINEERING DESIGNS	80	MEM15008B	PERFORM ADVANCED STATISTICAL QUALITY CONTROL 20
MEM12022B	PROGRAM CO-ORDINATE MEASURING MACHINE (ADV)	20	MEM15011B	EXERCISE EXTERNAL QUALITY ASSURANCE 60
MEM12025A	USE GRAPHICAL TECHNIQUES AND PERFORM SIMPLE STATISTICAL COMPUTATIONS	20	MEM24004B	PERFORM MAGNETIC PARTICLE TESTING 40
MEM13010A	SUPERVISE OCCUPATIONAL HEALTH AND SAFETY IN AN INDUSTRIAL WORK ENVIRONMENT	40	MEM24011B	ESTABLISH NON-DESTRUCTIVE TESTS 120
MEM14002B	UNDERTAKE BASIC PROCESS PLANNING	80	MEM15012B	MAINTAIN/SUPERVISE THE APPLICATION OF QUALITY PROCEDURES 40
MEM14061A	PLAN AND DESIGN MECHANICAL ENGINEERING PROJECTS	60	MEM23041A	APPLY BASIC SCIENTIFIC PRINCIPLES AND TECHNIQUES IN MECHANICAL ENGINEERING SITUATIONS 80
MEM22002A	MANAGE SELF IN THE ENGINEERING ENVIRONMENT	40	MEM23051A	APPLY BASIC ELECTRO AND CONTROL SCIENTIFIC PRINCIPLES AND TECHNIQUES IN MECHANICAL AND MANUFACTURING ENGINEERING SITUATIONS 80
MEM22006A	SOURCE AND ESTIMATE MATERIALS	40	MEM23052A	APPLY BASIC ELECTRO AND CONTROL SCIENTIFIC PRINCIPLES AND TECHNIQUES IN AERONAUTICAL ENGINEERING SITUATIONS 60
MEM23001A	APPLY ADVANCED MATHEMATICAL TECHNIQUES IN A MANUFACTURING ENGINEERING OR RELATED ENVIRONMENT	80	MEM23061A	SELECT AND TEST MECHANICAL ENGINEERING MATERIALS 60
MEM23002A	APPLY CALCULUS IN ENGINEERING SITUATIONS	80	MEM23062A	SELECT AND TEST MECHATRONIC ENGINEERING MATERIALS 60
MEM22005A	MANAGE ENGINEERING OPERATIONS	60	MEM23072A	SELECT AND APPLY MECHATRONIC ENGINEERING METHODS, PROCESSES AND CONSTRUCTION TECHNIQUES 60
MEM22006A	SOURCE AND ESTIMATE MATERIALS	40	MEM23081A	APPLY SCIENTIFIC PRINCIPLES AND TECHNIQUES IN MECHANICAL ENGINEERING SITUATIONS 60
MEM22007A	MANAGE ENVIRONMENTAL EFFECTS OF ENGINEERING ACTIVITIES	60	MEM23082A	APPLY SCIENTIFIC PRINCIPLES AND TECHNIQUES IN 60
MEM22008A	MANAGE CHANGE AND TECHNICAL DEVELOPMENT	40		
MEM22009A	MANAGE TECHNICAL SALES AND PROMOTION	60		
MEM23001A	APPLY ADVANCED MATHEMATICAL TECHNIQUES IN A MANUFACTURING ENGINEERING OR RELATED	80		

MECHATRONIC ENGINEERING SITUATIONS

MEM23083A	APPLY INDUSTRIAL ENGINEERING PRINCIPLES AND TECHNIQUES IN COMPETITIVE MANUFACTURING ENGINEERING SITUATIONS	60
MEM23091A	APPLY MECHANICAL SYSTEM DESIGN PRINCIPLES AND TECHNIQUES IN MECHANICAL ENGINEERING SITUATIONS	60
MEM24012C	APPLY METALLURGY PRINCIPLES	40
MSACMT670A	DEVELOP AND MANAGE SUSTAINABLE ENERGY PRACTICES	70
MSACMT671A	DEVELOP AND MANAGE SUSTAINABLE ENVIRONMENTAL PRACTICES	60
MSACMS401A	ENSURE PROCESS IMPROVEMENTS ARE SUSTAINED	50
MSAENV672B	DEVELOP WORKPLACE POLICY AND PROCEDURES FOR SUSTAINABILITY	50

CERTIFICATE II IN COMPETITIVE MANUFACTURING

Course Code:MSA21108

Campus:Industry.

About this course:Seek a career in the manufacturing industry with the skills and knowledge of competitive manufacturing practices and techniques required to improve work-related processes and procedures. Learn to apply efficient techniques for cost reduction, quality and delivery time improvement, implement safe work practices and improve productivity in the workplace. This course offers an entry-level pathway aimed at trainees and frontline operators.

Course Objectives:The objective is to develop the knowledge and skills in competitive manufacturing practices and techniques required to improve work related processes and procedures. This course is currently offered to organisations wanting to improve the productivity in any workplace. This is an entry level course aimed at Trainees and frontline operators.

Careers:Operator's assistant

Course Duration:1 year

Admission Requirements Other:Current employment in a relevant occupational field and Industry sector suitable for persons working in a manufacturing environment as a team leader, supervisor or related occupational level.

Selection Processes:Interview, Written Test, Practical Test, Employer Choice

COURSE STRUCTURE

To be awarded a Certificate II in Competitive Manufacturing, competency must be achieved in 10 units of competency.

Mandatory Units of Study

MSACMC210A	MANAGE THE IMPACT OF CHANGE ON OWN WORK	40
MSAPMOHS200A	WORK SAFELY	30

One of the following

MSACMS200A	APPLY COMPETITIVE MANUFACTURING PRACTICES	40
MSACMS201A	SUSTAIN PROCESS IMPROVEMENTS	40
Select 7 from the list below		
MSACMS201A	SUSTAIN PROCESS IMPROVEMENTS	40
MSACMS200A	APPLY COMPETITIVE MANUFACTURING PRACTICES	40
MSACMT221A	APPLY JUST IN TIME (JIT) PROCEDURES	30
MSACMT230A	APPLY COST FACTORS TO WORK PRACTICES	40
MSACMT240A	APPLY 5S PROCEDURES IN A MANUFACTURING ENVIRONMENT	40
MSACMT250A	MONITOR PROCESS CAPABILITY	30
MSACMT251A	APPLY QUALITY STANDARDS	30
MSACMT280A	UNDERTAKE ROOT CAUSE ANALYSIS	50
MSACMT281A	CONTRIBUTE TO THE APPLICATION OF A PROACTIVE MAINTENANCE STRATEGY	30

CERTIFICATE III IN PROCESS MANUFACTURING

Course Code:MSA30107

Campus:Industry.

About this course:Learn more advanced roles in Process Manufacturing. This course is for workers using a range of equipment, operating 'specialised processes', and providing support functions directly related to producing products. You will learn how to undertake more advanced roles, working in accordance with operating procedures, and learn how to apply your knowledge to anticipate problems and solve a range of foreseen and unforeseen problems.

Course Objectives:The Certificate III in Process Manufacturing is intended for production workers who use a range of equipment and provide support functions directly related to producing products. They undertake advanced roles, working in accordance with the operating procedures and apply their knowledge to anticipate problems and solve a range of foreseen and unforeseen problems. This certificate is for: • production support workers - people working in manufacturing and filling the vital production support roles but who may not have the opportunity to develop competency in sufficient technical skills related directly to producing products • employees who operate across more than one category within process manufacturing or 'specialised processes' and elsewhere when required.

Careers:Advanced Production Operator

Course Duration:1 year

Admission Requirements Other:Mature age and currently employed Production support worker.

Selection Processes:Direct Entry, Written Test, Employer Choice

COURSE STRUCTURE

To be awarded the Certificate III in Process Manufacturing, competency must be achieved in 21 units. - 4 core units of study - 17 elective units of study

Core Units of Study

MSACMT251A	APPLY QUALITY STANDARDS	30
MSAPMOHS200A	WORK SAFELY	30
MSAPMSUP200A	ACHIEVE WORK OUTCOMES	
MSAPMSUP210A	PROCESS AND RECORD INFORMATION	30

Elective Units of Study

MCMT251A	APPLY QUALITY STANDARDS	30
MEM09002B	INTERPRET TECHNICAL DRAWING	40
MEM15001B	PERFORM BASIC STATISTICAL QUALITY CONTROL	20
MEM16008A	INTERACT WITH COMPUTING TECHNOLOGY	20
MSACMS201A	SUSTAIN PROCESS IMPROVEMENTS	40
MSACMT220A	APPLY QUICK CHANGEOVER PROCEDURES	40
MSACMT250A	MONITOR PROCESS CAPABILITY	30
MSACMT260A	USE PLANNING SOFTWARE SYSTEMS IN MANUFACTURING	40
MSAPMOHS100A	FOLLOW OHS PROCEDURES	20
MSAPMOHS110A	FOLLOW EMERGENCY RESPONSE PROCEDURES	20
MSAPMOHS200A	WORK SAFELY	30
MSAPMOHS210A	UNDERTAKE FIRST RESPONSE TO NON-FIRE INCIDENTS	20
MSAPMOHS300A	FACILITATE THE IMPLEMENTATION OF OHS FOR A WORK GROUP	40
MSAPMOPS101A	MAKE MEASUREMENTS	30
MSAPMOPS102A	PERFORM TASKS TO SUPPORT PRODUCTION	30
MSAPMOPS200A	OPERATE EQUIPMENT	40
MSAPMSUP101A	CLEAN WORKPLACE OR EQUIPMENT	30
MSAPMSUP172A	IDENTIFY AND MINIMISE ENVIRONMENTAL HAZARDS	20
MSAPMSUP200A	ACHIEVE WORK OUTCOMES	
MSAPMSUP210A	PROCESS AND RECORD INFORMATION	30
MSAPMSUP291A	PARTICIPATE IN CONTINUOUS IMPROVEMENT	30

MSAPMSUP300A	IDENTIFY AND IMPLEMENT OPPORTUNITIES TO MAXIMISE PRODUCTION EFFICIENCIES	40
MSAPMSUP303A	IDENTIFY EQUIPMENT FAULTS	40
MSAPMSUP330A	DEVELOP AND ADJUST A PRODUCTION SCHEDULE	30
MSAPMSUP383A	FACILITATE A TEAM	30
MSAPMSUP390A	USE STRUCTURED PROBLEM SOLVING TOOLS	40
PMBHAN103C	SHIFT MATERIALS SAFELY BY HAND	20
PMBPREP303C	SET UP EQUIPMENT FOR CONTINUOUS OPERATION	30
PMBPROD300B	PRODUCE PRODUCTS	40
PMBPROD308B	TAKE A MACHINE OUT OF PRODUCTION	30
PMBPROD385A	PROGRAM COMPUTER CONTROLLED EQUIPMENT	40
PMBTECH301B	USE MATERIAL AND PROCESS KNOWLEDGE TO SOLVE PROBLEMS	40
TAADEL301A	PROVIDE TRAINING THROUGH INSTRUCTION AND DEMONSTRATION OF WORK SKILLS	40
PMBWASTE302C	COORDINATE WASTE DISPOSAL	20
MSAPMPER200C	WORK IN ACCORDANCE WITH AN ISSUED PERMIT	20
MSAPMPER205C	ENTER CONFINED SPACE	30

CERTIFICATE III IN COMPETITIVE MANUFACTURING

Course Code:MSA31108

Campus:Industry.

About this course:Advance your career in the manufacturing industry by gaining new skills and knowledge. You will improve your knowledge of competitive manufacturing practices and techniques. Learn to improve cost factors, mistake-proof a production process, apply quality standards and maintain process improvements. This course is aimed at workers wishing to become more productive team members.

Course Objectives:The objective is to develop the knowledge and skills needed to apply lean competitive manufacturing tools and techniques to a range of work based processes and practices so as to derive productivity improvement. This course is aimed at existing workers wishing to become more productive team members.

Careers:Manufacturing equipment or process operator

Course Duration:1 year

Admission Requirements Other:Employment in a relevant occupational field and Industry sector suitable for persons working in a manufacturing environment as a team leader, supervisor or related occupational level.

Selection Processes:Interview, Written Test, Practical Test, Employer Choice, OtherThis course is only available to those working in the competitive manufacturing industry.

COURSE STRUCTURE

To be awarded a Certificate III in Competitive Manufacturing, competency must be achieved in eight units of competency.

Mandatory Units of Study

MSACMS200A APPLY COMPETITIVE MANUFACTURING PRACTICES 40

MSACMS401A ENSURE PROCESS IMPROVEMENTS ARE SUSTAINED 50

A maximum of one of the following

MSACMC210A MANAGE THE IMPACT OF CHANGE ON OWN WORK 40

OR

MSACMC410A LEAD CHANGE IN A MANUFACTURING ENVIRONMENT 50

OR

MSACMC411A LEAD A COMPETITIVE MANUFACTURING TEAM 40

A minimum of one of the following

MSACMT421A FACILITATE A JUST IN TIME (JIT) SYSTEM 50

MSACMT423A MONITOR A MANUFACTURING LEVELLED PULL SYSTEM 50

MSACMT430A IMPROVE COST FACTORS IN WORK PRACTICES 50

MSACMT432A ANALYSE MANUAL HANDLING PROCESSES 50

MSACMT440A LEAD 5S IN A MANUFACTURING ENVIRONMENT 50

MSACMT441A FACILITATE CONTINUOUS IMPROVEMENT IN MANUFACTURING 40

MSACMT450A UNDERTAKE PROCESS CAPABILITY IMPROVEMENTS 50

MSACMT451A MISTAKE PROOF A PRODUCTION PROCESS 50

MSACMT452A APPLY STATISTICS TO PROCESSES IN MANUFACTURING 40

The balance of units up to 4 may be chosen from the list below or above

MSACMT220A APPLY QUICK CHANGEOVER PROCEDURES 40

MSACMT221A APPLY JUST IN TIME (JIT) PROCEDURES 30

MSACMT230A APPLY COST FACTORS TO WORK PRACTICES 40

MSACMT231A INTERPRET PRODUCT COSTS IN TERMS OF CUSTOMER REQUIREMENTS 30

MSACMT240A APPLY 5S PROCEDURES IN A MANUFACTURING ENVIRONMENT 40

MSACMT250A MONITOR PROCESS CAPABILITY 30

MSACMT251A APPLY QUALITY STANDARDS 30

MSACMT280A UNDERTAKE ROOT CAUSE ANALYSIS 50

MSACMS401A ENSURE PROCESS IMPROVEMENTS ARE SUSTAINED 50

MSACMC410A LEAD CHANGE IN A MANUFACTURING ENVIRONMENT 50

MSACMC411A LEAD A COMPETITIVE MANUFACTURING TEAM 40

CERTIFICATE IV IN WATER OPERATIONS

Course Code: NWP40107

Campus: Sunshine.

Course Objectives: This qualification has been designed for supervisors overseeing the maintenance and operation of water distribution and wastewater collection systems.

Careers: Supervisor of maintenance and operations of water distribution and waste water collection plants

Course Duration: 2 years

Admission Requirements Other: Employed and experience in the water industry is required.

Selection Processes: Interview, Employer Choice

COURSE STRUCTURE

To achieve this qualification the candidate must demonstrate competency in nine units, comprising two core and seven elective units of competency.

Core units of study

LGACOM405B IMPLEMENT AND MONITOR THE ORGANISATION'S OHS POLICIES, PROCEDURES AND PROGRAMS WITHIN THE WORK GROUP OR SECTION 20

NWP401B COORDINATE AND MONITOR THE APPLICATION OF ENVIRONMENTAL PLANS AND PROCEDURES 80

Elective units of study

BSBCMN402A DEVELOP WORK PRIORITIES 30

BSBFLM405B IMPLEMENT OPERATIONAL PLAN 50

LGAWORK404A MANAGE A CIVIL WORKS PROJECT 80

NWP410B COORDINATE AND MONITOR ASSET CONSTRUCTION AND MAINTENANCE 60

NWP415B COORDINATE AND MONITOR SURFACE WATER SYSTEMS 60

NWP416B COORDINATE AND MONITOR WATER STORAGE CATCHMENT ACTIVITIES 60

NWP417B COORDINATE AND MONITOR GROUNDWATER SYSTEM USAGE 60

NWP418B COORDINATE AND MONITOR BULKWATER SYSTEM 60

OPERATIONS		
NWP419B	COORDINATE AND MONITOR RIVER SYSTEM USAGE	60
NWP425B	COORDINATE AND MONITOR THE OPERATION OF IRRIGATION DELIVERY SYSTEMS	60
NWP426B	COORDINATE AND MONITOR THE OPERATION OF POTABLE WATER SYSTEMS	60
NWP427B	COORDINATE AND MONITOR THE OPERATION OF DRAINAGE SYSTEMS	40
NWP428B	COORDINATE AND MONITOR THE OPERATION OF WASTEWATER COLLECTION SYSTEMS	40
NWP429B	COORDINATE, IMPLEMENT AND REPORT TRADE WASTE MONITORING PROCEDURES	60
NWP430A	EVALUATE, IMPLEMENT AND MONITOR STANDARD LOW-RISK TRADE WASTE DISCHARGE APPROVALS	60
NWP431A	INVESTIGATE, RECTIFY AND REPORT ON TRADE WASTE	70
NWP435B	COORDINATE AND MONITOR THE OPTIMISATION OF WATER TREATMENT PROCESSES	60
NWP436B	COORDINATE AND MONITOR THE OPTIMISATION OF WASTEWATER TREATMENT PROCESSES	60
NWP437A	ANALYSE DATA AND PRODUCE HYDROMETRIC REPORTS	100
NWP438A	MEASURE AND PROCESS HYDROMETRIC STREAM DISCHARGE DATA IN FLOOD CONDITIONS	100
NWP440A	SUPERVISE CONDUIT INSPECTION AND REPORTING	40
NWP219A	WORK SAFELY IN CONFINED SPACES	20
NWP300B	PROVIDE AND PROMOTE CUSTOMER SERVICE	20
PSPPROC410A	ADMINISTER CONTRACTS	40

DIPLOMA OF GOVERNMENT (PROCUREMENT AND CONTRACTING)

Course Code:PSP52510

Campus:Werribee, Footscray Nicholson, Industry.

Course Objectives:This specialist qualification covers the competencies required for independent and self-directed work as a procurement and contract manager in the public sector.

Careers:Possible job titles relevant to this qualification include: Contract Account Manager; Business Development Manager; Account Executive; Marketing Manager; Sales & Marketing Analyst; Client Relationship Manager; Warehousing Manager; Inventory Manager; Inventory Analyst; Stock/Inventory Controller; Procurement Analyst; Procurement Manager; Operations Manager

Course Duration:1 year

Admission Requirements Year 12:Successful completion of VCE

Admission Requirements International:IELTS 5.5 or equivalent

Admission Requirements Mature Age:Minimum age of 18 and one year out of school

Admission Requirements VET:Successful completion of VCE

Selection Processes:Direct Entry, Interview, Portfolio, Employer Choice

COURSE STRUCTURE

13 units of competency are required for the award of this qualification.

- 9 core units
- 4 elective units

Core Units of Study

PSPGOV507A	UNDERTAKE NEGOTIATIONS	50
PSPETHC501B	PROMOTE THE VALUES AND ETHOS OF PUBLIC SERVICES	30
PSPLEGN501B	PROMOTE THE COMPLIANCE WITH LEGISLATION IN THE PUBLIC SECTOR	25
PSPPROC503B	MANAGE CONTRACT PERFORMANCE	50
PSPPROC504B	FINALISE CONTRACTS	30
PSPPROC505A	MANAGE PROCUREMENT RISK	40
PSPPROC506A	PLAN TO MANAGE A CONTRACT	50
PSPPROC507A	PLAN FOR PROCUREMENT OUTCOMES	35
PSPPROC508A	MAKE PROCUREMENT DECISIONS	40

Elective Units of Study

PSPGOV504B	UNDERTAKE RESEARCH AND ANALYSIS	60
BSBPUR504B	MANAGE A SUPPLY CHAIN	60
PSPPROC509A	PARTICIPATE IN BUDGET AND PROCUREMENT REVIEW PROCESSES	40
PSPPROC510A	CONDUCT AND MANAGE COORDINATED PROCUREMENT	35
BSBPMG510A	MANAGE PROJECTS	60

CERTIFICATE II IN CIVIL CONSTRUCTION

Course Code:R1120709

Campus:Werribee, Industry.

About this course:-

Course Objectives:This qualification reflects the role of individuals working at operational role in civil construction, who undertake a prescribed range of tasks using limited practical skills and fundamental knowledge, in a defined context working under supervision.

Careers: A graduate of this course, may gain an entry level position in the civil construction industry eg labourer in a road construction/ maintenance company or similar in a company that works in housing estate development.

Course Duration: 0.5 years

Admission Requirements Other: All students are interviewed for selection prior to admission. Language, literacy and numeracy skills that are equivalent to Level 2 of the Australian Core Skill Framework.

Selection Processes: Direct Entry

COURSE STRUCTURE

Students must successful complete sixteen (16) units of study made up of: Thirteen (13) mandatory units Three (3) elective units

Core Units

RIIBEF201A	PLAN AND ORGANISE WORK	20
RIICCM201A	CARRY OUT MEASUREMENTS AND CALCULATIONS	20
RIICCM202A	IDENTIFY, LOCATE AND PROTECT UNDERGROUND SERVICES	30
RIICCM203A	READ AND INTERPRET PLANS AND SPECIFICATIONS	40
RIICCM205A	CARRY OUT MANUAL EXCAVATION	8
RIICCM207A	SPREAD AND COMPACT MATERIALS MANUALLY	12
RIICCM208A	CARRY OUT BASIC LEVELLING	8
RIICOM201A	COMMUNICATE IN THE WORKPLACE	20
RIIOHS201A	WORK SAFELY AND FOLLOW OHS POLICIES AND PROCEDURES	20
RIISAM201A	HANDLE RESOURCES AND INFRASTRUCTURE MATERIALS AND SAFELY DISPOSE OF NON TOXIC MATERIALS	16
RIISAM203A	USE HAND AND POWER TOOLS	80
RIISAM204A	OPERATE SMALL PLANT AND EQUIPMENT	20
RIIWMG203A	DRAIN AND DEWATER CIVIL CONSTRUCTION SITE	20
Elective Units		
RIICCM204A	PLAN AND FIX REINFORCEMENT MATERIALS	40
RIICCM206A	SUPPORT PLANT OPERATIONS	8
RIICCM209A	CARRY OUT CONCRETE WORK	40
RIICCM210A	INSTALL TRENCH SUPPORT	16
RIICCM211A	ERECT AND DISMANTLE TEMPORARY FENCING AND GATES	40
RIICRC201A	REPAIR POTHOLES	36

RIIOHS205A	CONTROL TRAFFIC WITH STOP-SLOW BAT	8
RIISAM205A	CUT, WELD AND BEND MATERIALS	40
RIICRC208A	LAY PIPES	40
RIIOHS202A	ENTER AND WORK IN CONFINED SPACES	30

CERTIFICATE III IN CIVIL CONSTRUCTION PLANT OPERATIONS

Course Code: RII30809

Campus: Werribee.

About this course: Become a fully qualified plant operator and open the door to civil construction work, including roads, bridges, dams, waterworks and trenches. You will train in power tools and in carrying out concrete work, learn how to control traffic and how to operate large machinery.

Course Objectives: This course is offered as a traineeship, the qualification reflects the role of a skilled operator working with civil construction machinery, who applies a broad range of skills in a varied work context, using some discretion and judgement and relevant theoretical knowledge. The individual may provide theoretical advice and support a team.

Careers: Mobile plant operator

Course Duration: 3 years

Admission Requirements Other: Students enrolled as apprentices or trainees must be employed under the Apprenticeship Training Scheme. Selection is conducted by the employer.

Selection Processes: Employer Choice

COURSE STRUCTURE

Successful completion of nineteen (19) units of competency made up of:

- fourteen (14) core units of competency, and
- five (5) elective units from the electives list below, including
- one (1) unit from Group A electives listed below AND two (2) units from Group B electives listed below OR
- two (2) units from the Group A electives listed below

Core Units

RIIBEF201B	PLAN AND ORGANISE WORK	20
RIICCM202A	IDENTIFY, LOCATE AND PROTECT UNDERGROUND SERVICES	30
RIICCM203A	READ AND INTERPRET PLANS AND SPECIFICATIONS	40
RIICCM205A	CARRY OUT MANUAL EXCAVATION	8
RIICCM206A	SUPPORT PLANT OPERATIONS	8
RIICCM207A	SPREAD AND COMPACT MATERIALS MANUALLY	12
RIICCM208A	CARRY OUT BASIC LEVELLING	8

RIICOM201A	COMMUNICATE IN THE WORKPLACE	20
RIIOHS201A	WORK SAFELY AND FOLLOW OHS POLICIES AND PROCEDURES	20
RIISAM201A	HANDLE RESOURCES AND INFRASTRUCTURE MATERIALS AND SAFELY DISPOSE OF NON TOXIC MATERIALS	16
RIISAM203A	USE HAND AND POWER TOOLS	80
RIISAM204A	OPERATE SMALL PLANT AND EQUIPMENT	20
RIIWMG203A	DRAIN AND DEWATER CIVIL CONSTRUCTION SITE	20

Elective Units

RIICCM209A	CARRY OUT CONCRETE WORK	40
RIICCM210A	INSTALL TRENCH SUPPORT	16
RIICRC201A	REPAIR POTHoles	36
RIICRC208A	LAY PIPES	40
RIIOHS205A	CONTROL TRAFFIC WITH STOP-SLOW BAT	8
RIIOHS302A	IMPLEMENT TRAFFIC MANAGEMENT PLAN	20
RIICRC306A	CONDUCT EARTHWORKS	80
RIIMG301A	MAINTAIN SITE RECORDS	10

Group A Elective Units

RIIMPO319A	CONDUCT BACKHOE/LOADER OPERATIONS	200
RIIMPO320A	CONDUCT CIVIL CONSTRUCTION EXCAVATOR OPERATIONS	200
RIIMPO322A	CONDUCT CIVIL CONSTRUCTION TRACKED FRONT END LOADER OPERATIONS	80
RIIMPO324A	CONDUCT CIVIL CONSTRUCTION GRADER OPERATIONS	240
RIIMPO318B	CONDUCT CIVIL CONSTRUCTION SKID STEER LOADER OPERATIONS	60
RIIMPO321B	CONDUCT CIVIL CONSTRUCTION WHEELED FRONT END LOADER OPERATIONS	100

Group B Elective Units

RIIMPO317A	CONDUCT ROLLER OPERATIONS	80
RIIMPO326A	CONDUCT CIVIL CONSTRUCTION WATER CART OPERATIONS	40
RIIVEH304A	CONDUCT TIP TRUCK OPERATIONS	60

CERTIFICATE II IN WAREHOUSING OPERATIONS

Course Code: TLI21610

Campus: Werribee, Industry.

About this course: Pick a career in the rapidly growing fields of transport and logistics. You can learn to operate forklifts and order pickers in a real warehouse environment and develop a good understanding of receiving and dispatching goods and other accentual aspects of warehousing.

Course Objectives: This qualification is designed for employees who have basic knowledge and skills in the different areas of the transport and logistics industry. This course will provide students with a working knowledge of warehouse and storage policies and procedures. Students will specialise in the receiving of and despatching of products and will expand their skills in equipment operations such as forklifts and order pickers.

Careers: Possible job titles relevant to this qualification include:

- Store Assistant
- Packer
- Postal Assistant
- Pallet Maker/Repairer

Course Duration: 0.5 years

Admission Requirements Other: There are no entry requirements for this qualification.

Selection Processes: Direct Entry, Interview

COURSE STRUCTURE

A successful assessment outcome for a total 15 units of competency, comprising: • 2 core units • 13 elective units

Core Units of Study

TLIF1001A	FOLLOW OCCUPATIONAL HEALTH AND SAFETY PROCEDURES	20
TLIL1001A	COMPLETE WORKPLACE ORIENTATION/INDUCTION PROCEDURES	30
Elective Units of Study		
TLID2010A	OPERATE A FORKLIFT	40
TLIE2001A	PRESENT ROUTINE WORKPLACE INFORMATION	40
TLIE2008A	PROCESS WORKPLACE DOCUMENTATION	20
TLIF2006A	APPLY ACCIDENT-EMERGENCY PROCEDURES	20
TLIG2007A	WORK IN A SOCIALLY DIVERSE ENVIRONMENT	20
TLIJ2001A	APPLY QUALITY PROCEDURES	20
TLIK2010A	USE INFOTECHNOLOGY DEVICES IN THE WORKPLACE	40
TLIL2008A	COMPLETE ROUTINE ADMINISTRATIVE TASKS	10
TLILIC2001A	LICENCE TO OPERATE A FORKLIFT TRUCK	40
TLIA2011A	PACKAGE GOODS	20

TLIA2012A	PICK AND PROCESS ORDERS	20
TLIA2013A	RECEIVE GOODS	20
TLIA2021A	DESPATCH STOCK	20
TLIA2022A	PARTICIPATE IN STOCKTAKES	20
TLIB1030A	UNDERTAKE GENERAL SITE MAINTENANCE	40
TLIU2012A	PARTICIPATE IN ENVIRONMENTALLY SUSTAINABLE WORK PRACTICES	20

The above units represent all recognised electives for this course. VU will offer a selection of these units. Your school contact will be able to provide details on the units currently being offered.

CERTIFICATE III IN WAREHOUSING OPERATIONS

Course Code:TLI31610

Campus:Werribee, Industry.

About this course:Expand your career options in the rapidly growing field of transport and logistics. You can learn to operate forklifts and order pickers in a real warehouse environment and develop a good understanding of receiving and dispatching goods and other essential aspects of warehousing.

Course Objectives:This qualification is designed for individuals who have basic knowledge and skills in the different areas of the transport and logistics industry. This course will provide students with a working knowledge of warehouse and storage policies and procedures. Students will specialise in the use of inventory systems to conduct stock counts and apply product knowledge to organise receivables and dispatches and will expand their skills in equipment operations such as forklifts and order pickers.

Careers:Students who undertake the Certificate III in Warehousing Operations are well prepared for entry into employment as follows; • Store Warehouse Assistant • Packer • Receiving and Dispatch Clerk • Distribution Clerk

Course Duration:0.5 years

Admission Requirements Other:There are no entry requirements for this qualification.

Selection Processes:Direct Entry, Employer Choice

COURSE STRUCTURE

A successful assessment outcome for a total of 15 units of competency, comprising:
• 2 core units • 13 elective units

Core Units of Study

TLIF1001A	FOLLOW OCCUPATIONAL HEALTH AND SAFETY PROCEDURES	20
TLIL1001A	COMPLETE WORKPLACE ORIENTATION/INDUCTION PROCEDURES	30

Elective Units of Study

TLID2010A	OPERATE A FORKLIFT	40
TLIE3002A	ESTIMATE/CALCULATE MASS, AREA AND QUANTIFY DIMENSIONS	30
TLIG3002A	LEAD A WORK TEAM OR GROUP	40
TLIJ3002A	APPLY QUALITY SYSTEMS	40
TLILIC2001A	LICENCE TO OPERATE A FORKLIFT TRUCK	40
TLILIC2002A	LICENCE TO OPERATE AN ORDER PICKING FORKLIFT TRUCK	30
TLIA3015A	COMPLETE RECEIVAL/DESPATCH DOCUMENTATION	40
TLIA3016A	USE INVENTORY SYSTEMS TO ORGANISE STOCK CONTROL	40
TLIA3018A	ORGANISE DESPATCH OPERATIONS	40
TLIA3019A	ORGANISE RECEIVAL OPERATIONS	40
TLIA3038A	CONTROL AND ORDER STOCK	40
TLIA3039A	RECEIVE AND STORE STOCK	40
TLID3027A	PREPARE FOR TRANSPORT OF DANGEROUS GOODS	50
TLID3031A	RIG LOAD	40
TLIF3004A	ORGANISE OCCUPATIONAL HEALTH AND SAFETY PROCEDURES IN THE WORKPLACE	30
TLIU2012A	PARTICIPATE IN ENVIRONMENTALLY SUSTAINABLE WORK PRACTICES	20

The above units represent all recognised electives for this course. VU will offer a selection of these units. Your school contact will be able to provide details on the units currently being offered.

CERTIFICATE IV IN TRANSPORT AND LOGISTICS (RAIL OPERATIONS)

Course Code:TLI40410

Campus:Industry.

About this course:Upgrade your skills to become a train driver in the Rail Industry.

Course Objectives:A general qualification for the operations sector of the Rail Industry. This is the qualification to become a train driver. Performance of a broad range of skilled applications including requirements to evaluate and analyse current practices, develop new criteria and procedure for performing current practices, and provision of some leadership and guidance to others in the application and planning of the skills.

Careers:Technical supervisory and leadership roles within the rail operations industry.

Course Duration:2 years

Admission Requirements Other:Employer Choice

Selection Processes:Employer Choice

COURSE STRUCTURE					
A successful completion of 28 is required. - 7 units from AQF Level 1 - 7 units from AQF Level 2 - 7 units from AQF Level 3 - 7 units from AQF Level 4					
AQF Level 1					
TLIB1028A	MAINTAIN AND USE HAND TOOLS	20			
TLID1001A	SHIFT MATERIALS SAFELY USING MANUAL HANDLING METHODS	20			
TLIE1003A	PARTICIPATE IN BASIC WORKPLACE COMMUNICATION	50			
TLIF1001A	FOLLOW OCCUPATIONAL HEALTH AND SAFETY PROCEDURES	20			
TLIG1001A	WORK EFFECTIVELY WITH OTHERS	40			
TLIL1001A	COMPLETE WORKPLACE ORIENTATION/INDUCTION PROCEDURES	30			
TLII1002A	APPLY CUSTOMER SERVICE SKILLS	30			
AQF Level 2					
TLIB2022A	DIAGNOSE AND RECTIFY MINOR FAULTS	30			
TLIE2008A	PROCESS WORKPLACE DOCUMENTATION	20			
TLIE2007A	USE COMMUNICATION SYSTEMS	20			
TLIF2010A	APPLY FATIGUE MANAGEMENT STRATEGIES	30			
TLIF2018A	OPERATE FIREFIGHTING EQUIPMENT	20			
TLIF2006A	APPLY ACCIDENT-EMERGENCY PROCEDURES	20			
TLIL2008A	COMPLETE ROUTINE ADMINISTRATIVE TASKS	10			
TLIB2001A	CHECK AND ASSESS OPERATIONAL CAPABILITIES OF EQUIPMENT	40			
AQF Level 3					
TLIB3018A	CONDUCT FULL TRAIN EXAMINATION	40			
TLIB3019A	TEST TRAIN BRAKING SYSTEM	30			
TLIB3020A	VISUALLY INSPECT STATIONARY TRAIN	80			
TLIB3002A	TEST EQUIPMENT AND ISOLATE FAULTS	40			
TLIB3026A	PREPARE FOR TRAIN OPERATION	40			
TLIC3017A	SHUNT ROLLING STOCK	120			
TLIC3027A	STABLE A MOTIVE POWER UNIT	20			
TLIB3075A	INSPECT AND PREPARE A MOTIVE POWER UNIT	40			
			TLIF3058A	APPLY SAFEWORKING RULES AND REGULATIONS TO RAIL FUNCTIONS	40
			AQF Level 4		
			TLIC4019A	DRIVE TRAIN TO OPERATIONAL REQUIREMENTS	200
			TLIC4023A	OPERATE TRAIN WITH DUE CONSIDERATION OF ROUTE CONDITIONS	200
			TLIC4024A	OPERATE URBAN PASSENGER TRAIN	200
			TLIC4026A	OPERATE AND MONITOR A MOTIVE POWER UNIT	100
			TLIF4021A	RESPOND TO TRAIN-DRIVING EMERGENCIES AND ABNORMAL SITUATIONS	40
			TLIA4005A	CHECK AND EVALUATE RECORDS AND DOCUMENTATION	20
			TLIF4007A	IMPLEMENT AND COORDINATE ACCIDENT-EMERGENCY PROCEDURES	40
			TLIL4009A	MANAGE PERSONAL WORK PRIORITIES AND PROFESSIONAL DEVELOPMENT	50
			Additional Elective Units of Study		
			TLIC2002A	DRIVE LIGHT RIGID VEHICLE	40
			TLILIC2014A	LICENCE TO DRIVE LIGHT RIGID VEHICLE	40
			TLIC3003A	DRIVE MEDIUM RIGID VEHICLE	40
			TLILIC2015A	LICENCE TO DRIVE MEDIUM RIGID VEHICLE	40
			TLIC3004A	DRIVE HEAVY RIGID VEHICLE	40
			TLILIC2016A	LICENCE TO DRIVE HEAVY RIGID VEHICLE	50
			TLIC3005A	DRIVE HEAVY COMBINATION VEHICLE	40
			TLILIC3017A	LICENCE TO DRIVE HEAVY COMBINATION VEHICLE	60
			TLIC4006A	DRIVE MULTI-COMBINATION VEHICLE	40
			TLILIC3018A	LICENCE TO OPERATE MULTI-COMBINATION VEHICLE	60
			BSBCUS201B	DELIVER A SERVICE TO CUSTOMERS	40
			TLIA2014A	USE PRODUCT KNOWLEDGE TO COMPLETE WORK OPERATIONS	20
			TLID2010A	OPERATE A FORKLIFT	40
			TLID2012A	OPERATE SPECIALISED LOAD SHIFTING EQUIPMENT	40
			TLIE2001A	PRESENT ROUTINE WORKPLACE INFORMATION	40
			TLIF2019A	ENSURE A SAFE ON-BOARD PASSENGER AND WORKING ENVIRONMENT	30

TLIF2062A	APPLY AWARENESS OF SAFEWORKING RULES AND REGULATIONS	20
TLIG2007A	WORK IN A SOCIALLY DIVERSE ENVIRONMENT	20
TLIJ2001A	APPLY QUALITY PROCEDURES	20
TLIK2003A	APPLY KEYBOARD SKILLS	20
TLIK2010A	USE INFOTECHNOLOGY DEVICES IN THE WORKPLACE	40
TLIL2048A	PREPARE FOR TRAIN DEPARTURE	20
TLIU1009A	MONITOR PLANT AND EQUIPMENT IN AN ENVIRONMENTALLY SUSTAINABLE MANNER	30
TLILIC2001A	LICENCE TO OPERATE A FORKLIFT TRUCK	40
TLIF4014A	DEVELOP AND MAINTAIN A SAFE WORKPLACE	50
TLIG4006A	FACILITATE WORK TEAMS	50
TLIL4005A	APPLY CONFLICT/GRIEVANCE RESOLUTION STRATEGIES	40
TLIL4032A	IMPLEMENT EQUAL EMPLOYMENT EQUITY STRATEGIES	20
TLIL4033A	PROMOTE EFFECTIVE WORKPLACE PRACTICE	20

The above units represent all recognised electives for this course. VU will offer a selection of these units. Your school contact will be able to provide details on the units currently being offered.

CERTIFICATE IV IN LOGISTICS

Course Code: TLI42010

Campus: Werribee, Footscray Nicholson, Industry.

About this course: Prepare for entry into the Diploma of Logistics with a strong knowledge and skill base needed to commence a career in the transport, storage and logistics industry. You will be eligible for jobs in supply chain industry, including distribution, warehousing, transport administration and logistics operations.

Course Objectives: This qualification is for those working in the Logistics Industry in a variety of operational roles. Students are trained in a broad range of skilled applications to evaluate and analyse current practice and provide some leadership in the logistics sector. The qualification aims to equip students to work at a mid range level in a variety of contexts in the logistics field.

Careers: Possible job titles relevant to this qualification include: Logistics Coordinator; Logistics Supervisor; Warehousing Team Leader; Load Supervisor; Freight Scheduler; Fleet controller; Buyer

Course Duration: 1 year

Admission Requirements Year 12: Successful completion of VCE

Admission Requirements Mature Age: Minimum age of 18 and one year out of school

Admission Requirements VET: Successful completion of VCE

Selection Processes: Direct Entry, Interview, Portfolio, Written Application, VTAC, Employer Choice

COURSE STRUCTURE

A successful assessment outcome for a total of 14 units of competency comprising:

- 1 core unit
- 13 elective units

Core Units of Study

TLIX4028A	APPLY KNOWLEDGE OF LOGISTICS	20
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Elective Units of Study

BSBRK401A	IDENTIFY RISK AND APPLY RISK MANAGEMENT PROCESSES	50
TLIA4028A	ASSESS AND MONITOR OPTIMUM STOCK LEVELS	40
TLIA4032A	ORGANISE TRANSPORT OF FREIGHT OR GOODS	20
TLID1001A	SHIFT MATERIALS SAFELY USING MANUAL HANDLING METHODS	20
TLIE3002A	ESTIMATE/CALCULATE MASS, AREA AND QUANTIFY DIMENSIONS	30
TLIE4013A	APPLY WORKPLACE STATISTICS	20
TLIF4014A	DEVELOP AND MAINTAIN A SAFE WORKPLACE	50
TLIG4006A	FACILITATE WORK TEAMS	50
TLII4001A	COORDINATE QUALITY CUSTOMER SERVICE	30
TLIP4038A	MONITOR A SUPPLY CHAIN OPERATION	60
TLIP4039A	MONITOR TRANSPORT OPERATIONS	60
TLIP4040A	MONITOR WAREHOUSE OPERATIONS	60
TLIR4001A	MONITOR SUPPLIER PERFORMANCE	30
Other Elective Units of Study		
TLIR4009A	IMPLEMENT PURCHASING SYSTEMS	40
TLIR4010A	PLAN PURCHASING	50
TLIR4012A	CONDUCT INTERNATIONAL PURCHASING	80
PSPPROC411A	PLAN PROCUREMENT	40
TLIR4003A	NEGOTIATE A CONTRACT	40
TLIG4005A	ORGANISE TRANSPORT WORKLOAD	10
BSBOHS407A	MONITOR A SAFE WORKPLACE	50

BSBCUS401B	COORDINATE IMPLEMENTATION OF CUSTOMER SERVICE STRATEGIES	40		SCAFFOLDING - BASIC LEVEL	
TLIC2001A	LICENCE TO OPERATE A FORKLIFT TRUCK	40	CPCLSF3001A	LICENCE TO ERECT, ALTER AND DISMANTLE SCAFFOLDING - INTERMEDIATE LEVEL	40
TLIA4033A	ORGANISE INTERNATIONAL TRANSPORT OF FREIGHT	40	CPCLSF4001A	LICENCE TO ERECT, ALTER AND DISMANTLE SCAFFOLDING - ADVANCED LEVEL	40
TLIK2010A	USE INFOTECHNOLOGY DEVICES IN THE WORKPLACE	40	CPCLDG3001A	LICENCE TO PERFORM DOGGING	80
BSBMGT403A	IMPLEMENT CONTINUOUS IMPROVEMENT	40		Driving Units	
TLIE3012A	CONSOLIDATE MANIFEST DOCUMENTATION	20	TLILIC2014A	LICENCE TO DRIVE LIGHT RIGID VEHICLE	40
TLIR4008A	IMPLEMENT AND SUPERVISE STOCKTAKING PROCEDURES	40	TLILIC2015A	LICENCE TO DRIVE MEDIUM RIGID VEHICLE	40
SITXFIN004A	MANAGE FINANCES WITHIN A BUDGET	30	TLILIC2016A	LICENCE TO DRIVE HEAVY RIGID VEHICLE	50
TLIC2002A	DRIVE LIGHT RIGID VEHICLE	40	TLILIC3017A	LICENCE TO DRIVE HEAVY COMBINATION VEHICLE	60
TLIC3003A	DRIVE MEDIUM RIGID VEHICLE	40	TLILIC3018A	LICENCE TO OPERATE MULTI-COMBINATION VEHICLE	60
TLIC3004A	DRIVE HEAVY RIGID VEHICLE	40		The above units represent all recognised electives for this course. VU will offer a selection of these units. Your school contact will be able to provide details on the units currently being offered.	
TLIC3005A	DRIVE HEAVY COMBINATION VEHICLE	40		DIPLOMA OF LOGISTICS	
TLIC4006A	DRIVE MULTI-COMBINATION VEHICLE	40		Course Code: TLI50410	
TLID2010A	OPERATE A FORKLIFT	40		Campus: Werribee, Footscray Nicholson, Industry, Off-shore.	
TLID2012A	OPERATE SPECIALISED LOAD SHIFTING EQUIPMENT	40		About this course: Succeed in the logistics and supply chain industry by developing your skills and the experience you need for managing and distributing materials and goods. This course will prepare you for entry into positions in management within Logistics.	
TLIF1002A	CONDUCT HOUSEKEEPING ACTIVITIES	20		Course Objectives: A general qualification for the integrated management of logistics. Successful completion will require the self-directed application of knowledge and skills, with substantial depth in some areas where judgement is required in planning and selecting appropriate equipment, services and techniques for self and others. Applications involve participation in the development of strategic initiatives as well as personal responsibility and autonomy in performing complex technical operations or organising others. It may include participation in teams, including those concerned with planning and evaluation functions. Group or team coordination may be involved.	
CPCCOHS1001A	WORK SAFELY IN THE CONSTRUCTION INDUSTRY	6		Careers: Possible job titles relevant to this qualification include: Contract Account Manager; Business Development Manager; Account Executive; Marketing Manager; Sales & Marketing Analyst; Client Relationship Manager; Warehousing Manager; Inventory Manager; Inventory Analyst; Stock/Inventory Controller; Procurement Analyst; Procurement Manager; Operations Manager	
TLILIC2002A	LICENCE TO OPERATE AN ORDER PICKING FORKLIFT TRUCK	30		Course Duration: 1 year	
TLILIC2005A	LICENCE TO OPERATE A BOOM-TYPE ELEVATING WORK PLATFORM (BOOM LENGTH 11 METERS OR MORE)	30		Admission Requirements Year 12: Successful completion of VCE	
TLILIC3008A	LICENCE TO OPERATE A SLEWING MOBILE CRANE (UP TO 20 TONNES)	70		Admission Requirements International: IELTS	
TLILIC4009A	LICENCE TO OPERATE A SLEWING MOBILE CRANE (UP TO 60 TONNES)	70		Admission Requirements Mature Age: Minimum age of 18 and one year out of school	
TLID3035A	OPERATE A BOOM TYPE ELEVATING WORK PLATFORM	30		Admission Requirements VET: Successful completion of VCE	
	Rigging Units				
CPCLRG3001A	LICENCE TO PERFORM RIGGING - BASIC LEVEL	196			
CPCLRG3002A	LICENCE TO PERFORM RIGGING - INTERMEDIATE LEVEL	24			
CPCLRG4001A	LICENCE TO PERFORM RIGGING & ADVANCED LEVEL	40			
	Scaffolding Units				
CPCLSF2001A	LICENCE TO ERECT, ALTER AND DISMANTLE	40			

Selection Processes: Direct Entry, Interview, Portfolio, VTAC, Employer Choice

COURSE STRUCTURE

A successful assessment outcome for a total of 14 units of competency comprising:

- 1 core unit
- 13 elective units

Core Units of Study

TLIL5020A	DEVELOP AND MAINTAIN OPERATIONAL PROCEDURES FOR TRANSPORT AND LOGISTICS ENTERPRISES	30
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Elective Units of Study

BSBHRM402A	RECRUIT, SELECT AND INDUCT STAFF	50
BSBINM501A	MANAGE AN INFORMATION OR KNOWLEDGE MANAGEMENT SYSTEM	50
BSBMGT502B	MANAGE PEOPLE PERFORMANCE	70
BSBOHS509A	ENSURE A SAFE WORKPLACE	60
TLIA5058A	MANAGE FACILITY AND INVENTORY REQUIREMENTS	140
TLII4008A	MONITOR TRANSPORT ACTIVITIES AT INTERCHANGES	30
TLII5018A	MANAGE CUSTOMER SERVICE	40
TLIL5019A	IMPLEMENT AND MONITOR TRANSPORT LOGISTICS	40
TLIL5055A	MANAGE A SUPPLY CHAIN	60
TLIP5008A	MANAGE A TRANSPORT AND LOGISTICS BUSINESS UNIT	60
TLIP5035A	MANAGE BUDGETS AND FINANCIAL PLANS	80
TLIR5006A	DEVELOP, IMPLEMENT AND REVIEW PURCHASING STRATEGIES	60
TLIR5014A	MANAGE SUPPLIERS	60

Other Elective Units of Study

TLIR5005A	MANAGE A CONTRACT	40
TLIR4003A	NEGOTIATE A CONTRACT	40
TLIA5035A	MANAGE INTERNATIONAL FREIGHT TRANSFER	60
TLIL5026A	MANAGE EXPORT LOGISTICS	100
TLIP5004A	DEVELOP A TRANSPORT AND LOGISTICS BUSINESS PLAN	150
TLIR5007A	MANAGE INTERNATIONAL PURCHASING	120
TLIX4028A	APPLY KNOWLEDGE OF LOGISTICS	20
BSBWOR502A	ENSURE TEAM EFFECTIVENESS	60

BSBPMG510A	MANAGE PROJECTS	60
BSBRK501B	MANAGE RISK	60
BSBMKG501B	IDENTIFY AND EVALUATE MARKETING OPPORTUNITIES	70
BSBRKG502B	MANAGE AND MONITOR BUSINESS OR RECORDS SYSTEMS	40
MEM11015B	MANAGE WAREHOUSE INVENTORY SYSTEM	40
BSBMGT516C	FACILITATE CONTINUOUS IMPROVEMENT	60
TLIL4009A	MANAGE PERSONAL WORK PRIORITIES AND PROFESSIONAL DEVELOPMENT	50
BSBMGT515A	MANAGE OPERATIONAL PLAN	60
TLIP5025A	SET AND ACHIEVE BUDGET	40
PSPGOV504B	UNDERTAKE RESEARCH AND ANALYSIS	60

CERTIFICATE III IN ELECTROTECHNOLOGY ELECTRICIAN

Course Code: UEE30807

Campus: Sunshine, Off-shore.

About this course: Upgrade your skills to become a licensed electrician. This course is offered as an apprenticeship.

Course Objectives: This course provides training for registered apprentices to become licensed electricians.

Careers: Graduates of this course would be employed as Licensed A Grade Electrician.

Course Duration: 3 years

Admission Requirements Other: To qualify for admission to the course applicants must be employed as an apprentice

Selection Processes: User Choice (Apprenticeships), Employer Choice

COURSE STRUCTURE

Students must successfully complete all 17 core units, at least 2 stream core competency standard units as prescribed and the required electives to complete a unit strand total of 6 in Schedule 3.

Core Units of Study

UEENEEO20B	PARTICIPATE IN ELECTRICAL WORK AND COMPETENCY DEVELOPMENT ACTIVITIES	20
UEENEEE01B	APPLY OHS PRACTICES IN THE WORKPLACE	20
UEENEEE02B	DISMANTLE, ASSEMBLE AND FABRICATE ELECTROTECHNOLOGY COMPONENTS	40
UEENEEE03B	SOLVE PROBLEMS IN EXTRA-LOW VOLTAGE SINGLE PATH CIRCUITS	40

UEENEE004B	SOLVE PROBLEMS IN MULTIPLE PATH D.C. CIRCUITS	40	TELECOMMUNICATIONS SERVICES		
UEENEE005B	FIX AND SECURE EQUIPMENT	20	UEENEE004B	USE ENGINEERING APPLICATIONS SOFTWARE	40
UEENEE007B	USE DRAWINGS, DIAGRAMS, SCHEDULES AND MANUALS	40		DEVELOP, ENTER AND VERIFY PROGRAMS FOR	
UEENEE008B	LAY WIRING AND TERMINATE ACCESSORIES FOR EXTRA- LOW VOLTAGE CIRCUITS	40	UEENEE007B	PROGRAMMABLE LOGIC CONTROLLERS USING LADDER INSTRUCTION SET	60
UEENEE033B	DOCUMENT OCCUPATIONAL HAZARDS AND RISKS IN ELECTRICAL	20	UEENEE026B	DESIGN A COMPUTER BASED CONTROL SYSTEM	120
UEENEE001B	SOLVE PROBLEMS IN ELECTROMAGNETIC CIRCUITS	60	UEENEE027B	DEVELOP STRUCTURED PROGRAMS TO CONTROL EXTERNAL DEVICES	40
UEENEE002B	SOLVE PROBLEMS IN SINGLE AND THREE PHASE LOW VOLTAGE CIRCUITS	80	UEENEE028B	DEVELOP AND TEST CODE FOR MICROCONTROLLER DEVICES	60
UEENEE003B	INSTALL WIRING AND ACCESSORIES FOR LOW VOLTAGE CIRCUITS	80	UEENEE035B	DIAGNOSE AND RECTIFY FAULTS IN A.C. MOTOR DRIVE SYSTEMS	80
UEENEE004B	INSTALL LOW VOLTAGE ELECTRICAL APPARATUS AND ASSOCIATED EQUIPMENT	80	UEENEE001B	CARRY OUT BASIC REPAIRS TO COMPUTER EQUIPMENT BY REPLACEMENT OF MODULES/SUB-ASSEMBLIES	40
UEENEE005B	VERIFY COMPLIANCE AND FUNCTIONALITY OF GENERAL ELECTRICAL INSTALLATIONS	40	UEENEE002B	CARRY OUT BASIC REPAIRS TO ELECTRONIC APPARATUS BY REPLACEMENT OF COMPONENTS	40
UEENEE007B	SELECT AND ARRANGE EQUIPMENT FOR GENERAL ELECTRICAL INSTALLATIONS	120	UEENEE003B	CARRY OUT ROUTINE REPAIRS TO BUSINESS EQUIPMENT	120
UEENEE008B	FIND AND REPAIR FAULTS IN ELECTRICAL APPARATUS AND CIRCUITS	100	UEENEE004B	SET UP AND TEST RESIDENTIAL AUDIO/VIDEO EQUIPMENT	40
UEENEE009B	DEVELOP AND CONNECT CONTROL CIRCUITS	60	UEENEE005B	VERIFY COMPLIANCE AND FUNCTIONALITY OF CUSTOM ELECTRONIC INSTALLATIONS	40
Elective Units of Study			UEENEE006B	ASSEMBLE AND SET UP FIXED AUDIO/VIDEO COMPONENTS AND SYSTEMS IN BUILDINGS AND PREMISES	120
UEENEE001B	MAINTAIN DOCUMENTATION	20	UEENEE007B	CARRY OUT REPAIRS OF PREDICTABLE FAULTS IN GENERAL ELECTRONIC APPARATUS	40
UEENEE002B	SOURCE AND PURCHASE MATERIAL/PARTS FOR INSTALLATION OR SERVICE JOBS	20	UEENEE008B	ASSEMBLE AND ERECT RECEPTION ANTENNAE AND SIGNAL DISTRIBUTION EQUIPMENT	60
UEENEE003B	PROVIDE QUOTATIONS FOR INSTALLATION OR SERVICE JOBS	20	UEENEE009B	SET UP AND TEST GAMING/GAMES EQUIPMENT	60
UEENEE010B	DELIVER A SERVICE TO CUSTOMERS	20	UEENEE010B	INSTALL COMMERCIAL AUDIO/VIDEO SYSTEM COMPONENTS	120
UEENEE001B	USE BASIC COMPUTER APPLICATIONS RELEVANT TO A WORKPLACE	20	UEENEE011B	TROUBLESHOOT D.C. POWER SUPPLIES WITH SINGLE PHASE INPUT	40
UEENEE009B	COMPLY WITH SCHEDULED AND PREVENTATIVE MAINTENANCE PROGRAM PROCESSES	20	UEENEE012B	TROUBLESHOOT DIGITAL SUBSYSTEMS	80
UEENEE020B	PROVIDE BASIC INSTRUCTION IN THE USE OF ELECTROTECHNOLOGY APPARATUS	20	UEENEE013B	TROUBLESHOOT AMPLIFIERS	80
UEENEE042A	PARTICIPATE IN ENVIRONMENTALLY SUSTAINABLE WORK PRACTICES	20	UEENEE014B	TROUBLESHOOT FREQUENCY DEPENDENT CIRCUITS	80
UEENEE002B	LAY AND CONNECT CABLES FOR MULTIPLE ACCESS TO	120	UEENEE015B	DEVELOP SOFTWARE SOLUTIONS IN MICROCONTROLLER BASED SYSTEMS	60

UEENEEH016B	FIND AND REPAIR FAULTS IN THE MICROWAVE AMPLIFIER SECTIONS IN ELECTRONIC APPARATUS	40	UEENEEH037B	PROGRAM AND COMMISSION COMMERCIAL AUDIO/VIDEO SYSTEMS	40
UEENEEH017B	CARRY OUT REPAIRS OF PREDICTABLE FAULTS IN AUDIO AND VIDEO REPLAY/RECORDING APPARATUS	120	UEENEEH038B	FIND AND REPAIR FAULTS IN COMPLEX POWER SUPPLIES	40
UEENEEH018B	FIND AND REPAIR FAULTS IN ELECTRONIC APPARATUS	40	UEENEEH039B	TROUBLESHOOT BASIC AMPLIFIERS	40
UEENEEH019B	CARRY OUT REPAIRS OF PREDICTABLE FAULTS IN TELEVISION RECEIVERS	120	UEENEEH040B	DIAGNOSE AND RECTIFY FAULTS IN SONAR APPARATUS AND SYSTEMS	120
UEENEEH020B	FIND AND REPAIR FAULTS IN GAMING AND GAMES EQUIPMENT	80	UEENEEH041B	MANAGE ELECTRONICS/COMPUTER SYSTEMS PROJECTS	40
UEENEEH021B	FIND AND REPAIR FAULTS IN HIGH VOLUME OFFICE EQUIPMENT	120	UEENEEH042B	TROUBLESHOOT OSCILLATORS	40
UEENEEH022B	FIND AND REPAIR FAULTS IN REMOTE CONTROL APPARATUS	60	UEENEEH043B	DIAGNOSE AND RECTIFY FAULTS IN DIGITAL SUBSYSTEMS OF ELECTRONIC CONTROLS	60
UEENEEH023B	FIND AND REPAIR FAULTS IN MICROWAVE HEATING APPARATUS	40	UEENEEH044B	DIAGNOSE AND RECTIFY FAULTS IN ANALOGUE CIRCUITS AND COMPONENTS IN ELECTRONIC CONTROL SYSTEMS	60
UEENEEH024B	CARRY OUT REPAIRS OF PREDICTABLE FAULTS IN AUDIO COMPONENTS	40	UEENEEH045B	DEVELOP SOLUTIONS TO ANALOGUE ELECTRONIC PROBLEMS	80
UEENEEH025B	PROVIDE SOLUTIONS TO SINGLE PHASE ELECTRONIC POWER CONTROL PROBLEMS	60	UEENEEH046B	SOLVE FUNDAMENTAL PROBLEMS IN ELECTRONIC COMMUNICATIONS SYSTEMS	40
UEENEEH026B	PROVIDE SOLUTIONS TO POLYPHASE ELECTRONIC POWER CONTROL PROBLEMS	60	UEENEEH047B	ASSESS COMPLIANCE OF ELECTRONIC APPARATUS	60
UEENEEH027B	COMMISSION COMMERCIAL RADIO FREQUENCY (RF) TRANSMISSION AND RECEPTION SYSTEMS	60	UEENEEH048B	DESIGN AND DEVELOP ADVANCED DIGITAL SYSTEMS	40
UEENEEH028B	INSTALL MICROWAVE AND ANTENNAE AND WAVEGUIDES	60	UEENEEH049B	DEVELOP SOLUTIONS TO AUDIO ELECTRONIC PROBLEMS	60
UEENEEH029B	DIAGNOSE AND RECTIFY FAULTS IN NAVIGATION SYSTEMS	60	UEENEEH050B	ASSEMBLE AND SET UP BASIC WIRED AND WIRELESS SECURITY SYSTEMS	80
UEENEEH030B	DIAGNOSE AND RECTIFY FAULTS IN SATELLITE-BASED SURVEILLANCE AND OBSERVATION SYSTEMS	60	UEENEEH051B	INSTALL LARGE WIRED AND WIRELESS SECURITY SYSTEMS	100
UEENEEH031B	DIAGNOSE AND RECTIFY FAULTS IN RADAR APPARATUS AND SYSTEMS	120	UEENEEH052B	ENTER INSTRUCTIONS AND TEST BASIC WIRED AND WIRELESS SECURITY SYSTEMS	40
UEENEEH032B	DIAGNOSE AND RECTIFY FAULTS IN GLOBAL POSITIONING SYSTEMS	60	UEENEEH053B	PROGRAM AND TEST LARGE WIRED AND WIRELESS SECURITY SYSTEMS	120
UEENEEH033B	DIAGNOSE AND RECTIFY FAULTS IN TELECOMMUNICATION APPARATUS AND SYSTEMS	60	UEENEEH054B	PROGRAM AND COMMISSION COMMERCIAL SECURITY ALARM SYSTEMS	60
UEENEEH034B	DIAGNOSE AND RECTIFY FAULTS IN ELECTRONIC MEDICAL EQUIPMENT	120	UEENEEH055B	PROGRAM AND COMMISSION COMMERCIAL SECURITY ACCESS CONTROL SYSTEMS	60
UEENEEH035B	DESIGN CUSTOM ELECTRONIC INSTALLATIONS	120	UEENEEH056B	PROGRAM AND COMMISSION COMMERCIAL SECURITY CLOSED CIRCUIT TELEVISION (CCTV) SYSTEMS	60
UEENEEH036B	DESIGN COMMERCIAL AUDIO/VIDEO INSTALLATIONS	120	UEENEEH057B	DEVELOP BASIC INTEGRATED SECURITY SYSTEMS PLAN	40
			UEENEEH058B	DESIGN INTEGRATED SECURITY SYSTEMS FOR A SINGLE SITE	40
			UEENEEH059B	DESIGN INTEGRATED COMPLEX SECURITY SYSTEMS	60

UEENEEH060B	PLAN ELECTRONIC PROJECTS	60	UEENEEH084B	MODIFY DSP BASED SUB-SYSTEMS	80
UEENEEH061B	POSITION AND TERMINATE FIRE DETECTION AND WARNING SYSTEM APPARATUS	40	UEENEEH085B	DESIGN A SIGNAL-CONDITIONING SUBSYSTEM	80
UEENEEH062B	VERIFY COMPLIANCE AND FUNCTIONALITY OF FIRE PROTECTION INSTALLATIONS	60	UEENEEI001B	INSTALL AND SET UP TRANSDUCERS AND SENSING DEVICES	40
UEENEEH063B	ENTER AND VERIFY PROGRAMS IN PREPARATION FOR COMMISSIONING FIRE PROTECTION SYSTEMS	40	UEENEEK010B	CO-ORDINATE MAINTENANCE OF RENEWABLE ENERGY APPARATUS AND SYSTEMS	20
UEENEEH064B	COMMISSION COMMERCIAL FIRE PROTECTION SYSTEMS	40	UEENEEK022B	PLAN RENEWABLE ENERGY PROJECTS	60
UEENEEH065B	FIND AND REPAIR FAULTS IN FIRE PROTECTION SYSTEMS	40	UEENEEK023B	CARRY OUT BASIC REPAIRS TO RENEWABLE ENERGY APPARATUS BY REPLACEMENT OF COMPONENTS	60
UEENEEH066B	FAULT FIND MICROCONTROLLER BASED HARDWARE	40	UEENEEK024B	ASSEMBLE AND SET UP PHOTOVOLTAIC APPARATUS IN DOMESTIC DWELLINGS	20
UEENEEH067B	COMMISSION ELECTRONICS AND COMMUNICATIONS SYSTEMS	20	UEENEEK025B	SOLVE BASIC PROBLEMS IN PHOTOVOLTAIC ENERGY APPARATUS	80
UEENEEH068B	MODIFY-REDESIGN OF ELECTRONICS AND COMMUNICATIONS SYSTEMS	20	UEENEEK026B	INSTALL AND SET UP GRID CONNECTED PHOTOVOLTAIC POWER SYSTEMS	40
UEENEEH069B	SOLVE PROBLEMS IN ELECTRONIC CIRCUITS	100	UEENEEK027B	DIAGNOSE FAULTS IN RENEWABLE ENERGY CONTROL SYSTEMS	60
UEENEEH070B	TERMINATE AND CONNECT COMPONENTS, CONDUCTORS, WIRING AND CABLES FOR ELECTRONIC CIRCUITS	40	UEENEEK028B	SOLVE BASIC PROBLEMS IN STAND-ALONE RENEWABLE ENERGY SYSTEMS	60
UEENEEH071B	FIND AND REPAIR FAULTS IN TELEVISION RECEIVERS	120	UEENEEK029B	DESIGN RENEWABLE ENERGY HEATING SYSTEMS	120
UEENEEH072B	FIND AND REPAIR FAULTS IN COMMUNICATION SYSTEMS	80	UEENEEK030B	SOLVE BASIC PROBLEMS IN WIND ENERGY CONVERSION SYSTEMS	60
UEENEEH073B	FIND AND REPAIR FAULTS IN PROFESSIONAL AUDIO REPRODUCTION COMPONENTS	120	UEENEEK031B	DESIGN WIND ENERGY CONVERSION SYSTEMS RATED TO 10 KW	60
UEENEEH074B	FIND AND REPAIR FAULTS IN AUDIO/VIDEO RECORDING EQUIPMENT		UEENEEK032B	DEVELOP STRATEGIES TO ADDRESS SUSTAINABILITY ISSUES	20
UEENEEH075B	FIND AND RECTIFY FAULTS AND MALFUNCTIONS IN SECURITY SYSTEM INSTALLATIONS	60	UEENEEK033B	DESIGN HYBRID POWER SYSTEMS	80
UEENEEH076B	DIAGNOSE AND RECTIFY FAULTS IN DISPLAY CIRCUITS	60	UEENEEK034B	INSTALL STAND-ALONE PHOTOVOLTAIC POWER SYSTEMS	60
UEENEEH077B	DIAGNOSE AND RECTIFY FAULTS IN RECORDING AND REPLAY APPARATUS	60	UEENEEK035B	DESIGN GRID CONNECTED POWER SUPPLY SYSTEMS	120
UEENEEH078B	DIAGNOSE AND RECTIFY FAULTS IN CAMERA CIRCUITS	60	UEENEEK036B	PREPARE GRID CONNECTED PHOTOVOLTAIC POWER SYSTEMS FOR LV CONNECTION	40
UEENEEH079B	DIAGNOSE AND RECTIFY FAULTS IN DIGITAL TELEVISION APPARATUS	80	UEENEEK040B	DEVELOP ENGINEERING SOLUTIONS TO RENEWABLE ENERGY PROBLEMS	60
UEENEEH080B	DIAGNOSE AND RECTIFY FAULTS IN DIGITAL TRANSMISSION SYSTEMS	80	UEENEEK041B	DEVELOP STRATEGIES FOR EFFECTIVE ENERGY REDUCTION IN BUILDINGS	60
UEENEEH081B	DESIGN PRINTED CIRCUIT BOARDS	40	UEENEE001B	REPORT ON THE INTEGRITY OF EXPLOSION PROTECTED EQUIPMENT IN HAZARDOUS AREAS	20
UEENEEH082B	DEVELOP SOLUTIONS TO RF AMPLIFIERS PROBLEMS	40			
UEENEEH083B	ANALYSE THE PERFORMANCE OF WIRELESS-BASED ELECTRONIC SYSTEMS	40			

UEENEEA010B ASSEMBLE, MOUNT AND CONNECT SWITCHGEAR AND CONTROLGEAR 120

ADVANCED DIPLOMA OF ENGINEERING TECHNOLOGY - ELECTRICAL

Course Code:UEE62110

Campus:Sunshine.

About this course:Expand your career options by learning the skills to design, validate and evaluate electrical equipment and systems and provide technical or sales advice. Competencies are mapped to several industry certifications to ensure graduates are job ready.

Course Objectives:This qualification provides the skills and knowledge required to design and validate/evaluate electrical equipment and systems and provide technical advice/sales.

Careers: • Electronics Technician • Electrical Technician • Technical Officer (Electrical) • Electrical Engineer

Course Duration:2 years

Admission Requirements Year 12:Successful completion of VCE

Admission Requirements International:IELTS: 5.5 or equivalent

Admission Requirements Mature Age:Successful completion of VCE

Admission Requirements VET:Successful completion of VCE

Selection Processes:Direct Entry, Interview, VTAC

COURSE STRUCTURE

The requirements for awarding this qualification are that the following are successfully achieved: • 16 Core Units of Study • 3 Core Stream Electives • Selected elective units to collectively total between 1900 and 1970 hours

Core Units of Study

UEENEEE003B	SOLVE PROBLEMS IN EXTRA-LOW VOLTAGE SINGLE PATH CIRCUITS	40
UEENEEE004B	SOLVE PROBLEMS IN MULTIPLE PATH D.C. CIRCUITS	40
UEENEEE078B	CONTRIBUTE TO RISK MANAGEMENT IN ELECTROTECHNOLOGY SYSTEMS	20
UEENEEE005B	FIX AND SECURE EQUIPMENT	20
UEENEEE008B	LAY WIRING AND TERMINATE ACCESSORIES FOR EXTRA-LOW VOLTAGE CIRCUITS	40
UEENEEE033B	DOCUMENT OCCUPATIONAL HAZARDS AND RISKS IN ELECTRICAL	20
UEENEEE038B	PARTICIPATE IN DEVELOPMENT AND FOLLOW A PERSONAL COMPETENCY DEVELOPMENT PLAN	20
UEENEEE046B	IDENTIFY EFFECTS OF ENERGY ON MACHINERY AND	120

MATERIALS IN AN ELECTROTECHNOLOGY ENVIRONMENT

UEENEEG001B	SOLVE PROBLEMS IN ELECTROMAGNETIC CIRCUITS	60
UEENEEE050B	UNDERTAKE COMPUTATIONS IN AN ELECTROTECHNOLOGY ENVIRONMENT	120
UEENEEG002B	SOLVE PROBLEMS IN SINGLE AND THREE PHASE LOW VOLTAGE CIRCUITS	80
UEENEEG047B	PROVIDE COMPUTATIONAL SOLUTIONS TO POWER ENGINEERING PROBLEMS	60
UEENEEG048B	SOLVE PROBLEMS IN COMPLEX MULTIPLE PATH POWER CIRCUITS	60
UEENEEG049B	SOLVE PROBLEMS IN COMPLEX POLYPHASE POWER CIRCUITS	60
UEENEEE001B	APPLY OHS PRACTICES IN THE WORKPLACE	20
UEENEEE002B	DISMANTLE, ASSEMBLE AND FABRICATE ELECTROTECHNOLOGY COMPONENTS	40

Stream Core Elective Units of Study

UEENEEE020B	PROVIDE BASIC INSTRUCTION IN THE USE OF ELECTROTECHNOLOGY APPARATUS	20
UEENEEK042A	PARTICIPATE IN ENVIRONMENTALLY SUSTAINABLE WORK PRACTICES	20
UEENEEK045A	IMPLEMENT & MONITOR, POLICIES & PROCEDURES FOR ENVIRONMENTALLY SUSTAINABLE ELECTROTECH WORK PRACTICE	20

Elective Units of Study

UEENEEE025B	SOLVE PROBLEMS IN COMPLEX MULTIPLE PATH CIRCUITS	60
UEENEEE078B	CONTRIBUTE TO RISK MANAGEMENT IN ELECTROTECHNOLOGY SYSTEMS	20
UEENEE002B	ASSEMBLE, SET UP AND TEST PERSONAL COMPUTERS	80
UEENEEE032B	DOCUMENT OCCUPATIONAL HAZARDS AND RISKS IN COMPUTER SYSTEMS	20
UEENEEG045B	DEVELOP ENGINEERING SOLUTIONS FOR INDUCTION MOTOR PROBLEMS	60
UEENEEH044B	DIAGNOSE AND RECTIFY FAULTS IN ANALOGUE CIRCUITS AND COMPONENTS IN ELECTRONIC CONTROL SYSTEMS	60
UEENEEE050B	UNDERTAKE COMPUTATIONS IN AN ELECTROTECHNOLOGY ENVIRONMENT	120
UEENEEH048B	DESIGN AND DEVELOP ADVANCED DIGITAL SYSTEMS	40

UEENEEH081B	DESIGN PRINTED CIRCUIT BOARDS	40	UEENEEK028B	SOLVE BASIC PROBLEMS IN STAND-ALONE RENEWABLE ENERGY SYSTEMS	60
UEENEEH083B	ANALYSE THE PERFORMANCE OF WIRELESS-BASED ELECTRONIC SYSTEMS	40	UEENEEK034B	INSTALL STAND-ALONE PHOTOVOLTAIC POWER SYSTEMS	60
UEENEE051B	PROVIDE PROGRAMMING SOLUTION FOR ENGINEERING PROBLEMS	60	UEENEEK035C	DESIGN GRID CONNECTED POWER SUPPLY SYSTEMS	60
UEENEEH025B	PROVIDE SOLUTIONS TO SINGLE PHASE ELECTRONIC POWER CONTROL PROBLEMS	60	Hazardous Stream		
UEENEEH026B	PROVIDE SOLUTIONS TO POLYPHASE ELECTRONIC POWER CONTROL PROBLEMS	60	UEENEE019A	ATTEND TO BREAKDOWNS IN HAZARDOUS AREAS COAL MINING	20
UEENEE007B	DEVELOP, ENTER AND VERIFY PROGRAMS FOR PROGRAMMABLE LOGIC CONTROLLERS USING LADDER INSTRUCTION SET	60	UEENEE020A	ATTEND TO BREAKDOWNS IN HAZARDOUS AREAS GAS ATMOSPHERES	20
UEENEE009B	DEVELOP, ENTER AND VERIFY PROGRAMS FOR INDUSTRIAL CONTROL SYSTEMS USING HIGH LEVEL INSTRUCTIONS	60	UEENEE021A	ATTEND TO BREAKDOWNS IN HAZARDOUS AREAS DUST ATMOSPHERES	20
UEENEE035B	DIAGNOSE AND RECTIFY FAULTS IN A.C. MOTOR DRIVE SYSTEMS	80	UEENEE022A	ATTEND TO BREAKDOWNS IN HAZARDOUS AREAS PRESSURISATION	20
UEENEE041B	DIAGNOSE AND RECTIFY FAULTS IN SERVO DRIVE SYSTEMS	60	UEENEE023A	INSTALL EXPLOSION-PROTECTED EQUIPMENT AND WIRING SYSTEMS COAL MINING	60
UEENEE008B	DEVELOP, ENTER AND VERIFY PROGRAMS IN SUPERVISORY CONTROL AND DATA ACQUISITION SYSTEMS	60	UEENEE024A	INSTALL EXPLOSION-PROTECTED EQUIPMENT AND WIRING SYSTEMS GAS ATMOSPHERES	60
UEENEE026B	DESIGN A COMPUTER BASED CONTROL SYSTEM	120	UEENEE025A	INSTALL EXPLOSION-PROTECTED EQUIPMENT AND WIRING SYSTEMS DUST ATMOSPHERES	60
UEENEEK032B	DEVELOP STRATEGIES TO ADDRESS SUSTAINABILITY ISSUES	20	UEENEE026A	INSTALL EXPLOSION-PROTECTED EQUIPMENT AND WIRING SYSTEMS PRESSURISATION	60
Solar Stream			UEENEE027A	MAINTAIN EQUIPMENT IN HAZARDOUS AREAS COAL MINING	60
UEENEEK026B	INSTALL AND SET UP GRID CONNECTED PHOTOVOLTAIC POWER SYSTEMS	40	UEENEE028A	MAINTAIN EQUIPMENT IN HAZARDOUS AREAS GAS ATMOSPHERES	60
UEENEEK025C	SOLVE BASIC PROBLEMS IN PHOTOVOLTAIC ENERGY APPARATUS	80	UEENEE029A	MAINTAIN EQUIPMENT IN HAZARDOUS AREAS DUST ATMOSPHERES	60
UEENEEK023B	CARRY OUT BASIC REPAIRS TO RENEWABLE ENERGY APPARATUS BY REPLACEMENT OF COMPONENTS	60	UEENEE030A	MAINTAIN EQUIPMENT IN HAZARDOUS AREAS PRESSURISATION	60
UEENEEK036B	PREPARE GRID CONNECTED PHOTOVOLTAIC POWER SYSTEMS FOR LV CONNECTION	40	UEENEE038A	CONDUCT TESTING OF HAZARDOUS AREA INSTALLATIONS COAL MINING	40
UEENEE001B	APPLY OHS PRACTICES IN THE WORKPLACE	20	UEENEE039A	CONDUCT TESTING OF HAZARDOUS AREA INSTALLATIONS GAS ATMOSPHERES	40
UEENEE008B	LAY WIRING AND TERMINATE ACCESSORIES FOR EXTRA-LOW VOLTAGE CIRCUITS	40	UEENEE040A	CONDUCT TESTING OF HAZARDOUS AREA INSTALLATIONS DUST ATMOSPHERES	40
UEENEEK027B	DIAGNOSE FAULTS IN RENEWABLE ENERGY CONTROL SYSTEMS	60	UEENEE041A	CONDUCT TESTING OF HAZARDOUS AREA INSTALLATIONS PRESSURISATION	40
			UEENEE042A	CONDUCT CLOSE VISUAL INSPECTION OF EXISTING HAZARDOUS AREAS INSTALLATIONS	40

UEENEEM043A	CONDUCT DETAILED INSPECTION OF HAZARDOUS AREAS INSTALLATIONS COAL MINING	40
UEENEEM044A	CONDUCT DETAILED INSPECTION OF HAZARDOUS AREAS INSTALLATIONS GAS ATMOSPHERES	40
UEENEEM045A	CONDUCT DETAILED INSPECTION OF HAZARDOUS AREAS INSTALLATIONS DUST ATMOSPHERES	40
UEENEEM046A	CONDUCT DETAILED INSPECTION OF HAZARDOUS AREAS INSTALLATIONS PRESSURISATION	40
UEENEEM080A	REPORT ON THE INTEGRITY OF EXPLOSION-PROTECTED EQUIPMENT IN A HAZARDOUS AREA	20

UNITS

AUM5301A PRODUCE DRAWINGS MANUALLY

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit identifies the competence required to: Produce drawings, using manual drafting techniques, required in the design, development and production of bus/truck/trailers.

Required Reading:Roger Kinsky 2009 Engineering Mechanics and Strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

BCCCM1001C FOLLOW OH&S POLICIES AND PROCEDURES

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit specifies the competency required to work safely on a civil construction site adhering to OH&S policies and procedures. It includes the minimum criteria for competency assessment. This unit includes emergency procedures, identification of hazards applicable to civil construction workplaces and basic risk assessment.

Required Reading:VU 2008 VU produced Unit Learning Resources (Various) VU

Assessment:Project work; Written objective tests; Practical projects AND/OR RPL.

BCCCM1002B CONDUCT WORKPLACE COMMUNICATION

Locations:Werribee, Industry.

Prerequisites:BCCCM1001C - FOLLOW OH&S POLICIES AND PROCEDURES

Description:This unit specifies the competency required to communicate effectively with other workers in a civil construction workplace environment. It includes the minimum criteria for competency assessment. This unit includes gathering, conveying and receiving information through verbal and written forms of communication.

Required Reading:VU 2008 VU produced Unit Learning Resources (Various) VU

Assessment:Workplace assessment; Practical exercises; Assignments and/or RPL.

BCCCM1003B PLAN AND ORGANISE WORK

Locations:Werribee, Industry.

Prerequisites:BCCCM1001C - FOLLOW OH&S POLICIES AND PROCEDURES

Description:This unit specifies the competency required to plan allotted tasks to maximise personal productivity on a civil construction site. It includes the minimum criteria for competency assessment. This unit includes pre-work planning and the safe and efficient sequencing of work.

Required Reading:VU 2008 VU produced Unit Learning Resources (Various) VU

Assessment:Project work; Practical exercises; Verbal assessment and/or RPL.

BCCCM1004B CARRY OUT MEASUREMENTS AND CALCULATIONS

Locations:Werribee, Industry.

Prerequisites:BCCCM1001C - FOLLOW OH&S POLICIES AND PROCEDURES

Description:This unit specifies the competency required to carry out measurements and perform simple calculations to determine task and material requirements for a job in a civil construction work environment. It includes the minimum criteria for competency assessment.

Required Reading:VU 2008 VU produced Unit Learning Resources (Various) VU

Assessment:Project work; Practical exercises; Verbal assessment and/or RPL.

BCCCM1005B HANDLE CONSTRUCTION MATERIALS AND SAFELY DISPOSE OF NONTOXIC

Locations:Werribee, Industry.

Prerequisites:BCCCM1001C - FOLLOW OH&S POLICIES AND PROCEDURES

Description:This unit specifies the competency required to handle construction material and safely dispose of non-toxic materials. It includes the minimum criteria for competency assessment. The unit covers planning and preparation for work, the manual handling, sorting and stacking of materials, the mechanical handling of materials, the removal of waste and the area clean up.

Required Reading:VU 2008 VU produced Unit Learning Resources (Various) VU

Assessment:Project work; Practical exercises and/or RPL.

BCCCM2001B USE CIVIL CONSTRUCTION HAND AND POWER TOOLS

Locations:Werribee, Industry, Sunshine.

Prerequisites:BCCCM1001C - FOLLOW OH&S POLICIES AND PROCEDURES

Description:This unit specifies the competency required to safely and effectively identify, select and use hand and power tools to aid in the completion of tasks. It includes the minimum criteria for competency assessment. This unit includes basic maintenance, checking and reporting of damage or faults

Required Reading:VU 2008 VU produced Unit Learning Resources (Various) VU

Assessment:Project work; Workplace assessment; Practical projects; and/or RPL.

BCCCM2002C USE SMALL PLANT AND EQUIPMENT

Locations:Werribee, Industry.

Prerequisites:BCCCM1001C - FOLLOW OH&S POLICIES AND PROCEDURES

Description:This unit specifies the competency required to use a range of small plant and equipment commonly employed in civil construction activities and sites. It includes the minimum criteria for competency assessment. The unit covers the selection of the most appropriate equipment, the planning and preparation for work, the conduct of checks, the use of the plant or equipment and the post operational maintenance and clean up.

Required Reading:VU 2008 VU produced Unit Learning Resources (Various) VU

Assessment:Project work; Workplace assessment; Practical projects; and/or; RPL.

BCCCM2003B READ AND INTERPRET PLANS AND SPECIFICATIONS

Locations:Werribee, Industry.

Prerequisites:BCCCM1001C - FOLLOW OH&S POLICIES AND PROCEDURES

Description:This unit specifies the competency required to read and interpret plans and specifications relevant to civil construction operations. It includes the minimum criteria for competency assessment. The unit covers the identification of types of plans and drawings and their functions, the recognition of commonly used symbols and abbreviations, the identification of key features and specifications on a site plan, the comprehension of written job specifications and the recognition of document status and amendment detail.

Required Reading:VU 2008 VU produced Unit Learning Resources (Various) VU

Assessment:Project work; Practical exercises; Practical projects; Verbal assessment and/or RPL

BCCCM2004B DRAIN AND DEWATER SITE

Locations:Werribee, Industry.

Prerequisites:BCCCM1001C - FOLLOW OH&S POLICIES AND PROCEDURES

Description:This unit specifies the competency required to drain and/or dewater civil

construction project sites for environmental protection purposes and the control of water which may effect construction. It includes the minimum criteria for competency assessment. This unit includes the drainage of surface water and the dewatering of trenches, excavations, pits, wells, ponds and coffer dams.

Required Reading:VU 2008 VU produced Unit Learning Resources (Various) VU

Assessment:Project work; Workplace assessment; Practical projects; and/or RPL.

BCCCM2005B CARRY OUT MANUAL EXCAVATION

Locations:Werribee, Industry.

Prerequisites:BCCCM1001C - FOLLOW OH&S POLICIES AND PROCEDURES

Description:This unit specifies the competency required to carry out safe and effective manual excavation for situations requiring basic benching and battering but not requiring formal shoring. It includes the minimum criteria for competency assessment. The unit includes preparation for work, the digging and cleaning of the excavation, excavation of post holes, the application of basic collapse prevention techniques, the isolating of the immediate area and the final clean up..

Required Reading:VU 2008 VU produced Unit Learning Resources (Various) VU

Assessment:Project work; Practical exercises and/or RPL.

BCCCM2006B SUPPORT PLANT OPERATIONS

Locations:Werribee, Industry.

Prerequisites:BCCCM1001C - FOLLOW OH&S POLICIES AND PROCEDURES

Description:This unit specifies the competency required by a spotter to support plant operations on a construction site. It includes the minimum criteria for competency assessment. The unit covers planning and preparation for work, the identification and protection of services, the direction and guidance of plant operations, and the manual finishing and clean up of jobs.

Required Reading:VU 2008 VU produced Unit Learning Resources (Various) VU

Assessment:Project work; Workplace assessment; Practical exercises; Verbal assessment and/or RPL.

BCCCM2007B SPREAD AND COMPACT MATERIALS MANUALLY

Locations:Werribee, Industry.

Prerequisites:BCCCM1001C - FOLLOW OH&S POLICIES AND PROCEDURES

Description:This unit specifies the competency required to spread and compact soils and aggregate with hand tools, hand tampers and small compaction equipment. It also includes the minimum criteria for competency assessment. The unit covers planning and preparation for work, directing the placement and spreading by machine plus the manual spreading and compaction of soils and aggregates and site clean up.

Required Reading:VU 2008 VU produced Unit Learning Resources (Various) VU

Assessment:Project work; Workplace assessment; Practical exercises; and/or RPL.

BCCCM2008B CARRY OUT BASIC LEVELLING

Locations:Werribee, Industry.

Prerequisites:BCCCM1001C - FOLLOW OH&S POLICIES AND PROCEDURES

Description:This unit specifies the competency required to carry out basic levelling including the establishment of earthwork alignment and the transfer of heights from the survey control. It includes the minimum criteria for competency assessment. The unit covers planning and preparation for work, the establishment of alignment, the set up and use of levelling devices and the recording of outcomes.

Required Reading:VU 2008 VU produced Unit Learning Resources (Various) VU

Assessment:Simulated workplace assessment; Written objective tests; Oral test/technical interview; Workplace assessment; Practical exercises; Practical projects.

BCCCM2009B WORK IN CONFINED SPACES

Locations:Werribee, Industry.

Prerequisites:BCCCM1001C - FOLLOW OH&S POLICIES AND PROCEDURES

Description:This unit specifies the competency required to work in a confined space (enclosed or partially enclosed) for the purpose of carrying out work or inspections. It includes the minimum criteria for competency assessment. This unit includes entry and exit procedures, assessment of associated risks and how to operate safely in a confined space which is at atmospheric pressure during occupancy.

Required Reading:VU 2008 VU produced Unit Learning Resources (Various) VU

Assessment:Project work; Practical exercises; Verbal assessment; RPL.

BCCCM2010B INSTALL TRENCH SUPPORT

Locations:Werribee, Industry.

Prerequisites:BCCCM1001C - FOLLOW OH&S POLICIES AND PROCEDURES

Description:This unit specifies the competency required to shore a trench to prevent the collapse of trench walls and provide safety to personnel working in the trench. It includes the minimum criteria for competency assessment. This unit includes the set out, installation and removal of shoring.

Required Reading:VU 2008 VU produced Unit Learning Resources (Various) VU

Assessment:Simulated workplace assessment; Oral test; Workplace assessment; Practical exercises; Practical projects.

BCCCM2012B CARRY OUT CONCRETE WORK

Locations:Werribee, Industry.

Prerequisites:BCCCM1001C - FOLLOW OH&S POLICIES AND PROCEDURES

Description:This unit specifies the competency required to carry out concreting work on civil construction projects to foundations, slabs and retaining structures. It includes the minimum criteria for competency assessment. This unit includes setting out, reinforcing, erecting and dismantling formwork, placing, finishing and curing concrete

Required Reading:VU 2008 VU produced Unit Learning Resources (Various) VU
Assessment:Simulated workplace assessment; Project work; Questionnaire; Written objective tests; Oral test/technical interview; On job or workplace assessment; Practical exercises; Practical projects; Assignments; Personal appraisal; Verbal assessment; RPL.

BCCCM2013C CONTROL TRAFFIC WITH A STOP-SLOW BAT

Locations:Werribee, Industry.

Prerequisites:BCCCM1001C - FOLLOW OH&S POLICIES AND PROCEDURES

Description:This unit specifies the competency required to control traffic on public roads and construction sites for the protection of site workers and the general public, including the minimum criteria for competency assessment. This unit includes operating a radio and using a stop-slow bat.

Required Reading:VU 2008 VU produced Unit Learning Resources (Various) VU

Assessment:Simulated workplace assessment; Oral test; Workplace assessment; Practical exercises; Practical projects.

BCCCM2014B IDENTIFY, LOCATE AND PROTECT UNDERGROUND SERVICES

Locations:Werribee, Industry.

Prerequisites:BCCCM1001C - FOLLOW OH&S POLICIES AND PROCEDURES

Description:This unit specifies the competency required to identify, locate and protect underground services in preparation of a site for construction operations. It includes the minimum criteria for competency assessment. This unit includes searching for known or potential services or utilities which may exist under the surface of a specified excavation site.

Required Reading:VU 2008 VU produced Unit Learning Resources (Various) VU

Assessment:Project work; Practical exercises; Practical projects; Assignment and/or RPL.

BCCCM3001B CONSTRUCT AND DISMANTLE TEMPORARY FENCING AND GATES

Locations:Werribee, Industry.

Prerequisites:BCCCM1001C - FOLLOW OH&S POLICIES AND PROCEDURES

Description:This unit specifies the competency required to construct, maintain and dismantle fences and gates to isolate work sites or re-fence existing land owners property. It includes the minimum criteria for competency assessment. This unit includes isolation fences and gates for equipment and materials preventing accidents due to unauthorised access on civil construction sites.

Required Reading:VU 2008 VU produced Unit Learning Resources (Various) VU

Assessment:Project work; Practical exercises and/or RPL.

BCCCM3003C IMPLEMENT TRAFFIC MANAGEMENT PLAN

Locations:Werribee, Industry.

Prerequisites:BCCCM1001C - FOLLOW OH&S POLICIES AND PROCEDURES

Description:This unit specifies the competency required to implement a traffic management plan for works on roads ensuring traffic flow is maintained and risk to the safety of the public and workers is minimised. It includes the minimum criteria for competency assessment. The unit includes traffic management plans for public and private roads, parking areas and restricted access construction sites.

Required Reading:VU 2008 VU produced Unit Learning Resources (Various) VU

Assessment:Written objective tests; Practical exercises.

BCCP03001C CONDUCT BACKHOE/LOADER OPERATIONS

Locations:Werribee, Industry.

Prerequisites:BCCCM1001C - FOLLOW OH&S POLICIES AND PROCEDURES

Description:This unit specifies the competency required to conduct civil construction backhoe/loader operations. It includes the minimum criteria for competency assessment. The unit covers planning and preparation for work, the conduct of operational checks, the safe and effective operation of the backhoe/loader for a range of mandatory tasks, the fitting, use and removal of attachments and operator maintenance activities.

Required Reading:VU 2008 VU produced Unit Learning Resources (Various) VU

Assessment:Written objective tests; Oral test; Workplace assessment; Practical projects

BCCP03003B CONDUCT EXCAVATOR OPERATIONS

Locations:Werribee, Industry.

Prerequisites:BCCCM1001C - FOLLOW OH&S POLICIES AND PROCEDURES

Description:This unit specifies the competency required to conduct civil construction excavator operations. It includes the minimum criteria for competency assessment. The unit covers planning and preparation for work, the conduct of operational checks, the safe and effective operation of the excavator for a range of mandatory tasks, the fitting, use and removal of attachments and operator maintenance activities.

Required Reading:VU 2008 VU produced Unit Learning Resources (Various) VU

Assessment:Written objective tests; Oral test; Workplace assessment; Practical exercises;

BCCP03004B CONDUCT WHEELED FRONT END LOADER OPERATIONS

Locations:Werribee, Industry.

Prerequisites:BCCCM1001C - FOLLOW OH&S POLICIES AND PROCEDURES

Description:This unit specifies the competency required to conduct civil construction

front end loader operations. It includes the minimum criteria for competency assessment. The unit covers planning and preparation for work, the conduct of operational checks, the safe and effective operation of the front end loader for a range of mandatory tasks, the fitting, use and removal of attachments and operator maintenance activities.

Required Reading:VU 2008 VU produced Unit Learning Resources (Various) VU

Assessment:Project work; Written objective tests; Oral test; Workplace assessment; Practical exercises;

BCCP03006B CONDUCT GRADER OPERATIONS

Locations:Werribee, Industry.

Prerequisites:BCCCM1001C - FOLLOW OH&S POLICIES AND PROCEDURES

Description:This unit specifies the competency required to conduct civil construction grader operations. It includes the minimum criteria for competency assessment. The unit covers planning and preparation for work, the conduct of operational checks, the safe and effective operation of the grader for a range of mandatory tasks, the fitting, use and removal of attachments and operator maintenance activities.

Required Reading:VU 2008 VU produced Unit Learning Resources (Various) VU

Assessment:Project work; Written objective tests; Oral test; Workplace assessment; Practical exercises

BCCP03008B CONDUCT SKID STEER LOADER OPERATIONS

Locations:Werribee, Industry.

Prerequisites:BCCCM1001C - FOLLOW OH&S POLICIES AND PROCEDURES

Description:This unit specifies the competency required to conduct civil construction skid steer loader operations. It includes the minimum criteria for competency assessment. The unit covers planning and preparation for work, the conduct of operational checks, the safe and effective operation of the skid steer loader for a range of mandatory tasks, the fitting, use and removal of attachments and operator maintenance activities.

Required Reading:VU 2008 VU produced Unit Learning Resources (Various) VU

Assessment:Simulated workplace assessment; Project work; Questionnaire; Written objective tests; Oral test/technical interview; On job or workplace assessment; Practical exercises; Practical projects; Assignments; Personal appraisal; Verbal assessment; RPL.

BCCP03013B CONDUCT ROLLER OPERATIONS

Locations:Werribee, Industry.

Prerequisites:BCCCM1001C - FOLLOW OH&S POLICIES AND PROCEDURES

Description:This unit specifies the competency required to conduct civil construction roller operations to roll and compact materials. It includes the minimum criteria for competency assessment. The unit covers planning and preparation for work, the conduct of operational checks, the safe and effective operation of the roller for a range of mandatory tasks and the conduct of operator maintenance activities.

Required Reading:VU 2008 VU produced Unit Learning Resources (Various) VU

Assessment:Simulated workplace assessment; Written objective tests; Workplace assessment; Practical exercises.

BCCP03014B CONDUCT WATER CART OPERATIONS

Locations:Werribee, Industry.

Prerequisites:BCCCM1001C - FOLLOW OH&S POLICIES AND PROCEDURES

Description:This unit specifies the competency required to conduct civil construction water cart operations. It includes the minimum criteria for competency assessment. The unit covers planning and preparation for work, the conduct of operational checks, the safe and effective operation of the water cart for a range of mandatory tasks,

and the conduct of operator maintenance and work finalisation activities.

Required Reading:VU 2008 VU produced Unit Learning Resources (Various) VU

Assessment:Simulated workplace assessment; Oral test; Workplace assessment; Practical exercises.

BCCP03016B CONDUCT DUMP TRUCK OPERATIONS

Locations:Werribee, Industry.

Prerequisites:BCCCM1001C - FOLLOW OH&S POLICIES AND PROCEDURES

Description:This unit specifies the competency required to conduct civil construction dump truck operations. It includes the minimum criteria for competency assessment. The unit covers planning and preparation for work, the conduct of operational checks, the safe and effective operation of the dump truck for a range of mandatory tasks, and the conduct of operator maintenance and work finalisation activities.

Required Reading:VU 2008 VU produced Unit Learning Resources (Various) VU

Assessment:Simulated workplace assessment; Written objective tests; Workplace assessment; Practical exercises; Practical projects.

BCCRC2001B REPAIR POTHoles

Locations:Werribee, Industry.

Prerequisites:BCCCM1001C - FOLLOW OH&S POLICIES AND PROCEDURES

Description:This unit covers the competency required to repair potholes using pavement materials, hot mix and cold mix preparations. It includes the minimum criteria for competency assessment. The unit includes preparation, repair and clean up of the pavement and the wearing surface.

Required Reading:VU 2008 VU produced Unit Learning Resources (Various) VU

Assessment:Simulated workplace assessment; Workplace assessment; Practical exercises.

BCCRC2003B INSTALL SUB-SOIL DRAINAGE

Locations:Werribee, Industry.

Prerequisites:BCCCM1001C - FOLLOW OH&S POLICIES AND PROCEDURES

Description:This unit specifies the competency required to install sub-soil drainage to drain water away from the road pavement. It includes the minimum criteria for competency assessment. This unit includes the setting out of sub-soil drains, placement of bedding materials, installation of sub-soil drainage components and the monitoring of backfilling and compacting.

Required Reading:VU 2008 VU produced Unit Learning Resources (Various) VU

Assessment:Simulated workplace assessment; Oral test; Workplace assessment; Practical exercises.

BCCRC2008B LAY PIPES

Locations:Werribee, Industry.

Prerequisites:BCCCM1001C - FOLLOW OH&S POLICIES AND PROCEDURES

Description:This unit specifies the competency required to install pipes and drainage pipe culverts that form part of the road drainage system. It includes the minimum criteria for competency assessment. This unit includes the setting out of excavations/trenches, installing of bedding materials, lowering and positioning of pipes/pipe culverts, completion and backfilling.

Required Reading:VU 2008 VU produced Unit Learning Resources (Various) VU

Assessment:Simulated workplace assessment; Oral test; Workplace assessment; Practical exercises.

BCCRC3006B CONDUCT EARTHWORKS

Locations:Werribee, Industry.

Prerequisites:BCCCM1001C - FOLLOW OH&S POLICIES AND PROCEDURES

Description:This unit specifies the competency required to conduct the construction of the earthworks associated with road projects. It includes the minimum criteria for competency assessment. This unit includes the planning and preparation, set out of offset/recovery pegs, the support of plant in the formation and compaction of the earthworks and the determination of resources throughout the activity.

Required Reading:VU 2008 VU produced Unit Learning Resources (Various) VU

Assessment:Simulated workplace assessment; Oral test/technical interview; On job or workplace assessment; Practical projects; Verbal assessment; RPL.

BCG1000A CARRY OUT INTERACTIVE WORKPLACE COMMUNICATION

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:Receive and convey information; Carry out face to face routine communication; Work with others; Participate in simple on-site meeting processes.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This unit of competency will be assessed through a job profile. The job profile contains a number of practical tasks and knowledge based questions. .

BCG1001A CARRY OUT OH&S REQUIREMENTS

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:Plan and prepare for safe work practices; Use safe work practices to carry out work; Assume responsibility for safety of self and others; Work from ladder and work platforms; Use 240V power supply safely; Adhere to emergency procedures; Carry out general housekeeping.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This unit of competency will be assessed through a job profile. The job profile contains a number of practical tasks and knowledge based questions. .

BCG1002A PLAN AND ORGANISE WORK

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:Identify work requirements; Plan process to complete work; Select tools and equipment; Demonstrate safe and efficient sequence of work; Modify plan; Report outcomes; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This unit of competency will be assessed through a job profile. The job profile contains a number of practical tasks and knowledge based questions. .

BCG1003A READ AND INTERPRET PLANS

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:Identify types of drawings and their functions; Recognise commonly used symbols and abbreviations; Locate and identify key features on a site plan; Identify and locate key features from sectional details and elevations; Recognise amendments; Read and interpret specifications.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This unit of competency will be assessed through a job profile. The job profile contains a number of practical tasks and knowledge based questions. .

BCG1004A CARRY OUT MEASUREMENTS AND CALCULATIONS

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:Obtain measurements; Perform simple calculations; Estimate approximate quantities.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This unit of competency will be assessed through a job profile. The job profile contains a number of practical tasks and knowledge based questions. .

BCG1005A USE HAND AND POWER TOOLS

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:Identify hand and power tools; Select hand tools; Use hand tools; Select power tools; Establish power supply to work location; Use power tools; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This unit of competency will be assessed through a job profile. The job profile contains a number of practical tasks and knowledge based questions. .

BCG1006A USE SMALL PLANT AND EQUIPMENT

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:Identify plant and equipment, their operations and safety requirements; Select plant and equipment; Use plant and equipment; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This unit of competency will be assessed through a job profile. The job profile contains a number of practical tasks and knowledge based questions. .

BCG1007A ERECT AND DISMANTLE RESTRICTED HEIGHT SCAFFOLDING

Locations:Werribee, Industry.

Prerequisites:BCG1001A Carry out OH&S Requirements, BCG1005A Use hand and power tools.

Description:Plan and prepare work; Erect safety barriers; erect scaffolding; Dismantle scaffold; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This unit of competency will be assessed through a job profile. The job profile contains a number of practical tasks and knowledge based questions. .

BCG1008A USE SIMPLE LEVELLING DEVICES

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:Plan and prepare work; Set up and use levelling device; Transfer heights with straight edge and spirit level; Maintain given level or specified slope with boring rods; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This unit of competency will be assessed through a job profile. The job profile contains a number of practical tasks and knowledge based questions. .

BCG1010A CARRY OUT CONCRETING TO SIMPLE FORMS

Locations:Werribee, Industry.

Prerequisites:BCG1001A Carry out OH&S requirements, BCG1005A Use hand and power tools, BCG1006A Use small plant and equipment.

Description:Select tools and equipment; Erect and strip simple formwork; Place and tie reinforcement; Place concrete; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This unit of competency will be assessed through a job profile. The job profile contains a number of practical tasks and knowledge based questions. .

BCG1011A HANDLE CONSTRUCTION MATERIALS AND SAFELY DISPOSE OF WASTE

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:Plan and prepare work; Correctly manual handle, sort and stack construction material; Prepare for mechanical handling of materials; Handle and remove waste safely; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This unit of competency will be assessed through a job profile. The job profile contains a number of practical tasks and knowledge based questions. .

BCG2007A OPERATE ELEVATED WORK PLATFORMS (EWP)

Locations:Werribee, Industry.

Prerequisites:BCG1001A Carry out OH&S requirements, BCG1005A Use hand and power tools, BCG1006A Use small plant and equipment.

Description:Plan and prepare work; Conduct routine checks of platform; Locate equipment in place for work application; Elevate platform to work location; Lower platform and shut down; Clean up.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. This unit of competency will be assessed through a job profile. The job profile contains a number of practical tasks and knowledge based questions. .

BCG301 1A CARRY OUT BASIC SETTING OUT

Locations: Werribee, Industry.

Prerequisites: BCG1003A Read and interpret plans, BCG1015A Prepare for construction process (brick/block laying), BCG2004A Carry out levelling.

Description: Plan and prepare work; Identify and indicate site boundaries; Set out first line for building; Set out right angled corner; Install other building lines; Check for square; Clean up.

Required Reading:-

Assessment: One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

BSBCMN21 6A CREATE CUSTOMER FEEDBACK

Locations: Werribee, Industry.

Prerequisites: Nil.

Description: This unit specifies the outcomes required to deal with customer relationships at an introductory operational level. It covers the knowledge and skills required when meeting and greeting customers to create a positive impression and to establish rapport with the customer.

Required Reading: VU VU produced Unit Learning Resources

Assessment: The following methods may be used in assessing units:- Written objective tests - Written responses, short and extended answers - Oral test / technical interview - On job or workplace assessment - Practical / exercises - Practical projects - Assignments - Personal appraisal - Verbal assessment - Profiling - RPL

BSBCMN21 7A PROCESS CUSTOMER FEEDBACK

Locations: Werribee, Industry.

Prerequisites: Nil.

Description: This unit specifies the outcomes required to deal with customer feedback at an introductory operational level.

Required Reading: VU VU produced Unit Learning Resources

Assessment: The following methods may be used in assessing units:- Written objective tests - Written responses, short and extended answers - Oral test / technical interview - On job or workplace assessment - Practical / exercises - Practical projects - Assignments - Personal appraisal - Verbal assessment - Profiling - RPL

BSBMGT51 6B FACILITATE CONTINUOUS IMPROVEMENT

Locations: Footscray Nicholson, Werribee, Industry.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to lead and manage continuous improvement systems and processes. Particular emphasis is on the development of systems and the analysis of information to monitor and adjust performance strategies, and to manage opportunities for further improvements.

Required Reading: VU Produced Workbooks

Assessment: Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

BSBPUR501B DEVELOP, IMPLEMENT AND REVIEW PURCHASING STRATEGIES

Locations: Footscray Nicholson, Industry.

Prerequisites: Nil.

Description: This unit specifies the outcomes required to develop, implement and evaluate an organisation's purchasing strategies, and implement improvements to those strategies.

Required Reading:-

Assessment: Assessment methods will be designed to reinforce and to extend knowledge, skills and their application in accordance with requirements of each unit of competency's learning outcomes, performance criteria, range statement and the relevant employability skills. A range of assessment methods will be designed to facilitate learning, transfer knowledge to work practices and provide evidence of competency, including: setting of projects and work based practical tasks, written objective tests, short and extended answers, oral tests/technical interviews, demonstrations, presentations, research tasks, group and individual activities.

BSBPUR502B MANAGE SUPPLIER RELATIONSHIPS

Locations: Footscray Nicholson, Industry.

Prerequisites: Nil.

Description: This unit specifies the outcomes required to manage relationships with suppliers of larger purchases or multiple smaller purchases, where the relationship is of some significance to the organisation. It covers managing purchasing agreements, resolving disagreements with suppliers, finalising agreements, and reviewing the performance of suppliers.

Required Reading:-

Assessment: Assessment methods will be designed to reinforce and to extend knowledge, skills and their application in accordance with requirements of each unit of competency's learning outcomes, performance criteria, range statement and the relevant employability skills. A range of assessment methods will be designed to facilitate learning, transfer knowledge to work practices and provide evidence of competency, including: setting of projects and work based practical tasks, written objective tests, short and extended answers, oral tests/technical interviews, demonstrations, presentations, research tasks, group and individual activities.

BSBPUR504B MANAGE A SUPPLY CHAIN

Locations: Footscray Nicholson, Industry.

Prerequisites: Nil.

Description: This unit specifies the outcomes required to manage a supply chain, including the relationships between an organisation and its supply and demand partners along the chain. It covers implementing a demand driven supply chain management strategy, managing the supply chain, and evaluating and improving supply chain effectiveness.

Required Reading:-

Assessment: Assessment methods will be designed to reinforce and to extend knowledge, skills and their application in accordance with requirements of each unit of competency's learning outcomes, performance criteria, range statement and the relevant employability skills. A range of assessment methods will be designed to facilitate learning, transfer knowledge to work practices and provide evidence of competency, including: setting of projects and work based practical tasks, written objective tests, short and extended answers, oral tests/technical interviews, demonstrations, presentations, research tasks, group and individual activities.

BSBRKG304A MAINTAIN BUSINESS RECORDS

Locations: Werribee, Industry.

Prerequisites: Nil.

Description: This unit describes the work required to maintain the records of a business or records system in good order on a day-to-day basis. It includes the work to gather together records that are subject to business or records system updates, to perform those updates, and to retrieve reports from the system in response to a request.

Required Reading:-

Assessment: The following methods may be used in assessing units: Written objective

tests; Written response, short and extended answers; Oral test/technical interview; Simulated workplace assessment; On job or workplace assessment; Practical exercises; Practical projects; Assignments; Personal appraisal; Verbal assessment; Profiling. The following methods may be used in assessing units:- Written objective tests - Written responses, short and extended answers - Oral test / technical interview - On job or workplace assessment - Practical / exercises - Practical projects - Assignments - Personal appraisal - Verbal assessment - Profiling .

CPCCLD63001A LICENSE TO PERFORM DOGGING

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit specifies the outcomes required to perform slinging techniques, including the selection and inspection of lifting gear and/or the directing of the crane operator in the movement of the load when the load is out of view of the crane/operator for licensing purposes.

Required Reading:VU produced workbooks Required licensing hand books as per the state or territory authority

Assessment:Assessment methods will: - comply with Commonwealth, state or territory OHS legislation, standards relevant to safe dogging and crane operations. - apply Hazard prevention and control measures - apply to move loads in conjunction with cranes including, the reading of tags, slinging, loading - use fibre and/or synthetic rope as tag lines, and connecting to loads using clove hitch, rolling hitch, bowline and single sheet bend. - conduct pre and post operational checks of the lifting equipment. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

CPCCLRG3001A LICENSE TO PERFORM RIGGING - BASIC LEVEL

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit specifies the outcomes required to perform basic rigging work associated with movement of plant and equipment, steel erections, hoists (including mast climbing hoists), placement of pre-cast concrete, safety nets and static lines, perimeter safety screens and shutters; and cantilever crane loading platforms for licensing purposes.

Required Reading:VU VU produced workbooks Required licensing hand books as per the state or territory authority

Assessment:Assessment methods will: - be conducted using the national OHS endorsed Assessment Instruments. These Instruments provide advice on their application. - be in conjunction with the assessment of other units of competency. - consistent and accurate in performance together with application of underpinning knowledge. - confirm a reasonable inference that competency is not only able to be satisfied under the particular circumstance, but is able to be transferred to other circumstances. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

CPCCLRG3002A LICENSE TO PERFORM RIGGING - INTERMEDIATE LEVEL

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit specifies the outcomes required to perform rigging work at the intermediate level, which includes all the outcomes for rigging work at the basic level, and also includes rigging of cranes, rigging of conveyors, rigging of dredges

and excavators, rigging associated with tilt slabs, rigging associated with demolition work, and dual lifts for licensing purposes.

Required Reading:VU produced workbooks Required licensing hand books as per the state or territory authority

Assessment:Assessment methods will: - be conducted using the endorsed Assessment Instruments. These Instruments provide advice on their application. - apply to the use of 'simulators' in the assessment of this unit of competency is not acceptable. - be in conjunction with the assessment of other units of competency. - confirm consistency and accuracy of performance together with application of underpinning knowledge. - confirm a reasonable inference that competency is not only able to be satisfied under the particular circumstance, but is able to be transferred to other circumstances. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

CPCCLRG4001A LICENCE TO PERFORM RIGGING & ADVANCED LEVEL

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit specifies the outcomes required to perform rigging work at the advanced level, which includes all the outcomes for rigging work at the basic and intermediate levels, and also includes rigging of gin poles and shear legs, flying foxes and cable ways, guyed derricks and structures, and suspended scaffolds and fabricated hung scaffolds for licensing purposes.

Required Reading:VU VU Produced Work Books Required licensing hand books as per the state or territory authority

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

CPCCLSF3001A LICENSE TO ERECT, ALTER AND DISMANTLE SCAFFOLDING - INTERMEDIATE LEVEL

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit specifies the outcomes required to erect, alter and dismantle scaffolding at the Intermediate level which includes use and operation of Cantilevered crane-loading platforms, Cantilevered and spurred scaffolds, Barrow ramps and sloping platforms, perimeter safety screens and shutters Mast climbers, and tube and coupler scaffolds (including tube and coupler covered ways and gantries) for licensing purposes.

Required Reading:VU produced workbooks Required licensing hand books as per the state or territory authority

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of

employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments.

Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

CPCCLSF4001A LICENCE TO ERECT, ALTER AND DISMANTLE SCAFFOLDING - ADVANCED LEVEL

Locations: Werribee, Industry.

Prerequisites: Nil.

Description: This unit specifies the outcomes required to erect, alter and dismantle scaffolding at the Advanced level. Scaffolding consists of all intermediate scaffolding work including all other scaffolding work connected with the use and operation of Hung scaffolds and Suspended scaffolds for licensing purposes.

Required Reading: VU produced workbooks Required licensing hand books as per the state or territory authority

Assessment: Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments.

Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

EBO23 INTRODUCTION TO FINANCIAL MANAGEMENT

Locations: Sunshine.

Prerequisites: Nil.

Description: The purpose of this module is to provide competency based training at the paraprofessional level to enable participants to describe the processes of financial management in their enterprise, to perform relevant calculations and to prepare a budget for their enterprise.

Required Reading: No Required Reading

EBO50 ENGINEERING PROJECT

Locations: Sunshine.

Prerequisites: Nil.

Description: To enable students to proceed from a client's brief to the preparation of design and development briefs, engineering solutions, design and detail drawings, written reports of tasks, processes and design outcomes, and the oral presentation of technical information.

Required Reading: No Required Reading

EBO76 INTRODUCTION TO ENVIRONMENTAL MANAGEMENT

Locations: Sunshine.

Prerequisites: Nil.

Description: INTRODUCTION TO ENVIRONMENTAL MANAGEMENT

Required Reading: No Required Reading

EB701 ADVANCED MACHINE DESIGN

Locations: Sunshine.

Prerequisites: Nil.

Description: ADVANCED MACHINE DESIGN

Required Reading: No Required Reading

EB703 MACHINE DESIGN

Locations: Sunshine.

Prerequisites: Nil.

Description: MACHINE DESIGN

Required Reading: No Required Reading

EB704 MECHANICAL DESIGN

Locations: Sunshine.

Prerequisites: Nil.

Description: MECHANICAL DESIGN

Required Reading: No Required Reading

EB711 THERMODYNAMICS 2

Locations: Sunshine.

Prerequisites: Nil.

Description: THERMODYNAMICS 2

Required Reading: No Required Reading

EB852 FOUNDATIONS 1

Locations: Sunshine.

Prerequisites: Nil.

Description: FOUNDATIONS 1

Required Reading: No Required Reading

EB854 STORMWATER DRAINAGE

Locations: Sunshine.

Prerequisites: Nil.

Description: STORMWATER DRAINAGE

Required Reading: No Reading Required

EB855 STRUCTURAL STEEL DESIGN 1

Locations: Sunshine.

Prerequisites: Nil.

Description: STRUCTURAL STEEL DESIGN 1

Required Reading: No Required Reading

EB874 STRUCTURAL STEEL DESIGN 2

Locations: Sunshine.

Prerequisites: Nil.

Description: STRUCTURAL STEEL DESIGN 2

Required Reading: No Required Reading

ICTBWN3082A PERFORM TESTS ON OPTICAL COMMUNICATION SYSTEM AND COMPONENTS

Locations: Melton, Sunshine.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to test optical communication systems and components in the field using portable test instruments. It covers testing of point-to-point networks as well as next generation optical fibre networks which use passive optical network (PON) technologies in fibre to the home (FTTH) deployment.

Required Reading: VU produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

ICTBWN3088A INSTALL OPTICAL FIBRE SPLITTERS IN FIBRE DISTRIBUTION HUBS

Locations:Melton, Sunshine.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to install optical fibre splitters in fibre distribution hubs (FDH) as part of a fibre to the premises (FTTP) network. Optical networks and FTTP are part of the strategies by service providers using wave division multiplexing (WDM) to deliver very high speed broadband capacity through the access network for the National Broadband Network (NBN) initiative.

Required Reading:VU produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

ICTBWN3090A INSTALL LEAD-IN MODULE AND CABLE FOR FIBRE TO THE PREMISES

Locations:Melton, Sunshine.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to install a lead-in module and its associated cable for a fibre to the premises (FTTP) installation.

Required Reading:VU produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

ICTBWN3100A WORK SAFELY WITH LIVE FIBRE TO TEST AND COMMISSION A FIBRE TO THE X INSTALLATION

Locations:Melton, Sunshine.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to work safely on a live optical fibre installation to test and commission a wave division multiplexing (WDM) system or connect a splitter for fibre to the x (FTTx) deployment. Optical networks and FTTx are part of the strategies by service providers using WDM to deliver very high speed broadband capacity through the access network for the National Broadband Network (NBN) initiative.

Required Reading:VU produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

ICTCBL2017A ALTER SERVICES TO EXISTING CABLE SYSTEM

Locations:Melton, Sunshine.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to alter services to an existing voice or data cable system within customer premises.

Required Reading:VU produced Workbooks

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

ICTCBL2065A SPLICE AND TERMINATE OPTICAL FIBRE CABLE FOR CARRIERS AND SERVICE PROVIDERS

Locations:Melton, Sunshine.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to splice and terminate optical fibre cable within an optical telecommunications transmission environment.

Required Reading:VU produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

ICTCBL2136A INSTALL, MAINTAIN AND MODIFY CUSTOMER PREMISES COMMUNICATIONS CABLING: ACMA RESTRICTED RULE

Locations:Sunshine.

Prerequisites:N/A

Description:This unit describes the performance outcomes, skills and knowledge required to safely install, maintain and modify customer premises communications cabling required according to Australian Communications and Media Authority's (ACMA) 'Restricted' Cabling Provider Rule.

Required Reading:VU Produced Workbook

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

ICTCBL2137A INSTALL, MAINTAIN AND MODIFY CUSTOMER PREMISES COMMUNICATIONS CABLING: ACMA OPEN RULE

Locations:Melton, Sunshine.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to safely install, maintain and modify customer premises communications cabling required according to Australian Communications and Media Authority's (ACMA) 'Open' Cabling Provider Rule.

Required Reading:VU produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

ICTCBL2139A APPLY SAFE TECHNICAL WORK PRACTICES FOR CABLING REGISTRATION

Locations:Melton, Sunshine.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to gain proficiency in current work practices and methodologies used for Open and Restricted Cabling Registration. It covers safe installation practices and in particular the Mode 3 socket for an alarm system connected to a monitoring station using an asymmetric digital subscribers' line (ADSL) connection.

Required Reading:VU produced Workbooks

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

ICTCBL3009A INSTALL, TERMINATE AND CERTIFY STRUCTURED CABLING INSTALLATION

Locations:Melton, Sunshine.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to place, secure and terminate structured cabling and to certify installation. Assessment by a TITAB registered assessor is recommended. All customer cabling work in the telecommunications, fire, security and data industries must be performed by a registered cabler. All cablers are required to register with an Australian Communications and Media (ACMA)-accredited registrar.

Required Reading:VU produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

ICTCBL3010A INSTALL AND TERMINATE OPTICAL FIBRE CABLE ON CUSTOMER PREMISES

Locations:Melton, Sunshine.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to install and test optical fibre cable on customer premises for communications applications. Assessment by a TITAB registered assessor is recommended. All customer cabling work in the telecommunications, fire, security and data industries must be performed by a registered cabler. All cablers are required to register with an Australian Communications and Media Authority (ACMA)-accredited registrar.

Required Reading:VU produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

ICTCBL3011A INSTALL AND TERMINATE COAXIAL CABLE

Locations:Melton, Sunshine.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to install and terminate coaxial cable on customer premises in communications applications, digital and analogue, including telephony, data and video, including digital broadcasting, computer networks, including local area networks (LAN), wide area networks (WAN) and multimedia.

Required Reading:VU produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

ICTCBL3013A PERFORM CABLE AND SYSTEM TEST ON CUSTOMER PREMISES

Locations:Melton, Sunshine.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to test the performance of equipment on customer premises for the purpose of commissioning, fault identification or routine maintenance. It includes ensuring a safe and secure work environment while work is being undertaken.

Required Reading:VU produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

ICTCBL3014A HAND OVER SYSTEMS AND EQUIPMENT

Locations:Melton, Sunshine.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to effectively transfer control of a newly installed or upgraded system to a customer. It includes the transfer of information to the client and the completion of relevant documentation.

Required Reading:VU produced Workbooks

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

ICTCBL3015A LOCATE AND IDENTIFY CABLE SYSTEM FAULTS

Locations:Sunshine.

Prerequisites:N/A

Description:This unit describes the performance outcomes, skills and knowledge required to locate and identify cable system faults in communications cables at enterprise and customer premises sites. The cable types may be telecommunications, voice or data cabling.

Required Reading:VU Produced Workbook

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

ICTCBL3018A INSTALL UNDERGROUND ENCLOSURES AND CONDUIT

Locations:Melton, Sunshine.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to install underground enclosures and conduit for new or cable maintenance tasks in access networks or customer premises.

Required Reading:VU produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

ICTCBL3019A INSTALL UNDERGROUND CABLE

Locations:Melton, Sunshine.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to install underground cable for all communications applications in Access Networks or customer premises.

Required Reading:VU produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

ICTCBL3020A CONSTRUCT AERIAL CABLE SUPPORTS

Locations:Melton, Sunshine.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to install aerial cable supports in all communications applications.

Required Reading:VU produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

ICTCBL3021A INSTALL AERIAL CABLE

Locations:Melton, Sunshine.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to install aerial cable in all communications applications.

Required Reading:VU produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

ICTCBL3049A INSTALL SYSTEMS AND EQUIPMENT ON CUSTOMER PREMISES

Locations:Melton, Sunshine.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to install customer premises equipment. This may include communications

applications, such as telephony, broadband data, video, including digital broadcasting, computer networks, including local area networks (LAN), wide area networks (WAN) and multimedia.

Required Reading:VU produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

ICTCBL3052A CUT OVER NEW SYSTEMS AND EQUIPMENT ON CUSTOMER PREMISES

Locations:Melton, Sunshine.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to cut over new customer premises systems and equipment. This may include communications applications in telephony, broadband, data, video, radio frequency identification (RFID), security and computer networks, including local area networks (LAN), wide area networks (WAN) and multimedia.

Required Reading:VU produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

ICTCBL3067A MODIFY AND CUT OVER CABLE

Locations:Melton, Sunshine.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to modify an infrastructure to cut over new cables into an existing cabling installation. This may include communications applications in telephony, broadband, data, video, radio frequency identification (RFID), security and computer networks, including local area networks (LAN), wide area networks (WAN) and multimedia.

Required Reading:VU produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

ICTCBL3069A INSTALL NETWORK CABLE EQUIPMENT

Locations:Melton, Sunshine.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to install network cable equipment in customer premises or service provider Access Networks. This may include communications applications in telephony, broadband, data, video, radio frequency identification (RFID), security and computer networks, including local area networks (LAN), wide area networks (WAN) and multimedia. Cable equipment is used for line and signal conditioning and may use optical or electronic technology in optical fibre hubs or hybrid fibre coaxial (HFC) housings.

Required Reading:VU produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

ICTCBL3103A MAINTAIN CABLE NETWORK

Locations:Melton, Sunshine.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to maintain cable network in customer premises or service provider access networks. This may include communications applications in telephony, broadband, data, video, radio frequency identification (RFID), security and computer networks, including local area networks (LAN), wide area networks (WAN) and multimedia.

Cable equipment is used for line and signal conditioning and may use optical or electronic technology in optical fibre hubs or hybrid fibre coaxial (HFC) housings.

Required Reading:VU produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

ICTOHS2153A WORK SAFELY NEAR POWER INFRASTRUCTURE

Locations:Melton, Sunshine.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge to conduct telecommunications operations near substantial safety hazards. It includes safe hazard management at heights near electrical distribution infrastructure, radiation devices or other services in confined spaces.

Required Reading:VU produced Workbooks

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

ICTOHS2170A FOLLOW OCCUPATIONAL HEALTH AND SAFETY AND ENVIRONMENTAL POLICY AND

Locations:Sunbury.

Prerequisites:N/A

Description:This unit describes the performance outcomes, skills and knowledge required to follow safe working practices and environmental policy in the management of telecommunications workplace tasks. It involves awareness of safe handling of active optical fibre cabling, laser sources and equipment.

Required Reading:VU Produced Workbook

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

ICTTEN2007A USE ELECTRICAL SKILLS IN TELECOMMUNICATIONS WORK

Locations:Sunshine.

Prerequisites:N/A

Description:This unit describes the performance outcomes, skills and knowledge required for an entry-level worker to use electrical skills working with analog and digital, cabling and wireless networking in telecommunications.

Required Reading:VU Produces Workbook

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

ICTTEN2140A USE HAND AND POWER TOOLS

Locations:Sunshine.

Prerequisites:N/A

Description:This unit describes the performance outcomes, skills and knowledge required to safely use hand and power tools in the workshop and on the worksite.

Required Reading:VU Produced Workbook

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

ICTTEN3054A PROVIDE INFRASTRUCTURE FOR TELECOMMUNICATIONS NETWORK EQUIPMENT

Locations:Sunshine.

Prerequisites:N/A

Description:This unit describes the performance outcomes, skills and knowledge required to install supporting infrastructure for telecommunications equipment and associated hardware equipment. This includes carrier grade switching, transmission and access equipment and associated media, power and monitoring equipment and alarm systems.

Required Reading:VU Produced Workbook

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

ICTTEN3056A INSTALL TELECOMMUNICATIONS NETWORK EQUIPMENT

Locations:Melton, Sunshine.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to effectively install and test telecommunications network equipment. It includes processes for checking plans, obtaining and proper handling of equipment and supplies.

Required Reading:VU produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

LGAWORK404A MANAGE A CIVIL WORKS PROJECT

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers managing a civil works project within council areas. The unit addresses all aspects of planning, implementing and monitoring a civil works project through to completion, including the documentation required to support the project.

Required Reading:VU VU produced workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MCMT251A APPLY QUALITY STANDARDS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit is based on LMTQAGN01A Apply quality standards. This unit covers the skills and knowledge required to apply quality standards to work operations in a manufacturing enterprise.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. Assessment must be undertaken in accordance with endorsed industry assessment guidelines and may take place within the work place or appropriate simulated environment. .

MCMT261A USE SCADA SYSTEMS IN MANUFACTURING

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers the knowledge and skills needed by an employee to interact with a System Control and Data Acquisition (SCADA) system as part of their job.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEMO3001B PERFORM MANUAL PRODUCTION ASSEMBLY

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers assembling components and/or subassemblies in a production environment and testing the components and/or sub-assemblies to ensure compliance with specifications.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO3003B PERFORM SHEET AND PLATE ASSEMBLY

Locations:Sunshine.

Prerequisites:Nil.

Description:The unit covers assembling prefabricated/formed components using a range of joining techniques.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO3006B SET ASSEMBLY STATIONS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers setting up, adjusting and testing assembly stations according to defined procedures.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO4007B POUR MOLTEN METAL

Locations:Sunshine.

Prerequisites:MEM13004B Work safely with molten metals/glass

Description:This unit covers starting, operating and shutting down pressure die casting machines.

Required Reading:VU Produced Workbook

Assessment:Assessment tasks will be designed to reinforce and extend knowledge

and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines

MEMO4018B PERFORM GENERAL WOODWORKING MACHINE OPS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers setting up and operating wood working machines used by engineering pattern makers and marine fabricators.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5001B PERFORM MANUAL SOLDERING/DESOLD - ELEC

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers performing manual soldering/desoldering for the installation and fabrication of electrical/electronic components.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5003B PERFORM SOFT SOLDERING

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit applies to performing soft soldering applications of ferrous and non-ferrous materials, using straightforward techniques, where heat damage to components or finish of soldered joint is not critical.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5004C PERFORM ROUTINE OXY ACETYLENE WELDING

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers preparing materials and performing routine oxy acetylene welding.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5005B CARRY OUT MECHANICAL CUTTING

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers setting up and operating a range of mechanical cutting and holing equipment.

Required Reading:VU Produced Workbooks

MEMO5006B PERFORM BRAZING AND/OR SILVER SOLDERING

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers performing brazing and silver soldering including the preparation of materials and equipment and the inspection of the completed work.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5006C PERFORM BRAZING AND OR SILVER SOLDERING

Locations:Sunshine.

Prerequisites:N/A

Description:This unit covers performing brazing (including braze welding) and silver soldering. It includes the preparation of materials and equipment and the inspection of the completed work.

Required Reading:VU Produced Workbooks

Assessment:Assessors must be satisfied that the candidate can competently and consistently perform all elements of the unit as specified by the criteria, including required knowledge, and be capable of applying the competency in new and different situations and contexts. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

MEMO5007C PERFORM MANUAL HEATING & THERMAL CUTTING

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers performing manual heating, thermal cutting and gouging including the assembly and disassembly and operation of the equipment on a range of materials (ferrous, non-ferrous and non-metallic) using a variety of methods.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5008C PERFORM ADV MANUAL THERMAL CUT, GOUG SHA

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers performing manual heating, thermal cutting and gouging to produce complex internal and external profiles. It includes the assembly/disassembly of plant and equipment, selection of settings and consumables and operation of the equipment.

Required Reading:VU Produced Workbooks

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5009C PERFORM AUTOMATED THERMAL CUTTING

Locations: Sunshine.

Prerequisites: Nil.

Description: This unit covers setting up and using single and multi-headed automated thermal cutting machines.

Required Reading: VU Produced Workbooks

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5010B APPLY FABRICATION, FORMING

Locations: Sunshine.

Prerequisites: Nil.

Description: This unit covers applying the fabrication of shapes and products using a variety of forming and shaping techniques, using a variety of tools and equipment.

Required Reading: - Australian Standards VU Produced Workshops

MEMO5010C APPLY FABRICATION, FORMING AND SHAPING TECHNIQUES

Locations: Sunshine.

Prerequisites: MEMO5037C - PERFORM GEOMETRIC DEVELOPMENT MEMO9002B - INTERPRET TECHNICAL DRAWING MEM12023A - PERFORM ENGINEERING MEASUREMENTS MEM12024A - PERFORM COMPUTATIONS MEM18001C - USE HAND TOOLS

Description: This unit covers applying the fabrication of shapes and products using a variety of forming and shaping techniques, using a variety of tools and equipment.

Required Reading: - VU Produced Workbook

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5011C ASSEMBLE FABRICATED COMPONENTS

Locations: Sunshine.

Prerequisites: Nil.

Description: This unit covers assembling general fabricated components in plate, pipe and section or sheet.

Required Reading: VU Produced Workbooks

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5011D ASSEMBLE FABRICATED COMPONENTS

Locations: Sunshine.

Prerequisites: MEMO5005B - CARRY OUT MECHANICAL CUTTING MEMO5007C -

PERFORM MANUAL HEATING & THERMAL CUTTING MEMO5012C - PERFORM ROUTINE MANUAL METAL ARC WELDING MEMO5015D - WELD USING MANUAL METAL ARC WELDING PROCESS MEMO5051A - SELECT WELDING PROCESSES MEMO5052A - APPLY SAFE WELDING PRACTICES MEMO9002B - INTERPRET TECHNICAL DRAWING MEM12023A - PERFORM ENGINEERING MEASUREMENTS MEM18001C, MEM18002B

Description: This unit covers assembling general fabricated components in plate, pipe and section or sheet.

Required Reading: VU Produced Workbooks

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5012C PERFORM ROUTINE MANUAL METAL ARC WELDING

Locations: Sunshine.

Prerequisites: Nil.

Description: This unit covers preparing the materials and carrying out routine manual metal arc welding (MMAW).

Required Reading: VU Produced Workbooks

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5013C PERFORM MANUAL PRODUCTION WELDING

Locations: Sunshine.

Prerequisites: Nil.

Description: This unit covers performing tacking or production welding, including spot welding using a range of methods and metallic and non-metallic materials in a production environment.

Required Reading: VU Produced Workbooks

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5014C MONITOR QUALITY OF PRODUCTION WELDING/FAB

Locations: Sunshine.

Prerequisites: Nil.

Description: This unit covers performing basic inspection of completed or partly completed welded fabrications produced by others in a production environment.

Required Reading: VU Produced Workbooks

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5015C WELD USING MANUAL METAL ARC WELD PROCESS

Locations: Sunshine.

Prerequisites: Nil.

Description:This unit covers preparing materials, selecting and setting up the welding equipment, carrying out the manual metal arc welding (MMAW), and inspecting for and correcting defects, in a range of fabrication activities.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5015D WELD USING MANUAL METAL ARC WELDING PROCESS

Locations:Sunshine.

Prerequisites:MEMO5012C - PERFORM ROUTINE MANUAL METAL ARC WELDING/MEMO5051A - SELECT WELDING PROCESSES/MEMO5052A - APPLY SAFE WELDING PRACTICES/MEM12023A - PERFORM ENGINEERING MEASUREMENTS/MEM18001C - USE HAND TOOLS/MEM18002B - USE POWER TOOLS/HAND HELD OPERATIONS

Description:This unit of competency covers the preparation, positioning, fixing, and manual welding techniques associated with general trade level welding using manual metal arc welding (MMAW) equipment including the selection and set up of the equipment appropriate to both the material and the weld to be performed, carrying out the MMAW to prescribed standards, and examining for and correcting defects, in a range of welded fabrications.

Required Reading:VU Produced Workbook

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5016C PERFORM ADV WELDING USING MAN METAL ARC

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers preparing materials, selecting and setting up the welding equipment, carrying out advanced manual metal arc welding (MMAW), inspecting for and correcting defects, and maintaining the weld records.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5017C WELD USING GAS METAL ARC WELDING PROCESS

Locations:Newport, Sunshine.

Prerequisites:Nil.

Description:This unit covers preparing materials, selecting and setting up gas metal arc welding equipment, carrying out the welding, visually inspecting welds and correcting defects.

Required Reading:VU 2008 VU produced Unit Learning Resources (Various) VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5017D WELD USING GAS METAL ARC WELDING PROCESS

Locations:Sunshine.

Prerequisites:MEMO5050B - PERFORM ROUTINE GAS METAL ARC WELDING/MEMO5051A - SELECT WELDING PROCESSES/MEMO5052A - APPLY SAFE WELDING PRACTICES/MEM12023A - PERFORM ENGINEERING MEASUREMENTS/MEM18001C - USE HAND TOOLS/MEM18002B - USE POWER TOOLS/HAND HELD OPERATIONS

Description:This unit covers preparing materials, selecting and setting up gas metal arc welding equipment, carrying out the welding, visually inspecting welds and correcting defects.

Required Reading:VU 2008 VU produced Unit Learning Resources (Various) VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5018C PERFORM ADV WELDING USING GAS METAL ARC

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers preparing materials, selecting and setting up the welding equipment, carrying out advanced gas metal arc welding (GMAW), inspecting for and correcting defects, and maintaining the weld records.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5019C WELD USING GAS TUNGSTEN ARC WELD PROCESS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers preparing materials, selecting and setting up the welding equipment, carrying out the gas tungsten arc welding (GTAW) and inspecting for and correcting defects.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5019D WELD USING GAS TUNGSTEN ARC WELDING PROCESS

Locations:Sunshine.

Prerequisites:MEMO5049B - PERFORM ROUTINE GAS TUNGSTEN ARC WELDING/MEMO5051A - SELECT WELDING PROCESSES/MEMO5052A - APPLY SAFE WELDING PRACTICES/MEM12023A - PERFORM ENGINEERING MEASUREMENTS/MEM18001C - USE HAND TOOLS/MEM18002B - USE POWER TOOLS/HAND HELD OPERATIONS

Description:This unit covers preparing materials, selecting and setting up the welding equipment, carrying out the gas tungsten arc welding (GTAW) and inspecting for and correcting defects.

Required Reading:Australian Standards

Assessment:Assessment tasks will be designed to reinforce and extend knowledge

and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5020C PERFORM ADV WELD USING GAS TUNGSTEN ARC

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers preparing materials, selecting and setting up the welding equipment, carrying out advanced gas tungsten arc welding (GTAW), inspecting for and correcting defects, and maintaining the weld records.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5022C PERFORM ADV WELD USING OXY ACETYLENE WE

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers performing advanced oxy acetylene welding, carried out using a range of materials for general fabrication.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5023C WELD USING SUBMERGED ARC WELDING PROCESS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers preparing materials, selecting and setting up the welding equipment, carrying out the submerged arc welding, inspecting for and correcting defects, and maintaining weld records.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5024B PERFORM WELDING SUPERVISION

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers instructing and qualifying welders in accordance with weld procedures, and maintaining quality and safety procedures.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5025C PERFORM WELDING/FABRICATION INSPECTION

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers performing welding/fabrication inspection by selecting, conducting or verifying appropriate nondestructive tests, establishing and validating welding procedures, ensuring quality assurance is carried out, and monitoring procedures.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5026B APPLY WELDING PRINCIPLES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers applying welding principles to meet the statutory and regulatory requirements for welding procedures. It must be assessed in combination with one of the units satisfying Australian Standard 1796 Certificates 1 to 9.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5026C APPLY WELDING PRINCIPLES

Locations:Sunshine.

Prerequisites:N/A

Description:This unit of competency covers applying welding principles to meet the statutory and regulatory requirements for welding procedures generally associated with the application of one of the units satisfying Australian Standard 1796 Certificates 1-9.

Required Reading:VU Produced Workbook

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5036C REPAIR/REPLACE/MODIFY FABRICATIONS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers assessing task requirements; preparing materials; undertaking the repair, replacement or modification of the fabrication; cleaning and finishing to specifications; and inspecting the result.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5037C PERFORM GEOMETRIC DEVELOPMENT

Locations:Sunshine.

Prerequisites:MEMO9002B - INTERPRET TECHNICAL DRAWINGMEM12023A - PERFORM ENGINEERING MEASUREMENTSMEM12024A - PERFORM COMPUTATIONS

Description:This unit covers marking out general fabrications using geometric development.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5038B PERFORM ADV GEOMETRIC DEVELOPMENT - CYLIND/REC

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers marking out complex cylindrical/rectangular fabrications.

Required Reading:VU produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5039B PERFORM ADV GEOMETRIC DEVELOP - CONICAL

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers marking out complex conical fabrications using advanced geometric development techniques.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5040B PERFORM ADV GEOMETRIC DEVEL - TRANSITION

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers marking out complex fabrications using geometric development.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5041B WELD USING POWDER FLAME SPRAYING

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers powder spraying, using hot and/or cold processes on a range of heavy or light materials.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge

and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5042B PERFORM WELD TO CODE STAND USE FLUX COR

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers preparing and producing welds to code standards using flux core arc welding (FCAW).

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5043B PERFORMS WELDS TO CODE STAND USE GAS META

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers preparing and producing welds to code standards using gas metal arc welding (GMAW).

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5044B PERFORM WELDS TO DOCE STAND USE GAS TUNG

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers preparing and producing welds to code standards using gas tungsten arc welding (GTAW).

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5045B PERFORM PIPE WELDS TO CODE STAND METAL A

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers preparing and producing pipe welds to code standards using manual metal arc welding (MMAW).

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5046B PERFORM WELDS TO CODE STAND USE MAN META

Locations:Sunshine.

Prerequisites:MEMO5007C - PERFORM MANUAL HEATING & THERMAL CUTTINGMEMO5012C - PERFORM ROUTINE MANUAL METAL ARC WELDINGMEMO5015D - WELD USING MANUAL METAL ARC WELDING PROCESSMEMO5016C - PERFORM ADV WELDING USING MAN METAL ARCMEMO5026C - APPLY WELDING PRINCIPLESMEMO5051A - SELECT WELDING PROCESSESMEMO5052A - APPLY SAFE WELDING PRACTICESMEMO9002B - INTERPRET TECHNICAL DRAWINGMEM12023A - Perform engineering measurements MEM18001C - Use hand tools MEM18002B - Use power tools/hand held

Description:This unit covers preparing and producing welds to code standards using manual metal arc welding (MMAW).

Required Reading:VU Produced Workbook

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5047B WELD USING FLUX ARC WELDING PROCESS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers preparing materials, selecting and setting up the welding equipment, carrying out flux core arc welding (FCAW) and inspecting for and correcting defects.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5048B PERFORM ADV WELD USING FLUX ARC WELL

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers preparing materials, selecting and setting up the welding equipment, carrying out advanced flux core arc welding (FCAW), inspecting for and correcting defects, and maintaining the weld records.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5049B PERFORM ROUTINE GAS TUNGSTEN ARC WELDING

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers preparing the materials and carrying out routine gas tungsten arc welding (GTAW).

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5050B PERFORM ROUTINE GAS METAL ARC WELDING

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers preparing materials and routine gas metal arc welding (GMAW).

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5051A SELECT WELDING PROCESSES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers identifying material properties and selecting appropriate welding processes to achieve safe and effective welding outcomes.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5052A APPLY SAFE WELDING PRACTICES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers identifying risks associated with welding operations and implementing hazard reduction practices.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5053A SET & EDIT COMPUTER CONTROLLED THERM CUT

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers setting work holding fixtures/devices/tools, setting gas and nozzle controls, trialling the program, instructing the operator and replacing worn or damaged hoses, regulators, nozzles and clamps or other holding devices or tools.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO5054A WRITE BASIC NC/CNC PROG FOR THERMAL CUT

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit applies to thermal cutting machines and covers identifying computer controlled machine program elements, writing a basic program and operation sheet, and trialling the program.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO6007B PERFORM BASIC INCIDENTAL HEAT/QUENCHING

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers performing straightforward heating/quenching, tempering and annealing of ferrous and non-ferrous metals.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO7001B PERFORM OPERATIONAL MAINTENANCE OF MACHINES/EQUIPMENT

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers carrying out programmed safety and maintenance checks on machines/equipment.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO7003B PERFORM MACHINE SETTING (ROUTINE)

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers routine setting of machines in accordance with defined procedures.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO7005C PERFORM GENERAL MACHINING

Locations:Sunshine.

Prerequisites:MEMO9002B - INTERPRET TECHNICAL DRAWINGMEM12023A - PERFORM ENGINEERING MEASUREMENTSMEM18001C - USE HAND TOOLS

Description:This unit covers determining the job requirements and sequence of operations, selecting and mounting tools, performing the machining, measuring the components, and adjusting and maintaining a range of standard machine tools.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements,

including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO7006C PERFORM LATHE OPERATIONS

Locations:Sunshine.

Prerequisites:MEMO7005C - PERFORM GENERAL MACHININGMEMO9002B - INTERPRET TECHNICAL DRAWINGMEM12023A - PERFORM ENGINEERING MEASUREMENTSMEM18001C - USE HAND TOOLS

Description:This unit covers performing machining operations on a lathe to required tolerances and specifications using all types of accessories.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO7007C PERFORM MILLING OPERATIONS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers performing milling operations on a range of milling machines.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO7008D PERFORM GRINDING OPERATIONS

Locations:Sunshine.

Prerequisites:MEMO7005C - PERFORM GENERAL MACHININGMEMO9002B - INTERPRET TECHNICAL DRAWINGMEM12023A - PERFORM ENGINEERING MEASUREMENTSMEM18001C - USE HAND TOOLS

Description:This unit of competency covers determining the job requirements, observing safety precautions, selecting appropriate wheels and accessories, performing the grinding operations and checking the components for conformance to specifications.

Required Reading:VU Produced Workbooks

Assessment:Critical aspects of assessment and evidence include: - determining requirements for grinding job including quantity, material, measurements and tolerances - correct job planning including identifying required measuring instruments and equipment, safety equipment, holding devices, grinding wheels, accessories and sequence of operations - identifying guard, coolant and dust extraction requirements and checking equipment and coolant before grinding operation - correct fixing of job - correct monitoring of grinding operation - undertaking grinding to trade standard in terms of time and responsibility for own work - undertaking correct remedial procedures for out of specification results as per enterprise procedures. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

MEMO7010B PERFORM TOOL AND CUTTER GRINDING OPERATION

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers performing a range of tool and cutter grinding operations.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO7011B PERFORM COMPLEX MILLING OPERATIONS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers performing complex milling operations, including gear cutting and helical milling of a range of materials.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO7012B PERFORM COMPLEX GRINDING OPERATIONS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers performing complex grinding operations.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO7014B PERFORM ELECTRO-DISCHARGE MACHINING OPS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers performing electro-discharge (EDM) machining operations.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO7015B SET COMPUTER CONTROLLED MACHINES/PROCESS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers mounting work holding fixtures/devices/tools, conducting pre-start checks, setting numerical and computer controlled machines, instructing the operator and replacing worn or damaged tooling.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO7016C SET AND EDIT COMPUTER CONTROLLED MACHINE

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers setting work holding fixtures/devices/tools, setting tooling offsets, trialling the program, instructing the operator and replacing worn or damaged tooling.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO7018C WRITE BASIC NC/CNC PROGRAMS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers identifying computer controlled machine program elements, writing a basic program and operation sheet, and trialling the program.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO7019C PROGRAM NC/CNC MACHINING CENTRE

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers writing and trialling programs for NC/CNC machining centres.

Required Reading:VU Produced Workbooks

Assessment:Assessment method: - Assessors should gather a range of evidence that is valid, sufficient, current and authentic. - Evidence can be gathered through a variety of ways including direct observation, supervisor's reports, project work, samples and questioning. Questioning techniques should not require language, literacy and numeracy skills beyond those required in this unit of competency. - The candidate must have access to all tools, equipment, materials and documentation required. - The candidate must be permitted to refer to any relevant workplace procedures, product and manufacturing specifications, codes, standards, manuals and reference materials. Specific unit assessments are located in the learning and assessment plans within the school. This unit lends itself to LiWC via a project simulation.

MEMO7021B PERFORM COMPLEX LATHE OPERATIONS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers setting up work, selecting and preparing tooling and performing complex turning operations.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO7024B OPERATE AND MONITOR MACHINE/PROCESS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers obtaining the job instruction, conducting the pre-start checks, and operating and monitoring the machine or process.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO7026B PERFORM ADVANCED PLASTIC PROCESSING

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers producing products using advanced plastic processing equipment.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO7027B PERFORM ADVANCED PRESS OPERATIONS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers performing advanced press operations and recognising and rectifying deviations and faults in the product/output, raw material or feed stock, tooling and machine/process.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO7028B OPERATE COMPUTER CONTROLLED MACHINES/PRO

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers obtaining the job instructions, conducting the pre-start checks, and operating and monitoring the computer controlled machine or process.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO7032B USE WORKSHOP MACHINES FOR BASIC OPERATION

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers basic machining in a maintenance or jobbing environment.

Required Reading:-

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO8007B CONTROL SURFACE FINISH PRODUCTION AND FINISHED PRODUCT QUALITY

Locations:Sunshine.

Prerequisites:N/A

Description:This unit covers applying the principles of quality assurance, applying research and quality information to the production process, and performing quality tests to industry standards.

Required Reading:VU Produced Workbook

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines

MEMO8009C MAKE UP SOLUTIONS

Locations:Sunshine.

Prerequisites:MEM13003B Work safely with industrial chemicals and materials

Description:This unit covers making up solutions and maintaining process specific equipment, such a probes and electrodes

Required Reading:VU Produced Workbook

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines

MEMO9002B INTERPRET TECHNICAL DRAWING

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers interpreting technical drawing applying to any of the full range of engineering disciplines.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO9004B PERFORM ELECTRICAL/ELECTRONIC DETAIL DRAFTING

Locations:Sunshine.

Prerequisites:MEMO9002B - INTERPRET TECHNICAL DRAWINGMEMO9003B - PREPARE BASIC ENGINEERING DRAWINGMEMO9002B Interpret technical drawing and MEMO9003B Prepare basic engineering drawing

Description:This unit covers producing electrical/electronic drawings under supervision.

Required Reading:VU Produced Workbook

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements,

including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines

MEMO9005B PERFORM BASIC ENGINEERING DETAIL DRAFTING

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers producing drawings to Australian Standard 1100 or equivalent where the critical dimensions and associated tolerances and design specifications are predetermined.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO9008B PERFORM ADVANCED STRUCTURAL DETAIL DRAFTING

Locations:Sunshine.

Prerequisites:MEMO9002B - INTERPRET TECHNICAL DRAWING

Description:This unit covers producing fabrication/structural assembly, fabrication/structural layout drawings to AS 1100 or equivalent.

Required Reading:VU Produced Workbook

Assessment:Assessment method: - Assessors should gather a range of evidence that is valid, sufficient, current and authentic. - Evidence can be gathered through a variety of ways including direct observation, supervisor's reports, project work, samples and questioning. - Questioning techniques should not require language, literacy and numeracy skills beyond those required in this unit of competency. - The candidate must have access to all tools, equipment, materials and documentation required. - The candidate must be permitted to refer to any relevant workplace procedures, product and manufacturing specifications, codes, standards, manuals and reference materials. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks.

MEMO9009C CREATE 2D DRAWINGS USE COMP AIDED DESIGN

Locations:Sunshine.

Prerequisites:MEMO9002B - INTERPRET TECHNICAL DRAWING MEM16008A - INTERACT WITH COMPUTING TECHNOLOGY

Description:This unit covers preparing the CAD environment, creating 2D drawings, and producing output including linked bills of materials.

Required Reading:VU Produced Workbook

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO9022A CREATE 2D CODE FILES USING COMPUTER AIDED MANUFACTURING SYSTEM

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers producing 2D CAM code files, managing files, managing tools and associated customisation of installed software including the use of macros, menus and default settings.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge

and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO9141A REPRESENT MECHANICAL ENGINEERING DESIGNS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit defines the competencies required to represent the design of mechanical and manufacturing engineering products, processes, systems or services using appropriate graphical techniques, specifications and documentation. Work would typically be carried out as part of a design team.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO9142A REPRESENT MECHATRONIC ENGINEERING DESIGNS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers representing mechatronic and maintenance systems products, processes, systems or services using appropriate graphical techniques, specifications and documentation. Mechatronics is usually defined as the integration of mechanical, electronics, programming, electrical and fluid power in an automated engineering product.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO9151A APPLY COMPUTER AIDED MODELLING AND DATA MANAGEMENT TECHNIQUES TO MECHANICAL ENGINEERING DESIGNS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers the application of CAD modelling and data management techniques to the design of mechanical and manufacturing engineering products, processes, systems or services.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEMO9152A APPLY COMPUTER AIDED MODELLING AND DATA MANAGEMENT TECHNIQUES TO MECHATRONIC ENGINEERING DESIGNS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers applying CAD modelling and data management techniques to the design of mechatronic and maintenance engineering products, processes, systems or services. Mechatronics is usually defined as the integration of

mechanical, electronics, programming, electrical and fluid power in an automated engineering product.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM10001C ERECT STRUCTURES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers inspecting and preparing the erection site and erecting structures.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM10002B TERMINATE AND CONNECT ELECTRICAL WIRING

Locations:Sunshine.

Prerequisites:MEM09002B - INTERPRET TECHNICAL DRAWINGMEM12002B - PERFORM ELECTRICAL/ELECTRONIC MEASUREMENTMEM18001C - USE HAND TOOLS

Description:This unit covers terminating, disconnecting or reconnecting electrical wiring and circuits.

Required Reading:1 VU Produced Workbook

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM10003B INSTALL AND TEST ELECTRICAL WIRING AND CIRCUITS UP TO 1000 VOLTS A.C. AND

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers installing and testing electrical wiring and circuits up to 1000 volts a.c. and 1500 volts d.c.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines

MEM10004B ENTER AND CHANGE PROG CONTROLLER OP PARAMETERS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers entering and changing programmable controller operational parameters, including specifications and procedures gained from a range of circuit drawings, engineering data sheets, step print out, manufacturers' procedure and data books.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM10005B COMMISSION PROGRAMMABLE CONTROL PROGRAMS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers adjusting and commissioning the programmable controller program to specification only.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM10006B INSTALL MACHINE/PLANT

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers installing machine/plant where the equipment being installed requires substantial modification to the existing site and/or connecting equipment.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM10007C MODIFY CONTROL SYSTEMS

Locations:Sunshine.

Prerequisites:See training package of MEM05 for pre-requisites to this unit

Description:This unit covers planning the commissioning procedure, assessing the control system performance, adjusting the control system, and undertaking commissioning modifications.

Required Reading:VU Produced Workbook

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines

MEM10008B UNDERTAKE COMMISSIONING PROCEDURES FOR PLANT AND/OR EQUIPMENT

Locations:Sunshine.

Prerequisites:Refer to MEM05 training package

Description:This unit covers undertaking commissioning work on internally or externally located plant and/or equipment

Required Reading:VU Produced Workbook

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements,

including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines

MEM11005B PICK AND PROCESS ORDER

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers receiving an order, picking an order, checking against documentation, placing in the correct area and completing enterprise documentation.

Required Reading:VU Produced Workbook

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines

MEM11006B PERFORM PRODUCTION PACKAGING

Locations:Sunshine.

Prerequisites:N/A

Description:This unit covers packaging and labelling of finished goods for storage or transport

Required Reading:VU Produced Workbook

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines

MEM11007B ADMINISTER INVENTORY PROCEDURES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers using inventory procedures and requisitioning goods.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM11008B PACKAGE MATERIALS (STORES AND WAREHOUSE)

Locations:Sunshine.

Prerequisites:N/A

Description:This unit covers determining packaging requirements, packaging and labelling items in a stores and warehousing environment.

Required Reading:VU Produced Workbook

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines

MEM11010B OPERATE MOBILE LOAD SHIFTING EQUIPMENT

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers operating mobile load shifting equipment, including moving and placing loads.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM11011B UNDERTAKE MANUAL HANDLING

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers lifting and moving materials manually.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM11013B UNDERTAKE WAREHOUSE RECEIVAL PROCESS

Locations:Sunshine.

Prerequisites:MEM11011B - UNDERTAKE MANUAL HANDLING

Description:This unit covers checking supplier documentation, confirming the quality and quantity of received goods, arranging the unloading of goods and preparing, locating and storing goods

Required Reading:VU Produced Workbook

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines

MEM11014B UNDERTAKE WAREHOUSE DISPATCH PROCE

Locations:Sunshine.

Prerequisites:MEM11006B - PERFORM PRODUCTION PACKAGINGMEM11011B - UNDERTAKE MANUAL HANDLINGMEM11008B - PACKAGE MATERIALS (STORES AND WAREHOUSE)

Description:This unit covers arranging and consolidating orders, preparing and dispatching goods

Required Reading:VU Produced Workbook

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

MEM12.23A PERFORM ENGINEERING MEASUREMENTS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers performing measurement skills requiring straightforward use of mechanical measuring devices and associated calculations.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM12003B PERFORM PRECISION MECHANICAL MEASUREMENT

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers performing precision mechanical measurement by using precision measuring equipment, setting comparison measuring devices and maintaining precision equipment.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM12004B PERFORM PRECISION ELECTRICAL/ELECTRONIC MEASUREMENT

Locations:Sunshine.

Prerequisites:N/A

Description:This unit covers using precision measuring equipment, setting measuring devices and maintaining precision equipment.

Required Reading:VU Produced Workbook

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines

MEM12006C MARK OFF/OUT (GENERAL ENGINEERING)

Locations:Sunshine.

Prerequisites:MEM09002B - INTERPRET TECHNICAL DRAWINGMEM12023A - PERFORM ENGINEERING MEASUREMENTS

Description:This unit covers marking off/out by transferring dimensions from engineering drawings, prints or plans etc.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM12007D MARK OFF/OUT STRUCTURAL FABRICATIONS AND SHAPES

Locations:Newport.

Prerequisites:Nil.

Description:This unit of competency covers the skills required by an Engineering Tradesperson - Fabrication for transferring the dimensions from the detail drawing to work, making templates as required, developing patterns and/or transferring measurements to structures, interpreting relevant codes, standards and symbols and estimating quantities of material from drawings.

Required Reading:Not Applicable

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks

MEM12019B MEASURE COMPONENTS USING CO-ORD MEASURING

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers operating coordinate measuring machines (CMM) in a production environment. The unit also covers basic setting up of components and manually aligning probes.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM12022B PROGRAM CO-ORDINATE MEASURING MACHINE (ADV)

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers writing, trialling and editing programs to measure features of parts in multiple planes using multiple probes.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM12023A PERFORM ENGINEERING MEASUREMENTS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers performing measurement skills requiring straightforward use of mechanical measuring devices and associated calculations.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM12024A PERFORM COMPUTATIONS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers estimating approximate answers to arithmetical problems, carrying out basic calculations involving percentages and proportions, and determining simple ratios and averages. The unit includes producing and interpreting simple charts and graphs.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

MEM12025A USE GRAPHICAL TECHNIQUES AND PERFORM SIMPLE STATISTICAL COMPUTATIONS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers interpreting and constructing graphs and charts from given or determined data, and performing basic statistical calculations.

Required Reading:-

Assessment:One or more of the following: written assignment, written test,

simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM13.14A APPLY PRINCIPLES OF OCCUPATIONAL HEALTH AND SAFETY IN THE WORK ENVIRONMENT

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers occupational health and safety procedures in an engineering or similar work environment

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM13001B PERFORM EMERGENCY FIRST AID

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers performing basic emergency first aid, EAR (expired air resuscitation) and CPR (cardiopulmonary resuscitation).

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM13003B WORK SAFELY WITH INDUSTRIAL CHEMICALS & MATERIALS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers using personal protective equipment (PPEs), identifying the particular hazards and emergency procedures, and observing safe working practices in that environment.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM13010A SUPERVISE OCCUPATIONAL HEALTH AND SAFETY IN AN INDUSTRIAL WORK ENVIRONMENT

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers supervising implementation of OH&S practices and procedures in a section of a workplace that is within an industrial workplace.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM13014A APPLY PRINCIPLES OF WORK OH&S IN WORK ENVIRONMENT

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers following occupational health and safety procedures in an engineering or similar work environment.

Required Reading:-

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM14.4A PLAN TO UNDERTAKE A ROUTINE TASK

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers a person planning their own work where tasks involve one or more steps or functions and are carried out routinely on a regular basis. It includes the concepts of following routine instructions, specifications and requirements.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM14001B SCHEDULE MATERIAL DELIVERIES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers identifying material requirements and scheduling material delivery.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM14002B UNDERTAKE BASIC PROCESS PLANNING

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers reviewing process specifications and determining the production sequence.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM14004A PLAN TO UNDERTAKE A ROUTINE TASK

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers a person planning their own work where tasks involve one or more steps or functions and are carried out routinely on a regular basis. It includes the concepts of following routine instructions, specifications and requirements.

Required Reading:-

Assessment:One or more of the following: written assignment, written test,

simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM14005A PLAN A COMPLETE ACTIVITY

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers planning activities which, whilst following established procedures, may require a response and modification of procedures or choice of different procedures to deal with unforeseen developments.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM14061A PLAN AND DESIGN MECHANICAL ENGINEERING PROJECTS

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers systematically planning and designing within a mechanical engineering context.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM14062A PLAN AND DESIGN MECHATRONIC ENGINEERING PROJECTS

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit defines the competencies required to systematically plan and design within mechatronic engineering.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

MEM14063A PLAN AND DESIGN MANUFACTURING ENGINEERING PROJECTS

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit defines the competencies required to systematically plan and design within manufacturing engineering. This unit is based on unit AC2: Engineering Planning&Design developed by IEAust for Engineering Associates and it includes the features of the Innovative Work Skills guideline standard IWS 4 Originate&Develop the Concept.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM14064A PLAN AND DESIGN MAINTENANCE ENGINEERING PROJECTS

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit defines the competencies required to systematically plan and design within maintenance engineering. Competency in this unit includes significant

contribution to the planning and design process for maintenance engineering applications. Planning and design should be implemented systematically within the context of market or customer requirements and prevailing industrial environment in accordance with planning and design parameters such as performance, financial, legal, resource and scheduling.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM14081A APPLY MECHANICAL ENGINEERING FUNDAMENTALS TO SUPPORT DESIGN AND DEVELOPMENT OF PROJECTS

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers engineering fundamentals required to support mechanical and manufacturing product, process, system or service design, development and improvement.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM14082A APPLY MECHATRONICS FUNDAMENTALS TO SUPPORT DESIGN AND DEVELOPMENT OF ENGINEERING PROJECTS

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit defines the competencies required to apply AQF 5 engineering fundamentals to enable the selection and implementation of appropriate test equipment, materials, components and systems, support structures, power supply, control, data collection and supervisory systems in support of the design and development of engineering projects.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

MEM15.24A APPLY QUALITY PROCEDURES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers applying established quality procedures to an employee's own work within a manufacturing, engineering or related environment.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM15002A APPLY QUALITY SYSTEMS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers working within a quality improvement system, either individually or in a team situation.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM15003B USE IMPROVEMENT PROCESSES IN TEAM ACTIVITIES

Locations:Sunshine.

Prerequisites:MEM16007A - WORK WITH OTHERS IN A MANUFACTURING, ENGINEERING OR RELATED ENVIRONMENT

Description:This unit covers identifying improvements and/or solving problems, implementing/monitoring the implementation of an improvement strategy, and evaluating the improvement.

Required Reading:1 VU Produced Workbooks

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments

MEM15004B PERFORM INSPECTION

Locations:Sunshine.

Prerequisites:Nil

Description:This unit covers inspecting products, keeping records and providing feedback on the conformance of product to specifications.

Required Reading:1 VU Produced Workbooks

Assessment:within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM15005B SELECT AND CONTROL INSPECTION PROCESSES AND PROCEDURES

Locations:Sunshine.

Prerequisites:MEM15004B - PERFORM INSPECTION

Description:This unit covers selecting inspection and test procedures, and controlling the inspection/test environment and equipment.

Required Reading:1 VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM15007B CONDUCT PRODUCT AND/OR PROCESS CAPABILITY STUDIES

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers conducting process capability studies, setting control limits and selecting sampling plans.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines

MEM15008B PERFORM ADVANCED STATISTICAL QUALITY CONTROL

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers constructing control charts.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines

MEM15011B EXERCISE EXTERNAL QUALITY ASSURANCE

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers liaising with external suppliers, checking for conformance to specifications, assessing the external suppliers and evaluating their goods and/or services.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines

MEM15012B MAINTAIN/SUPERVISE THE APPLICATION OF QUALITY PROCEDURES

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers improving the quality system, and collecting and summarising data to support the quality improvement process.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines

MEM15024A APPLY QUALITY PROCEDURES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers applying established quality procedures to an employee's own work within a manufacturing, engineering or related environment.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM16.6A ORGANISE AND COMMUNICATE INFORMATION

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers accessing, organising and communicating information related to processes or tasks.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. Assessment must be undertaken in accordance with endorsed industry assessment guidelines and may take place within the work place or appropriate simulated environment. .

MEM16.7A WORK WITH OTHERS IN A MANUFACTURING, ENGINEERING OR RELATED ENVIRONMENT

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers operating in an interactive work environment. It covers contribution to a group effort in order to plan and carry out work. This includes identification of work roles, communication and cooperation with others.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM16004B PERFORM INTERNAL/EXTERNAL CUSTOMER SERVICE

Locations:Sunshine.

Prerequisites:Nil.

Description:The unit covers the competency required to investigate consumer complaints in relation to measurement.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM16006A ORGANISE AND COMMUNICATE INFORMATION

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers accessing, organising and communicating information related to processes or tasks.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM16007A WORK WITH OTHERS IN A MANUFACTURING, ENGINEERING OR RELATED ENVIRONMENT

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers operating in an interactive work environment. It covers contribution to a group effort in order to plan and carry out work. This includes identification of work roles, communication and cooperation with others.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM16008A INTERACT WITH COMPUTING TECHNOLOGY

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers accessing, inputting and storing information used in manufacturing, engineering or related environments, using computing technology.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM16009A RESEARCH AND ANALYSE ENGINEERING INFORMATION

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers researching and analysing information and preparing the information for dissemination.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM16010A WRITE REPORTS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers writing technical or non-technical reports that include some level of analysis and/or research.

Required Reading:VU Produced Workbooks

MEM16011A COMMUNICATE WITH INDIVIDUALS AND SMALL GROUPS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers communicating effectively across a range of communication networks in the workplace. Communication levels include interpersonal (one-to-one), person-to-group, and mediated (e.g. telephone, letter, memo).

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM16012A INTERPRET SPECIFICATIONS AND MANUALS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers identifying, accessing, interpreting and analysing technical information in an enterprise, including quality documentation, equipment manufacturer specifications, engineering data sheets and national standards. It also covers explaining and using the information, and identifying implications of changes to technical information.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM16014A REPORT TECHNICAL INFORMATION

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers preparing reports of a technical nature on tasks or assignments within the employee's skill and competence.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM17001B ASSIST IN DEVELOPMENT AND DELIVER TRAINING

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers planning for and delivering on the job training, and reviewing the training program. Training, which may structured or informal, is delivered in a one-to-one or small group situation.

Required Reading:1

Assessment:Competency Based get off Training Package

MEM17002B MEM17002B

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers identifying, planning and carrying out assessment; recording the results; and reviewing the procedure. Methods of assessment may include observation, documentation, demonstration, projects, oral tests, computer based assessment, written tests, etc.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods: Assessment method: - Assessors should gather a range of evidence that is valid, sufficient, current and authentic. - Evidence can be gathered through a variety of ways including direct observation, supervisor's reports, project work, samples and questioning. - Questioning techniques should not require language, literacy and numeracy skills beyond those required in this unit of competency. - The candidate must have access to all tools, equipment, materials and documentation required. - The candidate must be permitted to refer to any relevant workplace procedures, product and manufacturing specifications, codes, standards, manuals and reference materials. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks.

MEM17003A ASSIST IN THE PROVISION OF ON THE JOB TRAINING

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers assisting in the provision of on the job training to others while undertaking normal duties.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM18001C USE HAND TOOLS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers using a range of hand tools for a variety of general engineering applications.

Required Reading:Roger Kinsky 2009 Engineering Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM18002B USE POWER TOOLS/HAND HELD OPERATIONS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers using a range of hand held power tools and fixed power tools for hand held operations for a variety of general engineering applications.

Required Reading:Roger Kinsky 2009 Engineering Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM18003C USE TOOLS FOR PRECISION WORK

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers using tools to manually produce work to precise dimensions and or finishes.

Required Reading:VU Produced Workbooks

MEM18004B MAINTAIN AND OVERHAUL MECHANICAL EQUIP

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers diagnosing, locating faults, repairing, overhauling, fitting and adjusting mechanical systems and equipment.

Required Reading:VU Produced Workbooks

MEM18005B PERFORM FAULT DIAGNOSTICS, INSTALL AND REMOVE BEARINGS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers performing routine bearing checks during operations and non-operation, diagnosing bearing faults, identifying bearing requirements for replacement or installation, and removing and installing bearings.

Required Reading:VU Produced Workbooks

MEM18006B REPAIR AND FIT ENGINEERING COMPONENTS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers fault finding, repairing faulty components, manufacturing new parts/components, and fitting mechanical engineering components into assemblies or subassemblies.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM18006C REPAIR AND FIT ENGINEERING COMPONENTS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers fault finding, repairing faulty components, manufacturing new parts/components, and fitting mechanical engineering components into assemblies or subassemblies.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM18007B MAINTAIN AND REPAIR MECHANICAL DRIVES AND MECHANICAL TRANSMISSION ASS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers diagnosing faults and repairing drives and transmission assemblies, and undertaking final adjustment and commissioning.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM18009B PERFORM LEVEL AND ALIGNMENT OF MACHINES AND ENG CO

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers undertaking levelling and alignment measurements/readings and performing levelling and/or alignment tasks.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM18010C PERFORM EQUIP CONDITION MONITOR

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers undertaking condition monitoring.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM18011C SHUT DOWN AND ISOLATE MACHINES/EQUIPMENT

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers isolating and shutting down machines and equipment.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM18012B PERFORM INSTALLATION AND REMOVAL OF MECHANICAL SEALS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers dismantling, selecting, reassembling and installing mechanical seals.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge

and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM18013B PERFORM GLAND PACKING

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers inspecting glands and gland packing, and removing and replacing or topping up gland packing.

Required Reading: VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM18018C MAINTAIN PNEUMATIC SYSTEM COMPONENTS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers checking pneumatic system components, and identifying and repairing or replacing faulty components.

Required Reading: VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM18019B MAINTAIN PNEUMATIC SYSTEMS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers undertaking preventive maintenance checks/adjustments on pneumatic systems, and fault finding, replacing, repairing or overhauling, and recommissioning pneumatic systems.

Required Reading: VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM18020B MAINTAIN HYDRAULIC SYSTEM COMPONENTS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers checking hydraulic system components, and identifying and repairing or replacing faulty components.

Required Reading: VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM18021B MAINTAIN HYDRAULIC SYSTEM

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers undertaking preventive maintenance checks/adjustments on hydraulic systems, and fault finding, repairing, rectifying or overhauling, and recommissioning hydraulic systems.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM18022B MAINTAIN FLUID POWER CONTROLS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers installing and repairing and/or rectifying fluid power controls, and adjusting fluid power system control sequence and operation.

Required Reading:- VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM18023B MODIFY FLUID POWER SYSTEM OPERATION

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers determining the requirements of the modification, undertaking the modification and evaluating the modified or repaired fluid power system.

Required Reading:- VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM18025B SERVICE COMBUSTION ENGINES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers checking and assessing engine consumable fluids and components for serviceability, performing the servicing procedures and reporting what has been done.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM18030B DIAGNOSE AND RECTIFY LOW VOLTAGE ELECTRICAL SYSTEMS

Locations:Sunshine.

Prerequisites:MEM09002B - INTERPRET TECHNICAL DRAWINGMEM12023A - PERFORM ENGINEERING MEASUREMENTSMEM18001C - USE HAND

TOOLSMEM18002B - USE POWER TOOLS/HAND HELD OPERATIONSMEM18055B - DISMANTLE, REPLACE AND ASSEMBLE ENGINE COMPONENTS

Description:This unit covers using test instruments, testing the battery, and assessing and rectify wiring faults.

Required Reading:VU Produced Workbook

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines

MEM18037B DIAGNOSE AND RECTIFY LOW VOLTAGE CHARGING SYSTEMS

Locations:Sunshine.

Prerequisites:MEM09002B - INTERPRET TECHNICAL DRAWINGMEM12023A - PERFORM ENGINEERING MEASUREMENTSMEM18001C - USE HAND TOOLSMEM18002B - USE POWER TOOLS/HAND HELD OPERATIONSMEM18030B - DIAGNOSE AND RECTIFY LOW VOLTAGE ELECTRICAL SYSTEMS

Description:This unit covers assessing generator/alternator operation, and testing and repairing and/or replacing generators and alternators.

Required Reading:VU Produced Workbook

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines

MEM18051B FAULT FIND AND REPAIR/RECTIFY COMPLEX ELECTRICAL CIRCUITS

Locations:Sunshine.

Prerequisites:MEM09002B - INTERPRET TECHNICAL DRAWINGMEM10002B - TERMINATE AND CONNECT ELECTRICAL WIRINGMEM10003B - INSTALL AND TEST ELECTRICAL WIRING AND CIRCUITS UP TO 1000 VOLTS A.C. ANDMEM12002B - PERFORM ELECTRICAL/ELECTRONIC MEASUREMENTMEM12004B - PERFORM PRECISION ELECTRICAL/ELECTRONIC MEASUREMENT

Description:This unit covers locating and repairing and rectifying faults in interconnected electrical circuits.

Required Reading:VU Produced Workbook

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines

MEM18052B MAINTAIN FLUID POWER SYSTEMS FOR MOBILE PLANT

Locations:Sunshine.

Prerequisites:MEM09002B - INTERPRET TECHNICAL DRAWINGMEM12023A - PERFORM ENGINEERING MEASUREMENTSMEM18001C - USE HAND TOOLSMEM18002B - USE POWER TOOLS/HAND HELD OPERATIONSMEM18055B - DISMANTLE, REPLACE AND ASSEMBLE ENGINE COMPONENTS

Description:This unit covers testing, fault finding and rectifying basic fluid power systems used in the earthmoving, agricultural and transport industries.

Required Reading:1 VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements,

including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM18053B MODIFY FLUID POWER CONTROL SYSTEMS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers checking and testing software programs, controlling system inputs and outputs, repairing faulty system inputs and outputs, and preparing a service report.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM18054B FAULT FIND, TEST AND CALIBRATE INSTRUMENTATION SYSTEMS AND EQUIPMENT

Locations:Sunshine.

Prerequisites:MEM05001B - PERFORM MANUAL SOLDERING/DESOLD - ELEC MEM09002B - INTERPRET TECHNICAL DRAWING MEM12004B - PERFORM PRECISION ELECTRICAL/ELECTRONIC MEASUREMENT MEM12023A - PERFORM ENGINEERING MEASUREMENTS MEM18001C - USE HAND TOOLS MEM18002B - USE POWER TOOLS/HAND HELD OPERATIONS MEM18055B - DISMANTLE, REPLACE AND ASSEMBLE ENGINE COMPONENTS Including following units in path 2; MEM09002B MEM12002B MEM12023A MEM18001C MEM18002B MEM18055B MEM18064B

Description:This unit covers the testing of instrumentation systems and equipment; applying data collection techniques and localising fault conditions; analysing and reporting test results; and calibrating instrumentation systems and components

Required Reading:VU Produced workbook

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines

MEM22001A PERFORM ENGINEERING ACTIVITIES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers the performance of technical aspects of engineering work in accordance with established engineering principles and practices.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM22002A MANAGE SELF IN THE ENGINEERING ENVIRONMENT

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers performing work ethically and competently, making judgements about work priorities and information requirements to achieve effective working relationships and engineering outcomes.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM22005A MANAGE ENGINEERING OPERATIONS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers managing a number of processes to ensure adequate resourcing, programming and maintenance for operations.

Required Reading:- VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence..

MEM22006A SOURCE AND ESTIMATE MATERIALS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers working with others to define material requirements, estimate material required and identify appropriate sources to access the material.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM22007A MANAGE ENVIRONMENTAL EFFECTS OF ENGINEERING ACTIVITIES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers examining environmental issues and determine environmental strategies associated with engineering work.

Required Reading:- VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM22008A MANAGE CHANGE AND TECHNICAL DEVELOPMENT

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers managing change and technical developments and acting as a catalyst in the implementation of technical innovation so that improvements in products and services are achieved.

Required Reading:- VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM22009A MANAGE TECHNICAL SALES AND PROMOTION

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers identifying opportunities for the sale of technical products and systems and provide technical product information to internal and external clients.

Required Reading:- VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM23001A APPLY ADVANCED MATHEMATICAL TECHNIQUES IN A MANUFACTURING ENGINEERING OR RELATED ENVIRONMENT

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers advanced concepts of mathematics appropriate to engineering situations within the individual's area of engineering expertise.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM23003A OPERATE AND PROGRAM COMPUTERS AND/OR CONTROLLERS IN ENGINEERING SITUATIONS

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers operating computers and/or controllers in industrial situations and preparing and maintaining programs.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines

MEM23041A APPLY BASIC SCIENTIFIC PRINCIPLES AND TECHNIQUES IN MECHANICAL ENGINEERING SITUATIONS

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers applying basic scientific principles and techniques to appropriate mechanical and manufacturing engineering situations.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines

MEM23051A APPLY BASIC ELECTRO AND CONTROL SCIENTIFIC PRINCIPLES AND TECHNIQUES IN MECHANICAL AND MANUFACTURING ENGINEERING

SITUATIONS

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers applying basic electro and control scientific principles and techniques to mechanical and manufacturing engineering situations.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM23052A APPLY BASIC ELECTRO AND CONTROL SCIENTIFIC PRINCIPLES AND TECHNIQUES IN AERONAUTICAL ENGINEERING SITUATIONS

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit of competency covers applying basic electro and control scientific principles and techniques to aeronautical engineering situations.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM23061A SELECT AND TEST MECHANICAL ENGINEERING MATERIALS

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers selecting appropriate materials and material and component tests for mechanical and manufacturing engineering applications.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM23062A SELECT AND TEST MECHATRONIC ENGINEERING MATERIALS

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers selecting appropriate materials and material and component tests for mechatronic engineering.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM23071A SELECT AND APPLY MECHANICAL ENGINEERING METHODS, PROCESSES AND CONSTRUCTION TECHNIQUES

Locations:Sunshine.

Prerequisites:There are No Pre-requisite Units for this Unit Version

Description:This unit covers selecting appropriate methods, processes & construction techniques within mechanical and manufacturing engineering.

Required Reading: 1 VU Produced Workbooks

Assessment: This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

MEM23072A SELECT AND APPLY MECHATRONIC ENGINEERING METHODS, PROCESSES AND CONSTRUCTION TECHNIQUES

Locations: Industry, Sunshine.

Prerequisites: Nil.

Description: This unit covers the competences required to select appropriate methods, processes & construction techniques within mechatronic, maintenance, instrumentation and control engineering.

Required Reading: VU Produced Workbooks

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines

MEM23081A APPLY SCIENTIFIC PRINCIPLES AND TECHNIQUES IN MECHANICAL ENGINEERING SITUATIONS

Locations: Industry, Sunshine.

Prerequisites: Nil.

Description: This unit covers applying advanced scientific principles to mechanical engineering situations.

Required Reading: VU Produced Workbooks

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM23082A APPLY SCIENTIFIC PRINCIPLES AND TECHNIQUES IN MECHATRONIC ENGINEERING SITUATIONS

Locations: Industry, Sunshine.

Prerequisites: Nil.

Description: This unit covers applying scientific principles and techniques to mechatronic engineering.

Required Reading: VU Produced Workbooks

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM23083A APPLY INDUSTRIAL ENGINEERING PRINCIPLES AND TECHNIQUES IN COMPETITIVE MANUFACTURING ENGINEERING SITUATIONS

Locations: Industry, Sunshine.

Prerequisites: Nil.

Description: This unit covers applying industrial engineering principles to competitive manufacturing engineering situations.

Required Reading: VU Produced Workbooks

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements,

including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM23091A APPLY MECHANICAL SYSTEM DESIGN PRINCIPLES AND TECHNIQUES IN MECHANICAL ENGINEERING SITUATIONS

Locations: Industry, Sunshine.

Prerequisites: Nil.

Description: This unit covers mechanical system design principles in mechanical engineering situations.

Required Reading: VU Produced Workbooks

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM24001B PERFORM BASIC PENETRANT TESTING

Locations: Sunshine.

Prerequisites: Nil.

Description: This unit covers performing basic penetrant testing procedures in a range of industrial applications.

Required Reading: VU Produced Workbooks

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM24003B PERFORM BASIC MAGNETIC PARTICLE TESTING

Locations: Sunshine.

Prerequisites: Nil.

Description: This unit covers performing basic magnetic particle testing procedures in a range of industrial applications. It covers the principles of magnetism and the associated application of basic magnetic particle testing techniques in the field of non-destructive testing. Knowledge of metallurgy associated with the level of application in this unit is required.

Required Reading: VU Produced Workbooks

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM24004B PERFORM MAGNETIC PARTICLE TESTING

Locations: Sunshine.

Prerequisites: Nil.

Description: This unit covers performing magnetic particle testing in a range of industrial applications

Required Reading: VU Produced Workbooks

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM24007B PERFORM ULTRASONIC THICKNESS TESTING

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers performing ultrasonic thickness testing in a range of industrial applications. Knowledge of metallurgy associated with the level of application in this unit is required.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM24009B PERFORM BASIC RADIOGRAPHIC TESTING

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers performing basic radiographic testing procedures in a range of industrial applications. Knowledge of metallurgy associated with the level of application in this unit is required.

Required Reading:-

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM24011B ESTABLISH NON-DESTRUCTIVE TESTS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers researching, analysing, developing, approving and evaluating non-destructive tests (NDT).

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM24012C APPLY METALLURGY PRINCIPLES

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers applying basic metallurgy principles related to selecting appropriate non-destructive testing techniques (NDT) and interpreting the results of NDT tests for metallurgical processes.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM30001A USE COMPUTER AIDED DRAFTING SYSTEMS TO PRODUCE BASIC ENGINEERING DRAWINGS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers producing basic engineering drawings using a CAD system, under the direction of a supervisor.

Required Reading:VU produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM30002A PRODUCE BASIC ENGINEERING GRAPHICS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers producing drawings or similar graphical representations where the critical dimensions and associated tolerances and design specifications are predetermined.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM30003A PRODUCE DETAILED ENGINEERING DRAWINGS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers producing detailed drawings of engineering components complete with surface texture details and dimensions.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM30004A USE CAD TO CREATE AND DISPLAY 3D MODELS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers using a CAD program to produce and plot basic three dimensional view drawings.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

MEM30005A CALCULATE FORCE SYSTEMS WITHIN SIMPLE BEAM STRUCTURES

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers understanding and calculating force systems within simple beam structures.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM30006A CALCULATE STRESSES IN SIMPLE STRUCTURES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers determining stresses and their effect on the strength and stability of simple structures and mechanical components.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM30007A SELECT COMMON ENGINEERING MATERIALS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers recognising common materials used in engineering, assisting in the selection of a material for a specific application, and using test results to evaluate the properties of materials.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM30008A APPLY BASIC ECONOMIC AND ERGONOMIC CONCEPTS TO EVALUATE ENGINEERING

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers participating in the application of the basic concepts of economic and ergonomic principles and procedures to evaluate an engineering application prior to production.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM30009A CONTRIBUTE TO THE DESIGN OF BASIC MECHANICAL SYSTEMS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers contributing to basic mechanical system design, and selecting the components and mechanical features required to perform simple functions.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM30010A SET UP BASIC HYDRAULIC CIRCUITS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers setting up and selecting components associated with single linear hydraulic systems.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

MEM30011A SET UP BASIC PNEUMATIC CIRCUITS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers setting up and selecting components associated with single linear pneumatic systems.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

MEM30012A APPLY MATHEMATICAL TECHNIQUES IN A MANUFACTURING, ENGINEERING OR RELATED

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers applies the concepts of mathematics to appropriate and simple engineering situations within the individual's area of engineering expertise.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MEM30013A ASSIST IN THE PREPARATION OF A BASIC WORKPLACE LAYOUT

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers assisting in the charting and analysis of basic manufacturing operations including assisting in the preparation of workplace layouts.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM30017A USE BASIC PREVENTATIVE MAINTENANCE TECHNIQUES AND TOOLS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers supporting the implementation of a preventative maintenance strategy for a manufacturing enterprise.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM30018A UNDERTAKE BASIC PROCESS PLANNING

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers undertaking a basic determination of process specifications and production sequence for a manufacturing operation.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM30020A DEVELOP AND MANAGE A PLAN FOR A SIMPLE MANUFACTURING RELATED PROJECT

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers developing and managing low risk manufacturing related projects that may be small scale and managed by one person and are carried out under guidance.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM30022A UNDERTAKE SUPERVISED PROCUREMENT ACTIVITIES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers planning and executing standard procurement activities to achieve required outcomes under the direction and guidance of an experienced procurement officer.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM30024A PARTICIPATE IN QUALITY ASSURANCE TECHNIQUES

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers participating in quality improvement programs at a basic level.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

MEM30025A ANALYSE A SIMPLE ELECTRICAL SYSTEM CIRCUIT

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers analysing a simple circuit by identifying the function and operation of the circuit and circuit components contained within approved manufactured products.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge

and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MEM30026A SELECT AND TEST COMPONENTS FOR SIMPLE ELECTRONIC SWITCHING AND TIMING CIRCUITS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers selecting common electronic components to suit basic applications, and performing basic electronic calculations.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MNQGEN400A APPLY SITE RISK MANAGEMENT SYSTEM

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers the risk management responsibilities of an employee with supervisory responsibilities on a work site. It includes the requirements for: providing information to work groups; applying and monitoring participative arrangements, providing risk training, identifying hazards, assessing risks, controlling risks and the maintaining of risk management records.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

MSACMC210A MANAGE THE IMPACT OF CHANGE ON OWN WORK

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers the skills needed by an employee in a competitive manufacturing organisation which requires the employee to participate in and manage the impact of the implementation of competitive manufacturing initiatives on their own work life.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMC410A LEAD CHANGE IN A MANUFACTURING ENVIRONMENT

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers the knowledge and skills needed by people who are given the responsibility of leading change processes in a manufacturing organisation. The change may be occurring in manufacturing or in the support functions of maintenance, office, warehousing etc.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each

competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMC41 1A LEAD A COMPETITIVE MANUFACTURING TEAM

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers the knowledge and skills needed by people who lead teams in a competitive manufacturing environment. The team may be operating in manufacturing or in a manufacturing support function e.g. maintenance, office, warehousing etc.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMC61 0A MANAGE RELATIONSHIPS WITH NON-CUSTOMER EXTERNAL ORGANISATIONS

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit is focused on the skills needed to identify and manage relationships with non-customer external organisations such as community groups, other businesses, training providers, research organisations and government departments.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMC61 1A MANAGE PEOPLE RELATIONSHIPS

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers the knowledge and skills needed to manage the human relationship aspects of implementing and operating competitive manufacturing systems.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMC61 4A DEVELOP A COMMUNICATIONS STRATEGY TO SUPPORT PRODUCTION

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers the knowledge and skills needed to develop and implement a communications strategy to support production in a competitive manufacturing environment.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge

and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMS200A APPLY COMPETITIVE MANUFACTURING PRACTICES

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers the skills needed to implement basic improvement practices within a competitive manufacturing organisation. The unit focuses on bringing together the basic concepts and the holistic application of these basic concepts and processes to manufacturing. It would typically be carried out working as part of a team.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMS201A SUSTAIN PROCESS IMPROVEMENTS

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers the skills needed to prevent implemented process improvements slipping back to former practices or digression to less efficient practices.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMS400A IMPLEMENT A COMPETITIVE MANUFACTURING SYSTEM

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers the knowledge and skills needed to implement competitive manufacturing practices. Generally, five areas drive competitive manufacturing: cost, quality, delivery, safety/environment, and morale. In a competitive manufacturing company systems will need to be implemented which drive continuous improvement in all these areas, without one area competing unduly with another.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMS401A ENSURE PROCESS IMPROVEMENTS ARE SUSTAINED

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers the knowledge and skills needed to ensure that the gains which have been made by using improved methods, processes and equipment are sustained as the new base line/standard to the team's area of work and so prevent

regression to former practices, or digression to less efficient practices.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMS600A DEVELOP A COMPETITIVE MANUFACTURING SYSTEM

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers the knowledge and skills required to develop a new competitive manufacturing system or make improvements to an existing system.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMS601A ANALYSE AND MAP A VALUE CHAIN

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers the skills needed to analyse and map a value chain, including the clear identification of the place of a manufacturing enterprise in the value chain and its contribution to the value chain. The unit will cover the identification of enterprises in a value chain, including their relationships and the activities undertaken by value chain enterprises. The identification skills include identification at the virtual or information level, the technical or process level and at the physical or logistic level. The unit includes the analysis of value adding and non-value adding activities and the information needs for successful value chain mapping, including information technology (IT) needs. This unit covers the analysis of the supply chain, the demand chain as well as the overall value chain.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMS602A MANAGE A VALUE CHAIN

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers the knowledge and skills needed to manage a value chain, a supply chain or a demand chain, including the close liaison with suppliers and customers and even the managing of the supply/demand chain of smaller suppliers/customers (if they wish it). This unit covers the managing of the supply chain, the demand chain as well as the overall value chain and may be applied to the managing of the chain internally/externally within an organisation.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMT220A APPLY QUICK CHANGEOVER PROCEDURES

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers the knowledge and skills needed to do quick changeovers.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMT221A APPLY JUST IN TIME (JIT) PROCEDURES

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers the knowledge and skills needed to work in a JIT system.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMT230A APPLY COST FACTORS TO WORK PRACTICES

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers the knowledge and skills needed for an individual to identify cost components and to be able to determine in general terms the cost impacts of alternative actions.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMT231A INTERPRET PRODUCT COSTS IN TERMS OF CUSTOMER REQUIREMENTS

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers the knowledge and skills needed for a person to be able to identify the major cost components of their product/s, the basic relationship of these to customer benefits and use this to help minimise waste (defined as anything not delivering a customer benefit). It has a different focus to MSACMT230A Apply cost factors to work practices which focuses on costs in isolation whereas this unit regards all costs not directly leading to customer benefit as waste. It may apply to all employees.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMT240A APPLY 5S PROCEDURES IN A MANUFACTURING ENVIRONMENT

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers the knowledge and skills needed for an employee to apply 5S procedures (a structured approach to housekeeping) to their own job and work area.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMT250A MONITOR PROCESS CAPABILITY

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers the knowledge and skills required for gathering of data and the interpretation of simple information to determine the compliance of the process and the taking of action as defined by the procedures where the information reveals the process is out of control parameters.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMT251A APPLY QUALITY STANDARDS

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers the skills and knowledge required to apply quality standards to work operations in a manufacturing enterprise.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMT260A USE PLANNING SOFTWARE SYSTEMS IN MANUFACTURING

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers the knowledge and skills needed to access planning software (often known as ERP, MRP, MRPII, and often by its brand name, such as SAP) to make routine business decisions required of the person as a regular part of their job.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMT280A UNDERTAKE ROOT CAUSE ANALYSIS

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers the knowledge and skills needed to undertake root cause analysis (RCA) by any person. This will often be done by people working in a team.

This unit also covers the competencies needed by operators to contribute to an advanced maintenance strategy using RCA coupled with diagrams and charts.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMT281A CONTRIBUTE TO THE APPLICATION OF A PROACTIVE MAINTENANCE STRATEGY

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers the knowledge and skills required to make a positive contribution to proactive maintenance strategies which include things like plant uptime and Overall Equipment Efficiency (OEE).

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMT421A FACILITATE A JUST IN TIME (JIT) SYSTEM

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers knowledge and skills required to facilitate the implementation/operation of a Just in Time (JIT)/kanban system in the organisation.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMT423A MONITOR A MANUFACTURING LEVELLED PULL SYSTEM

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers the knowledge and skills required to monitor the operation of a pull system in a competitive manufacturing environment and recommend improvements.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMT430A IMPROVE COST FACTORS IN WORK PRACTICES

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers the knowledge and skills needed to evaluate the product or process outcomes of a team in terms of their cost components and to be able to determine in general terms the cost impacts of alternative actions.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMT432A ANALYSE MANUAL HANDLING PROCESSES

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers the knowledge and skills to analyse manual handling in terms of its efficiency and safety.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMT440A LEAD 5S IN A MANUFACTURING ENVIRONMENT

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers the competencies needed to facilitate and improve the 5S housekeeping environment.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMT441A FACILITATE CONTINUOUS IMPROVEMENT IN MANUFACTURING

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers the knowledge and skills required to facilitate continuous improvement (kaizen) in an organisation.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMT450A UNDERTAKE PROCESS CAPABILITY IMPROVEMENTS

Locations:Industry, Sunshine.

Prerequisites:MSACMT452A - APPLY STATISTICS TO PROCESSES IN MANUFACTURING

Description:This unit covers the knowledge and skills required by a team leader/technical expert to analyse data from the process, develop improvements to

eliminate variation due to assignable causes and then implement actions.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMT451A MISTAKE PROOF A PRODUCTION PROCESS

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers the knowledge and skills needed to make changes which prevent errors and/or backsliding to a pre-improvement level of practice. In the CM environment, this unit would typically be done by a team leader, technical expert of similar person.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMT452A APPLY STATISTICS TO PROCESSES IN MANUFACTURING

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers the knowledge and skills required to apply statistical theory and principles to the analysis and control of processes in manufacturing.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMT620A DEVELOP QUICK CHANGEOVER PROCEDURES

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers the knowledge and skills needed to develop/improve changeovers.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMT621A DEVELOP A JUST IN TIME (JIT) SYSTEM

Locations:Industry, Sunshine.

Prerequisites:MSACMC410A - LEAD CHANGE IN A MANUFACTURING ENVIRONMENT

Description:This unit covers the skills needed to plan and implement a Just in Time (JIT) production system in manufacturing. It covers both the initial JIT implementation and also the ongoing improvement and implementation of the improved system.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge

and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMT622A DESIGN A PROCESS LAYOUT

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers the knowledge and skills required to design a process layout, typically a cellular flow, for either a jobbing shop or a continuous process manufacturer.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMT623A DEVELOP A LEVELLED PULL SYSTEM OF MANUFACTURING

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers the knowledge and skills required to develop and level a demand pull system of manufacturing.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMT630A OPTIMISE COST OF PRODUCT

Locations:Industry, Sunshine.

Prerequisites:MSACMT631A - UNDERTAKE VALUE ANALYSIS OF PRODUCT COSTS IN TERMS OF CUSTOMER REQUIREMENTS

Description:This unit covers the knowledge and skills needed to take a global view of the costs of a product and determines methods of reducing costs overall.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMT631A UNDERTAKE VALUE ANALYSIS OF PRODUCT COSTS IN TERMS OF CUSTOMER REQUIREMENTS

Locations:Industry, Sunshine.

Prerequisites:MSACMT230A - APPLY COST FACTORS TO WORK PRACTICES

Description:This unit covers the knowledge and skills required by an employee who is required to analyse products and processes to determine the factors that most impact on meeting customer requirements. The analysis is in terms of cost factors and include options for improving cost efficiency. The unit also includes implementing identified changes that increase cost efficiency. The unit may be applied individually or in a team environment.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge

and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMT640A MANAGE 5S SYSTEM IN A MANUFACTURING ENVIRONMENT

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers knowledge and skills needed for the overall management of the 5S system in a manufacturing organisation.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMT641A IMPLEMENT A CONTINUOUS IMPROVEMENT SYSTEM

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers the knowledge and skills required to introduce and institutionalise continuous improvement (kaizen) to the organisation.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMT650A DETERMINE AND IMPROVE PROCESS CAPABILITY

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers the knowledge and skills needed to determine the actual (as distinct from design) capability of a process and then to analyse that process to remove assignable causes and reduce random causes. This would typically be done by a manager or technical expert support person either working in a team, or in close liaison with key stakeholders. Process capability is typically calculated using standard deviations.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMT661A DETERMINE AND ESTABLISH INFORMATION COLLECTION REQUIREMENTS AND PROCESSES

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers the knowledge and skills required to determine what information is needed to support decision making in a competitive manufacturing environment and then to set about establishing required information collection systems. This would usually be done as part of a team and would require consultation with all key stakeholders.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMT670A DEVELOP AND MANAGE SUSTAINABLE ENERGY PRACTICES

Locations: Industry, Sunshine.

Prerequisites: Nil.

Description: This unit covers the skills needed to identify opportunities for and make improvements in sustainable energy practices in production, maintenance and logistics. Areas covered include efficient use of raw materials, management of waste, electricity conservation, heat conservation and management, water management, environment protection and environment obligations of enterprises.

Required Reading: VU Produced Workbooks

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMT671A DEVELOP AND MANAGE SUSTAINABLE ENVIRONMENTAL PRACTICES

Locations: Industry, Sunshine.

Prerequisites: Nil.

Description: This unit covers the knowledge and skills needed to identify opportunities for and make improvements in sustainable environmental practices in production, maintenance and logistics. Areas covered include efficient use of raw materials, management of waste, electricity conservation, heat conservation and management, water management, environment protection and environment obligations of enterprises.

Required Reading: VU Produced Workbooks

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSACMT681A DEVELOP A PROACTIVE MAINTENANCE STRATEGY

Locations: Industry, Sunshine.

Prerequisites: Nil.

Description: This unit covers the knowledge and skills needed to develop and implement a predictive maintenance strategy for a manufacturing enterprise. The unit recognises that there are a number of predictive or proactive maintenance strategies such as TPM, RCM.

Required Reading: Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSAENV272B PARTICIPATE IN ENVIRONMENTALLY SUSTAINABLE WORK PRACTICES

Locations: Industry, Sunshine.

Prerequisites: Nil.

Description: This competency covers the outcomes required to effectively measure current resource use and carry out improvements including those reducing negative environmental impacts of work practices. This unit is based on the sustainability guideline standard GCSUS01A Participate in environmentally sustainable work practices.

Required Reading: VU Produced Workbooks

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSAENV472B IMPLEMENT AND MONITOR ENVIRONMENTALLY SUSTAINABLE WORK PRACTICES

Locations: Industry, Sunshine.

Prerequisites: Nil.

Description: This competency covers the outcomes required to effectively analyse the workplace in relation to environmentally sustainable work practices and to implement improvements and monitor their effectiveness. This unit is based on the sustainability guideline standard GCSUS02A Implement and monitor environmentally sustainable work practices.

Required Reading: VU Produced Workbooks

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSAENV672B DEVELOP WORKPLACE POLICY AND PROCEDURES FOR SUSTAINABILITY

Locations: Industry, Sunshine.

Prerequisites: Nil.

Description: This competency covers the outcomes required to develop and implement a workplace sustainability policy, including the modification of the policy to suit changed circumstances. This unit is based on the sustainability guideline standard GCSUS03A Develop workplace policy and procedures for sustainability.

Required Reading: VU Produced Workbooks

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSAPMOHS200A WORK SAFELY

Locations: Industry, Sunshine.

Prerequisites: Nil.

Description: On completion of this unit, the worker will be able to identify Occupational Health and Safety (OHS) hazards, and assess risk, as well as follow instructions and procedures in the workplace with minimal supervision. The worker will also be capable of participating in and contributing to OHS management issues.

Required Reading: Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements,

including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

MSAPMOHS300A FACILITATE THE IMPLEMENTATION OF OHS FOR A WORK GROUP

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:On completion of this unit, the worker will be able to implement and monitor defined OHS policies and procedures for a work group or area, within their scope of responsibilities.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks

MSAPMPER200C WORK IN ACCORDANCE WITH AN ISSUED PERMIT

Locations:Werribee, Industry.

Prerequisites:N/A

Description:This unit aims to ensure that people working under a permit to work understand the system, know the limitations of the permit under which they are working and comply with all the requirements of the permit. The people to whom this unit applies may be called 'permit recipients' or 'permit holders' by some organisations. Some organisations call 'permits' 'clearances'

Required Reading:VU Produced Workbook

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

MSAPMPER205C ENTER CONFINED SPACE

Locations:Werribee, Industry.

Prerequisites:MSAPMPER200C - WORK IN ACCORDANCE WITH AN ISSUED PERMIT

Description:This competency covers the entry to confined spaces, for maintenance, servicing of vessels or other necessary reasons. Work in/entry to confined spaces shall conform to relevant legislation and AS2865, or its authorised update or replacement.

Required Reading:VU Produced Workbook

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

MSAPMSUP200A ACHIEVE WORK OUTCOMES

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:The competency covers the ability to identify and implement actions to achieve workplace targets and to suggest improvements. This unit applies to all employees who may work either individually or as part of a team.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks

MSAPMSUP210A PROCESS AND RECORD INFORMATION

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit of competency covers the provision and processing of all

relevant information by responding to the information requirements of the plant including the completion of all workplace documents and clearly and concisely providing relevant information to others.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks

MSAPMSUP300A IDENTIFY AND IMPLEMENT OPPORTUNITIES TO MAXIMISE PRODUCTION EFFICIENCIES

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This competency covers the ability to identify, monitor and participate in strategies to improve production efficiencies to meet set targets. It applies to all employees who are required to provide input into process improvement initiatives. The competency is typically performed by an experienced operator, team leader or supervisor.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks

MSAPMSUP303A IDENTIFY EQUIPMENT FAULTS

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit requires the application of planning, technical knowledge and skills to check and isolate routine and non-routine equipment faults used in production and report on the status of equipment. It applies to all sectors of the industry. This competency is typically performed by operators demonstrating some relevant theoretical knowledge and using a range of well developed skills requiring some discretion and judgement

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks

MSAPMSUP330A DEVELOP AND ADJUST A PRODUCTION SCHEDULE

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit refers to the scheduling of production to meet operational requirements. It aims at ensuring that operators identify resource requirements, and document, monitor and adjust schedules in response to operational variations.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks

MSAPMSUP383A FACILITATE A TEAM

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This competency covers the identification of team's goals and timelines,

negotiating with the team to allocate tasks and ensuring the goals and timelines are met.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks

MSAPMSUP390A USE STRUCTURED PROBLEM SOLVING TOOLS

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This competency covers the solving of process and other problems, beyond those associated directly with the process unit/equipment, using structured process improvement tools to identify improvements and/or solve problems.

Required Reading:Liker K Jeffrey 2005 The Toyota Way McGraw-Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

NWP219A WORK SAFELY IN CONFINED SPACES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency describes the outcomes required to work safely in confined spaces in the water industry. Working in confined spaces poses specific health and safety risks and the ability to follow defined workplace policies and procedures, OHS policies and procedures and regulatory requirements are essential for safe practice.

Required Reading:VU VU produced workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

NWP401B COORDINATE AND MONITOR THE APPLICATION OF ENVIRONMENTAL PLANS AND PROCEDURES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency describes the outcomes required to coordinate and monitor the application of environmental plans and procedures to specific projects and to develop environmental procedures for the local work area.

Required Reading:VU VU produced workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

NWP410B COORDINATE AND MONITOR ASSET CONSTRUCTION AND MAINTENANCE

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency describes the outcomes required to coordinate

and monitor asset construction and maintenance, including site management and associated commissioning and post-commissioning activities.

Required Reading:VU VU produced workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

NWP415B COORDINATE AND MONITOR SURFACE WATER SYSTEMS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency describes the outcomes required to coordinate and monitor the operation of surface water systems, ensuring that surface water management plan (SWMP) performance measures are met, environmental issues are addressed and a source of supply is maintained.

Required Reading:VU VU produced workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

NWP416B COORDINATE AND MONITOR WATER STORAGE CATCHMENT ACTIVITIES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency describes the outcomes required to coordinate and monitor activities in water storage catchments that affect water yield and quality.

Required Reading:VU VU produced workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

NWP417B COORDINATE AND MONITOR GROUNDWATER SYSTEM USAGE

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency describes the outcomes required to coordinate and monitor the use of groundwater as a source of water supply, ensuring that groundwater management plan (GWMP) performance measures are met, environmental issues are addressed and source of supply is maintained.

Required Reading:VU VU produced workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

NWP418B COORDINATE AND MONITOR BULKWATER SYSTEM OPERATIONS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency describes the outcomes required to monitor and

coordinate the operation of bulkwater systems and to measure and report on system performance and process quality control.

Required Reading:VU VU produced workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

NWP419B COORDINATE AND MONITOR RIVER SYSTEM USAGE

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency describes the outcomes required to monitor and coordinate the operation of river systems and measure and report on river flows, including flood plains and the river environment.

Required Reading:VU VU produced workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

NWP425B COORDINATE AND MONITOR THE OPERATION OF IRRIGATION DELIVERY SYSTEMS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency describes the outcomes required to coordinate and monitor irrigation delivery systems to ensure system maintenance and performance standards.

Required Reading:VU VU produced workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

NWP426B COORDINATE AND MONITOR THE OPERATION OF POTABLE WATER SYSTEMS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency describes the outcomes required to coordinate and monitor system performance, maintenance planning and customer liaison in potable water distribution systems.

Required Reading:VU VU produced workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

NWP427B COORDINATE AND MONITOR THE OPERATION OF DRAINAGE SYSTEMS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency describes the outcomes required to coordinate

and monitor drainage systems to ensure compliance with the drainage system management plan, including system performance, maintenance planning and customer liaison.

Required Reading:VU VU produced workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

NWP428B COORDINATE AND MONITOR THE OPERATION OF WASTEWATER COLLECTION SYSTEMS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency describes the outcomes required to coordinate and monitor wastewater collection networks to ensure system performance, planning and maintenance conform to targets outlined in the wastewater system management plan.

Required Reading:VU VU produced workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

NWP429B COORDINATE, IMPLEMENT AND REPORT TRADE WASTE MONITORING PROCEDURES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency describes the outcomes required to coordinate, implement and report on monitoring programs for trade waste treatment and disposal in commercial and light industrial organisations; and to implement the monitoring of complex trade waste systems in large organisations.

Required Reading:VU VU produced workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

NWP430A EVALUATE, IMPLEMENT AND MONITOR STANDARD LOW-RISK TRADE WASTE DISCHARGE APPROVALS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency describes the outcomes required to assess and process applications for standard low-risk trade waste discharges from commercial and light industrial organisations; monitor compliance with the trade waste approval issued; and renew, amend, suspend or revoke trade waste discharge approvals as appropriate.

Required Reading:VU VU produced workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

NWP431A INVESTIGATE, RECTIFY AND REPORT ON TRADE WASTE

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency describes the outcomes required to investigate trade waste incidents, make arrangements for rectification and complete reports.

Required Reading:VU VU produced workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

NWP435B COORDINATE AND MONITOR THE OPTIMISATION OF WATER TREATMENT PROCESSES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency describes the outcomes required to coordinate, monitor, operate and report on water treatment plant system performance and process quality control to investigate, test and implement optimisation strategies.

Required Reading:VU VU produced workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

NWP436B COORDINATE AND MONITOR THE OPTIMISATION OF WASTEWATER TREATMENT PROCESSES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency describes the outcomes required to coordinate, monitor, operate and report on wastewater treatment plant system performance and process quality control to investigate, test and implement optimisation strategies.

Required Reading:VU VU produced workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

NWP437A ANALYSE DATA AND PRODUCE HYDROMETRIC REPORTS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency describes the outcomes required to analyse and verify data and produce hydrometric data reports to support organisational decision making. An understanding of the processes required to interpret data, verify data and produce clear reports that conform to organisational standards is essential to performance.

Required Reading:VU VU produced workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

NWP438A MEASURE AND PROCESS HYDROMETRIC STREAM DISCHARGE DATA IN FLOOD CONDITIONS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency describes the outcomes required to collect hydrometric stream gauging data in flood conditions. An understanding of risk assessment and of factors affecting the accuracy and precision of the areavelocity method is essential to performance.

Required Reading:VU VU produced workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

NWP440A SUPERVISE CONDUIT INSPECTION AND REPORTING

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency describes the outcomes required to supervise or manage the inspection and reporting of the condition and features in sewer and stormwater conduits using specialised closed circuit television (CCTV) equipment.

Required Reading:VU VU produced workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

PMBOHS409A ESTABLISH, MAINTAIN AND EVALUATE AN OH&S SYSTEM

Locations:Footscray Nicholson, Werribee, Sunshine, St Albans.

Prerequisites:Nil.

Description:This competency covers the establishment, maintenance and evaluation of the occupational health and safety (OH&S) system for the enterprise, in order to ensure that the workplace is, so far as is practicable, safe and without risks to the health of employees. This competency is applicable for those with managerial responsibilities.

Required Reading:

Assessment:Written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, profiling on internet, RTO/workplace projects and RTO/workplace assignments.

PMBPREP303C SET UP EQUIPMENT FOR CONTINUOUS OPERATION

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This competency covers setting up equipment for a continuous production run. It applies to processes which are essentially continuous in nature, and standard production processes

Required Reading:Vu Produced Textbooks

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks

PMBPROD300B PRODUCE PRODUCTS

Locations:Sunshine.

Prerequisites: Nil.

Description: This competency covers the operation and adjustment of processes and the solving of non-routine problems. This competency is for organisation-specific processes which are not elsewhere covered in this Training Package. This competency is typically performed by advanced operators demonstrating some relevant theoretical knowledge and using a range of well developed skills requiring some discretion and judgement.

Required Reading: VU VU Produced Texts

Assessment: Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks

PMBPROD308B TAKE A MACHINE OUT OF PRODUCTION

Locations: Sunshine.

Prerequisites: Nil.

Description: This competency covers long term shutdown of equipment and the solving of problems. Long term shutdown is done for maintenance or other requirements of a 'cold' machine.

Required Reading: VU VU Produced Texts

Assessment: Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks

PMBPROD385A PROGRAM COMPUTER CONTROLLED EQUIPMENT

Locations: Sunshine.

Prerequisites: Nil.

Description: This unit covers, writing, trialling and editing a simple program for a computer controlled machine/process

Required Reading: VU VU Produced Textbooks

Assessment: Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks

PMBTECH301B USE MATERIAL AND PROCESS KNOWLEDGE TO SOLVE PROBLEMS

Locations: Sunshine.

Prerequisites: Nil.

Description: This competency covers the application of a knowledge of polymers, their additives and their interactions with the process to the solving of problems. It may be applied in any sector of the industry. This unit covers polymer properties and their application in general to processes. The application in specific processes is covered in the specific process units. This competency is typically performed by advanced operators working either independently or as part of a work team.

Required Reading: VU VU Produced Texts

Assessment: Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks

PRSSM504A PREPARE SECURITY RISK MANAGEMENT PLAN

Locations: Footscray Nicholson, Werribee, Sunshine, St Albans.

Prerequisites: Nil.

Description: Evaluate and prioritise risks; Develop action plans; Identify management requirements; Design treatment options; Develop risk management plan.

Required Reading:

Assessment: One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

PRSSO208A GIVE EVIDENCE IN COURT

Locations: Werribee, Industry.

Prerequisites: Nil.

Description: This competency standard covers the skills and knowledge required to present evidence in a judicial or quasi-judicial environment. It requires the ability to prepare for legal proceedings, present evidence and follow up outcomes of proceedings. This work would be carried out under routine supervision and within organisational guidelines.

Required Reading:

Assessment: One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

PRSSO305A MANAGE CONFLICT THROUGH NEGOTIATION

Locations: Werribee, Industry.

Prerequisites: Nil.

Description: This competency standard covers the process of using communication techniques to manage a conflict situation. It requires the ability to assess security risk situations, accurately receive and relay information, adapt interpersonal styles and techniques to varying social and cultural environments, and evaluate responses. This work would be carried out under limited supervision within organisational guidelines.

Required Reading:

Assessment: One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

PRSSO316A CONTROL PERSONS USING EMPTY HAND TECHNIQUES

Locations: Werribee, Industry.

Prerequisites: Nil.

Description: This competency standard covers the process of selecting and applying appropriate empty hand techniques to minimise risk to self and others. It requires the ability to use force in circumstances where there is a risk to safety, within requirements of applicable legislation. Competency also requires a knowledge of the procedures for conducting an arrest. This work would be carried out under limited supervision within organisational guidelines.

Required Reading:

Assessment: One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

PRSTS301A IDENTIFY TECHNICAL SECURITY REQUIREMENTS

Locations: Footscray Nicholson, Werribee, Sunshine, St Albans.

Prerequisites: Nil.

Description: Prepare to identify security requirements; Identify security requirements; Document security requirements.

Required Reading:

Assessment: One or more of the following: written assignment, written test,

simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

PSPGOV205B PARTICIPATE IN WORKPLACE CHANGE

Locations: Werribee, Industry.

Prerequisites: Nil.

Description: This unit covers participation in the change process within a workgroup. It includes suggesting options for change and contributing to the implementation of change.

Required Reading: VU VU produced Unit Learning Resources

PSPPM601B DIRECT COMPLEX PROJECT ACTIVITIES

Locations: Footscray Nicholson, Werribee, Sunshine, St Albans.

Prerequisites: Nil.

Description: Identify project scope in a strategic context; Manage establishment of projects; Manage integration of project activities; Finalise and review project activities.

Required Reading:-

Assessment: One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

PSPPROC410A ADMINISTER CONTRACTS

Locations: Sunshine.

Prerequisites: Nil.

Description: This unit covers the administration of contracts by officers who administer contracts as part of their role.

Required Reading:-

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

PSPPROC411A PLAN PROCUREMENT

Locations: Footscray Nicholson, Werribee, Industry.

Prerequisites: Nil.

Description: This unit covers the ability to plan, justify and approve of procurement requirements to achieve the required outcome. It includes defining and justifying the need, researching potential impact and risks, and securing organisational support to proceed with procurement activity. In practice, planning procurement overlaps with other generalist and specialist public sector and local government work activities, such as upholding and supporting the values and principles of public service, identifying and treating risks, exercising delegations, applying government processes, encouraging compliance with legislation in the public sector or local government, developing and distributing requests for offers, selecting providers and managing contracts.

Required Reading: VU Produced Workbooks

Assessment: Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

PSPPROC502A ESTABLISH CONTRACT MANAGEMENT ARRANGEMENTS

Locations: Footscray Nicholson, Industry.

Prerequisites: Nil.

Description: This unit covers the establishment of arrangements for contract management by officers whose primary role is contract management, and who may

or may not have had involvement in the procurement process preceding execution of the contract.

Required Reading:-

Assessment: Assessment methods will be designed to reinforce and to extend knowledge, skills and their application in accordance with requirements of each unit of competency's learning outcomes, performance criteria, range statement and the relevant employability skills. A range of assessment methods will be designed to facilitate learning, transfer knowledge to work practices and provide evidence of competency, including: setting of projects and work based practical tasks, written objective tests, short and extended answers, oral tests/technical interviews, demonstrations, presentations, research tasks, group and individual activities.

PSPPROC503A MANAGE CONTRACT PERFORMANCE

Locations: Footscray Nicholson.

Prerequisites: Nil.

Description: This unit covers the implementation of strategies that ensure effective contract performance by officers whose primary role is contract management, and who may or may not have had involvement in the procurement process preceding execution of the contract.

Required Reading:-

Assessment: Assessment methods will be designed to reinforce and to extend knowledge, skills and their application in accordance with requirements of each unit of competency's learning outcomes, performance criteria, range statement and the relevant employability skills. A range of assessment methods will be designed to facilitate learning, transfer knowledge to work practices and provide evidence of competency, including: setting of projects and work based practical tasks, written objective tests, short and extended answers, oral tests/technical interviews, demonstrations, presentations, research tasks, group and individual activities.

PSPPROC503B MANAGE CONTRACT PERFORMANCE

Locations: Werribee, Industry, Footscray Park.

Prerequisites: Nil.

Description: This unit covers the competency required by people whose primary role is contract management to implement strategies that ensure effective contract performance. It includes managing the business relationship, performance of the contract, and contract issues; and implementing a communication strategy. In practice, managing contract performance may overlap with other public sector and local government generalist and specialist work activities, such as promoting the values and ethos of public service or local government, undertaking negotiations, promoting compliance with legislation in the public sector, finalising contracts, managing procurement risk, planning to manage a contract, planning for procurement outcomes and making procurement decisions.

Required Reading: VU Produced Workbooks

Assessment: This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

PSPPROC504A FINALISE CONTRACTS

Locations: Footscray Nicholson, Industry.

Prerequisites: Nil.

Description: This unit covers finalisation processes for contracts. The unit is for officers whose primary role is contract management.

Required Reading: tba

Assessment: Assessment methods will be designed to reinforce and to extend knowledge, skills and their application in accordance with requirements of each unit of competency's learning outcomes, performance criteria, range statement and the

relevant employability skills. A range of assessment methods will be designed to facilitate learning, transfer knowledge to work practices and provide evidence of competency, including: setting of projects and work based practical tasks, written objective tests, short and extended answers, oral tests/technical interviews, demonstrations, presentations, research tasks, group and individual activities.

PSPPROC504B FINALISE CONTRACTS

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit covers the ability to finalise processes for contracts. It includes completing contracts and implementing a contract review strategy. In practice, finalising contracts may overlap with other public sector generalist and specialist work activities, such as promoting the values and ethos of public service and local government, undertaking negotiations, promoting compliance with legislation in the public sector or local government, managing contract performance, managing procurement risk, planning to manage a contract, planning for procurement outcomes and making procurement decisions.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

PSPPROC505A MANAGE PROCUREMENT RISK

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit covers the ability to manage risks associated with all stages of procurement. It includes assessing risk, and preparing, implementing and reviewing a risk management plan. In practice, managing procurement risk may overlap with other public sector and local government generalist and specialist work activities, such as promoting the values and ethos of public service or local government, undertaking negotiations, promoting compliance with legislation in the public sector, managing contract performance, finalising contracts, planning to manage a contract, planning for procurement outcomes and making procurement decisions.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

PSPPROC506A PLAN TO MANAGE A CONTRACT

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit covers the ability to establish arrangements for contract management. It includes confirming contract requirements, preparing a contract management plan, and implementing contract strategies and contractual arrangements. In practice, planning to manage a contract may overlap with other public sector and local government generalist and specialist work activities, such as promoting the values and ethos of public service or local government, undertaking negotiations, promoting compliance with legislation in the public sector, managing contract performance, finalising contracts, managing procurement risk, planning for procurement outcomes and making procurement decisions.

Required Reading:Not applicable

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

PSPPROC507A PLAN FOR PROCUREMENT OUTCOMES

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit covers advanced planning for complex procurement within established guidelines, policies and procedures. It includes applying and managing procurement governance arrangements, developing procurement and market strategies, and undertaking analysis to support achievement of procurement outcomes through definition of requirements aligned to business needs, consultation with stakeholders, establishment of tender evaluation panels, and documentation of detailed procurement planning. In practice, planning for procurement outcomes may overlap with other public sector and local government generalist and specialist work activities, such as acting ethically, complying with legislation, providing client service, providing leadership, developing policy, and undertaking negotiations.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

PSPPROC508A MAKE PROCUREMENT DECISIONS

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit covers advanced decision making for complex procurement within established guidelines, policies and procedures. It includes understanding and applying legal and policy obligations in addition to the other factors that may influence decisions when selecting effective procurement methods, and undertaking contractual arrangements and supplier choice in an accountable and transparent environment. In practice, making procurement decisions may overlap with other public sector and local government generalist and specialist work activities, such as acting ethically, complying with legislation, providing client service, providing leadership, developing policy, and undertaking negotiations.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

PSPPROC509A PARTICIPATE IN BUDGET AND PROCUREMENT REVIEW PROCESSES

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit covers the ability to participate in government budget and review processes to ensure that procurement and contract management activities occur within established procedures and financial obligations are fulfilled. It covers the budget cycle, the procedures for obtaining funding for procurement exercises, the obligations organisations have in relation to spending and the review and audit procedures that may apply to procurements and contract management. In practice, participating in budget and procurement review processes may overlap with other public sector and local government generalist and specialist work activities, such as promoting the values and ethos of public service, undertaking negotiations, promoting compliance with legislation in the public sector or local government, managing contract performance, finalising contracts, managing procurement risk, planning to manage a contract, planning for procurement outcomes and making procurement decisions.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

PSPPROC510A CONDUCT AND MANAGE COORDINATED PROCUREMENT

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit covers the ability to use existing coordinated procurement contracts (CPCs) and cooperative procurement arrangements (CPAs), and to establish new CPAs across agencies. It includes identifying existing CPCs and CPAs; understanding the processes of existing contracts and arrangements; and planning, developing and implementing new CPAs. In practice, using coordinated, cooperative procurements may overlap with other public sector and local government generalist and specialist work activities, such as managing policy implementation, applying government processes, managing complex projects, planning for strategic procurement, negotiating strategic procurement, and establishing contract management arrangements.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

RIIBEF201A PLAN AND ORGANISE WORK

Locations:Werribee.

Prerequisites:Nil.

Description:This unit covers the planning and organisation of work in the resources and infrastructure industries. It includes planning and preparing for work, sequencing work safely, and resolving problems.

Required Reading:VU VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

RIIBEF201B PLAN AND ORGANISE WORK

Locations:Werribee.

Prerequisites:Not Applicable

Description:This unit covers the planning and organisation of work in the resources and infrastructure industries and includes the following: • Planning and preparing for work • Sequencing work safely • Resolving problems

Required Reading:VU Produced Workbooks

Assessment:The evidence required to demonstrate competency in this unit must be relevant to worksite operations and satisfy all of the requirements of the performance criteria, required skills and knowledge and the range statement of this unit and include evidence of the following: - knowledge of the requirements, procedures and instructions for planning and organising work - implementation of requirements, procedures and techniques for the safe, effective and efficient completion of work plan - working with others to undertake and complete the planning and organisation of work that meets all of the required outcomes - consistent timely completion of a work plan that safely, effectively and efficiently meets the required outcomes This unit lends itself to LiWC via a project or simulation

RIICBS202A HAND SPREAD ASPHALT

Locations:Werribee.

Prerequisites:Nil.

Description:This unit covers the hand spreading of asphalt in the civil construction industry. It includes planning and preparing, spreading asphalt, and cleaning up. Licensing, legislative, regulatory and certification requirements that apply to this unit can vary between states, territories, and industry sectors. Relevant information must

be sourced prior to application of the unit.

Required Reading:Not Applicable

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

RIICC401A SUPERVISE CIVIL WORKS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers the supervision of civil works tasks. It includes the requirements for planning, preparing, initiating, monitoring, adjusting and reporting of civil works tasks.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

RIICCM201A CARRY OUT MEASUREMENTS AND CALCULATIONS

Locations:Werribee.

Prerequisites:Nil.

Description:This unit covers the planning and organisation of work in the resources and infrastructure industries. It includes planning and preparing for work, sequencing work safely, and resolving problems.

Required Reading:VU VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

RIICCM202A IDENTIFY, LOCATE AND PROTECT UNDERGROUND SERVICES

Locations:Werribee.

Prerequisites:Nil.

Description:This unit covers the identification, location and protection of underground services in the civil construction industry. It includes planning and preparing, locating underground services, and cleaning up.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

RIICCM203A READ AND INTERPRET PLANS AND SPECIFICATIONS

Locations:Werribee.

Prerequisites:Nil.

Description:This unit covers the reading and interpreting of plans and specifications in the civil construction industry. It includes: identifying types of drawings and their functions; recognising amendments and commonly used symbols and abbreviations; locating and identifying key features on a site plan; and reading and interpreting job specifications.

Required Reading:VU VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each

competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

RIICCM204A PLAN AND FIX REINFORCEMENT MATERIALS

Locations:Werribee.

Prerequisites:Nil.

Description:This unit covers the placement and fixing of reinforcement materials in the civil construction industry. It includes planning and preparing, preparing for reinforcement placement, placing and fixing reinforcement, checking reinforcement prior to concrete pour, and cleaning up.

Required Reading:VU VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

RIICCM205A CARRY OUT MANUAL EXCAVATION

Locations:Werribee.

Prerequisites:Nil.

Description:This unit covers the carrying out of manual excavation in the civil construction industry. It includes preparing for work, digging small excavation by hand, completing and isolating the excavation, and cleaning up.

Required Reading:VU VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

RIICCM206A SUPPORT PLANT OPERATIONS

Locations:Werribee.

Prerequisites:Nil.

Description:This unit covers the support of plant operations in the civil construction industry. It includes planning and preparing, identifying and protecting services, supporting the operators, and cleaning up.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

RIICCM207A SPREAD AND COMPACT MATERIALS MANUALLY

Locations:Werribee.

Prerequisites:Nil.

Description:This unit covers the manual spreading and compacting of materials in the civil construction industry. It includes planning and preparing, conducting compaction machine operational checks, spreading and compacting materials, and cleaning up.

Required Reading:VU VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements,

including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

RIICCM208A CARRY OUT BASIC LEVELLING

Locations:Werribee.

Prerequisites:Nil.

Description:This unit covers the carrying out of basic levelling in the civil construction industry. It includes planning and preparing, establishing offsets for civil works, setting up and using levelling device, and cleaning up.

Required Reading:VU VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

RIICCM209A CARRY OUT CONCRETE WORK

Locations:Werribee.

Prerequisites:Nil.

Description:This unit covers the carrying out of concrete work in the civil construction industry. It includes planning and preparing, selecting materials, setting out for concrete work, constructing and fitting reinforcement, erecting formwork, carrying out concrete work, stripping formwork, and cleaning up.

Required Reading:VU VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

RIICCM210A INSTALL TRENCH SUPPORT

Locations:Werribee.

Prerequisites:Nil.

Description:This unit covers the installation of trench support in the civil construction industry. It includes planning and preparing, installing trench shoring, removing trench shoring, and cleaning up.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Assessments may include: - Practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

RIICCM211A ERECT AND DISMANTLE TEMPORARY FENCING AND GATES

Locations:Werribee.

Prerequisites:Nil.

Description:This unit covers the erection and dismantling of temporary fencing and gates in the civil construction industry. It includes planning and preparing, erecting fencing, erecting gates and signage, removing and making good, and cleaning up.

Required Reading:VU VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

RIICOM201A COMMUNICATE IN THE WORKPLACE

Locations:Werribee.

Prerequisites:Nil.

Description:This unit covers communicating in the workplace in resources and infrastructure industries. It includes identifying and accessing site communication equipment and systems; communicating using site equipment and systems; carrying out face-to-face routine communication; and completing written documentation.

Required Reading:VU VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

RIICRC201A REPAIR POTHOLES

Locations:Werribee.

Prerequisites:Nil.

Description:This unit covers the repairing of potholes in the civil construction industry. It includes planning and preparing for work, repairing potholes, and cleaning up.

Required Reading:VU VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

RIICRC208A LAY PIPES

Locations:Werribee.

Prerequisites:Nil.

Description:This unit covers the laying of pipes in the civil construction industry. It includes planning and preparing, setting out excavations, installing bedding materials, laying pipes, and cleaning up.

Required Reading:VU VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

RIICRC301A MAINTAIN DRAINAGE SYSTEMS

Locations:Werribee.

Prerequisites:Nil.

Description:This unit covers the maintenance of drainage systems in the civil construction industry. It includes planning and preparing, maintaining drainage components, excavating and repairing drainage systems, maintaining open drains, inspecting, clearing and repairing culverts, and cleaning up. Licensing, legislative, regulatory and certification requirements that apply to this unit can vary between states, territories, and industry sectors. Relevant information must be sourced prior to

application of the unit.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

RIICRC303A LAY PAVERS

Locations:Werribee.

Prerequisites:Nil.

Description:This unit covers the laying of pavers in the civil construction industry. It includes planning and preparing for work, preparing to lay paving, laying pavers, and cleaning up.

Required Reading:VU VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

RIICRC306A CONDUCT EARTHWORKS

Locations:Werribee.

Prerequisites:Nil.

Description:This unit covers the conduct of earthworks in the civil construction industry. It includes planning and preparing work, setting out sub-grades, forming earthworks, placing and compacting sub-grading replacement materials, and cleaning up.

Required Reading:VU VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

RIIIMG301A MAINTAIN SITE RECORDS

Locations:Werribee.

Prerequisites:Nil.

Description:This unit covers the maintenance of site records in resources and infrastructure industries. It includes: identifying records, processing details; and reviewing and filing records.

Required Reading:No text required

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks

RIIMPO317A CONDUCT ROLLER OPERATIONS

Locations:Werribee.

Prerequisites:Nil.

Description:This unit covers the conducting roller operations in the civil construction industry. It includes: planning and preparing; conducting machine pre-operational checks; selecting, removing and fitting attachments; operating and relocating the machine; and carrying out operator maintenance and clean up.

Required Reading:VU VU Produced Workbooks VU

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

RIIMPO318B CONDUCT CIVIL CONSTRUCTION SKID STEER LOADER OPERATIONS

Locations: Werribee.

Prerequisites: Nil.

Description: This unit covers conducting skid steer loader operations in resources and infrastructure industries and includes the following:

- Planning and preparing
- Conducting machine pre-operational checks
- Operating skid steer loaders
- Lifting, carrying and placing materials
- Selecting, removing and fitting attachments
- Relocating the skid steer loaders
- Carrying out machine operator maintenance
- Cleaning up

Required Reading: VU Produced Workbooks

Assessment: Assessment methods include: - written and/or oral assessment of the candidate's required knowledge - observed, documented and/or first hand testimonial evidence of the candidate's: - implementation of appropriate requirement, procedures and techniques for the safe, effective and efficient achievement of required outcomes, including: - in a minimum of two different soil types; and - to include the mandatory tasks of mixing materials, stripping/spreading topsoil and materials, loading vehicles, excavations, mixing materials and site clean-up - consistently achieving the required outcomes - first hand testimonial evidence of the candidate's: - working with others to conduct civil Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

RIIMPO319A CONDUCT BACKHOE/LOADER OPERATIONS

Locations: Werribee.

Prerequisites: Nil.

Description: This unit covers the conducting backhoe/loader operations in the civil construction industry. It includes: planning and preparing; conducting machine pre-operational checks; operating backhoe/ loaders; lifting, carrying and placing materials; selecting, removing and fitting attachments; relocating the backhoe/ loaders; carrying out machine operator maintenance; and cleaning up.

Required Reading: VU VU Produced Workbooks VU

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

RIIMPO320A CONDUCT CIVIL CONSTRUCTION EXCAVATOR OPERATIONS

Locations: Werribee.

Prerequisites: Nil.

Description: This unit covers the conduct excavator operations in the civil construction industry. It includes: planning and preparing; conducting machine pre-operational checks; operating the machine; lifting, carrying and placing materials; selecting, removing and fitting attachments; relocating the machine; carrying out machine operator maintenance; and cleaning up.

Required Reading: VU VU Produced Workbooks VU

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each

competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

RIIMPO321B CONDUCT CIVIL CONSTRUCTION WHEELED FRONT END LOADER OPERATIONS

Locations: Werribee.

Prerequisites: Not Applicable

Description: This unit covers conducting skid steer loader operations in resources and infrastructure industries and includes the following:

- Planning and preparing
- Conducting machine pre-operational checks
- Operating skid steer loaders
- Lifting, carrying and placing materials
- Selecting, removing and fitting attachments
- Relocating the skid steer loaders
- Carrying out machine operator maintenance
- Cleaning up

Required Reading: VU Produced Workbook

Assessment: Assessment methods include: - written and/or oral assessment of the candidate's required knowledge - observed, documented and/or first hand testimonial evidence of the candidate's: - implementation of appropriate requirement, procedures and techniques for the safe, effective and efficient achievement of required outcomes, including: - in a minimum of two different soil types; and - to include the mandatory tasks of mixing materials, stripping/spreading topsoil and materials, loading, cutting/boxing, backfilling, lifting and carrying materials - consistently achieving the required outcomes - first hand testimonial evidence of the candidate's: - working with others to undertake and complete civil construction wheeled front end loader operations Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

RIIMPO322A CONDUCT CIVIL CONSTRUCTION TRACKED FRONT END LOADER OPERATIONS

Locations: Werribee.

Prerequisites: Nil.

Description: This unit covers conducting tracked front end loader operations in the civil construction industry. It includes: planning and preparing; conducting machine pre-operational checks; operating the machine; lifting, carrying and placing materials; relocating the machine; carrying out machine operator maintenance; and cleaning up.

Required Reading: VU VU Produced Workbooks VU

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

RIIMPO324A CONDUCT CIVIL CONSTRUCTION GRADER OPERATIONS

Locations: Werribee.

Prerequisites: Nil.

Description: This unit covers conducting grader operations in the civil construction industry. It includes: planning and preparing; conducting machine pre-operational checks; operating the machine; selecting, removing and fitting attachments; relocating the machine; carrying out machine operator maintenance; and cleaning up.

Required Reading: VU VU Produced Workbooks VU

Assessment: Assessment tasks will be designed to reinforce and extend knowledge

and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

RIIMP0326A CONDUCT CIVIL CONSTRUCTION WATER CART OPERATIONS

Locations:Werribee.

Prerequisites:Nil.

Description:This unit covers conduct water cart operations in the civil construction industry. It includes: planning and preparing; conducting machine pre-operational checks; operating the water cart; loading, transporting and distributing water; carrying out driver maintenance; and cleaning up.

Required Reading:VU VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

RIIOHS201A WORK SAFELY AND FOLLOW OHS POLICIES AND PROCEDURES

Locations:Werribee.

Prerequisites:Nil.

Description:This unit covers working safely and follow OHS policies and procedures in resources and infrastructure industries. It includes accessing and apply site safety procedures; applying personal safety measures and operational safety measures; maintaining personal wellbeing for job; and identifying and reporting incidents.

Required Reading:VU VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

RIIOHS202A ENTER AND WORK IN CONFINED SPACES

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:Nil.

Description:This unit covers the entering and working in confined spaces in resources and infrastructure industries. It includes planning and preparing for entry of confined spaces; entry and working in confined spaces, exiting confined spaces and cleaning up.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

RIIOHS205A CONTROL TRAFFIC WITH STOP-SLOW BAT

Locations:Werribee.

Prerequisites:Nil.

Description:This unit covers controlling of traffic with a stop-slow bat in resources and

infrastructure industries. It includes: planning and preparing; coordinating traffic; operating radios; and cleaning up.

Required Reading:VU VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

RIIOHS302A IMPLEMENT TRAFFIC MANAGEMENT PLAN

Locations:Werribee.

Prerequisites:Nil.

Description:This unit covers the competency required to implement a traffic management plans in the civil construction industry. It includes: planning and preparing; setting out, monitoring and closing down the traffic guidance scheme; and cleaning up.

Required Reading:VU VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

RIISAM201A HANDLE RESOURCES AND INFRASTRUCTURE MATERIALS AND SAFELY DISPOSE OF NON TOXIC MATERIALS

Locations:Werribee.

Prerequisites:Nil.

Description:This unit covers the handling of materials and safely dispose of non toxic materials in resources and infrastructure industries. It includes planning and preparing for work; handling and removing waste; and cleaning up.

Required Reading:VU VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

RIISAM203A USE HAND AND POWER TOOLS

Locations:Werribee.

Prerequisites:Nil.

Description:This unit covers the use of hand and power tools in resources and infrastructure industries. It includes planning and preparing for work, selecting and using hand tools and power tools, and cleaning up.

Required Reading:VU VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

RIISAM204A OPERATE SMALL PLANT AND EQUIPMENT

Locations:Werribee.

Prerequisites:Nil.

Description:This unit covers the operating of a range of small plant and equipment in resources and infrastructure industries. It includes the planning and preparation for

work, the conducting of pre-operational checks, the use of the plant and/or equipment, and carrying out operator maintenance and cleaning up.

Required Reading:VU VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

RIISAM205A CUT, WELD AND BEND MATERIALS

Locations:Werribee.

Prerequisites:Nil.

Description:This unit covers the cutting, welding and bending of materials in resources and infrastructure industries. It includes the planning and preparation for the work, the setting up and testing of the equipment, the cutting, heating and bending of materials using oxyacetylene, the shutdown of equipment and the completion of clean-up activities.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

RIIVEH304A CONDUCT TIP TRUCK OPERATIONS

Locations:Werribee.

Prerequisites:Nil.

Description:This unit covers the conduct of tip truck operations in the resources and infrastructure industries. It includes planning and preparing, conducting pre-operational checks, operating a tip truck, loading, transporting and tipping materials, carrying out driver maintenance, and cleaning up.

Required Reading:VU VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

RIIWMG203A DRAIN AND DEWATER CIVIL CONSTRUCTION SITE

Locations:Werribee, Newport, Melton, Sunshine.

Prerequisites:Nil.

Description:This unit covers draining and/or dewatering of civil construction project sites. It includes: planning and preparing; positioning sedimentation control; remove surface water; constructing sump and wells; removing water from sumps or wells, trenches and pits; and cleaning up.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package - include direct observation of tasks in real or simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application - reinforce the integration of employability skills with workplace tasks and job roles - confirm that competency is verified and able to be transferred to other circumstances and environments. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

TDAI1403A PROVIDE TRANSPORT SERVICES TO PASSENGERS WITH SPECIAL NEEDS

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:TBA

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

TDTD1097B OPERATE A FORKLIFT

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:Check forklift condition; Drive the forklift; Operate a forklift to handle loads; Monitor site conditions; Monitor and maintain forklift performance.

Required Reading:- Australian Standards VU Produced Workshops

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

TDTD397C HANDLE DANGEROUS GOODS/HAZARDOUS SUBSTANCES

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:Identify requirements for working with dangerous goods and/or hazardous substances; Confirm site incident procedures; Select handling techniques.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

TDTE397B PARTICIPATE IN BASIC WORKPLACE COMMUNICATION

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to participate effectively in basic workplace communication including communicating information about routine tasks, processes, events or skills, participating in group discussions to achieve appropriate work outcomes, and representing views of a group to others.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

TDTE497B PREPARE WORKPLACE DOCUMENTS

Locations:Footscray Nicholson, Werribee, Industry, St Albans, 21945VIC Certificate II in ESL (Employment) - Footscray Nicholson, St Albans and Werribee only.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to prepare workplace documents and forms in accordance with workplace requirements and any applicable regulations/codes including planning and preparing a simple workplace document such as a letter or report, and gathering relevant information enabling the completion of a workplace form.

Required Reading:There is no required reading for this unit. The teacher will provide teaching and learning material as required.

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation,

campus/workplace projects and RTO/workplace assignments. 21945VIC Certificate II in ESL (Employment) Student assessment is based on teacher evaluation of the following: verbal and/or written questioning and teacher observation used with checklists of learner performance; verbal presentations; multi-media presentations; student self assessment; ongoing teacher assessment; audio/video recordings to assess performance; observed role plays; other simulated workplace/community based tasks plus the completion of locally developed assessment tasks, completed in class, with teacher support and supervision.

TDTE701A USE COMMUNICATION SYSTEMS

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:Identify system features; Communicate using communications technology; Maintain communication equipment operational status; Complete documentation.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

TDTE897B PROCESS WORKPLACE DOCUMENTATION

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:Plan documentation; Complete documentation.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

TDTF1901A ENSURE A SAFE ON-BOARD PASSENGER AND WORKING ENVIRONMENT

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:Perform checks and inspections; Rectify and report work hazards and non-compliances; Complete documentation.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

TDTF197B FOLLOW OHS PROCEDURES

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:Follow workplace procedures for hazard identification and risk control; Contribute to arrangements for the management of occupational health and safety; Complete occupational health and safety records.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

TDTF697B APPLY ACCIDENT-EMERGENCY PROCEDURES

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:Respond to the incident; Control and assist at accident or emergency site;

Finalise accident-emergency process and complete records.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

TDTG701A WORK IN A SOCIALLY DIVERSE ENVIRONMENT

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:Communicate with customers and colleagues from diverse backgrounds; Deal with cross-cultural misunderstandings.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

TDTI297C APPLY CUSTOMER SERVICE SKILLS

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:Deal with customer inquiries; Monitor customer satisfaction.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

TDTL197B COMPLETE WORKPLACE ORIENTATION/INDUCTION PROCEDURES

Locations:Werribee, Industry, St Albans, Certificate II in Mumgu-dhal tyama-tyit - St Albans only.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to complete workplace orientation and induction procedures when commencing a new work role, including identifying major areas of a workplace in terms of functions, organisational structures and occupations, and organising and accepting responsibility for own workload. It also includes the application of ethical practices in work activities receiving and acting constructively on personal feedback, participating in the identification and meeting of one's own learning needs, and planning and organising a personal daily routine.

Required Reading:Certificate II in Mumgu-dhal tyama-tyit The teacher will provide teaching and learning material as required.

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments. Certificate II in Mumgu-dhal tyama-tyit Students develop a portfolio of evidence for assessment. This may include short answer questions, direct observation, oral presentations, third-party feedback including reports from other teachers, support workers and peers.

TDTO1198B PROVIDE REVENUE PROTECTION MEASURES

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:Prepare for revenue protection activities; Implement revenue protection procedures.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

TDT01298B MANAGE DISRUPTIVE AND/OR UNLAWFUL BEHAVIOUR

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:Monitor passenger behaviour; Identify and resolve disruptive/unlawful activity; Take action to control unlawful behaviour; Report and document incident(s).

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

TLIA201 1A PACKAGE GOODS

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to package goods in accordance with regulatory and workplace requirements including selecting materials, packing and unwrapping products, and labelling packaged products/loads to the required labelling standards. Licensing, legislative, regulatory or certification requirements are applicable to this unit.

Required Reading:VU Produced Workbook

Assessment:Assessment methods will: - As a minimum, will be conducted through appropriate written/oral tests - apply to practical assessments: - through activities in an appropriately simulated environment at the registered training organisation, and/or - in an appropriate range of situations in the workplace. Specific unit assessments are located in the learning and assessment plans within the school. This unit lends itself to LiWC via a project simulation.

TLIA201 2A PICK AND PROCESS ORDERS

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to pick and process orders in accordance with workplace requirements including identifying workplace order picking processes, policies and procedures; picking and despatching orders, and recording stock levels. Licensing, legislative, regulatory or certification requirements are applicable to this unit.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - be conducted through appropriate written/oral tests - apply to practical assessments: - through activities in an appropriately simulated environment at the registered training organisation, and/or - in an appropriate range of situations in the workplace Specific unit assessments are located in the learning and assessment plans within the school. This unit lends itself to LiWC via a project simulation.

TLIA201 3A RECEIVE GOODS

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to receive goods in accordance with regulatory and workplace requirements, including identifying workplace procedures and documentation requirements for the receipt of goods; checking and inspecting goods on arrival and completing workplace documentation; and unloading, packing and storing stock. Licensing, legislative, regulatory or certification requirements are applicable to this unit.

Required Reading:VU Produced Workbook

Assessment:Assessment methods will: - be conducted through appropriate written/oral tests - apply to practical assessments: - through activities in an appropriately simulated environment at the registered training organisation, and/or -

in an appropriate range of situations in the workplace Specific unit assessments are located in the learning and assessment plans within the school. This unit lends itself to LiWC via a project simulation.

TLIA201 4A USE PRODUCT KNOWLEDGE TO COMPLETE WORK OPERATIONS

Locations:Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to use product knowledge to complete work operations in accordance with workplace requirements including identifying products in a subsection of a warehouse or other storage area, examining quality and reporting on products, and using inventory and labelling systems to identify and locate products.

Required Reading:VU produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLIA202 1A DESPATCH STOCK

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to despatch stock in accordance with workplace requirements including analysing orders to identify work requirements, following workplace order picking processes to prepare goods for despatch, and completing despatch tasks in accordance with workplace procedures and schedules. Licensing, legislative, regulatory or certification requirements are applicable to this unit.

Required Reading:VU Produced Workbook

Assessment:Assessment methods will: - be conducted through appropriate written/oral tests - apply to practical assessments: - through activities in an appropriately simulated environment at the registered training organisation, and/or - in an appropriate range of situations in the workplace Specific unit assessments are located in the learning and assessment plans within the school. This unit lends itself to LiWC via a project simulation.

TLIA202 2A PARTICIPATE IN STOCKTAKES

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to participate in stocktakes in accordance with workplace requirements including preparing for stocktakes, conducting stocktakes, counting stock, identifying stock discrepancies, and completing all required documentation. Licensing, legislative, regulatory or certification requirements are applicable to this unit.

Required Reading:VU Produced Workbook

Assessment:Assessment methods will: - be conducted through appropriate written/oral tests - apply to practical assessments: - through activities in an appropriately simulated environment at the registered training organisation, and/or - in an appropriate range of situations in the workplace Specific unit assessments are located in the learning and assessment plans within the school. This unit lends itself to LiWC via a project simulation.

TLIA301 5A COMPLETE RECEIVAL/DESPATCH DOCUMENTATION

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to complete receiptal/despatch documentation in accordance with regulatory and workplace requirements including analysing orders to identify work requirements to fill order,

following workplace order documentation processes, and finalising documentation in accordance with workplace procedures and any relevant regulatory requirements. Licensing, legislative, regulatory or certification requirements are applicable to this unit.

Required Reading:VU Produced Workbook

Assessment:Assessment methods will: - As a minimum, be conducted through appropriate written/oral tests - apply to practical assessments: - through activities in an appropriately simulated environment at the registered training organisation, and/or - in an appropriate range of situations in the workplace. Specific unit assessments are located in the learning and assessment plans within the school. This unit lends itself to LiWC via a project simulation.

TLIA301 6A USE INVENTORY SYSTEMS TO ORGANISE STOCK CONTROL

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to use inventory systems to organise stock control in accordance with workplace requirements including identifying inventory and stock control systems in use in the workplace, using re-order procedures to maintain stock levels, organising cyclical stock counts, and reporting discrepancies or variances. Licensing, legislative, regulatory or certification requirements are applicable to this unit.

Required Reading:VU Produced Workbook

Assessment:Assessment methods will: - As a minimum, be conducted through appropriate written/oral tests - apply to practical assessments: - through activities in an appropriately simulated environment at the registered training organisation, and/or - in an appropriate range of situations in the workplace. Specific unit assessments are located in the learning and assessment plans within the school. This unit lends itself to LiWC via a project simulation.

TLIA301 8A ORGANISE DESPATCH OPERATIONS

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to organise despatch operations in accordance with workplace requirements including planning and organising despatch operations, organising the storage and despatch of stock, and completing all required documentation and records. Licensing, legislative, regulatory or certification requirements are applicable to this unit.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - As a minimum, be conducted through appropriate written/oral tests - apply to practical assessments: - through activities in an appropriately simulated environment at the registered training organisation, and/or - in an appropriate range of situations in the workplace. Specific unit assessments are located in the learning and assessment plans within the school. This unit lends itself to LiWC via a project simulation.

TLIA301 9A ORGANISE RECEIVAL OPERATIONS

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to organise receival operations in accordance with workplace requirements including planning and organising receival operations, organising the storage of received stock, and completing all required documentation and records in accordance with workplace procedures and relevant regulatory requirements. Licensing, legislative, regulatory or certification requirements are applicable to this unit.

Required Reading:VU Produced Workbook

Assessment:Assessment methods will: - As a minimum, be conducted through appropriate written/oral tests - apply to practical assessments: - through activities in an appropriately simulated environment at the registered training organisation, and/or - in an appropriate range of situations in the workplace. Specific unit assessments are located in the learning and assessment plans within the school. This unit lends itself to LiWC via a project simulation.

TLIA3038A CONTROL AND ORDER STOCK

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to control and order stock for a workplace store in an enterprise/organisation in a transport, distribution, production, hospitality, retail or other relevant industry sector. It specifically covers maintaining stock levels and records, organising and administering stocktakes, identifying stock losses, processing stock orders, and following up orders. Licensing, legislative, regulatory or certification requirements are applicable to this unit.

Required Reading:VU Produced Workbook

Assessment:Assessment methods will: - As a minimum, be conducted through appropriate written/oral tests - Practical assessments must occur: - through activities in an appropriately simulated environment at the registered training organisation, and/or - in an appropriate range of situations in the workplace. Specific unit assessments are located in the learning and assessment plans within the school. This unit lends itself to LiWC via a project simulation.

TLIA3039A RECEIVE AND STORE STOCK

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to receive and store stock for a workplace store in an enterprise/organisation in a transport, distribution, production, hospitality, retail or other relevant industry sector. It specifically covers taking delivery of stock, storing the received stock, and rotating and maintaining stock in accordance with relevant regulatory and workplace procedures. Licensing, legislative, regulatory or certification requirements are applicable to this unit.

Required Reading:VU Produced Workbook

Assessment:Assessment methods will: - As a minimum, be conducted through appropriate written/oral tests - Practical assessments must occur: - through activities in an appropriately simulated environment at the registered training organisation, and/or - in an appropriate range of situations in the workplace. Specific unit assessments are located in the learning and assessment plans within the school. This unit lends itself to LiWC via a project simulation.

TLIA4005A CHECK AND EVALUATE RECORDS AND DOCUMENTATION

Locations:Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to check and evaluate records and documentation in accordance with regulatory and workplace requirements including checking documentation and analysing and evaluating records.

Required Reading:VU produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLIA4028A ASSESS AND MONITOR OPTIMUM STOCK LEVELS

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to assess and monitor optimum stock levels in accordance with workplace requirements including assessing projected demand, assessing variables that impact upon optimum stock levels, determining optimum inventory levels, and monitoring optimum inventory levels.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - be undertaken by a registered training organisation - be conducted through appropriate written/oral tests Practical assessment must occur: - through activities in an appropriately simulated environment at the registered training organisation, and/or - in an appropriate range of situations in the workplace Assessment of this unit must be undertaken by a registered training organisation - As a minimum, assessment of knowledge must be conducted through appropriate written/oral tests - Practical assessment must occur: - through activities in an appropriately simulated environment at the registered training organisation, and/or - in an appropriate range of situations in the workplace Specific unit assessments are located in the learning and assessment plans within the school. This unit lends itself to LiWC via a project simulation.

TLIA4032A ORGANISE TRANSPORT OF FREIGHT OR GOODS

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to organise the transport of freight or goods, including planning the transport operations, organising the transport of the freight, completing the required documentation and finalising the organisational process.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - Assessment of this unit must be undertaken by a registered training organisation - As a minimum, assessment of knowledge must be conducted through appropriate written/oral tests - Practical assessment must occur: - through activities in an appropriately simulated environment at the registered training organisation, and/or - in an appropriate range of situations in the workplace Practical assessment must occur: - through activities in an appropriately simulated environment at the registered training organisation, and/or - in an appropriate range of situations in the workplace Specific unit assessments are located in the learning and assessment plans within the school. This unit lends itself to LiWC via a project simulation.

TLIA4033A ORGANISE INTERNATIONAL TRANSPORT OF FREIGHT

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to organise the international transport of freight, including confirming customer requirements, organising freight arrangements and communicating with shipping agents and authorities.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

TLIA5035A MANAGE INTERNATIONAL FREIGHT TRANSFER

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to plan and manage international freight transfer in accordance with relevant regulatory requirements and workplace procedures, including the ADG and IDG codes. This includes analysing freight transfer requirements, planning and establishing processes for international

freight transfer, monitoring and coordinating systems and processes for international freight transfer, and completing all required documentation.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

TLIA5058A MANAGE FACILITY AND INVENTORY REQUIREMENTS

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to manage a facility and its inventory requirements. It includes identifying space, safety and security requirements; developing a documentation system; designing storage zones; and evaluating facility utilisation.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

TLIB1028A MAINTAIN AND USE HAND TOOLS

Locations:Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to maintain and use hand tools in accordance with workplace requirements, including selecting and using hand tools to complete workplace tasks, maintaining basic hand tools in accordance with manufacturers instructions, and securing and storing hand tools in accordance with workplace procedures.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLIB1030A UNDERTAKE GENERAL SITE MAINTENANCE

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to undertake general site housekeeping and maintenance in depots, sub-depots, factories, compounds, campsites, etc. in accordance with safeworking and regulatory requirements and workplace procedures. It includes preparing for the work, conducting site housekeeping functions, applying pest and vegetation control measures, and completing all work requirements. Licensing, legislative, regulatory or certification requirements are applicable to this unit.

Required Reading:VU Produced Workbook

Assessment:Assessment methods will: - be conducted through appropriate written/oral tests - apply to practical assessments: - through activities in an appropriately simulated environment at the registered training organisation, and/or - in an appropriate range of situations in the workplace Specific unit assessments are located in the learning and assessment plans within the school. This unit lends itself to LiWC via a project simulation.

TLIB2001A CHECK AND ASSESS OPERATIONAL CAPABILITIES OF EQUIPMENT

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to check and assess the operational capabilities of equipment in accordance with workplace requirements, including inspecting equipment and work area, checking the operational capability of equipment and its safety devices, identifying and assessing the impact of faults on safety and work requirements, and recording and reporting the results of inspection

and testing in accordance with workplace procedures and relevant regulatory requirements. Licensing, legislative, regulatory or certification requirements are applicable to this unit.

Required Reading:VU Produces Workbook

Assessment:Assessment methods will include demonstration of applying: - the underpinning knowledge and skills: - relevant legislation and workplace procedures - other relevant aspects of the range statement Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School.

TLIB2022A DIAGNOSE AND RECTIFY MINOR FAULTS

Locations:Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to identify, diagnose and rectify minor faults in accordance with workplace requirements, including identifying maintenance and/or repair requirements, conducting minor maintenance and routine repairs, checking and reporting minor repairs and/or maintenance, and providing support in accordance with workplace procedures.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLIB2807B MAINTAIN AND USE HAND TOOLS

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to maintain and use hand tools in accordance with workplace requirements, including selecting and using hand tools to complete workplace tasks, maintaining basic hand tools in accordance with manufacturers instructions, and securing and storing hand tools in accordance with workplace procedures.

Required Reading:VU VU produced Unit Learning Resources

Assessment:The following methods may be used in assessing units:- Written objective tests - Written responses, short and extended answers - Oral test / technical interview - On job or workplace assessment - Practical / exercises - Practical projects - Assignments - Personal appraisal - Verbal assessment - Profiling - RPL

TLIB3002A TEST EQUIPMENT AND ISOLATE FAULTS

Locations:Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to test equipment and isolate faults in accordance with workplace requirements, including identifying scope of the operational test; planning operational tests; checking the equipment through full operating range; and isolating faults and/or formulating recommendations for adjustment, repair or replacement in accordance with workplace procedures and relevant regulatory requirements.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLIB3018A CONDUCT FULL TRAIN EXAMINATION

Locations:Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to conduct a full train examination in accordance with workplace procedures and the requirements of relevant safeworking regulations and codes of practice. It includes preparing for the

examination of the train, preparing the train for examination, examining the rolling stock, examining the loads, and documenting and actioning the examination results.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLIB3019A TEST TRAIN BRAKING SYSTEM

Locations:Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to test a train braking system in accordance with workplace procedures and the requirements of relevant safeworking regulations and codes of practice. It includes planning and preparing for, and testing train brake operation; dealing with identified faults; and recording the results of a brake test in accordance with workplace requirements.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLIB3020A VISUALLY INSPECT STATIONARY TRAIN

Locations:Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to visually inspect a stationary train in accordance with workplace procedures and the requirements of relevant safeworking regulations and codes of practice. It includes preparing for the visual inspection, inspecting the train, and documenting and actioning the inspection results.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLIB3026A PREPARE FOR TRAIN OPERATION

Locations:Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to prepare for train operation in accordance with workplace procedures and the requirements of relevant safeworking regulations and codes of practice. It includes preparing for and implementing the prescribed pre-departure checks and confirming the required train documentation.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLIB3075A INSPECT AND PREPARE A MOTIVE POWER UNIT

Locations:Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to inspect, prepare and start a motive power unit in accordance with relevant workplace practices, rail regulations and codes of practice. It includes the checking and preparing of the motive power unit, visually examining the motive power unit, conducting in-cab checks, and starting and positioning the motive power unit for service in accordance with workplace requirements.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLIB8409A CARRY OUT ROUTINE MAINTENANCE OF STRUCTU

Locations: Werribee, Industry.

Prerequisites: Nil.

Description: This unit involves the skills and knowledge required to carry out routine maintenance of structures in accordance with safeworking and regulatory requirements and workplace procedures. It includes determining job requirements, performing routine maintenance, cleaning up the site after maintenance activities, and completing documentation.

Required Reading: VU Produced Workbook

Assessment: Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks

TLIB8609A APPLY AWARENESS OF STRUCTURES FUNDAMENTALS

Locations: Werribee, Industry.

Prerequisites: Nil.

Description: This unit involves the skills and knowledge required to understand and apply awareness of structures fundamentals in accordance with approved standards, safeworking and regulatory requirements and workplace procedures. It includes identifying types of structures, structures terminology and conventions, and defect categories; and locating and identifying defects in structures. Licensing or certification requirements are not applicable to this unit.

Required Reading: VU Produced Workbook

Assessment: Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks

TLIB9209A OPERATE MINOR MECHANICAL EQUIPMENT

Locations: Werribee, Industry.

Prerequisites: Nil.

Description: This unit involves the skills and knowledge required to operate and maintain minor mechanical equipment in accordance with safeworking and regulatory requirements and workplace procedures. It includes carrying out pre-operation checks on equipment, operating mechanical equipment, conducting routine maintenance, and securing and storing equipment.

Required Reading: Not Applicable

Assessment: Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks

TLIB9309A CLEAN EQUIPMENT AND RESTORE WORKSITE

Locations: Werribee, Industry.

Prerequisites: Nil.

Description: This unit involves the skills and knowledge required to clean up plant, equipment and worksite in accordance with safeworking and regulatory requirements and workplace procedures. It includes planning and preparing work, arranging the clear up and disposal/reclamation of material, operating cleaning equipment and mobile plant, finalising the work and restoring the site.

Required Reading: VU Produced Workbook

Assessment: Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks

TLIC2002A DRIVE LIGHT RIGID VEHICLE

Locations: Werribee, Industry.

Prerequisites: Nil.

Description: This unit involves the skills and knowledge required to drive a light rigid vehicle safely including systematic and efficient control of all vehicle functions, monitoring of traffic and road conditions, management of vehicle condition, and performance and effective management of hazardous situations. Assessment of this unit may be undertaken within a licensing examination conducted by, or under the authority of, the relevant state/territory Road Traffic Authority.

Required Reading: VU Produced Workbooks

Assessment: Assessment methods will: - be undertaken by a registered training organisation - applied through knowledge which must be conducted through appropriate written/oral tests - be through activities in an appropriately simulated environment at the registered training organisation, and/or - assessed through appropriate range of situations in the workplace Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

TLIC3003A DRIVE MEDIUM RIGID VEHICLE

Locations: Werribee, Industry.

Prerequisites: Nil.

Description: This unit involves the skills and knowledge required to drive a medium rigid vehicle safely including systematic and efficient control of all vehicle functions, monitoring of traffic and road conditions, management of vehicle condition and performance and effective management of hazardous situations. Assessment of this unit may be undertaken within a licensing examination conducted by, or under the authority of, the relevant state/territory Road Traffic Authority.

Required Reading: VU Produced Workbooks

Assessment: Assessment methods will: - be undertaken by a registered training organisation - applied through knowledge which must be conducted through appropriate written/oral tests - be through activities in an appropriately simulated environment at the registered training organisation, and/or - assessed through appropriate range of situations in the workplace Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

TLIC3004A DRIVE HEAVY RIGID VEHICLE

Locations: Werribee, Industry.

Prerequisites: Nil.

Description: This unit involves the skills and knowledge required to drive a heavy rigid vehicle safely including systematic and efficient control of all vehicle functions, monitoring of traffic and road conditions, management of vehicle condition and performance, and effective management of hazardous situations. Assessment of this unit may be undertaken within a licensing examination conducted by, or under the authority of, the relevant state/territory Road Traffic Authority.

Required Reading: VU Produced Workbooks

Assessment: Assessment methods will: - be undertaken by a registered training organisation - as a minimum, be conducted through appropriate written/oral tests - be through activities in an appropriately simulated environment at the registered training organisation, and/or - be in an appropriate range of situations in the

workplace Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

TLIC3005A DRIVE HEAVY COMBINATION VEHICLE

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to drive a heavy combination vehicle safely including systematic and efficient control of all vehicle functions, monitoring of traffic and road conditions, management of vehicle condition and performance, coupling and uncoupling of trailer, and effective management of hazardous situations. Assessment of this unit may be undertaken within a licensing examination conducted, by or under the authority of, the relevant state/territory Road Traffic Authority.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - be undertaken by a registered training organisation - as a minimum, be conducted through appropriate written/oral tests - be through activities in an appropriately simulated environment at the registered training organisation, and/or - be in an appropriate range of situations in the workplace Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

TLIC3017A SHUNT ROLLING STOCK

Locations:Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to safely shunt rolling stock in accordance with safeworking and regulatory requirements and workplace procedures, including controlling and directing the physical movement of rolling stock and operating relevant equipment to carry out a developed shunting strategy.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLIC3027A STABLE A MOTIVE POWER UNIT

Locations:Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to stable a motive power unit in accordance with relevant workplace practices, rail regulations and codes of practice. It includes determining the required stabling location, shunting and securing the train, stabling and securing the motive power unit, carrying out all required post-operational checks and completing postoperational paperwork.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLIC4006A DRIVE MULTI-COMBINATION VEHICLE

Locations:Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to drive a multi-combination vehicle safely, including systematic and efficient control of all vehicle functions, coupling and uncoupling of dollies, monitoring of traffic and road conditions, management of vehicle condition and performance, and effective

management of hazardous situations. Assessment of this unit may be undertaken within a licensing examination conducted by, or under the authority of, the relevant state/territory Road Traffic Authority.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLIC4023A OPERATE TRAIN WITH DUE CONSIDERATION OF ROUTE CONDITIONS

Locations:Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to operate a train with due consideration of route conditions in accordance with safeworking and regulatory requirements and workplace procedures. This includes identifying route requirements, applying route knowledge to the planning of a train journey, and using route knowledge during a train journey in accordance with workplace requirements and standards.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLIC4024A OPERATE URBAN PASSENGER TRAIN

Locations:Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to operate an urban passenger train in accordance with safeworking and regulatory requirements and workplace procedures. This includes driving an urban train efficiently and effectively; assisting passengers as required; carrying out pre- and post-operation checks and terminus inspections; responding effectively to abnormal situations, incidents and external operating factors; and stabling an urban train in accordance with workplace requirements.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLIC4026A OPERATE AND MONITOR A MOTIVE POWER UNIT

Locations:Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to operate and monitor a motive power unit in accordance with relevant workplace practices, rail regulations and codes of practice. It includes operating the controls of the motive power unit, and monitoring its performance and maintaining its operational condition during a journey. It also includes working collaboratively with other train crew and relevant personnel.

Required Reading:VU Produced Workbook

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLID1001A SHIFT MATERIALS SAFELY USING MANUAL HANDLING METHODS

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to shift loads using manual handling methods, including assessing the risks associated with relocating the load, planning the relocation process and carrying out the relocation in accordance with the plan.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLID107C SHIFT MATERIALS SAFELY USING MANUAL HANDLING METHODS

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to shift loads using manual handling methods, including assessing the risks associated with relocating the load, planning the relocation process and carrying out the relocation in accordance with the plan.

Required Reading:VU VU produced Unit Learning Resources

Assessment:The following methods may be used in assessing units:- Written objective tests - Written responses, short and extended answers - Oral test / technical interview - On job or workplace assessment - Practical / exercises - Practical projects - Assignments - Personal appraisal - Verbal assessment - Profiling - RPL

TLID2003A HANDLE DANGEROUS GOODS/HAZARDOUS SUBSTANCES

Locations:Werribee, Newport.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to handle dangerous goods and hazardous substances, including identifying requirements for working with dangerous goods and/or hazardous substances; confirming site incident procedures; and selecting handling techniques.

Required Reading:Not Applicable

Assessment:The evidence required to demonstrate competency in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria of this unit and include demonstration of : - identifying dangerous goods/hazardous substances (from labels, IMDG markings, HAZCHEM signs and other relevant - identifying and selecting the safely requirements for handling dangerous goods/hazardous substances - maintaining workplace records and documentation - determining (any) required permits - identifying job and site hazards and planning work to minimise risks - selecting appropriate equipment and work systems including personal protection equipment - estimating weight and dimensions of load and any special requirements - identifying and assessing handling and storage precautions and requirements for dangerous goods/hazardous substances

TLID2010A OPERATE A FORKLIFT

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to operate a forklift, including checking forklift condition, driving the forklift to fulfil operational requirements, monitoring site conditions, and monitoring and maintaining forklift performance. Assessment of this unit will usually be undertaken within a licensing examination conducted by, or under the authority of, the relevant state/territory OH&S authority.

Required Reading:VU produced Workbooks Required licensing hand books as per the state or territory authority

Assessment:Assessment methods will: - as a minimum, be conducted through appropriate written/oral tests - be through activities in an appropriately simulated environment at the registered training organisation, and/or - be in an appropriate range of situations in the workplace Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

TLID2012A OPERATE SPECIALISED LOAD SHIFTING EQUIPMENT

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to operate specialised load shifting equipment in accordance with workplace requirements and relevant regulatory requirements, including planning work for the current working conditions; using controls and equipment operating systems to manage movement of the unit and accessory operations; locating load and identifying load characteristics; moving materials and loads; monitoring and operating controls; and stopping, parking and securing equipment after operation.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - be undertaken by a registered training organisation - as a minimum, be conducted through appropriate written/oral tests - be through activities in an appropriately simulated environment at the registered training organisation, and/or - be in an appropriate range of situations in the workplace Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

TLID3027A PREPARE FOR TRANSPORT OF DANGEROUS GOODS

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to prepare for the transport of dangerous goods, including checking the dangerous goods load; assessing vehicle suitability to transport the intended load; checking emergency procedures and equipment; evaluating documented route plan; and completing required assessment process. Licensing, legislative, regulatory or certification requirements are applicable to this unit.

Required Reading:VU Produced Workbook

Assessment:Assessment methods will: - As a minimum, be conducted through appropriate written/oral tests - Practical assessments must occur: - through activities in an appropriately simulated environment at the registered training organisation, and/or - in an appropriate range of situations in the workplace. Specific unit assessments are located in the learning and assessment plans within the school. This unit lends itself to LiWC via a project simulation.

TLID3031A RIG LOAD

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to prepare and rig all types of loads in preparation for lifting by a crane, including preparing for the transfer of a load, assessing lifting requirements, securing a load, and detaching a load. Licensing, legislative, regulatory or certification requirements are applicable to this unit.

Required Reading:VU Produced Workbook

Assessment:Assessment methods will: - As a minimum, be conducted through appropriate written/oral tests - Practical assessments must occur: - through activities in an appropriately simulated environment at the registered training organisation, and/or - in an appropriate range of situations in the workplace. Specific unit assessments are located in the learning and assessment plans within the school. This unit lends itself to LiWC via a project simulation.

TLID3035A OPERATE A BOOM TYPE ELEVATING WORK PLATFORM

Locations:Werribee.

Prerequisites:Not Applicable

Description:This unit involves the skills and knowledge required to operate a boom type elevating work platform, including inspecting and testing the elevating work platform, assessing job requirements and work, planning work and setting up for lift, carrying out the elevation, implementing planned hazard control and strategies, and packing up the work platform after operations. Licensing, legislative, regulatory or certification requirements are applicable to this unit.

Required Reading:VU Produced Workbook

Assessment:Assessment methods will: - Assessment of this unit must be undertaken by a registered training organisation - As a minimum, assessment of knowledge must be conducted through appropriate written/oral tests - Practical assessment must occur: - through activities in an appropriately simulated environment at the registered training organisation, and/or - in an appropriate range of situations in the workplace Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

TLIE1003A PARTICIPATE IN BASIC WORKPLACE COMMUNICATION

Locations:Footscray Nicholson, Werribee, Newport, City King St, Industry, Melton, Sunshine, St Albans, 22012VIC Cert I Vocational Preparation - City King, Footscray Nicholson, Industry, Melton, Newport, St Albans, Sunshine, Harvester TC, Werribee and Other. Also delivered on-site in Community Organisations and at Industry locations within Victoria..

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to participate effectively in basic workplace communication including communicating information about routine tasks, processes, events or skills, participating in group discussions to achieve appropriate work outcomes, and representing views of a group to others.

Required Reading:The teacher will provide teaching and learning material as required.VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLIE2001A PRESENT ROUTINE WORKPLACE INFORMATION

Locations:Footscray Nicholson, Werribee, Newport, City King St, Industry, Melton, Sunshine, St Albans, 22012VIC Cert I Vocational Preparation - City King, Footscray Nicholson, Industry, Melton, Newport, St Albans, Sunshine, Harvester TC, Werribee and Other. Also delivered on-site in Community Organisations and at Industry locations within Victoria..

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to present routine workplace information in accordance with workplace requirements including preparing and presenting routine workplace documents and preparing and delivering oral presentations as part of routine work.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - be conducted through appropriate written/oral tests - apply to practical assessments: - through activities in an appropriately simulated environment at the registered training organisation, and/or - in an appropriate range of situations in the workplace Specific unit assessments are located in the learning and assessment plans within the school. This unit lends itself to LiWC via a project simulation.

TLIE2007A USE COMMUNICATION SYSTEMS

Locations:Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to use

communication systems including identifying system features, operating a communication system effectively, using appropriate communication protocols when using a system, maintaining equipment, and completing documentation.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLIE2008A PROCESS WORKPLACE DOCUMENTATION

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to process workplace documentation including planning the documentation to fulfil the identified purpose and completing the documentation in accordance with requirements. Documentation may include forms, logs, diaries and basic hand-written or typed reports. It may also include entry of information into computer-based documents and forms.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - be conducted through appropriate written/oral tests - apply to practical assessments: - through activities in an appropriately simulated environment at the registered training organisation, and/or - in an appropriate range of situations in the workplace Specific unit assessments are located in the learning and assessment plans within the school. This unit lends itself to LiWC via a project simulation.

TLIE3002A ESTIMATE/CALCULATE MASS, AREA AND QUANTIFY DIMENSIONS

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to estimate and calculate mass and area and quantify dimensions of loads as part of work functions in the transport, stevedoring, warehousing, and/or storage sectors. This includes estimating loads to be transported or placed in storage, identifying mass, area and volume limitations of available transport/storage systems and carrying out calculations required to organise load(s) to match identified transport/storage limitations.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - As a minimum, be conducted through appropriate written/oral tests - Practical assessments must occur: - through activities in an appropriately simulated environment at the registered training organisation, and/or - in an appropriate range of situations in the workplace. Specific unit assessments are located in the learning and assessment plans within the school. This unit lends itself to LiWC via a project simulation.

TLIE3004A PREPARE WORKPLACE DOCUMENTS

Locations:Footscray Nicholson, Werribee, Newport, City King St, Industry, Melton, Footscray Park, Sunshine, City Flinders, St Albans, 21772VIC Certificate I in General Education for Adults - All Campuses including Visy Cares Hub, Distance Education and industry locations within the Western suburbs..

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to prepare workplace documents and forms in accordance with workplace requirements and any applicable regulations/codes including planning and preparing a simple workplace document such as a letter or report, and gathering relevant information enabling the completion of a workplace form.

Required Reading:There is no required reading for this unit. The teacher will provide teaching and learning material as required.

Assessment:Assessment tasks will be designed to meet the controlled parameters in

accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks. 21945VIC Certificate II in ESL (Employment): Student assessment is based on teacher evaluation of the following: verbal and/or written questioning and teacher observation used with checklists of learner performance; verbal presentations; multi-media presentations; student self assessment; ongoing teacher assessment; audio/video recordings to assess performance; observed role plays; other simulated workplace/community based tasks plus the completion of locally developed assessment tasks, completed in class, with teacher support and supervision.

TLIE3012A CONSOLIDATE MANIFEST DOCUMENTATION

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to consolidate manifest documentation including the identification of the documentation required and the processing of the information in accordance with workplace procedures.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

TLIE4006A COLLECT, ANALYSE AND PRESENT WORKPLACE DATA AND INFORMATION

Locations:Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to collect, analyse and present workplace data and information including identifying required information, analysing and preparing information for use, explaining information, and presenting workplace information to others.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLIE4013A APPLY WORKPLACE STATISTICS

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to apply statistical data in the workplace including identifying situations where statistics are used in the workplace, collecting numerical data, processing and presenting data, and interpreting trends and patterns from numerical data.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

TLIE507C CARRY OUT BASIC WORKPLACE CALCULATIONS

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to carry out basic routine workplace calculations, including carrying out required mathematical operations, preparing basic estimates of mass, size and volume, and interpreting basic graphical representations of mathematical information. It includes calculations for routine industry-related tasks using manual and electronic processes. It specifically includes the skills and knowledge needed to estimate/calculate manual load shifting requirements.

Required Reading:VU VU produced Unit Learning Resources

Assessment:The following methods may be used in assessing units:- Written objective tests - Written responses, short and extended answers - Oral test / technical interview - On job or workplace assessment - Practical / exercises - Practical projects - Assignments - Personal appraisal - Verbal assessment - Profiling - RPL

TLIE807C PROCESS WORKPLACE DOCUMENTATION

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to process workplace documentation including planning the documentation to fulfil the identified purpose and completing the documentation in accordance with requirements. Documentation may include forms, logs, diaries and basic hand-written or typed reports. It may also include entry of information into computer-based documents and forms.

Required Reading:VU VU produced Unit Learning Resources

Assessment:The following methods may be used in assessing units:- Written objective tests - Written responses, short and extended answers - Oral test / technical interview - On job or workplace assessment - Practical / exercises - Practical projects - Assignments - Personal appraisal - Verbal assessment - Profiling - RPL

TLIF1001A FOLLOW OCCUPATIONAL HEALTH AND SAFETY PROCEDURES

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to follow and apply occupational health and safety (OH&S) procedures when carrying out work activities. It includes identifying and following workplace procedures for hazard identification and risk control, contributing to arrangements for the management of occupational health and safety, and completing occupational health and safety records.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - be conducted through appropriate written/oral tests - apply to practical assessments: - through activities in an appropriately simulated environment at the registered training organisation, and/or - in an appropriate range of situations in the workplace Specific unit assessments are located in the learning and assessment plans within the school. This unit lends itself to LiWC via a project simulation.

TLIF1002A CONDUCT HOUSEKEEPING ACTIVITIES

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to conduct housekeeping activities in the workplace, including identifying required housekeeping requirements, procedures and resources for different areas of the workplace, monitoring and maintaining cleanliness and tidiness in the workplace, and completing assigned housekeeping tasks.

Required Reading:VU Produced Workbook

Assessment:Assessment methods will: - be conducted through appropriate written/oral tests - apply to practical assessments: - through activities in an appropriately simulated environment at the registered training organisation, and/or - in an appropriate range of situations in the workplace Specific unit assessments are located in the learning and assessment plans within the school. This unit lends itself to LiWC via a project simulation.

TLIF1007C APPLY FATIGUE MANAGEMENT STRATEGIES

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to apply fatigue

management strategies, including identifying and acting upon signs of fatigue and implementing appropriate strategies to minimise fatigue during work activities.

Required Reading:VU VU produced Unit Learning Resources

Assessment:The following methods may be used in assessing units:- Written objective tests - Written responses, short and extended answers - Oral test / technical interview - On job or workplace assessment - Practical / exercises - Practical projects - Assignments - Personal appraisal - Verbal assessment - Profiling - RPL

TLIF107C FOLLOW OH&S PROCEDURES

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to follow and apply OH&S procedures when carrying out work activities, including identifying and following workplace procedures for hazard identification and risk control, contributing to arrangements for the management of occupational health and safety, and completing occupational health and safety records.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; Written response, short and extended answers; Oral test/technical interview; Simulated workplace assessment; On job or workplace assessment; Practical exercises; Practical projects; Assignments; Personal appraisal; Verbal assessment; Profiling. The following methods may be used in assessing units:- Written objective tests - Written responses, short and extended answers - Oral test / technical interview - On job or workplace assessment - Practical / exercises - Practical projects - Assignments - Personal appraisal - Verbal assessment - Profiling .

TLIF2006A APPLY ACCIDENT-EMERGENCY PROCEDURES

Locations:Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to apply accident emergency procedures, including responding to an incident, controlling and assisting at an accident or emergency site, finalising accident-emergency processes, and completing records, reports and other required documentation in accordance with regulatory requirements and workplace procedures.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - be conducted through appropriate written/oral tests - apply to practical assessments: - through activities in an appropriately simulated environment at the registered training organisation, and/or - in an appropriate range of situations in the workplace Specific unit assessments are located in the learning and assessment plans within the school. This unit lends itself to LiWC via a project simulation.

TLIF2010A APPLY FATIGUE MANAGEMENT STRATEGIES

Locations:Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to apply fatigue management strategies, including identifying and acting upon signs of fatigue and implementing appropriate strategies to minimise fatigue during work activities, in accordance with legislative and regulatory requirements.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLIF2018A OPERATE FIREFIGHTING EQUIPMENT

Locations:Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to operate and check firefighting equipment in accordance with manufacturers instructions and workplace emergency procedures, including identifying and selecting the appropriate equipment, using the firefighting equipment to fight a fire, and checking that the firefighting equipment is operational.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLIF2019A ENSURE A SAFE ON-BOARD PASSENGER AND WORKING ENVIRONMENT

Locations:Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to ensure a safe on-board passenger and working environment in accordance with OH&S regulatory and workplace requirements, including performing checks and inspections; rectifying and reporting work hazards and non-compliances; and completing all required documentation.

Required Reading:VU produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLIF2062A APPLY AWARENESS OF SAFEWORKING RULES AND REGULATIONS

Locations:Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to apply a basic awareness of applicable safeworking rules and regulations to work functions in the rail industry. It includes interpreting and applying the applicable safeworking rules and protocols; recognising and reporting unsafe situations; following safeworking instructions and procedures; and taking appropriate safety precautions.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLIF3004A ORGANISE OCCUPATIONAL HEALTH AND SAFETY PROCEDURES IN THE WORKPLACE

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to organise OH&S procedures in the workplace, including interpreting and applying information about OH&S policies and procedures and duty of care responsibilities, identifying and assessing hazards and risks in the workplace, negotiating to control workplace hazards and risks, resolving complaints about OH&S, and instituting appropriate risk management strategies. Licensing, legislative, regulatory or certification requirements are applicable to this unit.

Required Reading:VU Produced Workbook

Assessment:Assessment methods will: - As a minimum, be conducted through appropriate written/oral tests - Practical assessments must occur: - through activities in an appropriately simulated environment at the registered training organisation, and/or - in an appropriate range of situations in the workplace. Specific unit assessments are located in the learning and assessment plans within the school. This unit lends itself to LiWC via a project simulation.

TLIF3058A APPLY SAFEWORKING RULES AND REGULATIONS TO RAIL FUNCTIONS

Locations:Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to apply applicable safeworking rules and regulations to rail functions carried out on rail networks. It includes the correct use of communication protocols; interpreting and responding to radio, hand signal and light commands; interpreting and following relevant safeworking rules and protocols; and taking appropriate action in the event of safety incidents, unsafe situations or emergencies.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLIF307C IMPLEMENT AND MONITOR OCCUPATIONAL HEALTH AND SAFETY PROCEDURES

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to implement and monitor OH&S procedures, including accessing information about OH&S and the workplace policies and procedures, implementing and monitoring procedures for identifying and assessing hazards, implementing and monitoring/auditing procedures for controlling risks, planning and supervising housekeeping arrangements, and implementing and monitoring procedures for dealing with hazardous events.

Required Reading:VU VU produced Unit Learning Resources

Assessment:The following methods may be used in assessing units:- Written objective tests - Written responses, short and extended answers - Oral test / technical interview - On job or workplace assessment - Practical / exercises - Practical projects - Assignments - Personal appraisal - Verbal assessment - Profiling - RPL

TLIF4007A IMPLEMENT AND COORDINATE ACCIDENT-EMERGENCY PROCEDURES

Locations:Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to implement and coordinate accident-emergency procedures, including responding to the incident, conducting on-site activities, and completing follow-up actions.

Required Reading:VU produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLIF4014A DEVELOP AND MAINTAIN A SAFE WORKPLACE

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to develop and maintain a safe workplace, including providing and informing personnel about OH&S legislation, codes and standards; planning and implementing safety requirements in accordance with regulations; monitoring, adjusting and reporting safety performance; investigating and reporting non-conformance; and evaluating the OH&S system and related policies, procedures and programs.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - be conducted through appropriate written/oral tests - Practical assessment must occur: - through activities in an appropriately simulated environment at the registered training organisation, and/or -

in an appropriate range of situations in the workplace Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

TLIF4021A RESPOND TO TRAIN-DRIVING EMERGENCIES AND ABNORMAL SITUATIONS

Locations:Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to respond to emergencies and abnormal situations when driving a train in accordance with regulatory requirements, relevant codes of practice and workplace procedures. It includes identifying and responding to emergencies and abnormal situations; arranging follow-on support and assistance; and communicating with personnel and customers in accordance with workplace procedures and relevant safeworking requirements.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLIF607C APPLY ACCIDENT-EMERGENCY PROCEDURES

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to apply accident emergency procedures, including responding to an incident, controlling and assisting at an accident or emergency site, finalising accident-emergency processes, and completing records, reports and other required documentation in accordance with regulatory requirements and workplace procedures.

Required Reading:VU VU produced Unit Learning Resources

Assessment:The following methods may be used in assessing units:- Written objective tests - Written responses, short and extended answers - Oral test / technical interview - On job or workplace assessment - Practical / exercises - Practical projects - Assignments - Personal appraisal - Verbal assessment - Profiling - RPL

TLIF6207A APPLY AWARENESS OF SAFEWORKING RULES AND REGULATIONS

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to apply a basic awareness of applicable safeworking rules and regulations to work functions in the rail industry. It includes interpreting and applying the applicable safeworking rules and protocols; recognising and reporting unsafe situations; following safeworking instructions and procedures; and taking appropriate safety precautions. Licensing, legislative, regulatory or certification requirements are applicable to this unit.

Required Reading:Not Applicable

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks

TLIG1001A WORK EFFECTIVELY WITH OTHERS

Locations:Industry.

Prerequisites:Nil.

Description:This unit involves the basic skills and knowledge required to work effectively with others in a workplace including contributing to determination of appropriate work roles, contributing to the planning of activities, and working with others to complete the activities.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLIG107C WORK EFFECTIVELY WITH OTHERS

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the basic skills and knowledge required to work effectively with others in a workplace including contributing to determination of appropriate work roles, contributing to the planning of activities, and working with others to complete the activities.

Required Reading:VU VU produced Unit Learning Resources

Assessment:The following methods may be used in assessing units:- Written objective tests - Written responses, short and extended answers - Oral test / technical interview - On job or workplace assessment - Practical / exercises - Practical projects - Assignments - Personal appraisal - Verbal assessment - Profiling - RPL

TLIG2007A WORK IN A SOCIALLY DIVERSE ENVIRONMENT

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to work in a socially diverse environment, including the development and application of the cultural awareness that is required by all people working in the transport and distribution industries. It includes the cultural awareness required for serving customers and working with colleagues from diverse backgrounds.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - be conducted through appropriate written/oral tests - apply to practical assessments: - through activities in an appropriately simulated environment at the registered training organisation, and/or - in an appropriate range of situations in the workplace Specific unit assessments are located in the learning and assessment plans within the school. This unit lends itself to LiWC via a project simulation.

TLIG3002A LEAD A WORK TEAM OR GROUP

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to lead a work team or group including participating in team/group planning, managing and developing team/group performance, participating in and facilitating the work team/group in its achievement of workplace tasks, and documenting and reviewing work team/group performance.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - As a minimum, be conducted through appropriate written/oral tests - Practical assessments must occur: - through activities in an appropriately simulated environment at the registered training organisation, and/or - in an appropriate range of situations in the workplace. Specific unit assessments are located in the learning and assessment plans within the school. This unit lends itself to LiWC via a project simulation.

TLIG4005A ORGANISE TRANSPORT WORKLOAD

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to organise transport workload, including organising and accepting responsibility for own workload, participating in identifying and meeting own learning needs, and planning and

organising a personal daily routine.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLIG4006A FACILITATE WORK TEAMS

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to lead and facilitate work teams, including participating and providing leadership in team planning, developing team commitment and cooperation, managing and developing team performance, and participating in and facilitating the work of work teams/groups.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - be conducted through appropriate written/oral tests - Practical assessment must occur: - through activities in an appropriately simulated environment at the registered training organisation, and/or codes of practice and operation manuals in an appropriate range of situations in the workplace Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

TLIG707B WORK IN A SOCIALLY DIVERSE ENVIRONMENT

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to work in a socially diverse environment, including the development and application of the cultural awareness that is required by all people working in the transport and distribution industries. It includes the cultural awareness required for serving customers and working with colleagues from diverse backgrounds.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; Written response, short and extended answers; Oral test/technical interview; Simulated workplace assessment; On job or workplace assessment; Practical exercises; Practical projects; Assignments; Personal appraisal; Verbal assessment; Profiling. The following methods may be used in assessing units:- Written objective tests - Written responses, short and extended answers - Oral test / technical interview - On job or workplace assessment - Practical / exercises - Practical projects - Assignments - Personal appraisal - Verbal assessment - Profiling .

TLII1002A APPLY CUSTOMER SERVICE SKILLS

Locations:Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to apply routine customer service skills to relevant workplace operations including dealing with customer inquiries, monitoring customer satisfaction and taking appropriate action to satisfy customer needs.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLII207D APPLY CUSTOMER SERVICE SKILLS

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to apply routine customer service skills to relevant workplace operations including dealing with

customer inquiries, monitoring customer satisfaction and taking appropriate action to satisfy customer needs.

Required Reading:VU VU produced Unit Learning Resources

Assessment:The following methods may be used in assessing units:- Written objective tests - Written responses, short and extended answers - Oral test / technical interview - On job or workplace assessment - Practical / exercises - Practical projects - Assignments - Personal appraisal - Verbal assessment - Profiling - RPL

TLI4001A COORDINATE QUALITY CUSTOMER SERVICE

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to coordinate quality customer service in operations including planning to meet internal and external customer requirements, ensuring delivery of quality service, and monitoring, adjusting and reporting customer service.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - be conducted through appropriate written/oral tests - Practical assessment must occur: - through activities in an appropriately simulated environment at the registered training organisation, and/or codes of practice and operation manuals ☐ in an appropriate range of situations in the workplace Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

TLI4008A MONITOR TRANSPORT ACTIVITIES AT INTERCHANGES

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to monitor transport activities at interchanges including monitoring transport and passenger movements, identifying and attending to coordination problems, and informing customers of irregularities.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

TLI5018A MANAGE CUSTOMER SERVICE

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to manage customer service. It includes planning to meet internal and external customer requirements; ensuring delivery of quality products/services; and monitoring, adjusting and reporting customer service.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLI2001A APPLY QUALITY PROCEDURES

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to apply quality procedures within work activities including applying quality concepts to work, planning and trialing improvements in work processes and implementing improvements confirmed through the trials.

Required Reading:VU produced Workbooks

Assessment:Assessment methods will: - be conducted through appropriate written/oral tests - apply to practical assessments: - through activities in an

appropriately simulated environment at the registered training organisation, and/or - in an appropriate range of situations in the workplace Specific unit assessments are located in the learning and assessment plans within the school. This unit lends itself to LiWC via a project simulation.

TLI207C APPLY QUALITY SYSTEMS

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to apply quality systems in workplace operations including working within a quality improvement system and using quality improvement systems, tools and techniques in accordance with enterprise procedures.

Required Reading:VU VU produced Unit Learning Resources

Assessment:The following methods may be used in assessing units:- Written objective tests - Written responses, short and extended answers - Oral test / technical interview - On job or workplace assessment - Practical / exercises - Practical projects - Assignments - Personal appraisal - Verbal assessment - Profiling - RPL

TLI3002A APPLY QUALITY SYSTEMS

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to apply quality systems in workplace operations including working within a quality improvement system and using quality improvement systems, tools and techniques in accordance with enterprise procedures.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - As a minimum, be conducted through appropriate written/oral tests - Practical assessments must occur: - through activities in an appropriately simulated environment at the registered training organisation, and/or - in an appropriate range of situations in the workplace. Specific unit assessments are located in the learning and assessment plans within the school. This unit lends itself to LiWC via a project simulation.

TLI107C USE INFOTECHNOLOGY DEVICES AND COMPUTER APPLICATIONS IN THE WORKPLACE

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to use infotechnology devices and computer applications in the workplace including identifying computer equipment and systems, setting up and shutting down equipment for use, and inputting, retrieving and presenting files/data in accordance with work requirements.

Required Reading:VU VU produced Unit Learning Resources

Assessment:The following methods may be used in assessing units:- Written objective tests - Written responses, short and extended answers - Oral test / technical interview - On job or workplace assessment - Practical / exercises - Practical projects - Assignments - Personal appraisal - Verbal assessment - Profiling - RPL

TLI2003A APPLY KEYBOARD SKILLS

Locations:Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to enter data into an infotechnology device using a keyboard including the application of OH&S principles to keyboard operations and the accurate entry of the data.

Required Reading:VU produced Workbooks

Assessment: This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLIK2010A USE INFOTECHNOLOGY DEVICES IN THE WORKPLACE

Locations: Footscray Nicholson, Werribee, Industry.

Prerequisites: Nil.

Description: This unit involves the skills and knowledge required to use infotechnology devices in the workplace including identifying infotechnology equipment and systems; setting up and shutting down equipment for use; and inputting, retrieving and presenting files/data in accordance with work requirements.

Required Reading: VU Produced Workbooks

Assessment: Assessment methods will: - be conducted through appropriate written/oral tests - apply to practical assessments: - through activities in an appropriately simulated environment at the registered training organisation, and/or - in an appropriate range of situations in the workplace Specific unit assessments are located in the learning and assessment plans within the school. This unit lends itself to LiWC via a project simulation.

TLIK307C APPLY KEYBOARD SKILLS

Locations: Werribee, Industry.

Prerequisites: Nil.

Description: This unit involves the skills and knowledge required to enter data into an infotechnology device using a keyboard including the application of OH&S principles to keyboard operations and the accurate entry of the data.

Required Reading: VU VU produced Unit Learning Resources

Assessment: The following methods may be used in assessing units: - Written objective tests - Written responses, short and extended answers - Oral test / technical interview - On job or workplace assessment - Practical / exercises - Practical projects - Assignments - Personal appraisal - Verbal assessment - Profiling

TLIL1001A COMPLETE WORKPLACE ORIENTATION/INDUCTION PROCEDURES

Locations: Werribee, Industry.

Prerequisites: Nil.

Description: This unit involves the skills and knowledge required to complete workplace orientation and induction procedures when commencing a new work role. It includes identifying major areas of the workplace in terms of functions, organisational structures and occupations; and organising and accepting responsibility for own workload. It also includes the application of ethical practices in work activities; receiving and acting constructively on personal feedback; participating in the identification and meeting of one's own learning needs; and planning and organising a personal daily routine.

Required Reading: VU Produced Workbooks

Assessment: Assessment methods will: - be conducted through appropriate written/oral tests - apply to practical assessments: - through activities in an appropriately simulated environment at the registered training organisation, and/or - in an appropriate range of situations in the workplace Specific unit assessments are located in the learning and assessment plans within the school. This unit lends itself to LiWC via a project simulation.

TLIL107C COMPLETE WORKPLACE ORIENTATION INDUCTION PROCEDURES

Locations: Werribee, Industry.

Prerequisites: Nil.

Description: This unit involves the skills and knowledge required to complete workplace orientation and induction procedures when commencing a new work role, including identifying major areas of the workplace in terms of functions,

organisational structures and occupations, and organising and accepting responsibility for own workload. It also includes the application of ethical practices in work activities, receiving and acting constructively on personal feedback, participating in the identification and meeting of one's own learning needs, and planning and organising a personal daily routine.

Required Reading:

Assessment: The following methods may be used in assessing units: Written objective tests; Written response, short and extended answers; Oral test/technical interview; Simulated workplace assessment; On job or workplace assessment; Practical exercises; Practical projects; Assignments; Personal appraisal; Verbal assessment; Profiling. The following methods may be used in assessing units: - Written objective tests - Written responses, short and extended answers - Oral test / technical interview - On job or workplace assessment - Practical / exercises - Practical projects - Assignments - Personal appraisal - Verbal assessment - Profiling .

TLIL2008A COMPLETE ROUTINE ADMINISTRATIVE TASKS

Locations: Werribee, Industry.

Prerequisites: Nil.

Description: This unit involves the skills and knowledge required to complete routine administrative activities in a transport, warehousing, distribution and/or storage workplace, including receiving and distributing incoming mail, receiving and despatching outgoing mail, filing documents, and receiving and relaying written and oral messages.

Required Reading: VU produced Workbooks

Assessment: Assessment methods will: - be conducted through appropriate written/oral tests - apply to practical assessments: - through activities in an appropriately simulated environment at the registered training organisation, and/or - in an appropriate range of situations in the workplace Specific unit assessments are located in the learning and assessment plans within the school. This unit lends itself to LiWC via a project simulation.

TLIL2048A PREPARE FOR TRAIN DEPARTURE

Locations: Industry.

Prerequisites: Nil.

Description: This unit involves the skills and knowledge required to prepare for train departure in accordance with workplace procedures and the requirements of relevant safeworking regulations and codes of practice. For both freight and passenger trains, it includes the checking of rolling stock, equipment and related documentation; checking for any planned variations from normal routines; and, where required, completing documentation. For passenger trains, it also includes, where appropriate, the checking of passenger facilities and assessing stock levels in accordance with workplace requirements.

Required Reading: VU produced Workbooks

Assessment: This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLIL4005A APPLY CONFLICT/GRIEVANCE RESOLUTION STRATEGIES

Locations: Industry.

Prerequisites: Nil.

Description: This unit involves the skills and knowledge required to apply conflict resolution strategies to resolve grievances that may occur in the course of work, including identifying potential conflict situations, implementing appropriate conflict resolution strategies, and using effective interpersonal skills. Grievances and conflict situations may include those between employees in the workplace, between employees and managers, as well as grievances that might be raised by customers.

Required Reading:VU produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLIL4009A MANAGE PERSONAL WORK PRIORITIES AND PROFESSIONAL DEVELOPMENT

Locations:Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to manage personal work priorities and own professional development, including managing own qualities, goals, plans and performance; setting and meeting own work priorities; and developing and maintaining own professional competence.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLIL4032A IMPLEMENT EQUAL EMPLOYMENT EQUITY STRATEGIES

Locations:Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to implement equal employment equity strategies in accordance with regulatory and workplace requirements, including identifying and communicating agreed employment equity direction, responding to enquiries regarding employment equity, implementing employment equity strategies, contributing to policy development, and evaluating and reporting on the implementation of equal employment opportunity strategies in the workplace.

Required Reading:VU produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLIL4033A PROMOTE EFFECTIVE WORKPLACE PRACTICE

Locations:Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to promote effective workplace practice, including contributing positively to the work team environment, observing and promoting work safety procedures, maintaining and promoting the well being of workplace team(s), and participating in competency development activities.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLIL5019A IMPLEMENT AND MONITOR TRANSPORT LOGISTICS

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to implement and monitor transport logistics in accordance with relevant regulatory requirements and workplace procedures, including mobilising resources, coordinating multi-modal transport activities, monitoring consignment(s) tracking, and implementing a contingency management strategy.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

TLIL5020A DEVELOP AND MAINTAIN OPERATIONAL PROCEDURES FOR TRANSPORT AND LOGISTICS ENTERPRISES

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to develop and maintain operational procedures for transport and logistics enterprises in accordance with relevant regulatory requirements and workplace procedures, including planning and developing operational procedures, monitoring the implementation of the operational procedure(s), and evaluating the implementation of operational procedures.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

TLIL5026A MANAGE EXPORT LOGISTICS

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to manage export logistics in accordance with relevant regulatory requirements and workplace procedures, including planning efficient export logistics operations, developing appropriate contingency management strategies, producing the required operation schedules for export logistics, and monitoring and coordinating the required systems for export logistics.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

TLIL5055A MANAGE A SUPPLY CHAIN

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to manage a supply chain, including the relationships between an organisation and its supply and demand partners along the chain. It covers implementing a demand-driven supply chain management strategy, managing the supply chain, and evaluating and improving supply chain effectiveness.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

TLILIC2001A LICENCE TO OPERATE A FORKLIFT TRUCK

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit specifies the outcomes required for the operation of a powered industrial truck equipped with a mast and an elevating load carriage to which is attached a pair of fork arms or other attachment, for licensing purposes. This definition also includes a truck on which the operator is raised with the attachment for order-picking.

Required Reading:VU Produced Workbooks Required licensing hand books as per the state or territory authority

Assessment:Assessment methods will: - as a minimum, be conducted through appropriate written/oral tests - be through activities in an appropriately simulated environment at the registered training organisation, and/or - be in an appropriate range of situations in the workplace Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

TLILIC2002A LICENCE TO OPERATE AN ORDER PICKING FORKLIFT TRUCK

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit specifies the outcomes required to operate a powered industrial truck of a type where the operator's control arrangement is incorporated with the load carriage/lifting media, and elevates with it, for licensing purposes.

Required Reading:VU Produced Workbook Required licensing hand books as per the state or territory authority

Assessment:Assessment methods will: - be undertaken by a registered training organisation - as a minimum, be conducted through appropriate written/oral tests - be through activities in an appropriately simulated environment at the registered training organisation, and/or - be in an appropriate range of situations in the workplace Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

TLILIC2005A LICENCE TO OPERATE A BOOM-TYPE ELEVATING WORK PLATFORM (BOOM LENGTH 11 METERS OR MORE)

Locations:Werribee, Industry.

Prerequisites:Not Applicable

Description:This unit specifies the outcomes required to operate a boom-type elevating work platform (boom length 11 metres or more) for licensing purposes, and involves the operation of a telescoping device, hinged device, or articulated device or any combination of these used to support a platform on which personnel, equipment and materials may be elevated to perform work. The 11 metre boom length shall be taken to mean the greater of the following: (a) The vertical distance from the floor of the platform to the surface supporting the elevating work platform with the platform at its maximum height; or (b) The nominal reach, measured horizontally from the centre point of rotation to the outer edge of the platform in its most extended position.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - be undertaken by a registered training organisation - as a minimum, be conducted through appropriate written/oral tests - be through activities in an appropriately simulated environment at the registered training organisation, and/or - be in an appropriate range of situations in the workplace Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

TLILIC2014A LICENCE TO DRIVE LIGHT RIGID VEHICLE

Locations:Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to obtain a licence to drive a light rigid vehicle. It includes systematic and efficient control of all vehicle functions, monitoring of traffic and road conditions, management of vehicle condition and performance and effective management of hazardous situations. Assessment of this unit will be undertaken within a licensing examination conducted by, or under the authority of, the relevant Heavy Vehicle Driver Licensing Authority.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLILIC2015A LICENCE TO DRIVE MEDIUM RIGID VEHICLE

Locations:Werribee, Industry.

Prerequisites:Nil.

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Description:This unit involves the skills and knowledge required to obtain a licence to drive a medium rigid vehicle. It includes systematic and efficient control of all vehicle functions, monitoring of traffic and road conditions, management of vehicle condition and performance and effective management of hazardous situations. Assessment of this unit will be undertaken within a licensing examination conducted by, or under the authority of, the relevant Heavy Vehicle Driver Licensing Authority.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - be undertaken by a registered training organisation - as a minimum, be conducted through appropriate written/oral tests - be through activities in an appropriately simulated environment at the registered training organisation, and/or - be in an appropriate range of situations in the workplace Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

TLILIC2016A LICENCE TO DRIVE HEAVY RIGID VEHICLE

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to obtain a licence to drive a heavy rigid vehicle. It includes systematic and efficient control of all vehicle functions, monitoring of traffic and road conditions, management of vehicle condition and performance and effective management of hazardous situations. Assessment of this unit will be undertaken within a licensing examination conducted by, or under the authority of, the relevant Heavy Vehicle Driver Licensing Authority.

Required Reading:VU Produced Workbook

Assessment:Assessment methods will: - be undertaken by a registered training organisation - applied through knowledge which must be conducted through appropriate written/oral tests - be through activities in an appropriately simulated environment at the registered training organisation, and/or - assessed through appropriate range of situations in the workplace Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

TLILIC3008A LICENCE TO OPERATE A SLEWING MOBILE CRANE (UP TO 20 TONNES)

Locations:Werribee, Industry.

Prerequisites:Not Applicable

Description:This unit specifies the outcomes required to operate a slewing mobile crane (up to 20 tonnes) for licensing purposes. It encompasses the requirement for non-slewing mobile crane licence and the vehicle loading crane licence.

Required Reading:VU Produced Workbook

Assessment:Assessment methods will: - be undertaken by a registered training organisation - as a minimum, be conducted through appropriate written/oral tests - be through activities in an appropriately simulated environment at the registered training organisation, and/or - be in an appropriate range of situations in the workplace Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

TLILIC3017A LICENCE TO DRIVE HEAVY COMBINATION VEHICLE

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to obtain a licence to drive a heavy combination vehicle. It includes systematic and efficient control of all vehicle functions, monitoring of traffic and road conditions, management of vehicle condition and performance, coupling and uncoupling of trailer, and effective management of hazardous situations. Assessment of this unit will be undertaken within a licensing examination conducted by, or under the authority of, the relevant Heavy Vehicle Driver Licensing Authority.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - be undertaken by a registered training organisation - as a minimum, be conducted through appropriate written/oral tests - be through activities in an appropriately simulated environment at the registered training organisation, and/or - be in an appropriate range of situations in the workplace - apply to practical driving aspects which must be assessed in a vehicle typical of the class as approved by the Licensing Authority. The use of simulators for driver testing is not permitted. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

TLIC3018A LICENCE TO OPERATE MULTI-COMBINATION VEHICLE

Locations:Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to obtain a licence to drive a multi-combination vehicle. It includes systematic and efficient control of all vehicle functions, monitoring of traffic and road conditions, management of vehicle condition and performance, coupling and uncoupling of dollies, and effective management of hazardous situations. Assessment of this unit will be undertaken within a licensing examination conducted by, or under the authority of, the relevant Heavy Vehicle Driver Licensing Authority.

Required Reading:VU Produced Workbooks

Assessment:Assessment methods will: - be undertaken by a registered training organisation - as a minimum, be conducted through appropriate written/oral tests - be through activities in an appropriately simulated environment at the registered training organisation, and/or - be in an appropriate range of situations in the workplace - apply to practical driving aspects which must be assessed in a vehicle typical of the class as approved by the Licensing Authority. The use of simulators for driver testing is not permitted. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

TLIC4009A LICENCE TO OPERATE A SLEWING MOBILE CRANE (UP TO 60 TONNES)

Locations:Werribee, Industry.

Prerequisites:Not Applicable

Description:This unit specifies the outcomes required to operate a slewing mobile crane (up to 60 tonnes) for licensing purposes. It encompasses the requirement for the up to 20 tonnes licence.

Required Reading:VU Produced Workbook

Assessment:Assessment methods will: - be undertaken by a registered training organisation - as a minimum, be conducted through appropriate written/oral tests - be through activities in an appropriately simulated environment at the registered training organisation, and/or - be in an appropriate range of situations in the workplace - apply to practical driving aspects which must be assessed in a vehicle typical of the class as approved by the Licensing Authority. The use of simulators for

driver testing is not permitted. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

TLIO1207C MANAGE DISRUPTIVE AND/OR UNLAWFUL BEHAVIOUR

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to manage disruptive and/or unlawful behaviour on transport systems, including monitoring passenger behaviour, identifying and attending to disruptive/unlawful activity, taking appropriate action to control disruptive/unlawful behaviour, and reporting and documenting incident(s).

Required Reading:VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

TLIP4038A MONITOR A SUPPLY CHAIN OPERATION

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to monitor the functions of an established supply chain. It includes applying knowledge of the relevant principles to the relationships and functions within a supply chain. This may include logistics, supply, demand, transport, and the flow of data.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

TLIP4039A MONITOR TRANSPORT OPERATIONS

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to monitor transport operations and identify and report issues and possible improvements. It requires knowledge of transport strategies and methods for local, national and international contexts and regulatory requirements and organisational requirements.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

TLIP4040A MONITOR WAREHOUSE OPERATIONS

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to monitor warehouse operations and identify and report issues and possible improvements. It requires knowledge of different types of warehouses and their functions and organisational requirements. This includes the use of warehouse equipment, inventory and stock control processes, information technology and communication systems, warehouse security arrangements and the application of engineered standards.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

TLIP5004A DEVELOP A TRANSPORT AND LOGISTICS BUSINESS PLAN

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to develop a business plan for an organisation or a discrete business unit in the transport and logistics industry in accordance with relevant regulatory requirements and workplace procedures. This includes conducting a situational and market analysis, analysing the organisational environment, developing appropriate strategies, and implementing and evaluating the resulting business plan.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

TLIP5008A MANAGE A TRANSPORT AND LOGISTICS BUSINESS UNIT

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to manage a transport and logistics business unit in accordance with relevant regulatory requirements and workplace procedures. This includes identifying the market for the business unit, setting transport and logistics business unit objectives, collecting information for business planning operations, establishing the resources required to achieve objectives, and managing business unit performance to achieve the required outcomes.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

TLIP5025A SET AND ACHIEVE BUDGET

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to set and achieve a workplace budget in accordance with relevant regulatory requirements and workplace procedures. This includes planning the budget requirements, monitoring the budget and taking appropriate corrective action, monitoring expenditure, and reviewing and appropriately modifying the budget if necessary.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

TLIP5035A MANAGE BUDGETS AND FINANCIAL PLANS

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to manage budgets and financial plans. It covers all of the significant aspects of financial management for operational managers who are not financial specialists. It emphasises the preparation of users of budgets/financial plans through communication and training and consistent surveillance over budget performance, with early intervention where required.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLIQ1307B ADVISE ON AND CONSTRUCT FARES FOR CUSTOMERS

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to advise on and construct fares for customers in accordance with regulatory and workplace requirements, including advising on air, coach, ferry, tram, bus and rail fares; constructing fares and itineraries; and issuing documents.

Required Reading:VU VU produced Unit Learning Resources

Assessment:The following methods may be used in assessing units:- Written objective tests - Written responses, short and extended answers - Oral test / technical interview - On job or workplace assessment - Practical / exercises - Practical projects - Assignments - Personal appraisal - Verbal assessment - Profiling - RPL

TLIR4001A MONITOR SUPPLIER PERFORMANCE

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to monitor the performance of contracted suppliers of goods/materials/services including administering the supplier contract, assessing for conformity to contracted requirements, and completing all required documentation concerning the contract.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

TLIR4003A NEGOTIATE A CONTRACT

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to contract transport and distribution services in accordance with relevant regulatory requirements and workplace procedures. This includes negotiating the contract with a contractor, finalising the contract negotiations, and completing all enterprise contract requirements.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

TLIR4008A IMPLEMENT AND SUPERVISE STOCKTAKING PROCEDURES

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to implement and monitor stocktaking procedures. It includes maintaining stock records; implementing stocktaking and stock rotation; and identifying stock losses.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

TLIR4009A IMPLEMENT PURCHASING SYSTEMS

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to implement purchasing systems. It includes identifying purchasing requirements; sourcing purchases; checking costings, and arranging purchasing.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

TLIR4010A PLAN PURCHASING

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites: Nil.

Description: This unit involves the skills and knowledge required to plan purchasing, including preparing invitations to offer, identifying suppliers, issuing invitations to offer, and preparing purchase recommendations.

Required Reading: VU Produced Workbooks

Assessment: Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

TLIR4012A CONDUCT INTERNATIONAL PURCHASING

Locations: Footscray Nicholson, Werribee, Industry.

Prerequisites: Nil.

Description: This unit involves the skills and knowledge required to conduct international purchasing and includes sourcing potential suppliers, inviting offers, evaluating the offers received, preparing recommendations and contracting the successful supplier. It also covers arranging importation of the goods, including satisfying regulatory requirements, arranging required payments, and ensuring all contractual obligations are met.

Required Reading: VU Produced Workbooks

Assessment: Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

TLIR5005A MANAGE A CONTRACT

Locations: Footscray Nicholson, Werribee, Industry.

Prerequisites: Nil.

Description: This unit involves the skills and knowledge required to manage a contract. It includes confirming contract requirements; establishing a contract management system; and monitoring and evaluating the contract.

Required Reading: VU Produced Workbooks

Assessment: Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

TLIR5006A DEVELOP, IMPLEMENT AND REVIEW PURCHASING STRATEGIES

Locations: Footscray Nicholson, Werribee, Industry.

Prerequisites: Nil.

Description: This unit involves the skills and knowledge required to develop, implement and review an organisation's purchasing strategies. It includes determining, developing and implementing purchasing strategies, evaluating these and implementing improvements.

Required Reading: VU Produced Workbooks

Assessment: Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

TLIR5007A MANAGE INTERNATIONAL PURCHASING

Locations: Footscray Nicholson, Werribee, Industry.

Prerequisites: Nil.

Description: This unit involves the skills and knowledge required to manage international purchasing of specific goods within workplace policies and procedures and regulatory frameworks. Licensing, legislative, regulatory or certification requirements are applicable to this unit.

Required Reading: VU Produced Workbooks

Assessment: Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

TLIR5014A MANAGE SUPPLIERS

Locations: Footscray Nicholson, Werribee, Industry.

Prerequisites: Nil.

Description: This unit involves the skills and knowledge required to manage suppliers. It includes assessing suppliers and building a productive relationship with them; evaluating delivery of goods/services; negotiating arrangements and resolving disagreements with suppliers; and reviewing supplier performance.

Required Reading: VU Produced Workbooks

Assessment: This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

TLIU1009A MONITOR PLANT AND EQUIPMENT IN AN ENVIRONMENTALLY SUSTAINABLE MANNER

Locations: Industry.

Prerequisites: Nil.

Description: This unit involves the skills and knowledge required to monitor plant and equipment in an environmentally sustainable manner. It includes minimising the effects of pollution during operations and monitoring of plant and equipment; and transporting and handling environmentally hazardous materials safely and in accordance with environmental protection regulations and guidelines.

Required Reading: VU produced Workbooks

Assessment: Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

TLIU2012A PARTICIPATE IN ENVIRONMENTALLY SUSTAINABLE WORK PRACTICES

Locations: Werribee, Industry.

Prerequisites: Nil.

Description: This unit involves the skills and knowledge required to effectively measure current resource use and carry out improvements including those that reduce negative environmental impacts of work practices. Licensing, legislative, regulatory or certification requirements may be applicable to this unit.

Required Reading: VU Produced Workbook

Assessment: Assessment methods will: - be conducted through appropriate written/oral tests - apply to practical assessments: - through activities in an appropriately simulated environment at the registered training organisation, and/or - in an appropriate range of situations in the workplace Specific unit assessments are located in the learning and assessment plans within the school. This unit lends itself to LiWC via a project simulation.

TLIU809A APPLY ENVIRONMENTAL PROCEDURES TO RAIL INFRASTRUCTURE

Locations: Werribee, Industry.

Prerequisites: Nil.

Description: This unit involves the skills and knowledge required to care for the environment during rail infrastructure maintenance and construction activities in accordance with approved standards, safeworking and regulatory requirements and workplace procedures. It includes minimising the effects of pollution during work and transporting and handling environmentally hazardous materials safely and in accordance with environmental protection regulations and guidelines. Licensing or certification requirements are not applicable to this unit.

Required Reading: Not Applicable

Assessment: Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks

TLIW107B OPERATE UNDER TRACK PROTECTION RULES

Locations:Werribee.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to operate under local track protection rules in accordance with safeworking and regulatory requirements and workplace procedures, including accessing and interpreting information about track protection requirements, carrying out assigned protection and/or work activities, and responding appropriately to safety incidents and abnormal situations within the limits of personal responsibility.

Required Reading:VU Produced Workbook

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks

TLIX2909A USE CHEMICAL REPAIR PRODUCTS

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to use chemical repair products in accordance with safeworking and regulatory requirements and workplace procedures. It includes determining the work requirements, applying the chemical repair method in accordance with manufacturers instructions, and completing all required documentation.

Required Reading:VU Produced Workbook

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

TLIX4028A APPLY KNOWLEDGE OF LOGISTICS

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit involves the skills and knowledge required to analyse and apply knowledge of logistics. The application of this knowledge is required by people who are not currently specialists in the field but need the knowledge to inform their decision making. The application of logistics knowledge is specific to a variety of component processes in logistical activities including the logistics support to operations, logistics support to capability and the application of logistics systems. There are no specific licensing or certification requirements applicable to this unit.

Required Reading:VU Produced Workbooks

Assessment:Required licensing hand books as per the state or territory authority
Assessment methods will: - be undertaken by a registered training organisation - Where possible, be supported by questions to assess required knowledge. Questioning techniques should suit the language and literacy levels of the candidate - reflect workplace demands such as literacy and the needs of particular groups - include a combination of methods such as: - evidence from the workplace and/or training programs - case studies - demonstration - feedback from supervisors and peers regarding the candidate's ability - observation - portfolios - projects - questioning - reviews or reports prepared by the candidate - scenarios - simulation or role plays Specific unit assessments are located in the learning and assessment plans within the school. This unit lends itself to LiWC via a project simulation.

TLIY1508A ESTABLISH SUPPLY CHAINS

Locations:Footscray Nicholson.

Prerequisites:Nil.

Description:This unit covers the competency required to establish and develop a strategy and model for supply chain management. The establishment and development of supply chains in the materiel system are an integral support to the stated capability requirement. Licensing, legislative, regulatory or certification requirements are applicable to this unit.

Required Reading:No required text

Assessment:Assessment may include class work, project work, assignments, topic tests and presentations.

UEENEEA010B ASSEMBLE, MOUNT AND CONNECT SWITCHGEAR AND CONTROLGEAR

Locations:Sunshine.

Prerequisites:UEENEE002B - DISMANTLE, ASSEMBLE AND FABRICATE ELECTROTECHNOLOGY COMPONENTSUEENEE005B - FIX AND SECURE EQUIPMENTUEENEE007B - USE DRAWINGS, DIAGRAMS, SCHEDULES AND MANUALS

Description:This unit covers the assembling and mounting of switchgear and controlgear including the interconnections within a switchboard enclosure intended to operate at voltages up to 1000 V a.c. or 1500 V d.c. It encompasses working safely, following standards, specifications and component manufacturers requirements, matching equipment with that specified, terminating cables and connecting wiring and completing necessary documentation.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

UEENEEO01B MAINTAIN DOCUMENTATION

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the maintenance of the variety of documentation required to record work activities, purchases and expenses and compliance obligations. It encompasses documentation typically required in an electrotechnology enterprise, work instructions and procedures and time management.

Required Reading:Online resources

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Electrotechnology Training Package - reinforce that Competency is performed with inherent safe working practices expected in the Industry to which this unit applies. - include that the specified essential knowledge and associated skills are assessed in a structured environment which is primarily intended for learning/assessment and incorporates all necessary equipment and facilities for learners to develop and demonstrate the essential knowledge and skills described in this unit. Specific unit assessments are located in the learning and assessment plans within the School.

UEENEEO02B SOURCE AND PURCHASE MATERIAL/PARTS FOR INSTALLATION OR SERVICE JOBS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers sourcing and purchasing/ordering materials/parts for installation or service jobs. It encompasses following job specification, using manufacturer's catalogues, making telephone, internet or email enquiries, selecting

compliance materials and completing the necessary purchasing documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEO03B PROVIDE QUOTATIONS FOR INSTALLATION OR SERVICE JOBS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers providing quotations for installation and service work not exceeding \$20K. It encompasses following job specification, using manufacturer catalogues, making telephone, internet or email enquiries, selecting compliance materials, pricing materials and labour costs, completing the necessary quotation documentation and applying the necessary customer relations protocols.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEO10B DELIVER A SERVICE TO CUSTOMERS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the interacting with customers to identify and meet their service needs. It encompasses following community and enterprise policies and standards, identifying customer needs, identifying and resolving problems/issues and maintaining product/service quality.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEO20B PARTICIPATE IN ELECTRICAL WORK AND COMPETENCY DEVELOPMENT ACTIVITIES

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the application of industry/enterprise/policies in actively participating in work activities and in one's own competency development. It complies with established industry/enterprise procedures regarding how work is conducted, understanding responsibilities and obligations under competency development plan, following activities for developing competency, self-monitoring competency development and meeting trainee obligations for periodic reporting of competency development activities.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEED001B USE BASIC COMPUTER APPLICATIONS RELEVANT TO A WORKPLACE

Locations:Footscray Nicholson, Melton, Sunshine.

Prerequisites:Nil.

Description:This unit covers the basic use of personal computers application relevant to a work function. It encompasses switching the computer on, applying user preferences, selecting basic applications, entering and retrieving information and printing files.

Required Reading:- Online resources

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Electrotechnology Training Package - reinforce that Competency is performed with inherent safe working practices expected in the Industry to which this unit applies. - include that the specified essential knowledge and associated skills are assessed in a structured environment which is primarily intended for learning/assessment and incorporates all necessary equipment and facilities for learners to develop and demonstrate the essential knowledge and skills described in this unit. Specific unit assessments are located in the learning and assessment plans within the School.

UEENEED002B ASSEMBLE, SET UP AND TEST PERSONAL COMPUTERS

Locations:Melton, Sunshine.

Prerequisites:Nil.

Description:This unit covers assembly, setting up and testing personal computers as directed in computer service manuals. It encompasses safe working practices, checking computer components, assembling components to form a basic personal computer, installing and testing basic operating system, drivers and application software, following written and oral instruction and applying customer relations procedures.

Required Reading:- Online Resources

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Electrotechnology Training Package - reinforce that Competency is performed with inherent safe working practices expected in the Industry to which this unit applies. - include that the specified essential knowledge and associated skills are assessed in a structured environment which is primarily intended for learning/assessment and incorporates all necessary equipment and facilities for learners to develop and demonstrate the essential knowledge and skills described in this unit. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

UEENEED003B EVALUATE AND MODIFY PROGRAMS WRITTEN IN OBJECT ORIENTED CODE

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers evaluating and modifying programs based on object-oriented code. It encompasses safe working practices, following written and oral instruction and procedures, applying knowledge of object-oriented code scripting and testing and documenting outcomes.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEED004B USE ENGINEERING APPLICATIONS SOFTWARE

Locations:Footscray Nicholson, Melton, Sunshine.

Prerequisites:Nil.

Description:This unit covers the use of computer application relevant to engineering support work functions. It encompasses applying user preferences, using application menus and tools, entering and retrieve information, working with groups and

transferring and printing files.

Required Reading: Online resources

Assessment: Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Electrotechnology Training Package - reinforce that Competency is performed with inherent safe working practices expected in the Industry to which this unit applies. - include that the specified essential knowledge and associated skills are assessed in a structured environment which is primarily intended for learning/assessment and incorporates all necessary equipment and facilities for learners to develop and demonstrate the essential knowledge and skills described in this unit. Specific unit assessments are located in the learning and assessment plans within the School.

UEENEED007B DEVELOP, ENTER AND VERIFY PROGRAMS FOR PROGRAMMABLE LOGIC CONTROLLERS USING LADDER INSTRUCTION SET

Locations: Footscray Nicholson, Sunshine.

Prerequisites: Nil.

Description: This unit covers development, installation and testing of programs for programmable logic controllers (PLC) for a system requiring extended control functions. It encompasses working safely, applying knowledge of control systems, control system development methods, ladder logic control functions, using ladder instruction set, following written instructions and documenting program development and testing activities.

Required Reading:

Assessment: The following methods may be used in assessing units: Written objective tests; Written responses, short and extended answers; Oral test / technical interview; On job or workplace assessment; Practical / exercises; Practical projects; Assignments; Personal appraisal; Verbal assessment; Profiling.

UEENEED008B DEVELOP, ENTER AND VERIFY PROGRAMS IN SUPERVISORY CONTROL AND DATA ACQUISITION SYSTEMS

Locations: Sunshine.

Prerequisites: Nil.

Description: This unit covers development, installation and testing of programs for supervisory control and data acquisition. It encompasses working safely, process analysis, developing process condition database, developing Human-Machine Interface (HMI), using dedicated SCADA software package and documenting programming activities.

Required Reading: VU Produced Workbooks

Assessment: This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence

UEENEED009B DEVELOP, ENTER AND VERIFY PROGRAMS FOR INDUSTRIAL CONTROL SYSTEMS USING HIGH LEVEL INSTRUCTIONS

Locations: Sunshine.

Prerequisites: Nil.

Description: This unit covers development, installation and testing of programs for an industrial system requiring advance control functions. It encompasses working safely, using structure logic, acceptable design techniques, applying knowledge of high level instructions, and documenting development and programming activities.

Required Reading: VU Produced Workbooks

Assessment: This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence

UEENEED010B SET UP AND CREATE CONTENT FOR A WEB SERVER

Locations: Footscray Nicholson, Sunshine.

Prerequisites: Nil.

Description: This unit covers installation, set up, implementation and provision of on-going support of web services. It encompasses working safely, installing and administering server software and databases, service side scripting, configuring access and security and documenting work activities.

Required Reading:

Assessment: The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEED011B DEVELOP OBJECT ORIENTED CODE

Locations: Footscray Nicholson, Sunshine.

Prerequisites: Nil.

Description: This competency standard unit covers developing, implementing and testing object oriented programming solutions using object orientated programming language. It encompasses following development brief, using appropriate development software, writing code that features classes, inheritance, arrays, and advanced library components and documenting development activities.

Required Reading:

Assessment: The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEED012B SUPPORT COMPUTER HARDWARE AND SOFTWARE

Locations: Footscray Nicholson, Sunshine.

Prerequisites: Nil.

Description: This unit covers upgrading and maintaining computers, computer devices and peripherals and installing, maintaining and configuring software. It encompasses safe working practices, installing and testing the upgrading components, locating faults in hardware components, replacing faulty subsystems, installing and testing the operating system and application software, testing functionality, rectifying malfunctions, following written and oral instruction and procedures and applying appropriate customer relations.

Required Reading:

Assessment: The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEED013B INSTALL AND ADMINISTER UNIX BASED COMPUTERS

Locations: Footscray Nicholson, Sunshine.

Prerequisites: Nil.

Description: This unit covers the installation and administration of UNIX based and networked computers. It encompasses safe working practices, performing basic UNIX, Linux or Mac OSX operating system installation, administration functions of logging in and out, setting up GUI applications, manipulating text files, creating and searching files and directories, changing permissions, using text editors, identifying and modifying initialization files, streamlining command, execution using shell features, using basic network commands and documenting all administration activities.

Required Reading:

Assessment: The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview;

on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEED014B DESIGN AND MANAGE ENTERPRISE NETWORKS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers designing, managing, monitoring and diagnosing enterprise servers. It encompasses safe working practices, designing and managing Domain Name Server (DNS), Email servers, Dynamic Host Configuration Protocol (DHCP), Remote access servers, Network Address Translation (N/AT), Directory services, Authentication Servers and documenting all designing and managing activities.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEED015B ADMINISTER USER NETWORKS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the administration of network servers. It encompasses safe working practices, establishing and maintaining user and group permissions, network security and shared resource management, monitoring and optimising network systems performance and reliability, maintaining currency of the network and documenting all administration activities.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEED016B DEVELOP NETWORK SERVICES

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers develop services for network clients for emails, Internet access, shared resources . It encompasses safe working practices, installing and configuring Domain Name Server (DNS), email servers, Dynamic Host Configuration Protocol (DHCP), remote access servers, Network Address Translation (N/AT), directory services, Authentication Servers and documenting development activities.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEED017B INSTALL AND CONFIGURE INTERNETWORKING SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This competency standard unit covers the interconnection of networks. It encompasses safe working practice, basic installation and configuration of switches and routers and documenting installation and configuration activities.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview;

on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEED018B DESIGN AND IMPLEMENT INTERNETWORKING SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This competency standard unit covers the design, implementation and performance monitoring of internetworking systems. It encompasses safe working practice, evaluating customer requirements, applying sound design principles, using Wide Area Network (WAN) technologies, complying with regulation and standards, and documentation of design and performance monitoring.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEED023B DESIGN AND IMPLEMENT INTERNETWORKING SYSTEMS & WIRELESS LANS/WANS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This competency standard unit covers the design, implementation and performance monitoring of internet working systems. It encompasses safe working practice, evaluating customer requirements, applying sound design principles, complying with regulation and standards, incorporation and advanced wireless LANs technologies and documentation of design and performance monitoring.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEED024B INTEGRATE MULTIPLE COMPUTER OPERATING SYSTEMS ON A CLIENT SERVER NETWORK

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This competency standard unit covers interconnecting computers to form a local area network (LAN). It encompasses applying different computer and network operating systems on a single LAN, using network standards and protocols, selecting network topology and physical media, disaster planning recovery, performance management and documentation of work activities.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEED026B DESIGN A COMPUTER BASED CONTROL SYSTEM

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the design of computer application for control processes. It encompasses apply knowledge of control devices, control systems, programmable logic controllers, supervisory control and data acquisition systems and control programming methods, developing alternative design schemes based on design brief, customer relations and documenting designs.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; Written responses, short and extended answers; Oral test / technical interview; On job or workplace assessment; Practical / exercises; Practical projects; Assignments; Personal appraisal; Verbal assessment; Profiling.

UEENEED027B DEVELOP STRUCTURED PROGRAMS TO CONTROL EXTERNAL DEVICES

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This competency standard unit covers programming of microprocessor/microcontroller devices to access external devices. The unit encompasses working safely, applying knowledge of control applications, and analogue and digital input/output signals, programming fundamentals, writing and testing program and documenting programming activities.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; Written responses, short and extended answers; Oral test / technical interview; On job or workplace assessment; Practical / exercises; Practical projects; Assignments; Personal appraisal; Verbal assessment; Profiling.

UEENEED028B DEVELOP AND TEST CODE FOR MICROCONTROLLER DEVICES

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This competency standard unit covers structured programming instructions for micro devices at a fundamental level. The unit encompasses working safely, applying knowledge device architecture and programming fundamentals, writing and testing specified instructions and documenting development activities.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; Written responses, short and extended answers; Oral test / technical interview; On job or workplace assessment; Practical / exercises; Practical projects; Assignments; Personal appraisal; Verbal assessment; Profiling.

UEENEED029B DEVELOP BASIC WEB PAGES FOR ENGINEERING APPLICATIONS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the development of web pages for engineering applications. It encompasses working safely, developing web pages using authoring tools, client-side scripting, fundamental server-side scripting and documenting development activities.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEED043B INSTALL AND CONFIGURE OPERATING SYSTEMS AND SOFTWARE

Locations:Footscray Nicholson, Melton, Sunshine.

Prerequisites:Nil.

Description:This unit covers installing and configuring an operating system and software on a personal computer. It encompasses safe working practices, installing and testing the operating system and application software, testing functionality,

rectifying operating anomalies, following written and oral instruction and procedures and applying appropriate customer relations.

Required Reading:- Online resources

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Electrotechnology Training Package - reinforce that Competency is performed with inherent safe working practices expected in the Industry to which this unit applies. - include that the specified essential knowledge and associated skills are assessed in a structured environment which is primarily intended for learning/assessment and incorporates all necessary equipment and facilities for learners to develop and demonstrate the essential knowledge and skills described in this unit. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

UEENEED044B COMMISSION COMPUTER SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This competency standard unit covers undertaking commissioning procedures of computer systems to comply with predetermined parameters and delivery to client. It encompasses safe working practices, system parameter testing, analysis and adjusting to assure optimum performance, following procedures, and documenting final operating parameters and settings.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEED045B MODIFY-REDESIGN OF COMPUTER SYSTEM

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This competency standard unit covers the modification and redesign of computer systems to augment existing systems for clients. It encompasses safe working practices, system parameter reconfiguration, analysis to assure optimum performance, following procedures, and documenting final modifications and settings.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEED046B SET UP AND CONFIGURE BASIC LOCAL AREA NETWORK

Locations:Footscray Nicholson, Melton, Sunshine.

Prerequisites:Nil.

Description:This unit covers setting up, configuring and maintaining operation of a basic local area network (LAN) of up to 20 connected devices. It encompasses safe working practices, installing network hardware, installing and configuring network software, establish user accounts, configure shared Internet connection and documenting set up parameters and LAN topology.

Required Reading:- Online resources

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Electrotechnology Training Package - reinforce that Competency is performed with inherent safe working practices expected in the Industry to which this unit applies. - include that the specified essential knowledge and associated skills are assessed in a structured environment which is primarily intended for

learning/assessment and incorporates all necessary equipment and facilities for learners to develop and demonstrate the essential knowledge and skills described in this unit. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

UEENEED048B PLAN COMPUTER SYSTEMS PROJECT

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers development and documentation of computer systems project proposals, milestones and completions. The unit encompasses, establishing budgets, critical path analysis, development of workflow strategies, documenting, presenting and negotiating budgets and timelines.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEED051B PROVIDE PROGRAMMING SOLUTION FOR ENGINEERING PROBLEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers developing, implementing and testing programming solutions, using a structured programming language. It encompasses following design brief using appropriate development software, writing code and documenting development activities.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEEO01B APPLY OHS PRACTICES IN THE WORKPLACE

Locations:Footscray Nicholson, Melton, Sunshine.

Prerequisites:Nil.

Description:This unit specifies the mandatory requirements of occupational health and safety and how they apply to the various electrotechnology work functions. It encompasses responsibilities for health and safety, risk management processes at all operative levels and adherence to safety practices as part of the normal way of doing work.

Required Reading:-

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Electrotechnology Training Package - reinforce that Competency is performed with inherent safe working practices expected in the Industry to which this unit applies. - include that the specified essential knowledge and associated skills are assessed in a structured environment which is primarily intended for learning/assessment and incorporates all necessary equipment and facilities for learners to develop and demonstrate the essential knowledge and skills described in this unit. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

UEENEEEO02B DISMANTLE, ASSEMBLE AND FABRICATE ELECTROTECHNOLOGY COMPONENTS

Locations:Footscray Nicholson, Melton, Sunshine.

Prerequisites:Nil.

Description:This unit covers basic fitting and fabrication techniques as they apply in the various electrotechnology work functions. It encompasses the safe use of hand, fixed and portable power tools; cutting, shaping joining and fixing using metallic and non-metallic materials; dismantling and assembling equipment; basic mechanical measurement and marking-out and reading diagrams.

Required Reading:- Online resources

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Electrotechnology Training Package - reinforce that Competency is performed with inherent safe working practices expected in the Industry to which this unit applies. - include that the specified essential knowledge and associated skills are assessed in a structured environment which is primarily intended for learning/assessment and incorporates all necessary equipment and facilities for learners to develop and demonstrate the essential knowledge and skills described in this unit. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

UEENEEEO03B SOLVE PROBLEMS IN EXTRA-LOW VOLTAGE SINGLE PATH CIRCUITS

Locations:Footscray Nicholson, Melton, Sunshine.

Prerequisites:Nil.

Description:This unit covers providing known solutions to predictable problems in single path circuits operated at extra-low voltage as they apply to various electrotechnology work functions. It encompasses working safely, problem solving procedures, including the use of basic voltage, current and resistance measuring devices, providing known solutions to predictable circuit problems.

Required Reading:- Online resources

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Electrotechnology Training Package - reinforce that Competency is performed with inherent safe working practices expected in the Industry to which this unit applies. - include that the specified essential knowledge and associated skills are assessed in a structured environment which is primarily intended for learning/assessment and incorporates all necessary equipment and facilities for learners to develop and demonstrate the essential knowledge and skills described in this unit. Specific unit assessments are located in the learning and assessment plans within the School.

UEENEEEO04B SOLVE PROBLEMS IN MULTIPLE PATH D.C. CIRCUITS

Locations:Footscray Nicholson, Melton, Sunshine.

Prerequisites:Nil.

Description:This unit covers determining correct operation of single source d.c. parallel and series-parallel circuits and providing solutions as they apply to various electrotechnology work functions. It encompasses working safely, problem solving procedures, including the use of voltage, current and resistance measuring devices, providing solutions derived from measurements and calculations to predictable problems in multiple path circuit.

Required Reading:- Online resources

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Electrotechnology Training Package - reinforce that Competency is performed with inherent safe working practices expected in the Industry to which this unit applies. - include that the specified essential knowledge and associated skills are assessed in a structured environment which is primarily intended for learning/assessment and incorporates all necessary equipment and facilities for learners to develop and demonstrate the essential knowledge and skills described in this unit. Specific unit assessments are located in the learning and assessment plans within the School.

UEENEE005B FIX AND SECURE EQUIPMENT

Locations:Footscray Nicholson, Melton, Sunshine.

Prerequisites:Nil.

Description:This unit covers fixing, securing and mounting techniques as apply in the various electrotechnology work functions. It encompasses the safe use of hand and portable power tools, safe lifting techniques, safe use of ladders and elevated platforms and the selection and safe application of fixing devices and supporting accessories/equipment.

Required Reading:- Online resources

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Electrotechnology Training Package - reinforce that Competency is performed with inherent safe working practices expected in the Industry to which this unit applies. - include that the specified essential knowledge and associated skills are assessed in a structured environment which is primarily intended for learning/assessment and incorporates all necessary equipment and facilities for learners to develop and demonstrate the essential knowledge and skills described in this unit. Specific unit assessments are located in the learning and assessment plans within the School.

UEENEE007B USE DRAWINGS, DIAGRAMS, SCHEDULES AND MANUALS

Locations:Footscray Nicholson, Melton, Sunshine.

Prerequisites:Nil.

Description:This unit covers the use of drawings, diagrams, equipment and cable schedules and manuals as they apply to the various electrotechnology work functions. It encompasses the rudiments for communicating with schematic, wiring and mechanical diagrams and equipment and cable/connection schedules, manuals, site and architectural drawings and plans showing the location of services, apparatus, plant and machinery.

Required Reading:- Online resources

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Electrotechnology Training Package - reinforce that Competency is performed with inherent safe working practices expected in the Industry to which this unit applies. - include that the specified essential knowledge and associated skills are assessed in a structured environment which is primarily intended for learning/assessment and incorporates all necessary equipment and facilities for learners to develop and demonstrate the essential knowledge and skills described in this unit. Specific unit assessments are located in the learning and assessment plans within the School.

UEENEE008B LAY WIRING AND TERMINATE ACCESSORIES FOR EXTRA-LOW VOLTAGE CIRCUITS

Locations:Footscray Nicholson, Melton, Sunshine.

Prerequisites:Nil.

Description:This unit covers the laying of wiring/cablings, connection of accessories and continuity and insulation resistance testing of circuits intended to operate at extra=low voltage. Typically this includes circuits and accessories for ELV powered devices, security, controls, integrated systems, audio/video systems. It encompasses the principles of single source, single load power circuits, control circuits and communications circuits, safe working practices and following work processes that satisfy electrical principles for safety and functionality.

Required Reading:- Online resources

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Electrotechnology Training Package - reinforce that Competency is performed with inherent safe working practices expected in the Industry to which this unit

applies. - include that the specified essential knowledge and associated skills are assessed in a structured environment which is primarily intended for learning/assessment and incorporates all necessary equipment and facilities for learners to develop and demonstrate the essential knowledge and skills described in this unit. Specific unit assessments are located in the learning and assessment plans within the School.

UEENEE009B COMPLY WITH SCHEDULED AND PREVENTATIVE MAINTENANCE PROGRAM PROCESSES

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the quality assurance and risk management compliance processes for maintenance of the electrotechnology aspects of plant and equipment. It encompasses working safely and to technical, quality and risk management standards, work specifications and maintenance schedules, sample inspections, evaluating components and completing the necessary maintenance documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEE011B MANAGE RISK IN ELECTROTECHNOLOGY ACTIVITIES

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers managing risk related to OHS, environment, resources and financial viability. It encompasses identifying risk events, the likelihood and consequences of such events, evaluating risk, risk management planning and mitigation of risk.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEE015B DEVELOP DESIGN BRIEFS FOR ELECTROTECHNOLOGY PROJECTS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers developing requirement to be incorporated in to the design of electrotechnology projects. It encompasses determining the safety requirements to be met, establishing client expectations, ensuring cost effective solutions are pursued and documenting design requirements.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEE017B IMPLEMENT AND MONITOR OHS POLICIES AND PROCEDURES

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the mandatory requirements of persons in a supervisory role to implement and monitor an organisation's occupational health and safety policies, procedures and programs. It encompasses understanding an organisation's

OHS obligations, providing safety information to staff, implementing and monitoring participative arrangements, safety procedures and training and maintaining safety records.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEE020B PROVIDE BASIC INSTRUCTION IN THE USE OF ELECTROTECHNOLOGY APPARATUS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers instructing customers/users in the use of electrotechnology apparatus. It encompasses appropriate customer relations, the use of apparatus manufacturer's instruction material, basic instruction methods and evaluation and completing documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEE022B CARRY OUT PREPARATORY ELECTROTECHNOLOGY WORK ACTIVITIES

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the carrying out of preparatory work related to any electrotechnology discipline. It encompasses working safely, following basic instructions under direct supervision. It will include electrotechnology support activities including the use of basic hand tools, the safe use of ladders and elevated work platforms and the fixing and securing of equipment under direction following routine work practices.

Required Reading:Hampson Introduction to Electrical Trade

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEE024B COMPILE AND PRODUCE AN ELECTROTECHNOLOGY REPORT

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers compiling and producing an electrotechnology report. It encompasses determining the safety requirements are met and all regulatory responsibilities are adhered to. The person competent in this unit must demonstrate an ability to identify information sources and collect and analyse and format information applicable to the electrotechnology industry and produce a report as required.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEE025B SOLVE PROBLEMS IN COMPLEX MULTIPLE PATH CIRCUITS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers determining correct operation of complex series-parallel circuits and providing solutions as they apply to various electrotechnology work functions. It encompasses working safely, problem solving procedures, including using electrical measuring devices, applying appropriate circuit theorems and providing solutions derived from measurements and calculations and justification for such solutions.

Required Reading:VU Produced Workbooks

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence

UEENEE032B DOCUMENT OCCUPATIONAL HAZARDS AND RISKS IN COMPUTER SYSTEMS

Locations:Footscray Nicholson, Melton, Sunshine.

Prerequisites:Nil.

Description:This unit covers:Occupational work hazard identification;Identifying health and safety risks to workers; Classification of risks; Documenting control measures intended to eliminate or reduce the risk that could potentially arise during the conduct of work activities and; Consultation processes with those involved with computer systems work. This unit primarily deals with the process involved in completing documentation and/or making appropriate modifications to pre-prepared documents.

Required Reading:- Online resources

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Electrotechnology Training Package - reinforce that Competency is performed with inherent safe working practices expected in the Industry to which this unit applies. - include that the specified essential knowledge and associated skills are assessed in a structured environment which is primarily intended for learning/assessment and incorporates all necessary equipment and facilities for learners to develop and demonstrate the essential knowledge and skills described in this unit. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

UEENEE033B DOCUMENT OCCUPATIONAL HAZARDS AND RISKS IN ELECTRICAL

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers: Occupational work hazard identification; Identifying health and safety risks to workers; Classification of risks; Documenting control measures intended to eliminate or reduce the risk that could potentially arise during the conduct of work activities, and, Consultation processes with those involved with electrical work.This unit primarily deals with the process involved in completing documentation and/or making appropriate modifications to pre-prepared documents.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEE037B DOCUMENT OCCUPATIONAL HAZARDS AND RISKS IN ELECTROTECHNOLOGY

Locations:Sunshine.

Prerequisites: Nil.

Description: This unit primarily deals with the process involved in completing documentation and/or making appropriate modifications to pre-prepared documents. It covers i) occupational work hazard identification, ii) identifying health and safety risks to workers, iii) classification of risks, iv) documenting control measures intended to eliminate or reduce the risk that could potentially arise during the conduct of work activities, and v) consultation processes with those involved with electrotechnology work.

Required Reading: VU VU Produced Work books

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

UEENEE038B PARTICIPATE IN DEVELOPMENT AND FOLLOW A PERSONAL COMPETENCY DEVELOPMENT PLAN

Locations: Footscray Nicholson, Melton, Sunshine.

Prerequisites: Nil.

Description: This unit covers the application of skills and knowledge in taking responsibility for one's own competency development. It encompasses understanding the structure of a competency development plan, participating in the development of a personal competency development plan, understanding responsibilities and obligations under a competency development plan, following activities for developing competency, self-monitoring competency development and meeting trainee obligations for periodic reporting of competency development activities.

Required Reading: - Online resources

Assessment: Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Electrotechnology Training Package - reinforce that Competency is performed with inherent safe working practices expected in the Industry to which this unit applies. - include that the specified essential knowledge and associated skills are assessed in a structured environment which is primarily intended for learning/assessment and incorporates all necessary equipment and facilities for learners to develop and demonstrate the essential knowledge and skills described in this unit. Specific unit assessments are located in the learning and assessment plans within the School.

UEENEE040B IDENTIFY AND SELECT COMPONENTS/ACCESSORIES/MATERIALS FOR ELECTROTECHNOLOGY WORK ACTIVITIES

Locations: Footscray Nicholson, Sunshine.

Prerequisites: Nil.

Description: This unit covers undertaking a schedule of work for selecting appropriately identified components, accessories or materials in an agreed time, to a quality standard and with a minimum of waste, using appropriate technology mediums where required.

Required Reading: Hampson Introduction to Electrical Trade

Assessment: The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEE041B USE OF ROUTINE EQUIPMENT/PLANT/TECHNOLOGIES IN AN ELECTROTECHNOLOGY ENVIRONMENT

Locations: Footscray Nicholson, Sunshine.

Prerequisites: Nil.

Description: This unit covers routine tools, equipment and personnel protective equipment required to do work in the Electrotechnology environment, is used in accordance with the schedule of work to ensure work is completed in an agreed time, to a quality standard and with a minimum waste.

Required Reading: Hampson Introduction to Electrical Trade

Assessment: The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEE042B PRODUCE ROUTINE PRODUCTS FOR CARRYING OUT ELECTROTECHNOLOGY WORK ACTIVITIES

Locations: Footscray Nicholson, Sunshine.

Prerequisites: Nil.

Description: This unit covers routine products required to do work in the Electrotechnology environment are produced in accordance with the schedule of work ensuring work is completed in an agreed time, to a quality standard and with a minimum waste.

Required Reading: Hampson Introduction to Electrical Trade

Assessment: The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEE044B APPLY TECHNOLOGIES AND CONCEPTS TO ELECTROTECHNOLOGY WORK ACTIVITIES

Locations: Sunshine.

Prerequisites: Nil.

Description: This unit covers undertake Electrotechnology work activities using a range of technologies such as computers, and apply analytical concepts to achieve the desired outcome ensuring work is completed in an agreed time, to a quality standard and with a minimum of waste.

Required Reading: Not Applicable

Assessment: Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks

UEENEE046B IDENTIFY EFFECTS OF ENERGY ON MACHINERY AND MATERIALS IN AN ELECTROTECHNOLOGY ENVIRONMENT

Locations: Footscray Nicholson, Sunshine.

Prerequisites: Nil.

Description: This unit covers effects of energy on machinery and/or materials used in an Electrotechnology environment are identified and completed in an agreed time, to a quality standard and using appropriate technology mediums, where required. It encompasses working safely, applying knowledge of identifying the effects of energy on machinery and materials in an electrotechnology environment.

Required Reading:

Assessment: The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEE047B IDENTIFY BUILDING TECHNIQUES, METHODS AND MATERIALS USED IN ELECTROTECHNOLOGY WORK ACTIVITIES

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers identifying a range of techniques, methods and materials used in Electrotechnology work activities including types of fixing devices, segregation requirements, fixing structures, walls and floor structures, lifting techniques and other related building materials.It encompasses working safely, applying knowledge of identifying building techniques, methods and materials used in electrotechnology work activities.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEE048C CARRY OUT ROUTINE WORK ACTIVITIES IN AN ELECTROTECHNOLOGY ENVIRONMENT

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers undertaking scheduled routine work activities in the electrotechnology industry in an agreed time, to a quality standard and with a minimum of waste It encompasses working safely, applying knowledge of carrying out routine work activities in electrotechnology environments.

Required Reading:No text required

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks

UEENEE050B UNDERTAKE COMPUTATIONS IN AN ELECTROTECHNOLOGY ENVIRONMENT

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers computational and mathematical procedures to solve problems or to enhance given data. It encompasses working safely, applying knowledge of undertaking computations in electrotechnology environment.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEE070B WRITE SPECIFICATIONS FOR COMPUTER SYSTEMS ENGINEERING PROJECTS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers developing requirement to be incorporated into the writing of specifications for computer systems engineering projects. It encompasses determining the safety requirements to be met, establishing client expectations, ensuring cost effective solutions are pursued and documenting design and technical requirements.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective

tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEE071B WRITE SPECIFICATIONS FOR ELECTRICAL ENGINEERING PROJECTS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers developing requirement to be incorporated into the writing of specifications for electrical engineering projects. It encompasses determining the safety requirements to be met, establishing client expectations, ensuring cost effective solutions are pursued and documenting design and technical requirements.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEE078B CONTRIBUTE TO RISK MANAGEMENT IN ELECTROTECHNOLOGY SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers contributing to the management of risk in electrotechnology systems related to OHS, environment, resources and financial viability. It encompasses contributing to the identification of electrotechnology systems risks; and risk events, the likelihood and consequences of such events, evaluating risk, risk management planning and mitigation of risk.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEE079A IDENTIFY AND SELECT COMPONENTS, ACCESSORIES AND MATERIALS FOR ELECTROTECHNOLOGY WORK ACTIVITIES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers undertaking a schedule of work for selecting appropriately identified components, accessories or materials in an agreed time, to a quality standard and with a minimum of waste, using appropriate technology mediums where required.

Required Reading:No text required

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks

UEENEE001B LAY AND CONNECT CABLING FOR DIRECT ACCESS TO TELECOMMUNICATIONS SERVICES

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the installation and termination of telecommunications cabling in buildings and premises. It encompasses working safely and to Australian Communications and Media Authority's 'restricted' Cabling Provider Rule, installing

telephone line, two-pair (quad) cables, terminating on socket outlets, testing and compliance checks and completing cabling documentation.

Required Reading:Hampson Introduction to Electrical Trade

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEFO02B LAY AND CONNECT CABLES FOR MULTIPLE ACCESS TO TELECOMMUNICATIONS SERVICES

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the laying and termination of telecommunications cabling in buildings and premises. It encompasses working safely and to Australian Communications and Media Authority's 'Open' Cabling Provider Rule, installing multiple telephone line, multi-pair cables, backbone cabling, terminating in socket outlets, termination modules and distributors, testing and compliance checks and completing cabling documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEFO06B SOLVE PROBLEMS IN DATA AND VOICE COMMUNICATIONS CIRCUITS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers providing known solutions to predictable problems in single and multiple path circuits operated at extralow voltage as they apply to various data and voice communications work functions. It encompasses working safely, problem solving procedures, including the use of basic voltage, current and resistance measuring devices, providing known solutions to predictable communication circuit problems.

Required Reading:Hampson Introduction to Electrical Trade

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENE007B SOLVE PROBLEMS IN ELECTROMAGNETIC CIRCUITS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers determining correct operation of electromagnetic circuits and providing solutions as they apply to electrical installations and equipment. It encompasses working safely, power circuit problems solving processes, including the use of voltage, current and resistance measuring devices, providing solutions derived from measurements and calculations to predictable problems in multiple path circuit.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENE002B SOLVE PROBLEMS IN SINGLE AND THREE PHASE LOW VOLTAGE CIRCUITS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers ascertaining correct operation of single and three phase circuits and solving circuit problems as they apply to servicing, fault finding, installation and compliance work functions. It encompasses safe working practices, multiphase circuit arrangements, issue related to protection, power factor and MEN systems and solutions to circuit problems derived from calculated and measured parameters.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENE003B INSTALL WIRING AND ACCESSORIES FOR LOW VOLTAGE CIRCUITS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the installation in building and premises of wiring enclosures, cable support systems, cables and accessories and intended to operate at voltages up the 1,000V a.c. or 1,500V d.c. It encompasses working safely and to installation standards, routing cables to specified locations, terminating cables and connecting wiring at accessories and completing the necessary installation documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENE004B INSTALL LOW VOLTAGE ELECTRICAL APPARATUS AND ASSOCIATED EQUIPMENT

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the installation of protection devices, switchgear and controlgear, appliances and luminaries and intended to operate at voltages up to 1,000V a.c. or 1,500V d.c. It encompasses working safely and to installation standards, matching equipment with that specified for a given location, placing and securing equipment accurately, making required circuit connections and completing the necessary installation documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENE005B VERIFY COMPLIANCE AND FUNCTIONALITY OF GENERAL ELECTRICAL INSTALLATIONS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers inspection and testing to verify whether an electrical installation is safe and complies with all requirements. It encompasses working

safely, visual inspections and mandatory, optional and functional test procedures, identifying non-compliance defects and mandatory reporting requirements.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEO07B SELECT AND ARRANGE EQUIPMENT FOR GENERAL ELECTRICAL INSTALLATIONS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers selecting equipment for electrical installations operating at voltages up to 1,000V a.c. or 1,500V d.c. to meet performance standards.

"These encompass schemes for protection of persons and property, correct function, compatibility with the supply, arrangement of circuits and selection of switchgear, controlgear, protection devices and wiring based on calculated and deemed-to-comply solutions.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEO08B FIND AND REPAIR FAULTS IN ELECTRICAL APPARATUS AND CIRCUITS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers finding and repairing faults in electrical apparatus and interconnecting circuits and equipment operating at voltages up to 1,000V a.c. or 1,500V d.c. It encompasses working safely, reading circuit diagrams, sketching diagrams from traced wiring, logically applying fault finding procedures, conducting repairs and completing the necessary service documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEO09B DEVELOP AND CONNECT CONTROL CIRCUITS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers developing, connecting and functionally testing electrical power and control circuits that perform specific control functions. It encompasses working safely; developing schematic/ladder diagrams and converting them to wiring diagrams; selecting and connecting contactors and control devices to perform a specific function.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEO35B DIAGNOSE AND RECTIFY FAULTS IN A.C. MOTOR DRIVE SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers diagnosing and rectifying faults in systems controlling starting, speed, torque, power output, efficient running and braking of a.c. motors. The unit encompasses safe working practices, interpreting technical data, applying knowledge of a.c. motors operating parameters to logical fault finding processes, implementing fault rectification, safety and functional testing and reporting work activities and outcomes.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; Written responses, short and extended answers; Oral test / technical interview; On job or workplace assessment; Practical / exercises; Practical projects; Assignments; Personal appraisal; Verbal assessment; Profiling.

UEENEEO41B DIAGNOSE AND RECTIFY FAULTS IN SERVO DRIVE SYSTEMS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers diagnosing and rectifying faults in systems controlling servo and drives. The unit encompasses safe working practices, interpreting technical data, applying knowledge of servo/stepper drives operating parameters to logical fault finding processes, implementing fault rectification, safety and functional testing and reporting work activities and outcomes.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

UEENEEO45B DEVELOP ENGINEERING SOLUTIONS FOR INDUCTION MOTOR PROBLEMS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers developing engineering solutions to resolve problems with induction motors. It encompasses working safely, apply extensive knowledge of induction motor operation and construction and their application, gathering and analysing data, applying problem solving techniques, developing and documenting solutions and alternatives

Required Reading:VU Produced Workbook

Assessment:This unit includes LiWC and will be assessed by demonstration and observation and/or portfolio of evidence.

UEENEEO47B PROVIDE COMPUTATIONAL SOLUTIONS TO POWER ENGINEERING PROBLEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the application of computational processes to solving problems encountered in power engineering. It encompasses working safely, applying problem solving techniques, using a range of mathematical processes, providing solutions to power engineering problems and justifying such solutions.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEG048B SOLVE PROBLEMS IN COMPLEX MULTIPLE PATH POWER CIRCUITS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the determining correct operation of complex series-parallel power circuits and providing solutions as they apply to electrical power engineering work functions. It encompasses working safely, problem solving procedures, including electrical measuring devices, applying appropriate circuit theorems and providing solutions derive from measurements and calculations and providing justification for such solutions.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEG049B SOLVE PROBLEMS IN COMPLEX POLYPHASE POWER CIRCUITS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers determining correct operation of complex polyphase power circuits and providing solutions as they apply to electrical power engineering work functions. It encompasses working safely, problem solving procedures, including using electrical measuring devices, applying appropriate circuit theorems and providing solutions derived from measurements and calculations and justification for such solutions.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEG069B MANAGE ELECTRICAL PROJECTS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the management of electrical projects involving design, modifications, installation, and/or maintenance of systems and equipment. The unit encompasses management of safety, budget variation, personnel, resources, critical path timelines and completion documentation. d

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEG070B PLAN ELECTRICAL PROJECTS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers development and documentation of electrical project proposals, milestones and completions. The unit encompasses, establishing budgets, critical path analysis, development of workflow strategies, documenting, presenting and negotiating budgets and timelines.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview;

on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH001B CARRY OUT BASIC REPAIRS TO COMPUTER EQUIPMENT BY REPLACEMENT OF MODULES/SUB-ASSEMBLIES

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit deals with the repair of computer equipment by replacement of slot/plug connected modules/sub-assemblies. It encompasses safe working practices, following written and oral instruction and procedures, basic testing techniques, dismantling and assembling apparatus and disconnecting and reconnecting components.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; Written responses, short and extended answers; Oral test / technical interview; On job or workplace assessment; Practical / exercises; Practical projects; Assignments; Personal appraisal; Verbal assessment; Profiling.

UEENEEH002B CARRY OUT BASIC REPAIRS TO ELECTRONIC APPARATUS BY REPLACEMENT OF COMPONENTS

Locations:Footscray Nicholson, Melton, Sunshine.

Prerequisites:Nil.

Description:This unit deals the replacement of electronic components, cabling and sub systems of electronic apparatus. It encompasses safe working practices, following written and oral instruction and procedures, basic testing and techniques, dismantling and assembling apparatus and disconnecting and reconnecting components.

Required Reading:- Online resources

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Electrotechnology Training Package - reinforce that Competency is performed with inherent safe working practices expected in the Industry to which this unit applies. - include that the specified essential knowledge and associated skills are assessed in a structured environment which is primarily intended for learning/assessment and incorporates all necessary equipment and facilities for learners to develop and demonstrate the essential knowledge and skills described in this unit. Specific unit assessments are located in the learning and assessment plans within the School.

UEENEEH003B CARRY OUT ROUTINE REPAIRS TO BUSINESS EQUIPMENT

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the confirmation of predictable faults and repair of such faults by repair or replacement of mechanical components and replacement of discrete and integrated components of business electronic equipment. It encompasses safe working practices, following written and oral instruction and routine testing and repair procedures, verifying equipment operation and reporting.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; Written responses, short and extended answers; Oral test / technical interview; On job or workplace assessment; Practical / exercises; Practical projects; Assignments; Personal appraisal; Verbal assessment; Profiling.

UEENEEH004B SET UP AND TEST RESIDENTIAL AUDIO/VIDEO EQUIPMENT

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers setting-up of non-fixed audio and video equipment as

directed in user manuals in a residential or business environment. It encompasses safe working practices, connection and secure and optimum placement of system components, following written and oral instruction and procedures and customer relations.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; Written responses, short and extended answers; Oral test / technical interview; On job or workplace assessment; Practical / exercises; Practical projects; Assignments; Personal appraisal; Verbal assessment; Profiling.

UEENEEH005B VERIFY COMPLIANCE AND FUNCTIONALITY OF CUSTOM ELECTRONIC INSTALLATIONS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers testing and visual inspection for verifying that a custom electronic system and components are safe and comply with requirements and functions as intended. It encompasses working safely, conducting compliance tests, conducting visual inspections, identifying non-compliance defects and mandatory reporting requirements.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; Written responses, short and extended answers; Oral test / technical interview; On job or workplace assessment; Practical / exercises; Practical projects; Assignments; Personal appraisal; Verbal assessment; Profiling.

UEENEEH006B ASSEMBLE AND SET UP FIXED AUDIO/VIDEO COMPONENTS AND SYSTEMS IN BUILDINGS AND PREMISES

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers installing of fixed audio/video components and systems in a residential or business environment. It encompasses safe working practices; secure placement and connection of system components, following written and oral instruction and procedures and customer relations.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; Written responses, short and extended answers; Oral test / technical interview; On job or workplace assessment; Practical / exercises; Practical projects; Assignments; Personal appraisal; Verbal assessment; Profiling.

UEENEEH007B CARRY OUT REPAIRS OF PREDICTABLE FAULTS IN GENERAL ELECTRONIC APPARATUS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers identifying predictable faults and repairing by replacement of subassemblies in electronic apparatus. The unit encompasses safe working practices, interpreting circuit diagrams and service manuals, applying logical fault finding procedures, conducting repairs, safety and functional testing and completing the necessary service documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; Written responses, short and extended answers; Oral test / technical interview; On job or workplace assessment; Practical / exercises; Practical projects; Assignments; Personal appraisal; Verbal assessment; Profiling.

UEENEEH008B ASSEMBLE AND ERECT RECEPTION ANTENNAE AND SIGNAL DISTRIBUTION EQUIPMENT

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the installation, positioning and securing of terrestrial and satellite arrays and dishes and associated amplifiers and the reticulation of cables and connection of multiple access outlets and associated equipment. It encompasses safe working practices, selection of antennae and distribution components, installation techniques, use of testing devices and following written and oral instruction and procedures.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; Written responses, short and extended answers; Oral test / technical interview; On job or workplace assessment; Practical / exercises; Practical projects; Assignments; Personal appraisal; Verbal assessment; Profiling.

UEENEEH009B SET UP AND TEST GAMING/GAMES EQUIPMENT

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit covers setting-up of electronic gaming and games equipment to manufactures' instructions in compliance with regulations. It encompasses safe working practices, connection and secure placement of gaming/games equipment, following written and oral instruction and procedures and customer relations.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; Written responses, short and extended answers; Oral test / technical interview; On job or workplace assessment; Practical / exercises; Practical projects; Assignments; Personal appraisal; Verbal assessment; Profiling.

UEENEEH010B INSTALL COMMERCIAL AUDIO/VIDEO SYSTEM COMPONENTS

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit covers installation of components for audio/video facilities in buildings and premises. The unit encompasses working safely and to specifications and standards, matching equipment with that specified for a given location, terminating and interconnecting cables/conductors and completing the necessary installation documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; Written responses, short and extended answers; Oral test / technical interview; On job or workplace assessment; Practical / exercises; Practical projects; Assignments; Personal appraisal; Verbal assessment; Profiling.

UEENEEH011B TROUBLESHOOT D.C. POWER SUPPLIES WITH SINGLE PHASE INPUT

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers determining correct operation of independent power supplies and power supply sections of electronic apparatus. It encompasses working safely, problem solving procedures, including the use of voltage, current and resistance measuring devices, providing solutions derived from measurements and calculations to predictable problems in d.c. power supplies with single phases input.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; Written responses, short and extended answers; Oral test / technical

interview; On job or workplace assessment; Practical / exercises; Practical projects; Assignments; Personal appraisal; Verbal assessment; Profiling.

UEENEEH012B TROUBLESHOOT DIGITAL SUBSYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers determining correct operation of digital systems. It encompasses working safely, problem solving procedures, including the use of voltage, current and resistance measuring devices, providing solutions derived from measurements and calculations to predictable problems in digital components circuits.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; Written responses, short and extended answers; Oral test / technical interview; On job or workplace assessment; Practical / exercises; Practical projects; Assignments; Personal appraisal; Verbal assessment; Profiling.

UEENEEH013B TROUBLESHOOT AMPLIFIERS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers determining correct operation of amplifiers. It encompasses working safely, problem solving procedures, including the use of voltage, current and resistance measuring devices, providing solutions derived from measurements and calculations to predictable problems in amplifier sections/circuits.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; Written responses, short and extended answers; Oral test / technical interview; On job or workplace assessment; Practical / exercises; Practical projects; Assignments; Personal appraisal; Verbal assessment; Profiling.

UEENEEH014B TROUBLESHOOT FREQUENCY DEPENDENT CIRCUITS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers determining correct operation of resonance circuits used in electronic apparatus. It encompasses working safely, problem solving procedures, including the use of voltage, current and resistance measuring devices, providing solutions derived from measurements and calculations to predictable problems in resonance circuits.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; Written responses, short and extended answers; Oral test / technical interview; On job or workplace assessment; Practical / exercises; Practical projects; Assignments; Personal appraisal; Verbal assessment; Profiling.

UEENEEH015B DEVELOP SOFTWARE SOLUTIONS IN MICROCONTROLLER BASED SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers developing, implementing and testing programming solutions in microcontroller based systems. It encompasses following development brief, using appropriate development software, writing code, applying problem solving procedures, testing and modifying of programs.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; Written responses, short and extended answers; Oral test / technical

interview; On job or workplace assessment; Practical / exercises; Practical projects; Assignments; Personal appraisal; Verbal assessment; Profiling.

UEENEEH016B FIND AND REPAIR FAULTS IN THE MICROWAVE AMPLIFIER SECTIONS IN ELECTRONIC APPARATUS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers fault finding and repair of microwave amplifier sections in electronic apparatus. The unit encompasses safe working practices, interpreting circuit diagrams, applying logical fault finding procedures, conducting repairs, safety and functional testing and completing the necessary service documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; Written responses, short and extended answers; Oral test / technical interview; On job or workplace assessment; Practical / exercises; Practical projects; Assignments; Personal appraisal; Verbal assessment; Profiling.

UEENEEH017B CARRY OUT REPAIRS OF PREDICTABLE FAULTS IN AUDIO AND VIDEO REPLAY/RECORDING APPARATUS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers identifying predictable faults and repairing by replacement of subassemblies in CD, DVD and tape replay/recording apparatus. The unit encompasses safe working practices, interpreting circuit diagrams and service manuals, applying logical fault finding procedures, conducting repairs, safety and functional testing and completing the necessary service documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; Written responses, short and extended answers; Oral test / technical interview; On job or workplace assessment; Practical / exercises; Practical projects; Assignments; Personal appraisal; Verbal assessment; Profiling.

UEENEEH018B FIND AND REPAIR FAULTS IN ELECTRONIC APPARATUS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers fault finding and repairing of general electronic apparatus. The unit encompasses safe working practices, consulting apparatus service manuals, interpreting circuit diagrams, applying logical fault finding procedures, conducting repairs, safety and functional testing and completing the necessary service documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; Written responses, short and extended answers; Oral test / technical interview; On job or workplace assessment; Practical / exercises; Practical projects; Assignments; Personal appraisal; Verbal assessment; Profiling.

UEENEEH019B CARRY OUT REPAIRS OF PREDICTABLE FAULTS IN TELEVISION RECEIVERS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers identifying predictable faults and their repair by replacement of subassemblies in televisions. The unit encompasses safe working practices, interpreting circuit diagrams and service manuals, applying logical fault finding procedures, conducting repairs, safety and functional testing and completing the necessary service documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; Written responses, short and extended answers; Oral test / technical interview; On job or workplace assessment; Practical / exercises; Practical projects; Assignments; Personal appraisal; Verbal assessment; Profiling.

UEENEEH020B FIND AND REPAIR FAULTS IN GAMING AND GAMES EQUIPMENT

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers fault finding and repair of gaming equipment. The unit encompasses safe working practices, interpreting circuit diagrams, applying logical fault finding procedures, conducting repairs, safety and functional testing and completing the necessary service documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; Written responses, short and extended answers; Oral test / technical interview; On job or workplace assessment; Practical / exercises; Practical projects; Assignments; Personal appraisal; Verbal assessment; Profiling.

UEENEEH021B FIND AND REPAIR FAULTS IN HIGH VOLUME OFFICE EQUIPMENT

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers fault finding and repair in high volume photo copiers (40 to 80 ppm), fax machines and the like. The unit encompasses safe working practices, interpreting electrical and mechanical diagrams, applying knowledge of office equipment to logical fault finding procedures, conducting repairs, safety and functional testing and completing the necessary service documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; Written responses, short and extended answers; Oral test / technical interview; On job or workplace assessment; Practical / exercises; Practical projects; Assignments; Personal appraisal; Verbal assessment; Profiling.

UEENEEH022B FIND AND REPAIR FAULTS IN REMOTE CONTROL APPARATUS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers fault finding and repair in remote control apparatus and devices. The unit encompasses safe working practices, interpreting circuit diagrams, applying knowledge of remote control to logical fault finding procedures, conducting repairs, safety and functional testing and completing the necessary service documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; Written responses, short and extended answers; Oral test / technical interview; On job or workplace assessment; Practical / exercises; Practical projects; Assignments; Personal appraisal; Verbal assessment; Profiling.

UEENEEH023B FIND AND REPAIR FAULTS IN MICROWAVE HEATING APPARATUS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers fault finding and repair in remote control apparatus and devices. The unit encompasses safe working practices, interpreting circuit diagrams,

applying knowledge of remote control to logical fault finding procedures, conducting repairs, safety and functional testing and completing the necessary service documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; Written responses, short and extended answers; Oral test / technical interview; On job or workplace assessment; Practical / exercises; Practical projects; Assignments; Personal appraisal; Verbal assessment; Profiling.

UEENEEH024B CARRY OUT REPAIRS OF PREDICTABLE FAULTS IN AUDIO COMPONENTS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers identifying predictable faults and repairing by replacement of subassemblies in audio components. The unit encompasses safe working practices, interpreting circuit diagrams and service manuals, applying logical fault finding procedures, conducting repairs, safety and functional testing and completing the necessary service documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; Written responses, short and extended answers; Oral test / technical interview; On job or workplace assessment; Practical / exercises; Practical projects; Assignments; Personal appraisal; Verbal assessment; Profiling.

UEENEEH025B PROVIDE SOLUTIONS TO SINGLE PHASE ELECTRONIC POWER CONTROL PROBLEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers solving problems with electronic aspects of single phase power control devices and circuits. The unit encompasses safe working practices, interpreting diagrams, applying knowledge of electronic power control devices and their application, using effective problem solving techniques, safety and functional testing and reporting work activities and outcomes.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; Written responses, short and extended answers; Oral test / technical interview; On job or workplace assessment; Practical / exercises; Practical projects; Assignments; Personal appraisal; Verbal assessment; Profiling.

UEENEEH026B PROVIDE SOLUTIONS TO POLYPHASE ELECTRONIC POWER CONTROL PROBLEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers solving problems with electronic aspects of polyphase power control devices and circuits. The unit encompasses safe working practices, interpreting diagrams, applying knowledge of electronic power control devices and their application, using effective problem solving techniques, safety and functional testing and reporting work activities and outcomes.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; Written responses, short and extended answers; Oral test / technical interview; On job or workplace assessment; Practical / exercises; Practical projects; Assignments; Personal appraisal; Verbal assessment; Profiling.

UEENEEH027B COMMISSION COMMERCIAL RADIO FREQUENCY (RF) TRANSMISSION AND RECEPTION SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the setting-up and adjusting of RF transmission and reception systems for optimum performance. It encompasses safe working practices, signal testing and analysis, adjusting equipment, following procedures and documenting.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; Written responses, short and extended answers; Oral test / technical interview; On job or workplace assessment; Practical / exercises; Practical projects; Assignments; Personal appraisal; Verbal assessment; Profiling.

UEENEEH028B INSTALL MICROWAVE AND ANTENNAE AND WAVEGUIDES

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the installation and testing of waveguides and antennae for microwave communications systems. It encompasses working safely and to installation standards, matching hardware and accessories with that specified for a given location, installation techniques, pre commission adjustment of antennas and waveguides and following instruction and procedures.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; Written responses, short and extended answers; Oral test / technical interview; On job or workplace assessment; Practical / exercises; Practical projects; Assignments; Personal appraisal; Verbal assessment; Profiling.

UEENEEH029B DIAGNOSE AND RECTIFY FAULTS IN NAVIGATION SYSTEMS

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit covers fault finding and repair of faults in navigation systems. The unit encompasses safe working practices, interpreting circuit diagrams, applying logical diagnostic methods and knowledge of navigation system components, rectifying faults, safety and functional testing and completing the necessary service documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH030B DIAGNOSE AND RECTIFY FAULTS IN SATELLITE-BASED SURVEILLANCE AND OBSERVATION SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers fault finding and repair faults in surveillance and observation systems. The unit encompasses safe working practices, interpreting diagrams, applying logical diagnostic methods and knowledge of surveillance system components, rectify faults, safety and functional testing and completing the necessary service documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview;

on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH031B DIAGNOSE AND RECTIFY FAULTS IN RADAR APPARATUS AND SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers fault finding and repair faults in radar apparatus and system. The unit encompasses safe working practices, interpreting diagrams, applying logical diagnostic methods and knowledge of radar system components, rectify faults, safety and functional testing and completing the necessary service documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH032B DIAGNOSE AND RECTIFY FAULTS IN GLOBAL POSITIONING SYSTEMS

Locations:Footscray Nicholson.

Prerequisites:Nil.

Description:This unit covers fault diagnosis and rectification in global positioning system. The unit encompasses safe working practices, interpreting diagrams, applying logical diagnostic methods and knowledge of GPS system components, rectifying faults, safety and functional testing and completing the necessary service documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH033B DIAGNOSE AND RECTIFY FAULTS IN TELECOMMUNICATION APPARATUS AND SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers fault diagnosis and rectification in telecommunication apparatus and systems. The unit encompasses safe working practices, interpreting diagrams, applying logical diagnostic methods and knowledge of telecommunication system components, rectifying faults, safety and functional testing and completing the necessary service documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH034B DIAGNOSE AND RECTIFY FAULTS IN ELECTRONIC MEDICAL EQUIPMENT

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers diagnosing and rectifying faults in the electronic aspects of electronic medical equipment. The unit encompasses safe working practices, interpreting process and circuit diagrams, applying knowledge of medical process

controls to logical diagnosis procedures, rectifying faults, safety and functional testing and completing the necessary service documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH035B DESIGN CUSTOM ELECTRONIC INSTALLATIONS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the design of home entertainment aspects of custom electronic installations and energy control systems. It encompasses developing control scenarios based on a design brief, negotiating with architect/designer, builder and client and the like, applying knowledge of electronic audio/video components and home theatre acoustics and relevant electrical installation regulation, developing design drawings and obtaining approval for final design.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH036B DESIGN COMMERCIAL AUDIO/VIDEO INSTALLATIONS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the design of audio/video facilities in meeting rooms, classrooms, studios, theatres, halls and the like. It encompasses applying knowledge of electronic audio/video components, acoustics and visual displays, analogue and digital communication, multimedia storage and reproduction, negotiating with clients and others and documenting design.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH037B PROGRAM AND COMMISSION COMMERCIAL AUDIO/VIDEO SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers testing, adjusting and balancing of audio/video facilities in meeting rooms, classrooms, studios, theatres, halls and the like. The unit encompasses working safely and to specifications, measuring and adjusting necessary parameters to meet specified performance, working with clients and documenting and certifying set performance parameters.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH038B FIND AND REPAIR FAULTS IN COMPLEX POWER SUPPLIES

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers fault finding and repair of regulated and switch mode power supplies. The unit encompasses safe working practices, interpreting circuit diagrams, applying logical fault finding procedures, conducting repairs, safety and functional testing and completing the necessary service documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH039B TROUBLESHOOT BASIC AMPLIFIERS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers determining correct operation of basic amplifier circuits. It encompasses working safely, problem solving procedures, including the use of voltage, current and resistance measuring devices, providing solutions derived from measurements and calculations to predictable problems in basic amplifier circuits.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH040B DIAGNOSE AND RECTIFY FAULTS IN SONAR APPARATUS AND SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers fault finding and the repair of faults in sonar apparatus and system. The unit encompasses safe working practices, interpreting diagrams, applying logical diagnostic methods and knowledge of sonar system components, rectifying faults, safety and functional testing and completing the necessary service documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH041B MANAGE ELECTRONICS/COMPUTER SYSTEMS PROJECTS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the management of electronics/computer systems projects involving management of safety, budget variation, personnel, resources, timelines and completion documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH042B TROUBLESHOOT OSCILLATORS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers determining correct operation of discrete component and modularised oscillators. It encompasses working safely, problem solving procedures,

including the use of; voltage, current, resistance and phase measuring devices, providing solutions derived from measurements and calculations to predictable problems in oscillators.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH043B DIAGNOSE AND RECTIFY FAULTS IN DIGITAL SUBSYSTEMS OF ELECTRONIC CONTROLS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers diagnosing and rectifying faults in digital components of electronic control systems. The unit encompasses safe working practices, interpreting diagrams and technical data, applying knowledge of digital subsystems to logical fault finding processes, implementing fault rectification, safety and functional testing and reporting work activities and outcomes.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH044B DIAGNOSE AND RECTIFY FAULTS IN ANALOGUE CIRCUITS AND COMPONENTS IN ELECTRONIC CONTROL SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers diagnosing and rectifying faults in analogue applications in electronic control systems. The unit encompasses safe working practices, interpreting diagrams and technical data, applying knowledge of analogue circuits and components to logical fault finding processes, implementing fault rectification, safety and functional testing and reporting work activities and outcomes.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH045B DEVELOP SOLUTIONS TO ANALOGUE ELECTRONIC PROBLEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This competency standard unit covers developing engineering solutions to resolve problems with analogue electronics. It encompasses working safely, apply extensive knowledge of analogue electronics circuit and device operation and their application, gathering and analysing data, applying problem solving techniques, developing and documenting solutions and alternatives.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH046B SOLVE FUNDAMENTAL PROBLEMS IN ELECTRONIC COMMUNICATIONS SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers ascertaining correct operation of communications systems and solving fundamental system problems as met in engineering support work functions. It encompasses working safely, problem solving techniques, the use of a range of measuring devices, providing solutions derived from measurements to predictable problems in electronic communication systems.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH047B ASSESS COMPLIANCE OF ELECTRONIC APPARATUS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers assessing electronic apparatus for compliance with a standard and/or regulation for the purpose of certification or approval. The unit encompasses safe working practices, determining specified requirements, inspecting, setting up performance tests, evaluating inspection and test results and documenting evaluation outcomes.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH048B DESIGN AND DEVELOP ADVANCED DIGITAL SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the design and development of advanced digital systems. It encompasses working safely, following design brief, applying knowledge of digital components/devices, interpreting device/components specifications, constructing prototype devices, applying programming techniques to programmable devices, testing developed system prototype operation, verifying compliance of the design against the final brief, and documenting design and development work.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH049B DEVELOP SOLUTIONS TO AUDIO ELECTRONIC PROBLEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers developing engineering solutions to resolve problems with audio electronics. It encompasses working safely, applying extensive knowledge of audio electronics circuits and device operation and application, gathering and analysing data, applying problem solving techniques, developing and documenting solutions and alternatives.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH050B ASSEMBLE AND SET UP BASIC WIRED AND WIRELESS SECURITY SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers installing electronic security systems with up to 50 connected devices typically used in single domestic and small commercial premises. It encompasses, working safely and to standards, following oral and written instructions and procedures, securely placing and connecting security system components, and applying customer relation protocols.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH051B INSTALL LARGE WIRED AND WIRELESS SECURITY SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers installing, entering instructions and testing of electronic security systems with in excess of 50 connected devices in buildings, premises and precincts. It encompasses working safely and to standards, following and job specifications, securely placing and connecting security system components, and applying customer relation protocols.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH052B ENTER INSTRUCTIONS AND TEST BASIC WIRED AND WIRELESS SECURITY SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers, entering instructions and testing electronic security systems with up to 50 connected devices typically used in single domestic and small commercial premises. It encompasses safe working practices, basic programming as directed in user manuals, adjusting security devices, system testing and following written and oral instruction and procedures and customer relations.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH053B PROGRAM AND TEST LARGE WIRED AND WIRELESS SECURITY SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers programming functions and testing electronic security systems with in excess of 50 connected devices in buildings, premises and precincts. It encompasses safe working practices, programming, adjusting security devices, system testing and following written and oral instruction and procedures and customer relations.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH054B PROGRAM AND COMMISSION COMMERCIAL SECURITY ALARM SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers installation and testing of security alarm system typically used in commercial buildings and premises The unit encompasses working safely, following specifications and security access scenarios, programming security alarm functions, using circuit diagrams and schedules, and providing as-programmed document.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH055B PROGRAM AND COMMISSION COMMERCIAL SECURITY ACCESS CONTROL SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers installation and testing of security access control system typically uses in commercial buildings and premises The unit encompasses working safely, following specifications and security access scenarios, programming security functions, using circuit diagrams and schedules, and providing as-programmed document.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH056B PROGRAM AND COMMISSION COMMERCIAL SECURITY CLOSED CIRCUIT TELEVISION (CCTV) SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers installation and testing of security CCTV systems typically used in commercial buildings and premises The unit encompasses working safely, following specifications and security observation scenarios, programming security functions, using circuit diagrams and schedules, and providing as-programmed document.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH057B DEVELOP BASIC INTEGRATED SECURITY SYSTEMS PLAN

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers integrating security components to form a complete security system with up to 100 connected intrusion and access devices and based on

common security scenarios. It encompasses applying knowledge of common security scenarios and security network standards and protocols, selecting network topology and physical media, disaster recovery planning, performance management and documentation of work activities.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH058B DESIGN INTEGRATED SECURITY SYSTEMS FOR A SINGLE SITE

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers integrating security components to form a security system with multiple and interrelated subsystems. It encompasses applying knowledge of security scenarios and security network standards and protocols, selecting network topology and physical media, disaster recovery planning, performance management and negotiating with clients and others and documenting design..

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH059B DESIGN INTEGRATED COMPLEX SECURITY SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers integrating security components to form a complex security system across multiple sites with multiple and related subsystems and remote monitoring and control. It encompasses applying knowledge of security scenarios and security network standards and protocols, selecting network topology and physical media, disaster recovery planning, performance management and negotiating with clients and others and documenting design.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH060B PLAN ELECTRONIC PROJECTS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers development and documentation of electronics project proposals, milestones and completions. The unit encompasses, establishing budgets, critical path analysis, development of workflow strategies, documenting, presenting and negotiating budgets and timelines.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH061B POSITION AND TERMINATE FIRE DETECTION AND WARNING SYSTEM APPARATUS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers installing electronic fire detection and warning systems in buildings and premises. It encompasses, working safely and to standards, following oral and written instructions and procedures, securely placing and connecting fire detection system and warning, components, and applying customer relation protocols.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH062B VERIFY COMPLIANCE AND FUNCTIONALITY OF FIRE PROTECTION INSTALLATIONS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers testing and visual inspection for verifying that a fire protection system and components are safe, and complys with requirements and functions as intended. It encompasses working safely, conducting compliance tests, conducting visual inspections, identifying non-compliance defects and mandatory reporting requirements.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH063B ENTER AND VERIFY PROGRAMS IN PREPARATION FOR COMMISSIONING FIRE PROTECTION SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers programming fire protection systems that include multiple connected detection, warning and fire control devices and remote monitoring. It encompasses working safely, applying knowledge of fire protection scenarios, using fire protection standards and protocols, entering system instructions, testing functionality of fire protection components and system operation, and documentation of commissioning activities.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH064B COMMISSION COMMERCIAL FIRE PROTECTION SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers commissioning fire protection systems that include multiple connected detection, warning and fire control devices and remote monitoring. It encompasses working safely, applying knowledge of fire protection scenarios, using fire protection standards and protocols, entering system instructions, testing functionality of fire protection components and system operation, and documentation of commissioning activities.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview;

on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH065B FIND AND REPAIR FAULTS IN FIRE PROTECTION SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers fault finding and repair of fire protection systems that include multiple connected detection, warning and fire control devices and remote monitoring to the subassembly level. The unit encompasses safe working practices, interpreting circuit diagrams, applying logical fault finding procedures, conducting repairs, safety and functional testing and completing the necessary service documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH066B FAULT FIND MICROCONTROLLER BASED HARDWARE

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers determining correct operation of microcontroller systems. It encompasses working safely, problem solving procedures, providing solutions derived from measurements and calculations to predictable faults in microcontroller hardware.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH067B COMMISSION ELECTRONICS AND COMMUNICATIONS SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This competency standard unit covers undertaking commissioning procedures of electronics and communications systems to comply with predetermined parameters and delivery to client. It encompasses safe working practices, system parameter testing, analysis and adjusting to assure optimum performance, following procedures, and documenting final operating parameters and settings.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH068B MODIFY-REDESIGN OF ELECTRONICS AND COMMUNICATIONS SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This competency standard unit covers the modification and redesign of electronics and communications systems to augment existing systems for clients. It encompasses safe working practices, system parameter reconfiguration, analysis to assure optimum performance, following procedures, and documenting final modifications and settings.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH069B SOLVE PROBLEMS IN ELECTRONIC CIRCUITS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This competency standard unit covers determining correct operation of single source parallel and series-parallel circuits and providing solutions as they apply to various electronic work functions. It encompasses working safely, problem solving procedures, including the use of voltage, current and resistance measuring devices, providing solutions derived from measurements and calculations to predictable problems in multiple path circuit.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH070B TERMINATE AND CONNECT COMPONENTS, CONDUCTORS, WIRING AND CABLES FOR ELECTRONIC CIRCUITS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the implementation, performance and evaluation of component connections and terminations of conductors, wiring, cables, and other recognised mediums. It encompasses implementing reliable termination and connection processes, working to specifications, safe use of connection and termination tools, safe use of termination and/or soldering devices, selection and placement of components, termination and connection preparation, termination and connection techniques, and evaluating termination and connection work.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH071B FIND AND REPAIR FAULTS IN TELEVISION RECEIVERS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers fault finding and repair of faults in signal processing and scanning and deflection sections of television receivers. The unit encompasses safe working practices, interpreting circuit diagrams, applying logical fault finding procedures, conducting repairs, safety and functional testing and completing the necessary service documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH072B FIND AND REPAIR FAULTS IN COMMUNICATION SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers fault finding and repair of communication systems. The unit encompasses safe working practices, interpreting circuit diagrams, applying logical fault finding procedures, conducting repairs, safety and functional testing and completing the necessary service documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH073B FIND AND REPAIR FAULTS IN PROFESSIONAL AUDIO REPRODUCTION COMPONENTS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers fault finding and repair of professional and high-end audio amplifiers, preamplifiers, receivers, graphic equalizers, speakers and the like. The unit encompasses safe working practices, interpreting circuit diagrams, applying logical fault finding procedures, conducting repairs, safety and functional testing and completing the necessary service documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH074B FIND AND REPAIR FAULTS IN AUDIO/VIDEO RECORDING EQUIPMENT

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers fault finding and repair of ACR, CD, VCR and DVD players/recorders. The unit encompasses safe working practices, interpreting circuit diagrams, applying logical fault finding procedures, conducting repairs, safety and functional testing and completing the necessary service documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH075B FIND AND RECTIFY FAULTS AND MALFUNCTIONS IN SECURITY SYSTEM INSTALLATIONS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers fault finding and repair of security system installations. The unit encompasses safe working practices, interpreting circuit diagrams, applying knowledge of security systems to logical fault finding procedures, rectifying faults/malfunctions, safety and functional testing and completing the necessary service documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH076B DIAGNOSE AND RECTIFY FAULTS IN DISPLAY CIRCUITS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers fault finding and repair of faults in cathode ray tubes, liquid crystal and plasma display circuits. The unit encompasses safe working practices, interpreting diagrams, applying logical diagnostic methods and knowledge of display circuit components, rectifying faults, safety and functional testing and completing the necessary service documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH077B DIAGNOSE AND RECTIFY FAULTS IN RECORDING AND REPLAY APPARATUS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers fault finding and repair of faults in SACD, DVD and DVDA recording and replay apparatus. The unit encompasses safe working practices, interpreting diagrams, applying logical diagnostic methods and knowledge of recording and replay apparatus components, rectifying faults, safety and functional testing and completing the necessary service documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH078B DIAGNOSE AND RECTIFY FAULTS IN CAMERA CIRCUITS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers fault finding and repair of faults in camera circuits. The unit encompasses safe working practices, interpreting diagrams, applying logical diagnostic methods and knowledge of camera circuit components, rectifying faults, safety and functional testing and completing the necessary service documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH079B DIAGNOSE AND RECTIFY FAULTS IN DIGITAL TELEVISION APPARATUS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers fault finding and repair of faults in digital television apparatus. The unit encompasses safe working practices, interpreting diagrams, applying logical diagnostic methods and knowledge of digital television apparatus circuit components, rectifying faults, safety and functional testing and completing the necessary service documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview;

on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH080B DIAGNOSE AND RECTIFY FAULTS IN DIGITAL TRANSMISSION SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers fault finding and repair of faults in digital transmission systems. The unit encompasses safe working practices, interpreting diagrams, applying logical diagnostic methods and knowledge of digital transmission systems circuit components, rectifying faults, safety and functional testing and completing the necessary service documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH081B DESIGN PRINTED CIRCUIT BOARDS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the design of printed circuit boards. The unit encompasses application of knowledge of electronic circuits, components, component assemblies, developing alternative design schemes based on design brief, customer relations and documenting designs.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH082B DEVELOP SOLUTIONS TO RF AMPLIFIERS PROBLEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers developing engineering solutions to resolve problems with RF amplifiers. It encompasses working safely, applying extensive knowledge of RF amplifier circuits and device operation and their application, gathering and analyzing data, applying problem solving techniques, developing and documenting solutions and alternatives.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH083B ANALYSE THE PERFORMANCE OF WIRELESS-BASED ELECTRONIC SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the analysis of wireless-based electronic systems to provide solutions to mobile communications performance. It encompasses working safely, applying extensive knowledge of mobile communications parameters, gathering and analysing data, applying problem solving techniques, developing and documenting results and solutions for use in design work.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH084B MODIFY DSP BASED SUB-SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers modifying electronic DSP based sub-systems. It encompasses working safely, following design brief, apply knowledge of digital and analogue devices, interpreting device specifications, constructing prototypes, testing developed system prototype operation and documenting design and development work.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH085B DESIGN A SIGNAL-CONDITIONING SUBSYSTEM

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers designing signal-conditioning subsystems incorporating sensors and transducers and digital and analogue elements. It encompasses working safely, following design brief, apply knowledge of digital and analogue devices, interpreting device specifications, constructing prototypes, testing developed system prototype operation and documenting design and development work

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEH088B DESIGN AND DEVELOP ELECTRONICS/COMPUTER PROJECTS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the design and development of electronics/computer systems projects. It encompasses working safely, designing, constructing, recording, evaluating and reporting of an electronics/computer systems design project.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEI001B INSTALL AND SET UP TRANSDUCERS AND SENSING DEVICES

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the installation and setting up of transducers and sensors. It encompasses working safely and to installation standards, matching equipment with that specified for a given location, placing and securing equipment accurately, making required pneumatic, hydraulic and electrical circuit connections, adjusting and setting up devices to specifications and manufacturer instructions and completing the necessary installation documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEJ002B PREPARE REFRIGERATION TUBING AND FITTINGS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the basic connection of refrigeration and air conditioning piping/tubing and fittings. It encompasses the safe use of hand, fixed and portable power tools for cutting, flaring, bending, swaging, silver brazing copper tube to copper tube, Bundy tube and brass and steel fittings, measurement and reading drawings and diagrams.

Required Reading:Hampson Introduction to Electrical Trade

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEJ003B DETERMINE THE BASIC OPERATING CONDITIONS OF VAPOUR COMPRESSION SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the determination of the operating conditions of vapour compression systems. It encompasses working safely, determining refrigerant pressures and temperatures and relevant air and water temperatures using measurement and basic calculation methods.

Required Reading:Hampson Introduction to Electrical Trade

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEK010B CO-ORDINATE MAINTENANCE OF RENEWABLE ENERGY APPARATUS AND SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers coordinating the maintenance of renewable energy apparatus and systems. It encompasses working safely, following maintenance schedules, ascertaining the extent of any repairs required, and the personnel needed to repair the breakdown, providing technical support to maintenance personnel and reporting.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEK012B PROVIDE BASIC SUSTAINABLE ENERGY SOLUTIONS FOR ENERGY REDUCTION IN DOMESTIC PREMISES

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers monitoring energy use and providing basic sustainable energy options to reduce the energy consumption in domestic residences. It encompasses working safely and providing basic sustainable energy solutions for

energy reduction in domestic premises.

Required Reading:Hampson Introduction to Electrical Trade

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEK022B PLAN RENEWABLE ENERGY PROJECTS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers development and documentation of renewable energy project proposals, milestones and completions. The unit encompasses, establishing budgets, critical path analysis, development of workflow strategies, documenting, presenting and negotiating budgets and timelines.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEK023B CARRY OUT BASIC REPAIRS TO RENEWABLE ENERGY APPARATUS BY REPLACEMENT OF COMPONENTS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit deals with the replacement of electrical and nonelectrical components of renewable energy apparatus. It encompasses safe working practices, following written and oral instructions and procedures, basic testing techniques, disconnecting and reconnecting electrical/electronic components, dismantling and assembling apparatus and reporting repair activities.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEK024B ASSEMBLE AND SET UP PHOTOVOLTAIC APPARATUS IN DOMESTIC DWELLINGS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers installing of photovoltaic apparatus in domestic dwellings. It encompasses safe working practices; secure placement and connection of apparatus, following written and oral instruction and procedures and customer relations.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEK025B SOLVE BASIC PROBLEMS IN PHOTOVOLTAIC ENERGY APPARATUS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers providing known solutions to predictable problems in photovoltaic energy apparatus operated at extralow voltage. It encompasses working

safely, problem solving procedures, including the use of basic voltage, current and resistance measuring devices, providing known solutions to predictable circuit problems.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEKO25C SOLVE BASIC PROBLEMS IN PHOTOVOLTAIC ENERGY APPARATUS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers providing known solutions to predictable problems in photovoltaic energy apparatus operated at extralow voltage. It encompasses working safely, problem solving procedures, including the use of basic voltage, current and resistance measuring devices, providing known solutions to predictable circuit problems.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEKO26B INSTALL AND SET UP GRID CONNECTED PHOTOVOLTAIC POWER SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the installation, adjustment and set-up of photovoltaic power systems and connecting to a supply grid inverter. It encompasses working safely and to installation standards, matching components with that specified for a given location, placing and securing system components accurately, making required circuit connections and completing the necessary installation documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEKO27B DIAGNOSE FAULTS IN RENEWABLE ENERGY CONTROL SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers diagnosing and rectifying faults in renewable energy control systems. It encompasses working safely, reading circuit diagrams, sketching diagrams from traced wiring, logically applying fault finding procedures, conducting repairs and completing the necessary service documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEKO28B SOLVE BASIC PROBLEMS IN STAND-ALONE RENEWABLE ENERGY SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers providing known solutions to predictable problems in stand-alone renewable energy systems operated at extra-low voltage. It encompasses working safely, problem solving procedures, including the use of basic voltage, current and resistance measuring devices, providing known solutions to predictable circuit problems.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEKO29B DESIGN RENEWABLE ENERGY HEATING SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the design of renewable energy heating systems and their installation. It encompasses following design briefs, incorporating schemes for protection of persons and property from dangers of system malfunction, ensuring other safety and performance standards and functional requirements are met and documenting design calculations and criteria.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEKO30B SOLVE BASIC PROBLEMS IN WIND ENERGY CONVERSION SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers providing known solutions to predictable problems in wind energy conversion systems. It encompasses working safely, problem solving procedures, including the use of basic voltage, current and resistance measuring devices, providing known solutions to predictable circuit problems

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEKO31B DESIGN WIND ENERGY CONVERSION SYSTEMS RATED TO 10 KW

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the design of wind energy conversion systems and their installation. It encompasses following design briefs, incorporating schemes for protection of persons and property from dangers of system malfunction, ensuring other safety and performance standards and functional requirements are met and documenting design calculations and criteria.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEK032B DEVELOP STRATEGIES TO ADDRESS SUSTAINABILITY ISSUES

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers developing strategies to address greenhouse gases and sustainability issues. It encompasses working safely, apply extensive knowledge of sustainable energy systems and components and their operating parameters, gathering and analysing data, applying problem solving techniques, developing and documenting alternatives solutions.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEK033B DESIGN HYBRID POWER SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the design of hybrid power systems and their installation. It encompasses following design briefs, incorporating schemes for protection of persons and property from dangers of system malfunction, ensuring other safety and performance standards and functional requirements are met and documenting design calculations and criteria.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEK034B INSTALL STAND-ALONE PHOTOVOLTAIC POWER SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This competency standard unit covers the installation, adjustment and set up of stand-alone photovoltaic power systems. It encompasses working safely and to installation standards, matching components with that specified for a given location, placing and securing system components accurately, making required circuit connections and completing the necessary installation documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEK035B DESIGN GRID CONNECTED POWER SUPPLY SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the design of grid connected power supply systems and their installation. It encompasses following design briefs, incorporating schemes for protection of persons and property from dangers of system malfunction, ensuring other safety and performance standards and functional requirements are met and documenting design calculations and criteria.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEK035C DESIGN GRID CONNECTED POWER SUPPLY SYSTEMS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers the design of grid connected power supply systems and their installation. It encompasses following design briefs, incorporating schemes for protection of persons and property from dangers of system malfunction, ensuring other safety and performance standards and functional requirements are met and documenting design calculations and criteria.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

UEENEEK036B PREPARE GRID CONNECTED PHOTOVOLTAIC POWER SYSTEMS FOR LV CONNECTION

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This competency standard unit covers the preparation of grid connected photovoltaic power systems for connection to an electricity supply grid via an inverter. It encompasses working safely and to installation standards, matching components with that specified for a given location, placing and securing system components accurately, preparing for the required circuit connections and completing the necessary installation documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEK040B DEVELOP ENGINEERING SOLUTIONS TO RENEWABLE ENERGY PROBLEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers developing engineering solutions to resolve problems with renewable energy. It encompasses working safely, applying extensive knowledge of renewable energy systems and components and their operating parameters, gathering and analysing data, applying problem solving techniques, developing and documenting alternatives solutions.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEK041B DEVELOP STRATEGIES FOR EFFECTIVE ENERGY REDUCTION IN BUILDINGS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers evaluating energy used in buildings and developing and documenting strategies/methods to effectively reduce energy use without compromising occupancy standards. It encompasses working safely, setting up and conducting evaluation measurements and evaluating energy use from measured

parameters.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEKO42A PARTICIPATE IN ENVIRONMENTALLY SUSTAINABLE WORK PRACTICES

Locations:Footscray Nicholson, Melton, Sunshine.

Prerequisites:Nil.

Description:This competency standard unit requires the worker to undertake methods of work practice that minimises energy and material usage and to seek energy reduction strategies in the workplace. The unit seeks to minimise negative impacts on the environment.

Required Reading:- Online resources

Assessment:Assessment methods will: - satisfy the endorsed Assessment Guidelines of the Electrotechnology Training Package - reinforce that Competency is performed with inherent safe working practices expected in the Industry to which this unit applies. - include that the specified essential knowledge and associated skills are assessed in a structured environment which is primarily intended for learning/assessment and incorporates all necessary equipment and facilities for learners to develop and demonstrate the essential knowledge and skills described in this unit. Specific unit assessments are located in the learning and assessment plans within the School.

UEENEKO45A IMPLEMENT & MONITOR, POLICIES & PROCEDURES FOR ENVIRONMENTALLY SUSTAINABLE ELECTROTECH WORK PRACTICE

Locations:Sunshine.

Prerequisites:Nil.

Description:This Competency Standard Unit specifies the outcomes for the collecting, interpretation and application of environmental management information, the identification of environmental impacts and the assessment of risks. It also consists of monitoring while implementing environmentally sustainable work policies and plans and, the development of modifications as part of the review process.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

UEENEKO50A ASSEMBLE AND SET UP PHOTOVOLTAIC APPARATUS IN A DOMESTIC DWELLING

Locations:Sunshine.

Prerequisites:UEENEKO23B - CARRY OUT BASIC REPAIRS TO RENEWABLE ENERGY APPARATUS BY REPLACEMENT OF COMPONENTS
UEENEKO25C - SOLVE BASIC PROBLEMS IN PHOTOVOLTAIC ENERGY APPARATUS

Description:This unit covers assembling and setting up ELV photovoltaic apparatus in domestic dwellings. It encompasses safe working practices; secure placement of apparatus, following written and oral instruction and procedures and customer relations.

Required Reading:VU Produced Workbook

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each

competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

UEENEEM001B REPORT ON THE INTEGRITY OF EXPLOSION PROTECTED EQUIPMENT IN HAZARDOUS AREAS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the explosion-protection aspects of plant and machinery operation and maintenance. It requires the ability to visually identify any damage or deterioration of explosion-protected equipment, monitor changes in the explosion hazard and to implement procedures established to limit the risk of an explosion.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEM002B ATTEND TO BREAKDOWNS IN HAZARDOUS AREAS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the explosion-protection aspects of attending to a breakdown in a hazardous area or of explosion-protected and associated equipment. It requires the ability to ascertain the nature of a breakdown, the extent of repairs required and the personnel needed to repair the breakdown.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEM003B USE AND MAINTAIN THE INTEGRITY OF PORTABLE GAS DETECTION DEVICES

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the gas detection aspects of ensuring a work place is safe from explosive and toxic gases and vapours. It requires the ability to use measuring instruments accurately, follow written instructions and to write instructions for others.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEM004B INSTALL EXPLOSION-PROTECTED EQUIPMENT AND WIRING SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the explosion-protection aspects for installing explosion-protected and associated equipment and wiring systems. It requires the ability to match equipment with that specified for a given location, work safely, and to installation standards and complete the necessary installation documentation

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview;

on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEM005B INSTALL AND MAINTAIN INTEGRITY OF FIXED GAS DETECTION EQUIPMENT

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the installation, calibration and response checking of permanent gas detection equipment. It requires the ability to match equipment with that specified for a given location and to use manufacturer manuals to maintain accuracy of gas monitoring devices.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEM006B MAINTAIN EQUIPMENT IN HAZARDOUS AREAS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the explosion-protection aspects for maintaining explosion-protected and associated equipment and wiring systems. It requires the ability to follow a maintenance program, work safely, carry out maintenance to standards and manufacturer instructions and complete the necessary maintenance documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEM007B OVERHAUL AND REPAIR EXPLOSIONPROTECTED EQUIPMENT

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the explosion-protection aspects of overhauling and repairing explosion-protected equipment. It requires the ability to establish and document the level of work required, arranging for the overhaul/repair to be carried, verify compliance of overhauled/repared equipment and complete the necessary documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEM008B ASSESS EXPLOSION-PROTECTED EQUIPMENT FOR COMPLIANCE WITH STANDARDS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the explosion-protection aspects of assessing compliance of electrical equipment. It requires the ability to assess and to report on the integrity of equipment, gather assessment and test documentation from accredited testing stations and prepares submissions to accredited certification bodies.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective

tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEM009B TEST INSTALLATIONS IN HAZARDOUS AREAS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the explosion-protection aspects for electrical installations for hazardous areas. It requires the ability to select, prepare and use appropriate testing devices, work safely and to Standards and to interpret and record test results.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEM010B CONDUCT CLOSE INSPECTION OF EXISTING HAZARDOUS AREAS INSTALLATIONS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the explosion-protection aspects for conducting visual and close inspections of electrical installations for hazardous areas. It requires the ability to follow inspection programs, work safely, and identify conditions that affect the integrity of explosion-protection and document inspection findings.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEM011B CONDUCT DETAILED INSPECTION OF HAZARDOUS AREAS INSTALLATIONS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the explosion-protection aspects of conducting initial, periodic and sample audit inspections of explosion-protected equipment and installations. It requires the ability to audit a site dossier, work safely in a hazardous area, inspect against Standards and report and act on inspection results.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEM012B DEVELOP AND MANAGE MAINTENANCE PROGRAMS FOR HAZARDOUS AREAS ELECTRICAL EQUIPMENT

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the explosion-protection aspects of plant maintenance schemes. It requires the ability to develop and manage maintenance programs incorporating strategies for periodic inspections, repair/overhaul/replacement of components and recording of maintenance outcomes.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview;

on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEM013B ENSURE THE SAFETY OF HAZARDOUS AREAS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the explosion-protection aspects of ensuring that potentially explosive atmospheres, generated by production, processing or servicing activities, do not pose a hazard to persons, property or the environment.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEM014B DESIGN AND DEVELOP MODIFICATIONS TO EXPLOSION-PROTECTED EQUIPMENT

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the explosion-protection aspects of designing and developing modifications to explosion-protected equipment. It requires the abilities in technical design and compliance assessments and documentation.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEM015B CLASSIFY HAZARDOUS AREAS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers knowledge and skills to classify areas where potentially explosive materials may exist. It requires the ability to gather and analyse data relative to explosion hazards, determine the extent of risk and establish and document zones delineating the levels of risk.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEM016B DESIGN ELECTRICAL INSTALLATIONS IN HAZARDOUS AREAS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the explosion-protection aspects planning electrical installations for hazardous areas. It requires the ability to identify hazardous area zones from classification diagrams, identical examples of previously classified areas or those given in standards and to select and locate explosion-protected equipment and wiring systems and other items that may influence the explosion-protection technique.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEM017B DESIGN EXPLOSION-PROTECTED ELECTRICAL SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers the explosion-protection aspects of design electrical systems. It requires the ability to establish design briefs and to pursue economical and effective design solutions.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEM019A ATTEND TO BREAKDOWNS IN HAZARDOUS AREAS COAL MINING

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers the explosion-protection aspects of attending to a breakdown in a hazardous area or of explosion-protected and associated equipment. It requires the ability to ascertain the nature of a breakdown, the extent of repairs required and the personnel needed to repair the breakdown.

Required Reading:VU Produced Workbook

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

UEENEEM020A ATTEND TO BREAKDOWNS IN HAZARDOUS AREAS GAS ATMOSPHERES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers the explosion-protection aspects of attending to a breakdown in a hazardous area or of explosion-protected and associated equipment. It requires the ability to ascertain the nature of a breakdown, the extent of repairs required and the personnel needed to repair the breakdown.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

UEENEEM021A ATTEND TO BREAKDOWNS IN HAZARDOUS AREAS DUST ATMOSPHERES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers the explosion-protection aspects of attending to a breakdown in a hazardous area or of explosion-protected and associated equipment. It requires the ability to ascertain the nature of a breakdown, the extent of repairs required and the personnel needed to repair the breakdown.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements,

including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

UEENEEM022A ATTEND TO BREAKDOWNS IN HAZARDOUS AREAS PRESSURISATION

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers the explosion-protection aspects of attending to a breakdown in a hazardous area or of explosion-protected and associated equipment. It requires the ability to ascertain the nature of a breakdown, the extent of repairs required and the personnel needed to repair the breakdown.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

UEENEEM023A INSTALL EXPLOSION-PROTECTED EQUIPMENT AND WIRING SYSTEMS COAL MINING

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers the explosion-protection aspects for installing explosion-protected and associated equipment and wiring systems. It requires the ability to match equipment with that specified for a given location, work safely, and to installation standards and complete the necessary installation documentation.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

UEENEEM024A INSTALL EXPLOSION-PROTECTED EQUIPMENT AND WIRING SYSTEMS GAS ATMOSPHERES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers the explosion-protection aspects for installing explosion-protected and associated equipment and wiring systems. It requires the ability to match equipment with that specified for a given location, work safely, and to installation standards and complete the necessary installation documentation.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

UEENEEM025A INSTALL EXPLOSION-PROTECTED EQUIPMENT AND WIRING SYSTEMS DUST ATMOSPHERES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers the explosion-protection aspects for installing explosion-protected and associated equipment and wiring systems. It requires the ability to match equipment with that specified for a given location, work safely, and to

installation standards and complete the necessary installation documentation.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

UEENEEM026A INSTALL EXPLOSION-PROTECTED EQUIPMENT AND WIRING SYSTEMS PRESSURISATION

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers the explosion-protection aspects for installing explosion-protected and associated equipment and wiring systems. It requires the ability to match equipment with that specified for a given location, work safely, and to installation standards and complete the necessary installation documentation.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

UEENEEM027A MAINTAIN EQUIPMENT IN HAZARDOUS AREAS COAL MINING

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers the explosion-protection aspects for maintaining explosion-protected and associated equipment and wiring systems. It requires the ability to follow a maintenance program, work safely, carry out maintenance to Standards and manufacturer instructions and complete the necessary maintenance documentation.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

UEENEEM028A MAINTAIN EQUIPMENT IN HAZARDOUS AREAS GAS ATMOSPHERES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers the explosion-protection aspects for maintaining explosion-protected and associated equipment and wiring systems. It requires the ability to follow a maintenance program, work safely, carry out maintenance to Standards and manufacturer instructions and complete the necessary maintenance documentation.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

UEENEEM029A MAINTAIN EQUIPMENT IN HAZARDOUS AREAS DUST ATMOSPHERES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers the explosion-protection aspects for maintaining explosion-protected and associated equipment and wiring systems. It requires the ability to follow a maintenance program, work safely, carry out maintenance to Standards and manufacturer instructions and complete the necessary maintenance documentation.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

UEENEEM030A MAINTAIN EQUIPMENT IN HAZARDOUS AREAS PRESSURISATION

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers the explosion-protection aspects for maintaining explosion-protected and associated equipment and wiring systems. It requires the ability to follow a maintenance program, work safely, carry out maintenance to Standards and manufacturer instructions and complete the necessary maintenance documentation.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

UEENEEM038A CONDUCT TESTING OF HAZARDOUS AREA INSTALLATIONS COAL MINING

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers the explosion-protection aspects for electrical, electronic, instrument and data communication installations for hazardous areas. It requires the ability to select, prepare and use appropriate testing devices, work safely and to Standards and to interpret and record test results.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

UEENEEM039A CONDUCT TESTING OF HAZARDOUS AREA INSTALLATIONS GAS ATMOSPHERES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers the explosion-protection aspects for electrical, electronic, instrument and data communication installations for hazardous areas. It requires the ability to select, prepare and use appropriate testing devices, work safely and to

Standards and to interpret and record test results.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

UEENEEM040A CONDUCT TESTING OF HAZARDOUS AREA INSTALLATIONS DUST ATMOSPHERES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers the explosion-protection aspects for electrical, electronic, instrument and data communication installations for hazardous areas. It requires the ability to select, prepare and use appropriate testing devices, work safely and to Standards and to interpret and record test results.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

UEENEEM041A CONDUCT TESTING OF HAZARDOUS AREA INSTALLATIONS PRESSURISATION

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers the explosion-protection aspects for electrical, electronic, instrument and data communication installations for hazardous areas. It requires the ability to select, prepare and use appropriate testing devices, work safely and to Standards and to interpret and record test results.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

UEENEEM042A CONDUCT CLOSE VISUAL INSPECTION OF EXISTING HAZARDOUS AREAS INSTALLATIONS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers the explosion-protection aspects for conducting visual inspections of explosion-protected equipment and installations. It requires the ability to work safely in a hazardous area, and to identify conditions that affect the integrity of explosion-protection and document inspection findings.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

UEENEEM043A CONDUCT DETAILED INSPECTION OF HAZARDOUS AREAS INSTALLATIONS COAL MINING

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers the explosion-protection aspects of conducting initial, periodic and sample audit inspections close and detailed inspections of explosion-protected equipment and installations. It requires the ability to use a verification dossier, work safely in a hazardous area, inspect against Standards and report and act on inspection results.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

UEENEEM044A CONDUCT DETAILED INSPECTION OF HAZARDOUS AREAS INSTALLATIONS GAS ATMOSPHERES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers the explosion-protection aspects of conducting close and detailed inspections of explosion-protected equipment and installations. It requires the ability to use a verification dossier, work safely in a hazardous area, inspect against Standards and report and act on inspection results.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

UEENEEM045A CONDUCT DETAILED INSPECTION OF HAZARDOUS AREAS INSTALLATIONS DUST ATMOSPHERES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers the explosion-protection aspects of conducting close and detailed inspections of explosion-protected equipment and installations. It requires the ability to use a verification dossier, work safely in a hazardous area, inspect against Standards and report and act on inspection results.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

UEENEEM046A CONDUCT DETAILED INSPECTION OF HAZARDOUS AREAS INSTALLATIONS PRESSURISATION

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers the explosion-protection aspects of conducting close and detailed inspections of explosion-protected equipment and installations. It requires the ability to use a verification dossier, work safely in a hazardous area, inspect against Standards and report and act on inspection results.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each

competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

UEENEEM080A REPORT ON THE INTEGRITY OF EXPLOSION-PROTECTED EQUIPMENT IN A HAZARDOUS AREA

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers the explosion-protection aspects of plant and machinery operation and maintenance. It requires the ability to visually identify any damage or deterioration of explosion-protected equipment, monitor changes in the explosion hazard and to implement procedures established to limit the risk of an explosion.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

UEENEEM002B ATTACH CORDS AND PLUGS TO ELECTRICAL EQUIPMENT FOR CONNECTION TO A SINGLE PHASE 250 VOLT SUPPLY

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers attaching flexible cords and plugs to electrical equipment for connection to supplies up to 250V a.c. This may be incidental to or a primary and regular function of work related to a principle function in the workplace. It encompasses working safely, identifying plug configurations, selecting and using testing and measuring devices, terminating and connecting cords/plugs and conductors, safety testing and reporting.

Required Reading:Hampson Introduction to Electrical Trade

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UEENEEM008B CONDUCT IN-SERVICE SAFETY TESTING OF ELECTRICAL CORD ASSEMBLIES AND CORD CONNECTED EQUIPMENT

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers safety testing of electrical cord assemblies and cord connected equipment. It encompasses working safely, using portable apparatus tester, identifying faults, applying tagging, arranging for repair of faulty equipment and complete testing documentation.

Required Reading:Hampson Introduction to Electrical Trade

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UETTDELO1A APPLY ENVIRONMENT AND SUSTAINABLE ENERGY PROCEDURES

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This Unit covers the implementation of relevant environmental procedures to specific projects/sites. It includes the identification of possible environmental risks

and impacts, the undertaking of work in accordance with sustainable energy and energy conservation principles, the provision of re-cycling materials and the recording and reporting of environmental incidents. It also encompasses the process of reviewing and participating and contributing in environmental procedures according to established enterprise requirements.

Required Reading:Hampson Introduction to Electrical Trade

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UETTDELO2A OPERATE PLANT AND EQUIPMENT NEAR LIVE ELECTRICAL CONDUCTORS/APPARATUS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit covers determining correct operation of single source d.c. parallel and series-parallel circuits and providing solutions as they apply to various electrotechnology work functions. It encompasses working safely, problem solving procedures, including the use of voltage, current and resistance measuring devices, providing solutions derived from measurements and calculations to predictable problems in multiple path circuit.

Required Reading:Hampson Introduction to Electrical Trade

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

UTENES009A PARTICIPATE IN THE TRAINING OF OTHERS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:Plan and prepare to provide for learning opportunities; Supervise/mentor learners; Verify activities undertaken by learner.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

UTENES105GA INSTALL AND TERMINATE WIRING SYSTEMS (CABLING/WIRING SUPPORT AND PROTECTION)

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:Install wiring enclosures, cable support systems, cables and accessories.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

UTENES105JA INSTALL AND TERMINATE WIRING SYSTEMS (POWER AND CONTROL - LOW VOLTAGE)

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:Plan and prepare for installation; Install wiring systems; Inspect and notify completion of work.

Required Reading:-

Assessment:One or more of the following: written assignment, written test,

simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

UTENES106BA INSTALL ELECTRICAL/ELECTRONIC APPARATUS (ELECTRICAL)

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:Plan and prepare for installation; Install apparatus; Inspect and notify completion of work.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

UTENES206BA MAINTAIN AND REPAIR APPARATUS AND CIRCUITS (ELECTRICAL)

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:Plan and prepare for maintenance; Maintain apparatus and associated circuits; Inspect and notify completion of work.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

UTENES301BA UNDERTAKE COMMISSIONING OF PROCEDURES OF APPARATUS AND CIRCUITS (ELECTRICAL)

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:Plan and prepare to undertake commissioning procedures; Undertake commissioning procedures of apparatus, associated circuits and components; Inspect and notify completion of work.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

UTENES402BA TEST APPARATUS AND CIRCUITS (ELECTRICAL)

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:Plan and prepare for testing; Conduct testing; Notify completion of test.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

UTENES501BA DIAGNOSE AND RECTIFY FAULTS IN APPARATUS AND CIRCUITS (ELECTRICAL)

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:Plan and prepare for diagnosis of faults; Diagnose faults in apparatus and associated circuits; Rectify faults in apparatus and associated circuits; provide status report(s).

Required Reading:-

Assessment:One or more of the following: written assignment, written test,

simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

VAA125 ADVANCED ENGINEERING MATHS A

Locations:Sunshine.

Prerequisites:Nil.

Description:ADVANCED ENGINEERING MATHS A

Required Reading:No Required Reading

VAA126 ADVANCED ENGINEERING MATHS B

Locations:Sunshine.

Prerequisites:Nil.

Description:ADVANCED ENGINEERING MATHS B

Required Reading:No Required Reading

VAE704 PHYSICS A

Locations:Sunshine.

Prerequisites:Nil.

Description:PHYSICS A

Required Reading:No Required Reading

VAE705 PHYSICS B

Locations:Sunshine.

Prerequisites:Nil.

Description:PHYSICS B

Required Reading:No Required Reading

VAG505 URBAN ROAD DESIGN

Locations:Sunshine.

Prerequisites:Nil.

Description:URBAN ROAD DESIGN

Required Reading:No Required Reading

VBG873 MECHANICS OF MACHINES 1

Locations:Sunshine.

Prerequisites:Nil.

Description:MECHANICS OF MACHINES 1

Required Reading:No Required Reading

VBG874 MECHANICS OF MACHINES 2

Locations:Sunshine.

Prerequisites:Nil.

Description:MECHANICS OF MACHINES 2

Required Reading:No Required Reading

VBG877 THERMODYNAMICS 3

Locations:Sunshine.

Prerequisites:Nil.

Description:THERMODYNAMICS 3

Required Reading:No Required Reading

VBG879 INDUSTRY RESEARCH PROJECT

Locations:Sunshine.

Prerequisites:Nil.

Description:INDUSTRY RESEARCH PROJECT

Required Reading:No Required Reading

VBN768 DEVELOP AN INDIVIDUAL CAREER PLAN FOR THE ENGINEERING INDUSTRY

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to research careers and training opportunities in the Manufacturing and Engineering Industry and develop an individual career path plan. This involves examining the range of activities the industry covers, the types of occupations that are available and the training pathways that can lead to those occupations.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

VBN769 PERFORM BASIC MACHINING PROCESSES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to undertake basic machining operations under supervision. This involves setting up and machining components by using lathes, milling machines, cut off saws, pedestal grinders and fixed position drilling machines. Marking out skills are also included as necessary in the machining process.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

VBN770 APPLY BASIC FABRICATION TECHNIQUES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to basic fabrication tasks under supervision. This involves using appropriate machinery and applying associated fabrication and assembly techniques to the fabrications process.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

VBN771 APPLY ELECTROTECHNOLOGY PRINCIPLES IN AN ENGINEERING WORK ENVIRONMENT

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to select, set-up and use a range of test equipment to measure voltage, current and resistance. This involves testing for continuity, insulation and identifying commonly used electrical/electronic devices for the supply of power and for the control of machines and plant in an engineering environment.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

VBN772 USE COMPUTERS FOR ENGINEERING RELATED WORK ACTIVITIES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to operate a computer, organise the desktop, select the appropriate engineering application package and process information for a range of functions.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

VBN773 PRODUCE BASIC ENGINEERING SKETCHES AND DRAWINGS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required in the identification, selection and interpretation of a drawing or sketch, and the preparation of sketches and drawings.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

VBN774 PERFORM BASIC COMPUTATIONAL PRINCIPLES IN ENGINEERING WORK ACTIVITIES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to perform basic computations in the workplace. This includes the correct use of fractions and decimals.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

VBN776 USE BASIC ENGINEERING CONCEPTS TO PLAN THE MANUFACTURE OF ENGINEERING COMPONENTS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to plan the fabrication of engineering components. This involves defining the problem, identifying and reviewing specifications, determining resources, production sequence and schedules.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

VBN777 HANDLE ENGINEERING MATERIALS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to safely handle materials in accordance with occupational health and safety requirements and enterprise procedures. This involves using manual handling techniques, operating mechanical handling equipment and handling industrial chemicals and materials.

Required Reading:-

Assessment:One or more of the following: written assignment, written test,

simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

VBN778 PRODUCE BASIC ENGINEERING COMPONENTS AND PRODUCTS USING FABRICATION AND MACHINING

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to produce a range of basic engineering components and products using basic fabrication and machining techniques. This involves identifying the required manufacturing methods, planning the operations, preparing materials and tooling, producing components and assembling components. The unit is intended as a broad based unit with a practical, project-based focus. It develops the basic skills and techniques attained through the pre-requisite machining and fabrication units and prepares the candidate for later elective specialisation units.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

VBN779 PERFORM CUTTING, GRINDING AND TURNING OPERATIONS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to produce a range of basic engineering components and products by cutting, grinding and turning techniques. This involves identifying the required manufacturing methods, planning the operations, preparing materials and equipment, producing components and assembling components. The unit is intended to develop the basic skills and techniques attained through the prerequisite machining, drawing interpretation, materials handling and OHS units.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

VBN780 FORM, BEND AND SHAPE ENGINEERING MATERIALS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to produce a range of basic engineering components and products using basic fabrication techniques. This involves identifying the required manufacturing methods, planning the operations, preparing materials and equipment, producing components and assembling components. The unit is intended to develop the basic skills and techniques attained through the prerequisite fabrication units.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

VBN781 USE FUNDAMENTAL REFRIGERATION PRINCIPLES AND PROCESSES TO FABRICATE ENGINEERING STRUCTURES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to make refrigeration and airconditioning equipment operational. This involves retro

fitting existing domestic and light commercial refrigeration and air conditioning equipment with alternative refrigerants, reconditioning/replacing components, returning to service, testing equipment, and completing basic service reports for administrative action.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

VBN782 PERFORM BASIC WELDING AND THERMAL CUTTING PROCESSES TO FABRICATE ENGINEERING STRUCTURES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to perform:- basic welding using manual metal arc welding (MMAW)- basic welding using gas metal arc welding (GMAW)- basic thermal cutting using fuel gas equipmentThis involves identifying the welding/cutting requirements, preparing materials and equipment, welding and cutting components. Welding is routine and where the welding quality is not required to meet an Australian Standard or equivalent. Fillet and butt welds would typically be performed on low carbon/mild steels. Thermal cutting is manual straight line cutting.

Required Reading:-

Assessment:The following methods may be used in assessing units: Written objective tests; written responses; short and extended answers; oral test/technical interview; on job or workplace assessment; practical/exercises; practical projects; assignments; personal appraisal; verbal assessment; profiling.

VBN783 CREATE ENGINEERING DRAWINGS USING COMPUTER AIDED SYSTEMS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to produce engineering drawings using a computer aided system. The unit is intended to build on the skills and techniques attained through the pre-requisite units VBN772 Use computers for engineering work related activities and VBN773 Produce basic engineering sketches and drawings.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

VBN785 ASSEMBLE AND TEST ELECTRONIC ENGINEERING EQUIPMENT AND MAKE IT OPERATIONAL

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to assemble and test electronic engineering equipment and make it operational. This involves identifying task requirements, preparing components, assembling electronic equipment and testing equipment to ensure correct operation.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

VBN786 FABRICATE BASIC JEWELLERY ITEMS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to construct basic jewellery components, single and multiple-piece items involving a limited range of fabrication processes and techniques.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

VBP118 CARRY OUT A SHARED TECHNOLOGY PROJECT

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to carry out a shared technology project by merging distinct electrotechnology domains to achieve an innovative and integrated technical solution. This includes planning, preparation and conduct of a projects in accordance with a project management plan.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

VBP119 PERFORM BASIC NETWORK AND COMPUTER ASSEMBLY

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This competency unit sets out the knowledge and skills required to construct and configure basic standalone computers and small networks consisting of a maximum of five computers linked by a network.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

VBP120 PERFORM BASIC NETWORK AND COMPUTER MAINTENANCE

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This competency unit sets out the knowledge and skills required to maintain, upgrade and troubleshoot basic standalone computers and small networks consisting of a maximum of five computers linked by a network.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

VBP121 INSTALL AND CONFIGURE BASIC NETWORK AND COMPUTER OPERATING SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This competency unit sets out the knowledge and skills required to install and configure computer and network operating systems. This units covers stand alone computer operating systems and network operating systems suitable for small networks not exceeding five workstations.

Required Reading:-

Assessment:One or more of the following: written assignment, written test,

simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

VBP123 BUILD A SMALL WIRELESS LAN

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This competency unit sets out the knowledge and skills required to construct, configure and operate a small wireless local area network consisting of a maximum of five computers linked through a network to the internet.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

VBP126 SET UP AND OPERATE A WIRELESS COMMUNICATIONS LINK

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This competency unit sets out the knowledge and skills required to set up and operate a wireless communications link. This includes point to point links for a range of purposes using a range of frequency bands and may extend into the infrared and visible portion of the electromagnetic spectrum.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

VBP128 SET UP AND TEST AN EMBEDDED CONTROL SYSTEM

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to install, set up and test embedded control systems used for automatic or semi-automatic operation of a wide range of consumer and industrial equipment.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

VBP129 TEST AND VERIFY CORRECT OPERATION OF A "BY-WIRE" CONTROL SYSTEM

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to test and verify correct operations of a "by-wire" control system. This includes input transducers, output devices, serial bus concepts, channel multiplexing and use of this technology in aviation, automotive, building automation and remote control applications.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

VBP130 IMPLEMENT A DIGITAL CIRCUIT USING A PROGRAMMABLE LOGIC DEVICES (PLD)

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to implement, from a given design file, digital circuits on programmable logic devices. These devices may include PLDs, CPLDs, FPGAs or similar technologies.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

VBP131 CONSTRUCT AND CONFIGURE A BASIC ROBOTIC SYSTEM

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to construct and configure a basic robotic system. Typical tasks for basic robotics system operation include pick and place, motion, navigation. This unit does not include large, complex industrial robotic systems used in manufacturing operations.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

VBP132 PROGRAM A BASIC ROBOTIC SYSTEM

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to program small robotic systems. This includes standard developing steps taken when creating code in integrated programming environments and consequently applying the programming code to controlling robotic systems.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

VBP133 PLAN AND BUILD A SYSTEM USING PHOTONIC EQUIPMENT

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to plan and build systems using photonics equipment. This includes identifying photonic components and equipment, interconnecting them and performing measurements on the operating circuits.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

VBP136 OPERATE A SMALL POWER SUPPLY SYSTEM

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to monitor the operation of a small scale power supply system at the site of power supply system. The output of the system is not to exceed 32VDC and not to be connected to main electricity grid.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

VBP137 ASSEMBLE AND CONNECT AN EXTRA LOW VOLTAGE BATTERY POWER SOURCE

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to select the type, capacity and configuration of a battery source for a given DC load. This includes wiring up and testing the installation. The voltage of the battery source must not exceed 24 volts DC.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

VBP228 APPLY MATHEMATICAL SOLUTIONS TO ENGINEERING PROBLEMS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to apply mathematical concepts and methods that are common to all engineering fields. This includes arithmetic, algebra, geometry, equations, functions, graphs and the use of scientific calculators but does not include differential and integral calculus. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Engineering Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP229 APPLY STATISTICAL METHODS FOR QUALITY CONTROL AND RELIABILITY

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to apply statistical concepts and methods that are common to all engineering fields for the purpose of quality control. This includes averages, probability, frequency distributions, standard deviation, and quality control applications. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP230 APPLY SCIENTIFIC PRINCIPLES TO ENGINEERING PROBLEMS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to apply scientific principles to solve problems common to all engineering fields. This includes quantities and units, vector and scalar quantities, kinematics dynamics, heat and temperature, constitution of matter and error and uncertainty. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP231 APPLY PRINCIPLES OF MECHANICS TO ENGINEERING PROBLEMS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to apply mechanics concepts and principles to solve problems common to all engineering fields. This includes forces, moments, friction and frames. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Engineering Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP232 APPLY PRINCIPLES OF STRENGTH OF MATERIALS TO ENGINEERING PROBLEMS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to apply principles of strength of materials to standard engineering problems. This includes stress strain, deformation, and properties of sections, shear force and testing. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Engineering Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP234 APPLY CALCULUS TO ENGINEERING PROBLEMS

Locations:Sunshine.

Prerequisites: Nil.

Description: This unit of competency sets out the knowledge and skills required to apply calculus to the solution of engineering problems. This includes differentiation and integration, applications to rectilinear motion, maxima and minima and simple differential equations. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading: Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP235 USE COMPUTER AIDED DRAFTING SYSTEMS

Locations: Sunshine.

Prerequisites: Nil.

Description: This unit of competency sets out the knowledge and skills required to apply Computer Aided Drafting using 2D techniques for engineering applications. This includes complex and advanced applications of Computer Aided Drafting systems.

1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading: Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP236 USE ADVANCED 2D

Locations: Sunshine.

Prerequisites: Nil.

Description: This unit of competency sets out the knowledge and skills required to create 2D and 3D wireframe and surface models and their representation on working drawings for engineering applications. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading: Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP237 APPLY COMPUTER BASED SOLID MODELLING TECHNIQUES

Locations: Sunshine.

Prerequisites: Nil.

Description: This unit of competency sets out the knowledge and skills required to apply modelling techniques to three-dimensional drawings to create models of solid objects for computer processing and presentation purposes. This includes applications in CAD, computer graphics and animation, Rapid prototyping, medical testing, and visualisation of scientific research. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading: Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP243 PLAN, IMPLEMENT AND APPLY PREVENTATIVE MAINTENANCE PROCEDURES

Locations: Sunshine.

Prerequisites: Nil.

Description: This unit of competency sets out the knowledge and skills required to plan, implement and apply a preventative maintenance program for an engineering workplace. This includes planning the preventative maintenance task according to already established procedures, taking appropriate measures to set up the operational conditions for implementing the task and finally coordinate and carry out the preventative maintenance work. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading: Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP244 ESTABLISH AND MANAGE MAINTENANCE SYSTEMS

Locations: Sunshine.

Prerequisites: Nil.

Description: This unit of competency sets out the knowledge and skills required to establish and manage maintenance systems within an engineering environment that causes minimum disruption to plant/equipment and is cost effective. This includes the application of computerised maintenance management systems and the development of maintenance policy. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading: Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment: Assessment tasks will be designed to reinforce and extend knowledge

and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP245 SELECT AND APPLY LUBRICATION PRINCIPLES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to select, apply and review lubrication principles and products. This includes the requirement to classify and select common and special lubricants and to diagnose problems in lubrication systems. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP246 SELECT AND MAINTAIN BEARING AND ROTARY SHAFT ASSEMBLIES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to select, maintain and review plain and anti-friction bearing assemblies, and rotary shaft seals. This includes selecting and applying appropriate lubricants and conducting premature fault analysis. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP250 SET UP MANUFACTURING PROCESSES FOR ENGINEERING APPLICATIONS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit covers the skills and knowledge required to select and set up principal methods of manufacturing in the manufacturing industry, including metal forming operations, fabrication, powder metallurgy, machine tools and CNC. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw

Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP252 APPLY COMPUTER AIDED MANUFACTURING (CAM) PROCESSES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to access a CAM software package, create or recall a CAD/CAM drawing, generate a 2D CAM code file, produce the basic CNC code and produce a work piece on a CNC machine tool. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP253 APPLY COMPUTER AIDED MANUFACTURING (CAM) 2D PROGRAMMING

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to produce 2D CAM and NC programs for CNC machines. The programs should incorporate the 2D features of both the software package and CNC controller. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP255 PROGRAM A 3D MACHINE CENTRE

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to produce basic 3D CAM and NC programs for a CNC milling centre. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw

Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP256 PROGRAM 4TH AXIS APPLICATIONS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to produce basic CAM and NC programs for 4 axis machining centres and Mill Turn lathes. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP257 CREATE ADVANCED PROGRAMS FOR CNC MACHINE CENTRES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to produce advanced 3D CAD/CAM and NC programs for 4 and/or 5 axes CNC machining centres. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP263 IMPLEMENT BASIC MATERIALS SCIENCE PRINCIPLES TO ENGINEERING APPLICATIONS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to apply basic principles of materials science to engineering problems applications. It involves testing of materials to evaluate the engineering properties of materials and includes the recognition of common materials used in engineering, the classification of materials, the properties of materials and the factors that influence those properties. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP264 IMPLEMENT ADVANCED MATERIALS SCIENCE PRINCIPLES TO ENGINEERING APPLICATIONS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to apply advanced principles of materials science to engineering problems applications. This includes the identification and description of structure and properties of materials, metallography, heat treatment processes for metals, strengthening mechanisms, surface engineering and failure mechanisms. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP265 PLAN FOR THE IMPLEMENTATION OF MECHANICAL DRIVE SYSTEMS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to plan for the implementation of mechanical drive systems. This includes using catalogues and drawing of components including shafts, couplings, belts, chains, gears variable speed drives, brakes, clutches, bearings, winch equipment, reciprocating drives/linear to rotational 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP266 APPLY FLUID MECHANIC PRINCIPLES IN MECHANICAL ENGINEERING

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to apply fluid mechanic principles in mechanical engineering. This includes the principles and applications of fluids, fluid components, fluid status, fluid flow, fluid power, and

forces developed by flow in fluids. To perform calculations to determine changes, forces etc. fluid flow and headloss in pipes and through open channels, to determine operational aspects of a pump in a system and to describe the basic types of fluid machinery. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP267 SET UP FLUID POWER CONTROLLED ENGINEERING SYSTEMS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to develop the knowledge and skills to set up fluid power controlled systems. This includes the maintenance and repair of single and multi actuator fluid power circuits. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP269 APPLY HYDRAULIC PRINCIPLES IN ENGINEERING

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to apply hydraulic principles in engineering. It involves the operation, maintenance and construction of hydraulic system and machine control circuitry. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP270 APPLY PNEUMATIC PRINCIPLES IN ENGINEERING.

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to

apply pneumatic principles in engineering. It involves the operation, maintenance and construction of pneumatic system and machine control circuitry. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP271 SET UP MECHATRONICS ENGINEERING SYSTEMS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to plan and construct a mechatronics engineering system and interface it with a standard industrial programmable controller for a complete operating system. It includes all wiring and programming to achieve automation together with commissioning and troubleshooting requirements. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP272 INTERFACE AND PROGRAM MECHATRONICS ENGINEERING SYSTEMS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to interface and program mechatronics systems with solid-state hardware sequencing devices and personal computer interfacing. This includes building a dedicated solid-state hardware controller for selected sequencing operations. It also covers the skills and knowledge required when adding at least 2 analog inputs and 1 analog output using a PC interface to assist in computing dependant output/input conditions.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP273 PERFORM VIBRATION MEASUREMENT AND CONTROL

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to

select suitable vibration measuring equipment, use and apply the instruments required to evaluate, monitor and control machine vibrations. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP274 DESIGN MECHANICAL ENGINEERING SYSTEMS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to design mechanical engineering systems. This includes use of codes, catalogues and design handbooks to extract information to make appropriate calculations and/or selections. This is based on skills encompassing project management, client liaison, design options, tender documentation and technical reporting. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP275 PROGRAM, OPERATE AND SELECT A ROBOTICS SYSTEM

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to program, operate and select a robotics system. This includes identification, installation and maintenance procedures, program simulated industrial applications, CAD techniques to program robots off-line and to download programs to robots. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP276 PLAN AND MANAGE A ROBOTICS SYSTEM

Locations:Sunshine.

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Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to select, install and commission robots for industrial application. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP277 APPLY THERMODYNAMIC PRINCIPLES IN ENGINEERING

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to apply thermodynamic principles in engineering. This includes concepts, forms and principles and performing relevant calculations with respect to thermodynamics. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP278 DESIGN MECHANICAL MACHINES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to design rotating machines, using catalogues and standard machine designs. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP279 IMPLEMENT SITE INVESTIGATION PROCEDURES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to apply site investigation procedures and geological studies, through an understanding

of engineering soils, major rock and mineral types, in accordance with AS 1726. This includes tests that are common to the behaviour of engineering soils, in accordance with AS 1289. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP280 APPLY CONSTRUCTION PRINCIPLES TO CIVIL ENGINEERING WORKS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to apply the fundamental principles and concepts associated with planning, estimating and costing to the preparation and interpretation of tender documents, costs estimates and the reporting of actual versus estimated project costs. This includes the documenting of people, plant, equipment and processes employed in the building and civil construction industry.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP281 APPLY PRINCIPLES OF MATERIALS OF CIVIL ENGINEERING APPLICATIONS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required in practical activities and tests that are common in construction materials, such as aluminium, brick, timber and concrete. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP282 APPLY ENVIRONMENTAL SOLUTIONS TO ENGINEERING PROJECTS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to

undertake an environmental study for an engineering project, including pollution problems, methods used for monitoring the environment and principles used for restoration programs. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP283 APPLY PRINCIPLES OF MECHANICS TO ENGINEERING STRUCTURES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to perform analyses concerned with the mechanical properties of materials as they relate to problems of strength and stability of structures and mechanical structures. This includes the calculation of different kinds of loading on structural elements. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP284 APPLY SURVEYING FOR CIVIL ENGINEERING PROJECTS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to design and establish survey control for engineering and construction purposes. This includes the measurement and calculation of survey data, drawing of sketch plans, collection and processing of topographical data for detail mapping and related computational skills. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP285 PERFORM MEASUREMENTS AND LAYOUT TASKS ON CONSTRUCTION SITES

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to perform basic measurement and layout tasks on construction sites, including the use of levels and distance measuring techniques. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP289 PRODUCE AN ENGINEERING DESIGN FOR A REINFORCED CONCRETE STRUCTURE

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to complete an engineering project brief, including the analysis and design of flexural reinforced concrete members from first principles, using appropriate design aids. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP290 PRODUCE AN ENGINEERING DESIGN FOR A STEEL STRUCTURE

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to complete an engineering project brief, including the analysis and design of simple steel structures from first principles, using appropriate design aids. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements,

including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP291 PRODUCE REINFORCED CONCRETE DRAWINGS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to produce typical drawings for the detailing of reinforced concrete elements of buildings, in accordance with standard practice in AS1100.501 and AS3600. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP293 PRODUCE STRUCTURAL STEEL DRAWINGS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to provide the skills and principles necessary to produce drawings for structural steel elements, in accordance with accepted practice as outlined in AS4100 and Australian Institute of Steel Construction (AISC) manuals. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP294 PRODUCE ADVANCED ENGINEERING DRAWINGS FOR A STEEL STRUCTURE

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to complete typical structural steel drawings in accordance with accepted practice as outlined in AS1100.501 and AS4100. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each

competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP296 PRODUCE ENGINEERING DRAWINGS FOR A RURAL ROAD

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to complete typical road drawings required in the geometrical layout of rural roads, to the standards of AS1100.401. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP298 PRODUCE ENGINEERING DRAWINGS FOR A STORMWATER RETICULATION SCHEME

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to complete engineering drawings for a stormwater reticulation scheme, in accordance with AS1100.401 and relevant drainage standards.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBP299 APPLY SURVEYING COMPUTATIONS TO CIVIL ENGINEERING PROJECTS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to apply computational concepts and methods that are common to civil engineering and surveying projects. This includes the conversion of survey measurements and data into surveying and mapping coordinates and computational set out data to facilitate the construction of an engineering project. This does not include the use of calculus. 1.1 License to practice No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication. However, practice in this unit is subject to regulations directly related to occupational health and safety and where applicable contracts of training such as apprenticeships and traineeships.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements,

including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBQU206 PROVIDE TRAVEL INFORMATION TO CUSTOMERS

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit gives the student the knowledge and skills to provide travel information to customers.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

VBQU207 APPREHEND OFFENDERS

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit gives the student the knowledge and skills to apprehend offenders.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and RTO/workplace assignments.

VBQU263 APPLY PRINCIPLES OF METROLOGY IN MANUFACTURING

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to apply principles of metrology to the manufacture of products during and after fabrication. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBQU264 APPLY PRINCIPLES OF ADVANCED METROLOGY IN MANUFACTURING

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to apply principles of advanced metrology to the manufacture of products during and after fabrication. This includes process variability for large-scale production runs, effects and control of temperature, precise angular measurements and measurements of complex forms, such as screw threads, gears and cams. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements,

including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBQU266 PROGRAM AND SET UP CO-ORDINATE MEASURING MACHINES (CMM)

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to develop programs for co-ordinate measuring machines, setting up measurement probes and preparing the CMM for measurement data acquisition of engineering components. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBQU267 INTEGRATE CO-ORDINATE MEASURING MACHINES INTO MANUFACTURING

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to integrate co-ordinate measuring machines into an automated manufacturing process. This includes networking the CMM inspection process into the overall control loop, and set up the system to perform automated analysis of process trends and, within limits, compensate for non-compliant process trends. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBQU448 PREPARE SPECIFICATIONS FOR THE SUPPLY OF MATERIALS AND EQUIPMENT FOR ELECTROTECHNOLOGY PROJECTS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:Prepare specifications for the supply of materials and equipment for electrotechnology projectsContent This unit of competency sets out the knowledge and skills required to write technical specifications for the supply of materials and equipment associated with electrotechnology projects. This includes determining, specifying and documenting the performance requirements of materials and equipment for the electrotechnology project and comparing these specifications against available materials and equipment.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

VBQU449 ESTIMATE ELECTROTECHNOLOGY PROJECTS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to estimate costs for competitive quotations and tenders. This includes understanding job specifications, material take-offs, determining labour and site requirements, costing and documenting.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

VBQU450 PROVIDE QUOTATIONS FOR INSTALLATION OR SERVICE JOBS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to provide quotations for installation and service work. This includes understanding job specifications, using suppliers' catalogues, making enquiries telephone or email, selecting materials complying with the job requirements, estimating direct and indirect costs; completing quotation documentation and maintaining good customer relations.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

VBQU451 CONDUCT AN ELECTRICAL CONTRACTING BUSINESS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to ensure regulatory, technical, occupational and workplace relations requirements are met in conducting a contracting business. It includes applying knowledge of business practices, technical regulations and standards, legislated obligations in relation to safety, the environment, heritage sites, employment and human resources.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

VBQU452 SET UP AND COMMISSION PROGRAMMABLE LOGIC CONTROLLERS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to set up and commission programmable logic controllers. This includes selecting PLCs suitable for a given control application, determining interfacing requirements, performing installation and/or maintenance tasks, and setting up, testing and making adjustments as per specifications.If the work requires access to electrical plant and equipment that is fixed wired into relevant domestic, commercial and industrialelectrical installations supplied at low voltage or above, the practice of the skills described in this unit are subject to therequirements of the Victorian Electricity Safety Act.1998 and Electricity Safety (Installation) Regulations.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

VBQU453 WRITE PROGRAMS FOR PROGRAMMABLE LOGIC CONTROLLERS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to write, test and modify programs for programmable logic controllers (PLCs). This includes working safely, applying knowledge of control systems, program control functions, develop and test control programs using a range of programming language approaches developed for PLCs. If the work requires access to electrical plant and equipment that is fixed wired into relevant domestic, commercial and industrial electrical installations supplied at low voltage or above, the practice of the skills described in this unit are subject to the requirements of the Victorian Electricity Safety Act.1998 and Electricity Safety (Installation) Regulations.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

VBQU454 DEVELOP, ENTER AND VERIFY PROGRAMS FOR SCADA SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to develop, install and test programs for supervisory control and data acquisition. This includes working safely, process analysis, developing database of process conditions, developing Human-Machine Interface (HMI), using dedicated SCADA software packages and documenting programs. If the work requires access to electrical plant and equipment that is fixed wired into relevant domestic, commercial and industrial electrical installations supplied at low voltage or above, the practice of the skills described in this unit are subject to the requirements of the Victorian Electricity Safety Act.1998 and Electricity Safety (Installation) Regulations.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

VBQU455 INTEGRATE PROGRAMMABLE LOGIC CONTROLLERS INTO INDUSTRIAL CONTROL PROCESSES

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to integrate programmable logic controllers into industrial control processes. This includes working safely, integrating various sensors and transducers with PLC I/O modules, using A/D and D/A converters with industrial computer systems, interfacing requirements between electronic modules and other system components, signal conditioning and use of programming techniques for converting electronic hardware signals into appropriate data structures for subsequent processing. If the work requires access to electrical plant and equipment that is fixed wired into relevant domestic, commercial and industrial electrical installations supplied at low voltage or above, the practice of the skills described in this unit are subject to the requirements of the Victorian Electricity Safety Act.1998 and Electricity Safety (Installation) Regulations.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

VBQU456 DIAGNOSE AND RECTIFY FAULTS IN SERVO DRIVE SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to diagnose and rectify faults in servomotor control systems and stepper motor drive systems. This includes working safely; applying knowledge of servo/stepper drive operating parameters to logical fault finding processes, implementing fault rectification, safety and functional testing and interpreting technical data. If the work requires access to electrical plant and equipment that is fixed wired into relevant domestic, commercial and industrial electrical installations supplied at low voltage or above, the practice of the skills described in this unit are subject to the requirements of the Victorian Electricity Safety Act.1998 and Electricity Safety (Installation) Regulations.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

VBQU457 DIAGNOSE AND RECTIFY FAULTS IN AC MOTOR DRIVE SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to diagnose and rectify faults in AC motor control systems. This includes working safely; applying knowledge of AC motor control systems and operating parameters to logical fault finding processes, implementing fault rectification, safety and functional testing and interpreting technical data. If the work requires access to electrical plant and equipment that is fixed wired into relevant domestic, commercial and industrial electrical installations supplied at low voltage or above, the practice of the skills described in this unit are subject to the requirements of the Victorian Electricity Safety Act.1998 and Electricity Safety (Installation) Regulations.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

VBQU458 DIAGNOSE AND RECTIFY FAULTS IN DC MOTOR DRIVE SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to diagnose and rectify faults in DC motor control systems. This includes working safely; applying knowledge of DC motor control systems and operating parameters to logical fault finding processes, implementing fault rectification, safety and functional testing and interpreting technical data. If the work requires access to electrical plant and equipment that is fixed wired into relevant domestic, commercial and industrial electrical installations supplied at low voltage or above, the practice of the skills described in this unit are subject to the requirements of the Victorian Electricity Safety Act.1998 and Electricity Safety (Installation) Regulations.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

VBQU459 INSTALL AND MAINTAIN INDUCTION MOTORS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to install and maintain induction motors. This includes working safely; applying knowledge and interpreting technical data to perform maintenance, testing, installation and replacement of single phase and 3 phase induction motors. If the work requires access to electrical plant and equipment that is fixed wired into relevant domestic, commercial and industrial electrical installations supplied at low voltage or above, the practice of the skills described in this unit are subject to the requirements of the Victorian Electricity Safety Act.1998 and Electricity Safety (Installation) Regulations.

Required Reading:-

Assessment:Written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, profiling on internet, RTO/workplace projects and RTO/workplace assignments.

VBQU460 EVALUATE PERFORMANCE OF ELECTRICAL MACHINES

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to evaluate the performance of electrical machines across their load range. This includes working safely; setting up and conducting evaluation measurements, evaluating performance from measured parameters and documenting results and recommending any resulting corrective actions. If the work requires access to electrical plant and equipment that is fixed wired into relevant domestic, commercial and industrial electrical installations supplied at low voltage or above, the practice of the skills described in this unit are subject to the requirements of the Victorian Electricity Safety Act.1998 and Electricity Safety (Installation) Regulations.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

VBQU461 DIAGNOSE AND RECTIFY FAULTS IN INDUSTRIAL CONTROL EQUIPMENT AND SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to diagnose and rectify faults in industrial control equipment and systems. This includes working safely; applying knowledge of industrial control systems and operating parameters to logical fault finding processes, implementing fault rectification, safety and functional testing and interpreting technical data. If the work requires access to electrical plant and equipment that is fixed wired into relevant domestic, commercial and industrialelectrical installations supplied at low voltage or above, the practice of the skills described in this unit are subject to the requirements of the Victorian Electricity Safety Act.1998 and Electricity Safety (Installation) Regulations.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

VBQU462 DIAGNOSE AND RECTIFY FAULTS IN ELECTRONIC POWER CONTROL SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to diagnose and rectify faults in electronic power control systems. This includes working

safely; applying knowledge of industrial control systems and operating parameters to logical fault finding processes, implementing fault rectification, safety and functional testing and interpreting technical data. If the work requires access to electrical plant and equipment that is fixed wired into relevant domestic, commercial and industrial electrical installations supplied at low voltage or above, the practice of the skills described in this unit are subject to the requirements of the Victorian Electricity Safety Act.1998 and Electricity Safety (Installation) Regulations.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

VBQU463 DEVELOP, ENTER AND VERIFY PROGRAMS FOR INDUSTRIAL CONTROL SYSTEMS USING HIGH LEVEL LANGUAGE

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to write, test and modify programs for programmable logiccontrollers (PLCs). This includes working safely, applying knowledge of control systems, program control functions and developing and testing control programs using a range of programming language approaches. If the work requires access to electrical plant and equipment that is fixed wired into relevant domestic, commercial and industrial electrical installations supplied at low voltage or above, the practice of the skills described in this unit are subject to the requirements of the Victorian Electricity Safety Act.1998 and Electricity Safety (Installation) Regulations.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

VBQU464 PROVIDE SOLUTIONS TO PROBLEMS IN BASIC INDUSTRIAL CONTROL SYSTEMS

Locations:Footscray Nicholson, Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to interpret process and circuit diagrams, perform functional tests, optimise control loops and report control system malfunction. This includes working safely; applying knowledge of control systems in collecting and analysing data and problem solving. If the work requires access to electrical plant and equipment that is fixed wired into relevant domestic, commercial and industrial electrical installations supplied at low voltage or above, the practice of the skills described in this unit are subject to the requirements of the Victorian Electricity Safety Act.1998 and Electricity Safety (Installation) Regulations.

Required Reading:-

Assessment:One or more of the following: written assignment, written test, simulation, observation, demonstration, discussion, questioning, presentation, campus/workplace projects and workplace assignments.

VBQU465 TEST AND MONITOR FLUID POWER CIRCUITS

Locations:Sunshine, Off-shore.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to apply fluid power principles in engineering settings. This includes working safely, applying knowledge of fluids to the operation and testing of fluid power components, interpreting fluid system circuit diagrams and monitoring flow in fluid power circuits.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBQU466 INSTALL AND MAINTAIN HYDRAULIC/PNEUMATIC SYSTEMS

Locations:Sunshine, Off-shore.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to install and maintain hydraulic and pneumatic systems. This includes working safely; applying knowledge and interpreting technical data to perform maintenance, testing, installation and repair/replacement of hydraulic and pneumatic systems.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBQU467 SET UP ELECTRONICALLY CONTROLLED ROBOTICALLY OPERATED COMPLEX SYSTEMS

Locations:Sunshine, Off-shore.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to set up, adjust, maintain and modify electronically controlled robotically operated complex systems. This includes working safely; applying knowledge of both electronic control and robotic components to set up an integrated system, collecting and analysing data, problem solving and documenting set up and modification.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBQU468 TEST AND COMMISSION TRANSDUCERS AND SENSORS

Locations:Sunshine, Off-shore.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to select and commission transducers and sensors for control systems. This includes selecting transducers and sensors suitable for a given control application, determining interfacing requirements, perform installation and/or maintenance tasks, and setting up, testing and adjusting them as per specifications.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VBQU469 SET UP ELECTRONICALLY CONTROLLED MECHANICALLY OPERATED COMPLEX SYSTEMS

Locations:Sunshine, Off-shore.

Prerequisites:Nil.

Description:The unit applies to engineering, manufacturing or processing environments, where electronically controlled mechanical systems are used and where this equipment requires setting up, adjustment, maintenance or modification.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VPAU195 ANALYSE PIPING DESIGNS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to analyse piping designs with respect to equipment, materials, and fittings to meet design specifications, safety and economic parameters for a specific installation. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VPAU207 ANALYSE AND DESIGN FOUNDATIONS AND FOOTINGS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to complete an engineering project brief, including the analysis and design of foundations and footings of structures from first principles, using appropriate design aids. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VPAU208 DESIGN A TIMBER STRUCTURE

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to complete an engineering project brief, including the analysis and design of simple timber structures from first principles, using appropriate design aids. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each

competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VPAU349 WORK SAFELY IN THE CONSTRUCTION INDUSTRY

Locations:Werribee, Newport, Sunshine.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to undertake OHS induction training within the construction industry. It requires the ability to demonstrate personal awareness of OHS legislative requirements and the basic principles of the risk management and prevention of injury and illness in the construction industry. Licensing requirements will apply to this unit of competency.

Required Reading:-

Assessment:Assessment methods may include more than one of the following: Practical assessment Oral questioning Written test Simulated project-based activity

VPAU643 WRITE ADVANCED CNC PROGRAMS AND OPERATE A VERTICAL MACHINING CENTRE

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to set up, write advanced CNC programs and operate vertical machining centres. This includes incorporation of advanced techniques such as sub programs, nesting and 4th axis work.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VPAU644 WRITE ADVANCED CNC PROGRAMS AND OPERATE A MULTI AXIS TURNING CENTRE

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to write an Advanced CNC program and operate CNC multi axis turning centres. This includes incorporate advanced techniques.

Required Reading:Roger Kinsky 2009 Mechanics and strength of Materials McGraw Hill

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VU20159 APPLY PRINCIPLES OF HYDRAULICS TO PIPE AND CHANNEL FLOW

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to apply principles of hydraulics to pipe and channel flow in civil engineering. It provides an understanding of the processes required to collect data accurately, interpret data, verify data and apply theoretical techniques to produce flow data essential to

performance.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VU20160 DESIGN A WATER RETICULATION SCHEME

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to apply principles of design for an engineering water reticulation scheme using appropriate design standards.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VU20161 PLAN SEWERAGE RETICULATION SYSTEMS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency describes the outcomes required to plan sewerage reticulation systems

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VU20162 PLAN WATER RETICULATION SYSTEMS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency describes the outcomes required to plan water reticulation systems.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VU20476 DESIGN SEWERAGE PUMPING STATION SYSTEMS

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency describes the skills and knowledge required to manage the hydraulic assets in a water utility including the monitoring, maintenance, repair, replacement, valuation and recording of assets.

Required Reading:VU Produced Workbook

Assessment:Assessment methods required: - assignment(s) for one or more of the elements - assessment in the workplace or in a simulated workplace and under the normal range of workplace conditions Assessment may include: - practical

assessment - work projects - demonstration - written and verbal tasks Specific unit assessments are located in the learning and assessment plans within the School.

VU20477 MANAGE ASSETS IN A WATER UTILITY

Locations:Sunshine.

Prerequisites:Nil.

Description:This unit of competency describes the skills and knowledge required to manage the hydraulic assets in a water utility including the monitoring, maintenance, repair, replacement, valuation and recording of assets.

Required Reading:VU Produced Workbook

Assessment:Assessment methods required: - assignment(s) for one or more of the elements - assessment in the workplace or in a simulated workplace and under the normal range of workplace conditions Assessment may include: - practical assessment - work projects - demonstration - written and verbal tasks Specific unit assessments are located in the learning and assessment plans within the School.

VU20478 MANAGE DRINKING WATER QUALITY INFORMATION

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit of competency sets out the knowledge and skills required to manage drinking water quality information. It provides an understanding of key biological and chemical processes required to design a monitoring program, formulate and manage a water quality database, and assess water quality data.

Required Reading:Not Applicable

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

VU20479 MANAGE THE CONSTRUCTION OF PIPELINE SYSTEMS

Locations:Industry, Sunshine.

Prerequisites:Nil.

Description:This unit of competency describes the outcomes required to manage construction of pipeline systems.

Required Reading:Not Applicable

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks

SCHOOL OF SERVICE INDUSTRIES

Below are details of courses offered by the School of Service Industries in 2013.

This information is also available online on the University's searchable courses database at www.vu.edu.au/courses

CERTIFICATE II IN MODELLING

Course Code:22020VIC

Campus:City King St.

About this course:Learn how to work in a range of professional modelling contexts in the only government-accredited modelling course in Australia. The course trains you in the three main branches of modelling: fashion parades, photographic work and media productions. You will learn industry standards in personal grooming and communication skills, and the requirements to promote products or services.

Course Objectives:The purpose of the qualification is to develop skills and knowledge to be able to work in a range of modelling contexts. It develops the skills to source and undertake modelling activities to the standard expected by the industry. This includes industry expectations of the personal grooming and communication skills of models and their ability to promote products or services.

Careers:Modelling

Course Duration:0.5 years

Admission Requirements Other:All students are interviewed for selection and complete a selection test prior to admission. Language, literacy and numeracy skills that are equivalent to Level 2 of the Australian Core Skill Framework.

Selection Processes:Direct Entry, Interview, Written Test

COURSE STRUCTURE

To be eligible for the award 22020VIC in Certificate II in Modelling students must successfully complete units comprising: 8 core units 1 elective unit

Core Units

VPAU744	COMMUNICATE EFFECTIVELY IN THE MODELLING INDUSTRY	30
VPAU745	PREPARE FOR WORK IN THE MODELLING INDUSTRY	45
VPAU746	APPLY OWN HAIR STYLING AND MAKEUP FOR MODELLING ASSIGNMENTS	60
VPAU748	MAINTAIN HEALTH FOR PERSONAL AND PROFESSIONAL EFFECTIVENESS	25
VPAU749	PERFORM AS A MODEL FOR ELECTRONIC MEDIA	20
VPAU750	APPLY PROMOTIONAL TECHNIQUES	20
VPAU751	PARTICIPATE IN A PHOTO SHOOT AS A MODEL	80

BSBOHS201A PARTICIPATE IN OHS PROCESSES 20

Elective Units

VPAU747 PERFORM TECHNIQUES FOR RUNWAY MODELLING 60

VPAU752 APPLY POSTURE AND MOVEMENT TECHNIQUES FOR MODELLING 20

DIPLOMA OF SPECIALIST MAKE-UP SERVICES

Course Code:CUF50407

Campus:City King St.

About this course:Fast track your career as a make-up artist in the entertainment industry, equipped with a range of specialist skills. Learn how to style wigs and hairpieces, and apply specialised make-up for bridal, photographic, theatre, period, special effects, television, film and fashion.

Course Objectives:This qualification reflects the role of individuals who possess a sound theoretical knowledge base and use a range of specialised, technical or managerial competencies to plan, carry out and evaluate the work of self and/or team in the area of specialist make-up services for the film, television and entertainment industries. They may coordinate the operation of a make-up department or business or operate on a freelance basis.

Careers:You will be qualified to work as a make-up/hair stylist/designer, special make-up effects artist/designer, freelance TV, theatre and film make-up artist.

Course Duration:1 year

Admission Requirements Other:All students are selected by interview

Selection Processes:Direct Entry, Interview, VTAC

COURSE STRUCTURE

Students must complete a total of 17 units: 6 core units plus 5 specialist units plus 6 elective units. 4 of the elective units must be selected from the specialist and elective units listed for the qualification in the CUF07 Screen and Media Training Package. The remaining 2 elective units may be selected from the specialist and elective units listed in the Training Package or any other currently endorsed national Training Package. Units must be selected from a Diploma level qualification. No more than 4 elective units previously achieved can be counted towards the qualification. Electives must be relevant to the work outcome, local industry requirements and the qualification level.

Core Units:

BSBCRT301A	DEVELOP AND EXTEND CRITICAL AND CREATIVE THINKING SKILLS	40
BSBCRT402A	COLLABORATE IN A CREATIVE PROCESS	40
CUFMUP401A	DESIGN, APPLY AND REMOVE MAKE-UP	60
CUFMUP403A	STYLE HAIR FOR PERFORMANCES OR PRODUCTIONS	60
BSBPMG510A	MANAGE PROJECTS	60

BSBOHS509A	ENSURE A SAFE WORKPLACE	60
Core Specialist Units:		
WRHHD405A	SELECT AND APPLY HAIR EXTENSIONS	30
CUFMUP402A	MAINTAIN MAKE-UP AND HAIR CONTINUITY	160
CUFMUP404A	STYLE WIGS AND HAIRPIECES FOR PERFORMANCES OR PRODUCTIONS	120
CUFMUP501A	DESIGN AND APPLY SPECIALISED MAKEUP	65
CUFMUP502A	DESIGN AND APPLY SPECIAL MAKEUP EFFECTS	60
Elective Units:		
BSBMM401A	MAKE A PRESENTATION	30
BSBCRT501A	ORIGINATE AND DEVELOP CONCEPTS	30
BSBDES402A	INTERPRET AND RESPOND TO A DESIGN BRIEF	20
CUFIND401A	PROVIDE SERVICES ON A FREELANCE BASIS	30
WRBFS203B	DESIGN AND APPLY MAKE-UP FOR PHOTOGRAPHY	30
BSBREL401A	ESTABLISH NETWORKS	35

CERTIFICATE II IN RETAIL MAKE-UP AND SKIN CARE

Course Code:SIB20110

Campus:City King St, Melton.

About this course:Begin your career in the retail industry with an entry-level qualification as a cosmetic/skin consultant in a department store. The course will teach you how to interact with customers and provide advice on cosmetic and skin care products and equipment, as well as retail, sales, merchandising, and safe work practices.

Course Objectives:This qualification will support students to gain an understanding of communicating in the workplace, interacting with customers, demonstrating and selling make-up and retail skin care products, and performing routine salon or store functions under supervision. This qualification will provide students with an introduction to the beauty industry. Students will be encouraged to peruse further studies within the personal service industry.

Careers:Department Store/ Pharmacy Cosmetic Consultant Cosmetic and Skin Care Product Equipment Sales Representative

Course Duration:0.5 years

Admission Requirements VET:All students are interviewed for selection.

Selection Processes:Interview

COURSE STRUCTURE

To achieve a Certificate II in Retail Make-Up and Skin Care, 15 units must be completed: 2 all 10 core units 2 5 elective units

Core Units of Study

SIBBFAS201A	DEMONSTRATE RETAIL SKIN CARE PRODUCTS	25
SIBXCCS201A	CONDUCT FINANCIAL TRANSACTIONS	25
SIRXCLM001A	ORGANISE AND MAINTAIN WORK AREAS	20
SIRXCOM001A	COMMUNICATE IN THE WORKPLACE	40
SIBXFAS201A	DESIGN AND APPLY MAKE-UP	40
SIRXIND001A	WORK EFFECTIVELY IN A RETAIL ENVIRONMENT	45
SIRXMERO01A	MERCHANDISE PRODUCTS	30
SIRXOHS001A	APPLY SAFE WORKING PRACTICES	20
SIRXRPK002A	RECOMMEND HAIR, BEAUTY AND COSMETIC PRODUCTS AND SERVICES	25
SIRXSL001A	SELL PRODUCTS AND SERVICES	20
Elective Units of Study - Retail Stream		
SIRXICT001A	OPERATE RETAIL TECHNOLOGY	20
SIRXINV001A	PERFORM STOCK CONTROL PROCEDURES	35
SIRXMERO03A	MONITOR IN STORE VISUAL MERCHANDISING DISPLAY	35
SIRXMERO05A	CREATE A DISPLAY	35
BSBSUS201A	PARTICIPATE IN ENVIRONMENTALLY SUSTAINABLE WORK PRACTICES	20
SIRXRSK001A	MINIMISE THEFT	20
Elective Units of Study - Beauty Stream		
SIBBRES201A	RESEARCH AND APPLY BEAUTY INDUSTRY INFORMATION	20
SIBBSKS201A	PIERCE EARS	
BSBSUS201A	PARTICIPATE IN ENVIRONMENTALLY SUSTAINABLE WORK PRACTICES	20
Elective Units of Study - Make Up Stream		
SIBXFAS202A	DESIGN AND APPLY MAKE-UP FOR PHOTOGRAPHY	30
SIBXCCS202A	PROVIDE SERVICE TO CLIENTS	30
SIBBSKS201A	PIERCE EARS	
SIBBRES201A	RESEARCH AND APPLY BEAUTY INDUSTRY INFORMATION	20
BSBSUS201A	PARTICIPATE IN ENVIRONMENTALLY SUSTAINABLE WORK PRACTICES	20

CERTIFICATE III IN BEAUTY SERVICES

Course Code:SIB30110

Campus:City King St, Off-shore.

About this course:Fulfil your dream of working in the beauty industry. In this course you will develop the skills and knowledge to be employed as a beauty practitioner in a salon with limited supervision. You will learn how to ensure a safe work environment, and provide treatments including manicures, pedicures, lashes, brows and temporary epilation.

Course Objectives:This qualification reflects the role of individuals who are competent in interacting with customers and providing a range of beauty services which may include; make-up, waxing, nail technology, lash and brow treatments, and demonstrating and selling retail skin care and other cosmetic products. Work would be undertaken in beauty therapy salons and in the wider beauty industry. This qualification is designed to reflect the role of those who perform some complex or non-routine activities involving individual responsibility or collaboration with others as part of a team.

- Nail Technician
- Waxing Specialist
- Salon Beauty Worker
- Beauty consultant
- Department Store/ Pharmacy Cosmetic Consultant
- Freelance Beauty Worker
- Cosmetic or Beauty Equipment Sales Representative

Careers:

Course Duration:0.5 years

Admission Requirements Other:Students enrolled as trainees must be employed under the Apprenticeship Training Scheme. Selection is conducted by the employer. Selection via interview for full time study.

Selection Processes:Interview, Written Application, Written Test

COURSE STRUCTURE

To achieve a Certificate III in Beauty Services, 20 units must be completed: all 9 core units 11 electives:

Core Units of Study

SIBBCCS301A	APPLY THE PRINCIPLES OF SKIN BIOLOGY TO BEAUTY TREATMENTS	15
SIBBRES201A	RESEARCH AND APPLY BEAUTY INDUSTRY INFORMATION	20
SIBXCCS201A	CONDUCT FINANCIAL TRANSACTIONS	25
SIBXCCS202A	PROVIDE SERVICE TO CLIENTS	30
SIRXCLM001A	ORGANISE AND MAINTAIN WORK AREAS	20
SIRXCOM001A	COMMUNICATE IN THE WORKPLACE	40

SIRXIND001A	WORK EFFECTIVELY IN A RETAIL ENVIRONMENT	45
SIRXOHS001A	APPLY SAFE WORKING PRACTICES	20
SIRXSLS001A	SELL PRODUCTS AND SERVICES	20
Elective Units of Study - General Beauty		
SIBBCCS302A	ADVISE ON BEAUTY SERVICES	30
SIBBFAS201A	DEMONSTRATE RETAIL SKIN CARE PRODUCTS	25
SIBBFAS302A	PROVIDE LASH AND BROW TREATMENTS	15
SIBBHRS301A	PERFORM WAXING TREATMENTS	85
Elective Units of Study - Make-Up		
SIBBNLS207A	APPLY ADVANCED NAIL ART	15
SIBBNLS202A	PROVIDE MANICURE AND PEDICARE SERVICES	30
SIBBSKS302A	APPLY COSMETIC TANNING PRODUCTS	15
SIRXRPK002A	RECOMMEND HAIR, BEAUTY AND COSMETIC PRODUCTS AND SERVICES	25
SIBBNLS204A	APPLY ACRYLIC NAIL ENHANCEMENT	35
SIBBNLS205A	APPLY NAIL ART	15
BSBDES301A	EXPLORE THE USE OF COLOUR	40
SIBBFAS303A	DESIGN AND APPLY REMEDIAL CAMOUFLAGE MAKE-UP	30
SIBXFAS201A	DESIGN AND APPLY MAKE-UP	40
SIBXFAS202A	DESIGN AND APPLY MAKE-UP FOR PHOTOGRAPHY	30
BSBSMB406A	MANAGE SMALL BUSINESS FINANCES	60
BSBSUS201A	PARTICIPATE IN ENVIRONMENTALLY SUSTAINABLE WORK PRACTICES	20
SIBBNLS206A	USE ELECTRIC FILE EQUIPMENT FOR NAILS	30

CERTIFICATE IV IN BEAUTY THERAPY

Course Code:SIB40110

Campus:City King St, Off-shore.

About this course:Upgrade your skills to become a Beauty Therapist and work in the beauty industry or continue study at a higher level. This course is offered as a traineeship only.

Course Objectives:This qualification reflects the role of individuals who are competent in a prescribed range of beauty therapy treatments and services, including facial massage, lash and brow treatments, nail technology services, make-up, waxing, body massage, and aromatherapy; as well as providing advice on and selling retail skin care and cosmetic products. Work would be undertaken as skilled beauty therapists in the beauty industry. This qualification is designed to reflect the role of those who work relatively autonomously. It involves the performance of a broad

range of skilled applications, including requirements to evaluate and analyse current practices, develop new criteria and procedures for performing current practices, and some provision of leadership and guidance to others in the application and planning of skills.

Careers:Beauty Therapist

Course Duration:4 years

Admission Requirements Other:Applicants must be employed in a beauty salon.

Selection Processes:Interview

COURSE STRUCTURE

To achieve a Certificate IV in Beauty Therapy, 25 units must be completed:

- all 17 core units
- 8 elective units

Core Units of Study

SIBBBOS401A	PERFORM BODY MASSAGE	60
SIBBCCS301A	APPLY THE PRINCIPLES OF SKIN BIOLOGY TO BEAUTY TREATMENTS	15
SIBBCCS302A	ADVISE ON BEAUTY SERVICES	30
SIBBCCS403A	RECOGNISE BODY STRUCTURES AND SYSTEMS IN A BEAUTY THERAPY CONTEXT	60
SIBBCCS404A	WORK IN A SKIN THERAPIES FRAMEWORK	50
SIBBCCS405A	DEVELOP TREATMENT PLANS	30
SIBBFAS302A	PROVIDE LASH AND BROW TREATMENTS	15
SIBBFAS404A	PROVIDE FACIAL TREATMENTS	120
SIBBHRS301A	PERFORM WAXING TREATMENTS	85
SIBBNLS201A	WORK IN A NAIL SERVICES FRAMEWORK	15
SIBBNLS202A	PROVIDE MANICURE AND PEDICARE SERVICES	30
SIBXCCS201A	CONDUCT FINANCIAL TRANSACTIONS	25
SIBXCCS202A	PROVIDE SERVICE TO CLIENTS	30
SIBXFAS201A	DESIGN AND APPLY MAKE-UP	40
SIRXCOM001A	COMMUNICATE IN THE WORKPLACE	40
SIRXIND001A	WORK EFFECTIVELY IN A RETAIL ENVIRONMENT	45
SIRXOHS001A	APPLY SAFE WORKING PRACTICES	20

Compulsory Elective Units of Study

SIBBFAS405A	PROVIDE ADVANCED FACIAL TREATMENTS	115
SIRXSL004A	BUILD RELATIONSHIPS WITH CUSTOMERS	35
SIBBCCS406A	USE ELECTRICITY IN BEAUTY THERAPY TREATMENTS	20
SIBBFAS201A	DEMONSTRATE RETAIL SKIN CARE PRODUCTS	25
SIBBRES201A	RESEARCH AND APPLY BEAUTY INDUSTRY INFORMATION	20
SIRXSL001A	SELL PRODUCTS AND SERVICES	20
SIBBCCS408A	PROMOTE HEALTHY NUTRITIONAL OPTIONS IN A BEAUTY THERAPY CONTEXT	20

Body Service Stream

SIBBBOS402A	PROVIDE BODY TREATMENTS	70
SIBBBOS403A	PERFORM AROMATHERAPY MASSAGE	40

Nail Service Stream

SIBBNLS203A	APPLY ULTRAVIOLET GEL NAIL ENHANCEMENT	30
SIBBNLS205A	APPLY NAIL ART	15

Makeup Stream

SIBXFAS202A	DESIGN AND APPLY MAKE-UP FOR PHOTOGRAPHY	30
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DIPLOMA OF BEAUTY THERAPY

Course Code:SIB50110

Campus:City King St, Off-shore.

About this course:Take the next step in your career as a beauty therapist. This qualification has been designed for those wishing to manage their own beauty salon and employ staff. The course covers basic and advanced beauty therapy techniques along with business and management skills.

Course Objectives:This qualification reflects the role of individuals who are competent in a prescribed range of beauty therapy treatments and services, including facial massage, lash and brow treatments, nail technology services, make-up, waxing, body massage, and aromatherapy; as well as providing advice on and selling of retail skin care and cosmetic products. Work is undertaken as skilled beauty therapists in the beauty therapy services stream of the beauty industry. This qualification is designed to reflect the role of those who work relatively autonomously. It involves the performance of a broad range of skilled applications, including requirements to evaluate and analyse current practices, develop new criteria and procedures for performing current practices, and some provision of leadership and guidance to others in the application and planning of skills.

Careers:Senior Beauty Therapist

Course Duration:1 year

Admission Requirements Year 12:Successful completion of VCE

Admission Requirements International:IELTS 5.5

Admission Requirements Mature Age: Minimum age of 18 and one year out of school

Admission Requirements VET: Certificate III or higher

Selection Processes: Interview, Written Application

COURSE STRUCTURE

To achieve a Diploma of Beauty Therapy, a total of 33 units must be completed. This includes:

- all 22 core units
- 11 electives

Core Units of Study

SIBBBOS401A	PERFORM BODY MASSAGE	60
SIBBBOS402A	PROVIDE BODY TREATMENTS	70
SIBBCCS301A	APPLY THE PRINCIPLES OF SKIN BIOLOGY TO BEAUTY TREATMENTS	15
SIBBCCS302A	ADVISE ON BEAUTY SERVICES	30
SIBBCCS403A	RECOGNISE BODY STRUCTURES AND SYSTEMS IN A BEAUTY THERAPY CONTEXT	60
SIBBCCS404A	WORK IN A SKIN THERAPIES FRAMEWORK	50
SIBBCCS405A	DEVELOP TREATMENT PLANS	30
SIBBCCS406A	USE ELECTRICITY IN BEAUTY THERAPY TREATMENTS	20
SIBBCCS407A	INTERPRET THE CHEMICAL COMPOSITION AND PHYSICAL ACTIONS OF COSMETIC PRODUCTS	30
SIBBCCS408A	PROMOTE HEALTHY NUTRITIONAL OPTIONS IN A BEAUTY THERAPY CONTEXT	20
SIBBFAS302A	PROVIDE LASH AND BROW TREATMENTS	15
SIBBFAS404A	PROVIDE FACIAL TREATMENTS	120
SIBBFAS405A	PROVIDE ADVANCED FACIAL TREATMENTS	115
SIBBHRS301A	PERFORM WAXING TREATMENTS	85
SIBBNLS201A	WORK IN A NAIL SERVICES FRAMEWORK	15
SIBBNLS202A	PROVIDE MANICURE AND PEDICARE SERVICES	30
SIBXCCS201A	CONDUCT FINANCIAL TRANSACTIONS	25
SIBXCCS202A	PROVIDE SERVICE TO CLIENTS	30
SIRXCOM001A	COMMUNICATE IN THE WORKPLACE	40
SIBXFAS201A	DESIGN AND APPLY MAKE-UP	40

SIRXIND001A	WORK EFFECTIVELY IN A RETAIL ENVIRONMENT	45
SIRXOHS001A	APPLY SAFE WORKING PRACTICES	20

Elective Units of Study

HLTIN402B	MAINTAIN INFECTION CONTROL STANDARDS IN OFFICE PRACTICE SETTINGS	75
SIBBHRS504A	PROVIDE ELECTROLYSIS TREATMENTS	145
SIBBHRS502A	PERFORM FEMALE INTIMATE WAXING TREATMENTS	20
SIBBHRS503A	PERFORM MALE INTIMATE WAXING TREATMENTS	20
SIBBSPA502A	PLAN SPA PROGRAMS	20
SIBBSPA504A	PROVIDE STONE THERAPY MASSAGE	20
SIBBSKS503A	PROVIDE DIATHERMY TREATMENTS	50
SIBBSKS506A	APPLY MICRO-DERMABRASION TO IMPROVE SKIN APPEARANCE	20
SIBBSPA501A	WORK IN A SPA THERAPIES FRAMEWORK	10
SIBBSPA503A	PROVIDE SPA THERAPIES	80
SIBBSPA505A	PROVIDE INDIAN HEAD MASSAGE FOR RELAXATION	20
SIBBBOS403A	PERFORM AROMATHERAPY MASSAGE	40
SIBBBOS504A	APPLY AROMATIC PLANT OIL CHEMISTRY TO BEAUTY TREATMENTS	20
SIBBBOS505A	BLEND AND APPLY A RANGE OF AROMATIC PLANT OILS FOR BEAUTY TREATMENTS	35
SIBXPSM502A	MANAGE TREATMENT SERVICES AND SALES DELIVERY	60

DIPLOMA OF SALON MANAGEMENT

Course Code: SIB50210

Campus: Industry, City King St, Off-shore.

About this course: Take your Beauty career to the next level and develop your skills and knowledge in service and sales delivery of a salon at a managerial level. You will independently apply a broad range of knowledge and skills, and provide leadership and support to colleagues.

Course Objectives: This qualification prepares individuals to manage the overall operation of a business involved in services and sales delivery in personal services environments, including, hairdressing, beauty salons and spas. A salon manager at this level may focus on building the business, creating and establishing a personal services culture, leading and developing a team, developing and implementing marketing activities, and ensuring all occupational health and safety requirements are maintained. This qualification is designed to reflect the role of managers or owner managers who work relatively autonomously and coordinate and supervise others. It involves the self-directed application of knowledge and skills, and the provision of leadership and support to colleagues through the development and management of

service delivery, and sales delivery concurrent with ongoing human resources development.

Careers: • Salon Manager • Senior Salon Management • Salon Supervisor • Store Manager

Course Duration: 0.5 years

Admission Requirements Year 12: Successful completion of VCE

Admission Requirements International: IELTS 5.5 or equivalent

Admission Requirements Mature Age: Minimum age of 18 and one year out of school

Admission Requirements VET: Successful completion of VCE or equivalent

Selection Processes: Direct Entry, Interview

COURSE STRUCTURE

To achieve a Diploma of Salon Management, 10 units must be completed:

- all 6 core units
- 4 elective units

Core Units of Study

BSBSUS501A	DEVELOP WORKPLACE POLICY AND PROCEDURES FOR SUSTAINABILITY	50
SIBXPSM501A	LEAD TEAMS IN A PERSONAL SERVICES ENVIRONMENT	40
SIBXPSM502A	MANAGE TREATMENT SERVICES AND SALES DELIVERY	60
SIBXPSM503A	PROMOTE A PERSONAL SERVICES BUSINESS	60
SIRXHRM001A	ADMINISTER HUMAN RESOURCES POLICY	35
SIRXHRM002A	RECRUIT AND SELECT PERSONNEL	35
Elective Units of Study		
SIRXOHS003A	PROVIDE A SAFE WORKING ENVIRONMENT	35
SIBXRES501A	INVESTIGATE NEW PRODUCTS AND SERVICES	50
BSBSMB404A	UNDERTAKE SMALL BUSINESS PLANNING	50
BSBSMB406A	MANAGE SMALL BUSINESS FINANCES	60

CERTIFICATE II IN HAIRDRESSING

Course Code: SIH20111

Campus: City King St, Melton.

About this course: Introduce yourself to the world of hairdressing with pre-vocational training for work in the industry. Gain basic knowledge of the operations of a commercially operating salon and learn how to provide general assistance in a hairdressing salon.

Course Objectives: This qualification will provide students with the skills and knowledge to work as a salon assistant. Upon completion students will competently:

- communicate in the workplace
- interact with clients
- provide service to clients
- assist colleagues
- perform routine functions under supervision.
- Salon Assistant

Careers:

Course Duration: 0.5 years

Admission Requirements Other: All students are interviewed for selection.

Selection Processes: Direct Entry

COURSE STRUCTURE

13 units must be completed:

- 8 core units
- 5 elective units

Core Units

BSBSUS201A	PARTICIPATE IN ENVIRONMENTALLY SUSTAINABLE WORK PRACTICES	20
SIHHBAS201A	PERFORM SHAMPOO AND BASIN SERVICES	30
SIHHCCS201A	GREET AND PREPARE CLIENTS FOR SALON SERVICES	10
SIHHHDS201A	DRY HAIR TO SHAPE	40
SIHHIND201A	MAINTAIN AND ORGANISE TOOLS, EQUIPMENT AND WORK AREAS	20
SIHHOHS201A	APPLY SALON SAFETY PROCEDURES	20
SIRXCOM001A	COMMUNICATE IN THE WORKPLACE	40
SIRXIND001A	WORK EFFECTIVELY IN A RETAIL ENVIRONMENT	45
Elective Units		
SIBXCCS201A	CONDUCT FINANCIAL TRANSACTIONS	25
SIHHCLS201A	APPLY HAIR COLOUR PRODUCTS	30
SIHHHRS201A	RINSE AND NEUTRALISE CHEMICALLY RESTRUCTURED HAIR	25
SIHHIND202A	DEVELOP HAIRDRESSING INDUSTRY KNOWLEDGE	15
SIRXSLS001A	SELL PRODUCTS AND SERVICES	20

CERTIFICATE III IN HAIRDRESSING

Course Code: SIH30111

Campus: Industry, City King St, Off-shore.

About this course: Fulfil your dream of becoming a hairdresser by completing this entry level qualification for the hairdressing industry. Graduates are qualified

hairdressers and able to supervise others, including apprentices. Perform a full range of client services, ensure a safe working environment and apply your skills and knowledge to sell products and services.

Course Objectives: This course provides training and assessment for students, apprentices and current staff in the hairdressing industry. Upon completion students will be competent in:

- full range of hairdressing skills including designing, cutting and colouring
- will be competent in a high level of communication skills
- consulting and advising clients
- promoting products and services.

This course is designed to provide students with the ability and knowledge to work within the hairdressing salon. Upon successful completion students are 'job ready' and recognised within the hairdressing industry as a fully qualified hairdresser.

Careers: Hairdresser

Course Duration: 3 years

Admission Requirements International: IELTS Score of 5.5 or equivalent

Admission Requirements Other: To qualify for admission into this course, students must be employed as a hairdressing apprentice and all other students will be interviewed for selection.

Selection Processes: Interview, User Choice (Apprenticeships), Employer Choice

COURSE STRUCTURE

32 units must be completed:

- 26 core units
- 6 elective units

Core Units of Study

BSBSUS201A	PARTICIPATE IN ENVIRONMENTALLY SUSTAINABLE WORK PRACTICES	20
SIBXCCS201A	CONDUCT FINANCIAL TRANSACTIONS	25
SIBXCCS202A	PROVIDE SERVICE TO CLIENTS	30
SIHHBAS201A	PERFORM SHAMPOO AND BASIN SERVICES	30
SIHHCCS302A	PERFORM A FULL CLIENT CONSULTATION	30
SIHHCCS303A	RESPOND TO SERVICE RELATED AND TECHNICAL PROBLEMS	30
SIHHHCS301A	DESIGN HAIRCUT STRUCTURES	20
SIHHHCS302A	APPLY ONE LENGTH OR SOLID HAIRCUT STRUCTURES	25
SIHHHCS303A	APPLY GRADUATED HAIRCUT STRUCTURES	30
SIHHHCS304A	APPLY LAYERED HAIRCUT STRUCTURES	30

SIHHHCS305A	APPLY OVER-COMB TECHNIQUES	25
SIHHHRS302A	PERFORM CHEMICAL CURLING AND VOLUMISING SERVICES	50
SIHHHRS303A	PERFORM CHEMICAL STRAIGHTENING AND RELAXING SERVICES	30
SIHHCLS302A	COLOUR AND LIGHTEN HAIR	50
SIHHCLS303A	DESIGN AND PERFORM FULL AND PARTIAL HIGHLIGHTING TECHNIQUES	25
SIHHCLS304A	NEUTRALISE UNWANTED COLOURS AND TONES	35
SIHHCLS305A	PERFORM ON SCALP FULL HEAD AND RETOUCH BLEACH SERVICES	30
SIHHHDS303A	DESIGN AND APPLY SHORT TO MEDIUM LENGTH HAIR DESIGN FINISHES	50
SIHHIND201A	MAINTAIN AND ORGANISE TOOLS, EQUIPMENT AND WORK AREAS	20
SIHHHSC301A	APPLY THE PRINCIPLES OF HAIRDRESSING SCIENCE	25
SIHHHSC302A	IDENTIFY AND TREAT HAIR AND SCALP CONDITIONS	15
SIHHIND303A	COORDINATE CLIENTS AND SERVICES	35
SIHHIND304A	DEVELOP AND EXPAND A CLIENT BASE	35
SIHHOHS201A	APPLY SALON SAFETY PROCEDURES	20
SIRXCOM001A	COMMUNICATE IN THE WORKPLACE	40
SIRXIND001A	WORK EFFECTIVELY IN A RETAIL ENVIRONMENT	45

Elective Units of Study

SIHHHCS306A	COMBINE STRUCTURES FOR CURRENT HAIRCUT DESIGNS	40
SIHHHCS307A	COMBINE STRUCTURES FOR TRADITIONAL AND CLASSIC MEN'S HAIRCUT DESIGNS	40
SIHHHDS304A	DESIGN AND APPLY CLASSIC LONG HAIR UP STYLES	30
SIHHBAS202A	PERFORM HEAD, NECK AND SHOULDER MASSAGE	20
SIHHHRS304A	PERFORM PROTEIN STRAIGHTENING AND RELAXING TREATMENTS	40
SIRXSLS002A	ADVISE ON PRODUCTS AND SERVICES	30

CERTIFICATE II IN HOSPITALITY

Course Code: SIT20207

Campus: Footscray Nicholson, Off-shore.

About this course: Gain the basic skills required for entry-level jobs in the hospitality industry. You will learn basic operational knowledge and practical skills needed in various hospitality settings, such as restaurants, hotels, motels, catering operations, clubs, pubs, cafes and coffee shops, and make useful contacts as you study.

Course Objectives: This qualification provides the skills and knowledge for an individual to be competent in a range of activities and functions requiring basic operational knowledge and limited practical skills in a defined context. Work would be undertaken in various hospitality settings, such as restaurants, hotels, motels, catering operations, clubs, pubs, cafes and coffee shops. Individuals may work with some autonomy or in a team but usually under close supervision.

Careers: Bar attendant, bottle shop attendant, catering assistant, food and beverage attendant, housekeeping attendant, porter, receptionist or front office assistant, gaming attendant.

Course Duration: 0.5 years

Admission Requirements Other: To qualify for admission to the course, applicants must demonstrate to the satisfaction of the Head of School that they are capable of successfully completing the course by completing a School pre-selection form. Recognition of prior learning may be available based on skills and knowledge acquired by the applicant through previous study, as in articulation, informal or formal learning or from work and/or life experience. Complete an application for admission through a TAFE Direct Admission form. Applicants are advised to attend an information session.

Selection Processes: Direct Entry, Employer Choice

COURSE STRUCTURE

Students must successfully complete 12 units: 6 core units and 6 elective units in accordance with the package rules specified in SIT07 Training Package.

Core Units

SITHIND001B	DEVELOP AND UPDATE HOSPITALITY INDUSTRY KNOWLEDGE	25
SITXCOM001A	WORK WITH COLLEAGUES AND CUSTOMERS	25
SITXCOM002A	WORK IN A SOCIALLY DIVERSE ENVIRONMENT	20
SITXOHS001B	FOLLOW HEALTH, SAFETY AND SECURITY PROCEDURES	12
SITXOHS002A	FOLLOW WORKPLACE HYGIENE PROCEDURES	15
SITHFAB020A	APPLY FOOD AND BEVERAGE SKILLS IN THE WORKPLACE	1
SITHIND002A	APPLY HOSPITALITY SKILLS IN THE WORKPLACE	1

Elective Units

SITXFIN001A	PROCESS FINANCIAL TRANSACTIONS	25
SITHFAB001C	CLEAN AND TIDY BAR AREAS	15
SITHFAB002C	OPERATE A BAR	35
SITHFAB003A	SERVE FOOD AND BEVERAGE TO CUSTOMERS	80
SITHFAB009A	PROVIDE RESPONSIBLE SERVICE OF ALCOHOL	10
SITHFAB012B	PREPARE AND SERVE ESPRESSO COFFEE	30

BSBLED101A	PLAN SKILLS DEVELOPMENT	20
SITHCCCO07A	PREPARE SANDWICHES	6
SITHCCCO01B	ORGANISE AND PREPARE FOOD	25
BSBWOR204A	USE BUSINESS TECHNOLOGY	20
SIRRFSA001A	APPLY RETAIL FOOD SAFETY PRACTICES	40
SITXENVO01A	PARTICIPATE IN ENVIRONMENTALLY SUSTAINABLE WORK PRACTICES	20
SIRRRPK003A	ADVISE ON FAST FOOD PRODUCTS	20
SITHCCCO31A	OPERATE A FAST FOOD OUTLET	36
SIRXCCS001A	APPLY POINT-OF-SALE HANDLING PROCEDURES	20
SITHFAB011A	DEVELOP AND UPDATE FOOD AND BEVERAGE KNOWLEDGE	50
SITHFAB004A	PROVIDE FOOD AND BEVERAGE SERVICE	110
SITXCOM003A	DEAL WITH CONFLICT SITUATIONS	20
SITXINV001A	RECEIVE AND STORE STOCK	10
SITXINV002A	CONTROL AND ORDER STOCK	25
SITHFAB015A	PREPARE AND SERVE COCKTAILS	20
SITHFAB011A	DEVELOP AND UPDATE FOOD AND BEVERAGE KNOWLEDGE	50
SITHCCCO02A	PRESENT FOOD	6
SITHFAB010C	PREPARE AND SERVE NON ALCOHOLIC BEVERAGES	20
SITHACSO06A	CLEAN PREMISES AND EQUIPMENT	12

CERTIFICATE II IN HOSPITALITY (KITCHEN OPERATIONS)

Course Code: SIT20307

Campus: Footscray Nicholson, Industry.

About this course: Start the journey to your dream career in cooking. You will learn a range of kitchen functions including how to prepare and present food, apply hospitality skills in the workplace and develop hospitality industry knowledge in environments such as restaurants, hotels, cafeterias and pubs.

Course Objectives: This qualification provides the skills and knowledge for an individual to be competent in a range of kitchen functions and activities that require the application of a limited range of practical skills in a defined context. Work would be undertaken in various hospitality enterprises where food is prepared and served, including restaurants, hotels, catering operations, clubs, pubs, cafes, cafeterias and coffee shops. Individuals may work with some autonomy or in a team but usually under close supervision.

Careers: Breakfast cook, short order cook, fast food cook.

Course Duration:0.5 years

Admission Requirements Other:IELTS level 5.5. To qualify for admission to the course, applicants must demonstrate to the satisfaction of the Head of School that they are capable of successfully completing the course. Recognition of prior learning may be available based on skills and knowledge acquired by the applicant through previous study, as in articulation, informal or formal learning or from work and/or life experience.

Selection Processes:Direct Entry, Interview, Employer Choice

COURSE STRUCTURE

Students must successfully complete 16 units: 11 core units and 5 elective units in accordance with the packaging rules for the qualification as specified in SIT07 Training Package.

Core units

SITHCC001B	ORGANISE AND PREPARE FOOD	25
SITHCC002A	PRESENT FOOD	6
SITHCC003B	RECEIVE AND STORE KITCHEN SUPPLIES	10
SITHCC004B	CLEAN AND MAINTAIN KITCHEN PREMISES	13
SITHCC005A	USE BASIC METHODS OF COOKERY	45
SITHCC027A	PREPARE, COOK AND SERVE FOOD FOR SERVICE	50
SITHIND001B	DEVELOP AND UPDATE HOSPITALITY INDUSTRY KNOWLEDGE	25
SITXCOM001A	WORK WITH COLLEAGUES AND CUSTOMERS	25
SITXCOM002A	WORK IN A SOCIALLY DIVERSE ENVIRONMENT	20
SITXOHS001B	FOLLOW HEALTH, SAFETY AND SECURITY PROCEDURES	12
SITXOHS002A	FOLLOW WORKPLACE HYGIENE PROCEDURES	15
Elective Units		
SITHCC006A	PREPARE APPETISERS AND SALADS	25
SITHCC007A	PREPARE SANDWICHES	6
SITHCC008A	PREPARE STOCKS, SAUCES AND SOUPS	35
SITHCC009A	PREPARE VEGETABLES, FRUIT, EGGS AND FARINACEOUS DISHES	45
SITHCC013A	PREPARE HOT AND COLD DESSERTS	50
SITHCC010A	SELECT, PREPARE AND COOK POULTRY	25
SITHCC015A	PLAN AND PREPARE FOOD FOR BUFFETS	25

CERTIFICATE III IN HOSPITALITY (COMMERCIAL COOKERY)

Course Code:SIT30807

Campus:Footscray Nicholson, Industry, Off-shore.

Course Objectives:This qualification provides the skills and knowledge for an individual to be competent as a qualified cook. Work would be undertaken in various hospitality enterprises where food is prepared and served, including restaurants, hotels, clubs, pubs, cafes, cafeterias and coffee shops. Individuals may have some responsibility for others and provide technical advice and support to a team.

Careers:Cook.

Course Duration:1 year

Admission Requirements Other:Students enrolled as apprentices or trainees must be employed under the Apprenticeship Training Scheme. Selection is conducted by the employer.

Selection Processes:Direct Entry, Interview, User Choice (Apprenticeships), Written Application, Employer Choice

COURSE STRUCTURE

To achieve a Certificate III in Hospitality (Commercial Cookery), 29 units must be completed: all 26 core units and a minimum of 3 elective units. • a minimum of 2 elective units must be selected from the electives listed below. The remaining unit may be selected from any endorsed Training Package.

Core Units

SITHCC001B	ORGANISE AND PREPARE FOOD	25
SITHCC002A	PRESENT FOOD	6
SITHCC003B	RECEIVE AND STORE KITCHEN SUPPLIES	10
SITHCC004B	CLEAN AND MAINTAIN KITCHEN PREMISES	13
SITHCC005A	USE BASIC METHODS OF COOKERY	45
SITHCC006A	PREPARE APPETISERS AND SALADS	25
SITHCC008A	PREPARE STOCKS, SAUCES AND SOUPS	35
SITHCC009A	PREPARE VEGETABLES, FRUIT, EGGS AND FARINACEOUS DISHES	45
SITHCC010A	SELECT, PREPARE AND COOK POULTRY	25
SITHCC011A	SELECT, PREPARE AND COOK SEAFOOD	30
SITHCC012A	SELECT, PREPARE AND COOK MEAT	50
SITHCC013A	PREPARE HOT AND COLD DESSERTS	50
SITHCC014A	PREPARE PASTRIES, CAKES AND YEAST GOODS	40
SITHCC016A	DEVELOP COST EFFECTIVE MENUS	30

SITHCC027A	PREPARE, COOK AND SERVE FOOD FOR SERVICE	50
SITHCC028A	PREPARE, COOK AND SERVE FOOD FOR MENUS	80
SITHCC029A	PREPARE FOODS ACCORDING TO DIETARY AND CULTURAL NEEDS	75
SITHIND001B	DEVELOP AND UPDATE HOSPITALITY INDUSTRY KNOWLEDGE	25
SITXCOM001A	WORK WITH COLLEAGUES AND CUSTOMERS	25
SITXCOM002A	WORK IN A SOCIALLY DIVERSE ENVIRONMENT	20
SITXCOM003A	DEAL WITH CONFLICT SITUATIONS	20
SITXFSA001A	IMPLEMENT FOOD SAFETY PROCEDURES	40
SITXHRM001A	COACH OTHERS IN JOB SKILLS	20
SITXOHS001B	FOLLOW HEALTH, SAFETY AND SECURITY PROCEDURES	12
SITXOHS002A	FOLLOW WORKPLACE HYGIENE PROCEDURES	15
HLTFA301B	APPLY FIRST AID	18
Elective Units		
SITHCC007A	PREPARE SANDWICHES	6
SITHCC020A	PREPARE PORTION-CONTROLLED MEAT CUTS	24
SITHCC019A	PLAN, PREPARE AND DISPLAY A BUFFET	36
SITHCC015A	PLAN AND PREPARE FOOD FOR BUFFETS	25
SITHCC040A	DESIGN MENUS TO MEET MARKET NEEDS	30
SITHCC021B	HANDLE AND SERVE CHEESE	5
BSBSUS301A	IMPLEMENT AND MONITOR ENVIRONMENTALLY SUSTAINABLE WORK PRACTICES	40
BSBSUS201A	PARTICIPATE IN ENVIRONMENTALLY SUSTAINABLE WORK PRACTICES	20
SIRXSL001A	SELL PRODUCTS AND SERVICES	20
SITXCOM004A	COMMUNICATION ON THE TELEPHONE	5
SITHCC018A	PREPARE PÂTÉS AND TERRINES	30

CERTIFICATE III IN HOSPITALITY (ASIAN COOKERY)

Course Code:SIT30907

Campus:Off-shore.

About this course:This qualification assess the skills and knowledge for an individual to be competent as a qualified cook in an Asian kitchen.

Course Objectives:This qualification assess the skills and knowledge for an individual to be competent as a qualified cook in an Asian kitchen.

Careers:Individuals with this qualification are able to perform roles such as:

- basic Asian cooking
- preparing vegetarian dishes for Asian cuisines
- preparing and serving specialised Asian cuisines
- planning menus for Asian cuisines
- preparing Japanese raw fish (sashimi)
- preparing Chinese dim sum
- preparing tandoori food items
- preparing Indonesian crackers.

Possible job titles include:

- cooks assistance, cook, chef

Course Duration:2 months

Admission Requirements Other:All applicants must be working within the hospitality industry for a minimum of 3 years

Selection Processes:Employer Choice

COURSE STRUCTURE

To achieve a Certificate III in Hospitality (Asian Cookery), 28 units must be completed:

- all 24 core units
- 4 elective units:

- a minimum of 3 elective units must be selected from the electives listed below - the remaining unit may be selected from any endorsed Training Package - a maximum of 1 Languages other than English unit may be counted as an elective within this qualification. In all cases selection of electives must be guided by the job outcome sought, local industry requirements and the characteristics of this qualification

Core Units

SITHASCO01A	USE BASIC ASIAN METHODS OF COOKERY	90
SITHASCO02A	PRODUCE APPETISERS AND SNACKS FOR ASIAN CUISINES	45
SITHASCO03A	PREPARE STOCKS AND SOUPS FOR ASIAN CUISINES	25
SITHASCO04A	PREPARE SAUCES, DIPS AND ACCOMPANIMENTS FOR ASIAN CUISINES	15
SITHASCO05A	PREPARE SALADS FOR ASIAN CUISINES	40
SITHASCO06A	PREPARE RICE AND NOODLES FOR ASIAN CUISINES	30
SITHASCO07A	PREPARE MEAT, POULTRY, SEAFOOD AND VEGETABLES FOR ASIAN CUISINES	90
SITHASCO27A	PREPARE, COOK AND SERVE ASIAN FOOD FOR FOOD SERVICE	

SITHASCO28A	PREPARE, COOK AND SERVE ASIAN FOOD FOR MENUS	
SITHCCCO01B	ORGANISE AND PREPARE FOOD	25
SITHCCCO02A	PRESENT FOOD	6
SITHCCCO03B	RECEIVE AND STORE KITCHEN SUPPLIES	10
SITHCCCO04B	CLEAN AND MAINTAIN KITCHEN PREMISES	13
SITHCCCO16A	DEVELOP COST EFFECTIVE MENUS	30
SITHCCCO29A	PREPARE FOODS ACCORDING TO DIETARY AND CULTURAL NEEDS	75
SITHINDO01B	DEVELOP AND UPDATE HOSPITALITY INDUSTRY KNOWLEDGE	25
SITXCOM001A	WORK WITH COLLEAGUES AND CUSTOMERS	25
SITXCOM002A	WORK IN A SOCIALLY DIVERSE ENVIRONMENT	20
SITXCOM003A	DEAL WITH CONFLICT SITUATIONS	20
SITXFSA001A	IMPLEMENT FOOD SAFETY PROCEDURES	40
SITXHRM001A	COACH OTHERS IN JOB SKILLS	20
SITXOHS001B	FOLLOW HEALTH, SAFETY AND SECURITY PROCEDURES	12
SITXOHS002A	FOLLOW WORKPLACE HYGIENE PROCEDURES	15
HLTFA301B	APPLY FIRST AID	18
Elective Units		
SITHASCO08A	PREPARE DESSERTS FOR ASIAN CUISINES	50
SITHASCO09A	PREPARE CURRY PASTE AND POWDER FOR ASIAN CUISINES	25
SITHASCO13A	PLAN MENUS FOR ASIAN CUISINES	30
SITHASCO12A	SELECT, PREPARE AND SERVE SPECIALISED ASIAN CUISINES	80
SITHCCCO19A	PLAN, PREPARE AND DISPLAY A BUFFET	36
SITHASCO10A	PREPARE SATAY FOR ASIAN CUISINES	20
SITHASCO11A	PREPARE VEGETARIAN DISHES FOR ASIAN CUISINES	15
SITHCCCO35A	DEVELOP MENUS TO MEET SPECIAL DIETARY AND CULTURAL NEEDS	15
SITHCCCO20A	PREPARE PORTION-CONTROLLED MEAT CUTS	24

CERTIFICATE IV IN HOSPITALITY (COMMERCIAL COOKERY)

Course Code:SIT40407

Campus:Footscray Nicholson, Industry.

About this course:Upgrade your qualifications to secure a management role in the hospitality industry. This course is designed for qualified chefs currently working in the industry, who intend to run their own business or seek a management role within a catering environment.

Course Objectives:This course aims to provide additional training to qualified Chefs in the areas of management for those who are intending to run their own business or seeking a management role within a catering environment.

Careers:Senior management within a catering institution. Chef de Cuisine, Sous Chef, Chef de Partie

Course Duration:1 year

Admission Requirements Other:Industry only. Employer choice

Selection Processes:Written Application, Employer Choice

COURSE STRUCTURE

The Certificate IV in Hospitality (Commercial Cookery), requires the completion of 39 units of competency made up of 34 core units and 5 elective units: - a minimum of 4 elective units must be selected from the electives listed in the qualification in the training package; - the remaining unit may be selected from any endorsed Training Package - a maximum of 1 Languages other than English unit may be counted as an elective within this qualification. In all cases selection of electives must be guided by the job outcome sought, local industry requirements and the characteristics of this qualification.

Complete all 34 core units:

SITHCCCO01B	ORGANISE AND PREPARE FOOD	25
SITHCCCO02A	PRESENT FOOD	6
SITHCCCO03B	RECEIVE AND STORE KITCHEN SUPPLIES	10
SITHCCCO04B	CLEAN AND MAINTAIN KITCHEN PREMISES	13
SITHCCCO05A	USE BASIC METHODS OF COOKERY	45
SITHCCCO06A	PREPARE APPETISERS AND SALADS	25
SITHCCCO08A	PREPARE STOCKS, SAUCES AND SOUPS	35
SITHCCCO09A	PREPARE VEGETABLES, FRUIT, EGGS AND FARINACEOUS DISHES	45
SITHCCCO10A	SELECT, PREPARE AND COOK POULTRY	25
SITHCCCO12A	SELECT, PREPARE AND COOK MEAT	50
SITHCCCO13A	PREPARE HOT AND COLD DESSERTS	50
SITHCCCO14A	PREPARE PASTRIES, CAKES AND YEAST GOODS	40
SITHCCCO15A	PLAN AND PREPARE FOOD FOR BUFFETS	25
SITHCCCO16A	DEVELOP COST EFFECTIVE MENUS	30

SITXINV002A	CONTROL AND ORDER STOCK	25
SITXMGTO01A	MONITOR WORK OPERATIONS	20
SITHCCCO27A	PREPARE, COOK AND SERVE FOOD FOR SERVICE	50
SITHCCCO28A	PREPARE, COOK AND SERVE FOOD FOR MENUS	80
SITHCCCO29A	PREPARE FOODS ACCORDING TO DIETARY AND CULTURAL NEEDS	75
SITXCOM001A	WORK WITH COLLEAGUES AND CUSTOMERS	25
SITXCOM002A	WORK IN A SOCIALLY DIVERSE ENVIRONMENT	20
SITXCOM003A	DEAL WITH CONFLICT SITUATIONS	20
SITXFIN003A	INTERPRET FINANCIAL INFORMATION	60
SITXFSA001A	IMPLEMENT FOOD SAFETY PROCEDURES	40
SITXHRM001A	COACH OTHERS IN JOB SKILLS	20
SITXHRM005A	LEAD AND MANAGE PEOPLE	60
SITXOHS001B	FOLLOW HEALTH, SAFETY AND SECURITY PROCEDURES	12
SITXOHS002A	FOLLOW WORKPLACE HYGIENE PROCEDURES	15
SITXOHS004B	IMPLEMENT AND MONITOR WORKPLACE HEALTH, SAFETY AND SECURITY PRACTICES	30
HLTFA301B	APPLY FIRST AID	18
SITHCCCO11A	SELECT, PREPARE AND COOK SEAFOOD	30
SITHCCCO25A	MONITOR CATERING REVENUE AND COSTS	30
SITHCCCO26A	ESTABLISH AND MAINTAIN QUALITY CONTROL OF FOOD	30
SITXFSA002A	DEVELOP AND IMPLEMENT A FOOD SAFETY	50
Complete 5 elective units:		
SITHIND001B	DEVELOP AND UPDATE HOSPITALITY INDUSTRY KNOWLEDGE	25
SITHCCCO40A	DESIGN MENUS TO MEET MARKET NEEDS	30
SITHCCCO19A	PLAN, PREPARE AND DISPLAY A BUFFET	36
SITHCCCO20B	PREPARE PORTION-CONTROLLED MEAT CUTS	24
SITHCCCO21B	HANDLE AND SERVE CHEESE	5
SITXHRM003A	ROSTER STAFF	30
SITXHRM006A	MONITOR STAFF PERFORMANCE	50
SITHCCCO35A	DEVELOP MENUS TO MEET SPECIAL DIETARY AND CULTURAL NEEDS	15

SITHCCCO07A PREPARE SANDWICHES

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ADVANCED DIPLOMA OF HOSPITALITY

Course Code: SIT60307

Campus: Footscray Nicholson, Industry, Academy Sofitel.

About this course: Get a competitive edge in the hospitality industry with a Diploma aimed at senior management level. Gain practical experience in food and beverage service, basic cookery and event management. Learn to analyse, design and execute your judgement using wide-ranging technical, creative, conceptual or managerial competencies. You will undertake work placements in various hospitality settings such as restaurants, hotels, motels, clubs, pubs, cafes and coffee shops.

Course Objectives: This qualification provides the skills and knowledge for an individual to be competent as a senior manager in any hospitality functional area. This individual would analyse, design and execute judgements using wide-ranging technical, creative, conceptual or managerial competencies. Their knowledge base may be specialised or broad and they are often accountable for group outcomes. Work would be undertaken in various hospitality settings, such as restaurants, hotels, catering operations, motels, clubs, pubs, cafes and coffee shops.

Careers: Senior manager in a large hospitality enterprise; owner or manager of a hospitality enterprise. Possible job titles include: food and beverage manager, area manager or operations manager, rooms division manager, executive housekeeper, secretary or manager, executive chef, cafe owner or manager, motel owner or manager.

Course Duration: 2 years

Admission Requirements Other: IELTS level: 5.5 To qualify for admission to the course, applicants must demonstrate to the satisfaction of the Head of School that they are capable of successfully completing the course. Recognition of prior learning may be available based on skills and knowledge acquired by the applicant through previous study, as in articulation, informal or formal learning or from work and/or life experience.

Selection Processes: Direct Entry, Interview, Written Application, VTAC, Employer Choice

COURSE STRUCTURE

Campus based course: Students must successfully complete 47 units: all 29 core units and 18 elective units. A minimum of 15 elective units must be selected from the list for this qualification in the SIT07 Training Package, the remaining 3 elective units may be selected from any endorsed Training Package and a maximum of 1 Language other than English unit may be counted as an elective within this qualification. Campus based course: 2 years Academy Sofitel: 1 year accelerated course

Core Units

SITXCCS002A	PROVIDE QUALITY CUSTOMER SERVICE	40
SITXCCS003A	MANAGE QUALITY CUSTOMER SERVICE	30
SITXCOM001A	WORK WITH COLLEAGUES AND CUSTOMERS	25

SITXCOM002A	WORK IN A SOCIALLY DIVERSE ENVIRONMENT	20	SITHFAB009A	PROVIDE RESPONSIBLE SERVICE OF ALCOHOL	10
SITXCOM003A	DEAL WITH CONFLICT SITUATIONS	20	SITHACS004B	PROVIDE HOUSEKEEPING SERVICES TO GUESTS	10
SITXFIN003A	INTERPRET FINANCIAL INFORMATION	60	BSBLED101A	PLAN SKILLS DEVELOPMENT	20
SITXFIN004A	MANAGE FINANCES WITHIN A BUDGET	30	SITXEVT005B	ORGANISE IN-HOUSE EVENTS OR FUNCTIONS	40
SITXFIN005A	PREPARE AND MONITOR BUDGETS	30	SITHCCC005A	USE BASIC METHODS OF COOKERY	45
SITXFIN007A	MANAGE PHYSICAL ASSETS	40	SITHCCC008A	PREPARE STOCKS, SAUCES AND SOUPS	35
SITXFIN008A	MANAGE FINANCIAL OPERATIONS	75	SITHCCC001B	ORGANISE AND PREPARE FOOD	25
SITXGLC001A	DEVELOP AND UPDATE LEGAL KNOWLEDGE REQUIRED FOR BUSINESS COMPLIANCE	80	SITXFIN001A	PROCESS FINANCIAL TRANSACTIONS	25
SITXHRM001A	COACH OTHERS IN JOB SKILLS	20	SITHFAB003A	SERVE FOOD AND BEVERAGE TO CUSTOMERS	80
SITXHRM002A	RECRUIT, SELECT AND INDUCT STAFF	60	SITHFAB015A	PREPARE AND SERVE COCKTAILS	20
SITXHRM003A	ROSTER STAFF	30	SITHACS006B	CLEAN PREMISES AND EQUIPMENT	15
SITXHRM005A	LEAD AND MANAGE PEOPLE	60	SITHCCC002A	PRESENT FOOD	6
SITXHRM006A	MONITOR STAFF PERFORMANCE	50	SITHFAB011A	DEVELOP AND UPDATE FOOD AND BEVERAGE KNOWLEDGE	50
SITXHRM007A	MANAGE WORKPLACE DIVERSITY	60	SIRXSL001A	SELL PRODUCTS AND SERVICES	20
SITXINV001A	RECEIVE AND STORE STOCK	10	HLTFA301B	APPLY FIRST AID	18
SITXINV002A	CONTROL AND ORDER STOCK	25	BSBWOR204A	USE BUSINESS TECHNOLOGY	20
SITXMG001A	MONITOR WORK OPERATIONS	20	SITXMPRO04A	COORDINATE MARKETING ACTIVITIES	30
SITXMG002A	DEVELOP AND IMPLEMENT OPERATIONAL PLANS	50	SITXADM004A	PLAN AND MANAGE MEETINGS	20
SITXMG004A	DEVELOP AND IMPLEMENT A BUSINESS PLAN	50	SITHCCC038B	PLAN CATERING FOR AN EVENT OR FUNCTION	40
SITXMG006A	ESTABLISH AND CONDUCT BUSINESS RELATIONSHIPS	60	SITXHRM008A	MANAGE WORKPLACE RELATIONS	60
SITXMPRO05A	DEVELOP AND MANAGE MARKETING STRATEGIES	80	SITHCCC003B	RECEIVE AND STORE KITCHEN SUPPLIES	10
SITXOHS002A	FOLLOW WORKPLACE HYGIENE PROCEDURES	15	SITHCCC004B	CLEAN AND MAINTAIN KITCHEN PREMISES	13
SITXOHS005A	ESTABLISH AND MAINTAIN AN OHS SYSTEM	30	SITHCCC006A	PREPARE APPETISERS AND SALADS	25
SITHIND003A	PROVIDE AND COORDINATE HOSPITALITY SERVICE	1	SITHCCC009A	PREPARE VEGETABLES, FRUIT, EGGS AND FARINACEOUS DISHES	45
SITXOHS001B	FOLLOW HEALTH, SAFETY AND SECURITY PROCEDURES	12	SITHCCC010A	SELECT, PREPARE AND COOK POULTRY	25
SITXOHS004B	IMPLEMENT AND MONITOR WORKPLACE HEALTH, SAFETY AND SECURITY PRACTICES	30	SITHCCC011A	SELECT, PREPARE AND COOK SEAFOOD	30
Electives:			SITHCCC012A	SELECT, PREPARE AND COOK MEAT	50
SITHFAB004A	PROVIDE FOOD AND BEVERAGE SERVICE	110	SITHCCC013A	PREPARE HOT AND COLD DESSERTS	50
SITHFAB005A	PROVIDE TABLE SERVICE OF ALCOHOLIC BEVERAGES	50	SITHCCC014A	PREPARE PASTRIES, CAKES AND YEAST GOODS	40
SITHFAB008A	PROVIDE ROOM SERVICE	15	SITHCCC016A	DEVELOP COST EFFECTIVE MENUS	30

SITHCC027A	PREPARE, COOK AND SERVE FOOD FOR SERVICE	50
SITHCC028A	PREPARE, COOK AND SERVE FOOD FOR MENUS	80
SITHCC029A	PREPARE FOODS ACCORDING TO DIETARY AND CULTURAL NEEDS	75
SITXFA001A	IMPLEMENT FOOD SAFETY PROCEDURES	40
SITHCC007A	PREPARE SANDWICHES	6
SITHCC020B	PREPARE PORTION-CONTROLLED MEAT CUTS	24
SITHCC019A	PLAN, PREPARE AND DISPLAY A BUFFET	36
SITHCC015A	PLAN AND PREPARE FOOD FOR BUFFETS	25
SITHCC040A	DESIGN MENUS TO MEET MARKET NEEDS	30
SITHCC021B	HANDLE AND SERVE CHEESE	5
SITHACS003A	PROVIDE PORTER SERVICES	10
SITHACS005B	PREPARE ROOMS FOR GUESTS	25
SITHACS007B	LAUNDRY LINEN AND GUEST CLOTHES	20
SITXADM001A	PERFORM OFFICE PROCEDURES	20
FDFCD2003A	EVALUATE WINES (STANDARD)	30
SITTSLO07B	RECEIVE AND PROCESS RESERVATIONS	30
SITHACS001B	PROVIDE ACCOMMODATION RECEPTION SERVICES	30
SITXEVT005B	ORGANISE IN-HOUSE EVENTS OR FUNCTIONS	40
SITHCC005A	USE BASIC METHODS OF COOKERY	45
SITXEVT007B	DETERMINE EVENT FEASIBILITY	50
SITHFAB001C	CLEAN AND TIDY BAR AREAS	15
SITHFAB002C	OPERATE A BAR	35
SITHIND001B	DEVELOP AND UPDATE HOSPITALITY INDUSTRY KNOWLEDGE	25
SITHFAB012B	PREPARE AND SERVE ESPRESSO COFFEE	30
SITHFAB010C	PREPARE AND SERVE NON ALCOHOLIC BEVERAGES	20

DIPLOMA OF HOSPITALITY (CULINARY MANAGEMENT)

Course Code:TDCU

Campus:Footscray Nicholson, Footscray Park.

About this course:Let us cater for your career in hospitality by focusing on supervisory and management roles. Gain practical skills and a sound theoretical understanding of hospitality and culinary management. Develop a range of specialised technical and managerial skills to plan, carry out and evaluate your own work and the work of a

team. The Diploma of Hospitality (Culinary Management) has been developed specifically for the successful transition into the second year of the:

- Bachelor of Business specialisation Culinary Management in association with Le Cordon Bleu International
- Associate Degree in Culinary Management in association with Le Cordon Bleu

The Diploma also prepares students for transition into a range of programs such as:

- Bachelor of Business - specialisation Hospitality Management
- Bachelor of Business - specialisation Tourism Management
- Bachelor of Business - specialisation Event Management

Course Objectives:The aims of the course are to:

- Prepare students to participate effectively in a higher education learning environment
- Develop academic report writing and presentation skills in a culinary context Develop English language proficiency informed by post enrolment and continuous testing throughout the year to ensure identification and monitoring of learning gaps
- Build capacity in Language, Literacy and Numeracy (LLN) to enable successful completion of relevant Associate Degree or Bachelor studies by team teaching, small group weekly tutorials, revision of resources to meet the ACSF appropriate levels linked to discipline specific units of study
- Offer an alternative formal pathway into the Associate Degree in Culinary Management and Bachelor of Business specialisation Culinary Management
- Provide block credit for the first year of the Associate Degree in Culinary Management and Bachelor of Business specialisation Culinary Management
- Increase teaching and learning time with the provision of two 18 week semesters allowing extended classroom teaching and tutorials to maximise language and study skill acquisition opportunities.

Careers:It is expected that graduates of this program will articulate into the Associate Degree or Bachelor of Business specialisation Culinary Management in association with Le Cordon Bleu International. Students who elect to exit with the Diploma will have gained a range of basic technical skills relevant to commence a career in the hospitality culinary sector.

Course Duration:1 year

Admission Requirements International:Students must: - be over 18 years of age - have completed Year 12 or equivalent - have obtained an IELTS band score of 5.5 or equivalent

COURSE STRUCTURE

The course is one year full time that is offered over two 18 week semesters. Each semester comprises four units with language and study skill support giving a total of 8 units for the Diploma.

Year 1, Semester 1

BFP1100	PROFESSIONAL DEVELOPMENT 1 - CRITICAL THINKING AND PROBLEM SOLVING	12	WRBCS306B	ADVISE ON BEAUTY SERVICES	30
BH01110	INTRODUCTION TO HOSPITALITY	12	WRBFS305B	PROVIDE LASH AND BROW TREATMENTS	15
BH01114	CULINARY HEALTH, HYGIENE AND SAFETY	12	WRBSS302B	PROVIDE TEMPORARY EPILATION AND BLEACHING TREATMENTS	95
BH01115	INTRODUCTION TO CULINARY TECHNOLOGIES	12	WRRCS1B	COMMUNICATE IN THE WORKPLACE	50
Year 1, Semester 2			WRRER1B	WORK EFFECTIVELY IN A RETAIL ENVIRONMENT	40
BA01101	ACCOUNTING FOR DECISION MAKING	12	WRRLP1B	APPLY SAFE WORKING PRACTICES	18
BH01116	INTRODUCTION TO KITCHEN OPERATIONS	12	WRRM1B	MERCHANDISE PRODUCTS	30
BH01171	INTRODUCTION TO MARKETING	12	WRRM2B	PERFORM ROUTINE HOUSEKEEPING DUTIES	18
BMO1102	MANAGEMENT AND ORGANISATION BEHAVIOUR	12	WRRS1B	SELL PRODUCTS AND SERVICES	18

CERTIFICATE III IN BEAUTY SERVICES

Course Code:WRB30104

Campus:City King St.

This course is for Continuing students only.

About this course:This course is designed to develop the skills and knowledge for those who wish to be employed as a beauty practitioner in a salon with limited supervision, ensuring a safe work environment, providing treatments, including lashes, brows and temporary epilation.

Course Objectives:The Certificate III in Beauty Services is design to develop the skills and knowledge for those who wish to be employed as a beauty practitioner in a salon with limited supervision, ensuring a safe working environment, providing treatments, including lash and brow treatment and temporary epilation.

Careers:Beauty practitioner in a salon

Selection Processes:Interview, Written Application, Written Test

COURSE STRUCTURE

This course is 6 months full-time.This course is delivered on a full time basis during the day. Traineeships are also available.

Core Units of Study

WRBBS201B	PROVIDE MANICURE AND PEDICARE SERVICES	30
WRBCS201B	CONDUCT FINANCIAL TRANSACTIONS	25
WRBCS202A	APPLY TECHNIQUES TO UPDATE BEAUTY INDUSTRY KNOWLEDGE	20
WRBCS203B	PROVIDE SERVICES TO CLIENTS	30
WRBCS204A	APPLY KNOWLEDGE OF NAIL SCIENCE TO NAIL SERVICES	15
WRBCS305A	APPLY KNOWLEDGE OF SKIN BIOLOGY TO BEAUTY TREATMENTS	15

Elective Units of Study

Six elective units of study from the following:

WRBBS202A	APPLY GEL NAIL ENHANCEMENT	30
WRBBS203A	APPLY ACRYLIC NAIL ENHANCEMENT	35
WRBBS204B	APPLY NAIL ART	15
WRBBS305B	USE ELECTRICAL EQUIPMENT FOR NAILS	30
WRBBS306A	APPLY AIRBRUSHED NAIL ART	15
WRBFS201B	DEMONSTRATE RETAIL SKIN CARE PRODUCTS	25
WRBFS202B	DESIGN AND APPLY MAKE-UP	40
WRBFS203B	DESIGN AND APPLY MAKE-UP FOR PHOTOGRAPHY	30
WRBFS204B	DESIGN AND APPLY REMEDIAL CAMOUFLAGE	30
WRBSS201B	PIERCE EARS	15
WRRCA1B	OPERATE RETAIL EQUIPMENT	21
WRRER2B	CO-ORDINATE WORK TEAMS	36
WRR11B	PERFORM STOCK CONTROL PROCEDURES	36
WRRLP2B	MINIMISE THEFT	21
WRRM5A	MONITOR IN-STORE VISUAL MERCHANDISING DISPLAY	36
WRRM6A	CREATE A DISPLAY FOR A SMALL BUSINESS	36
WRR03B	PROVIDE A SAFE WORKING ENVIRONMENT	36
WRR07A	PROFILE A RETAIL MARKET	36
WRR08A	DEVELOP INNOVATIVE IDEAS AT WORK	36

BSBEBUS301A	SEARCH AND ASSESS ONLINE BUSINESS INFORMATION	20	WRBCS305A	APPLY KNOWLEDGE OF SKIN BIOLOGY TO BEAUTY TREATMENTS	15
BSBMKG404A	FORECAST MARKET AND BUSINESS NEEDS	60	WRBCS306B	ADVISE ON BEAUTY SERVICES	30
BSBSBM301A	RESEARCH BUSINESS OPPORTUNITIES	30	WRBCS407A	DEVELOP A TREATMENT PLAN FOR BEAUTY THERAPY TREATMENTS	30
BSBSBM401A	ESTABLISH BUSINESS AND LEGAL REQUIREMENTS	50	WRBCS408A	APPLY KNOWLEDGE OF ANATOMY AND PHYSIOLOGY TO BEAUTY THERAPY	60
BSBSBM403A	PROMOTE THE BUSINESS	50	WRBCS409A	APPLY KNOWLEDGE OF SKIN SCIENCE TO BEAUTY THERAPY TREATMENTS	50
BSBSBM404A	UNDERTAKE BUSINESS PLANNING	60	WRBCS410A	APPLY KNOWLEDGE OF ELECTRICITY TO BEAUTY THERAPY TREATMENTS	20
BSBSBM405A	MONITOR AND MANAGE BUSINESS OPERATIONS	50	WRBCS411A	APPLY KNOWLEDGE OF NUTRITION TO BEAUTY THERAPY TREATMENTS	20
BSBSBM406A	MANAGE FINANCES	50	WRBCS412A	APPLY KNOWLEDGE OF COSMETIC CHEMISTRY TO BEAUTY THERAPY TREATMENTS	30
BSBSBM407A	MANAGE A SMALL TEAM	40	WRBFS202B	DESIGN AND APPLY MAKE-UP	40
BSZ404A	TRAIN SMALL GROUPS	30	WRBFS305B	PROVIDE LASH AND BROW TREATMENTS	15

One elective may be chosen from another relevant endorsed Training Package, for example Retail and Business Services. The unit chosen may be selected from units packaged within a Certificate II, III or IV qualification.

CERTIFICATE IV IN BEAUTY THERAPY

Course Code:WRB40105

Campus:City King St.

This course is for Continuing students only.

About this course:This qualification is designed to develop the first line management skills of those working in the beauty industry. It applies to those who are coordinating or managing the services within a small beauty salon, or a department in a larger store. This course is offered as a traineeship only.

Course Objectives:Certificate IV in Beauty Therapy has been designed to develop the first line management skills of those working in the beauty Industry. It applies to those who are co-ordinating or managing the services within a small beauty salon, or a section or department within a larger store.

Careers:Beauty therapist.

Selection Processes:Interview, Written Application, Written Test

COURSE STRUCTURE

This Course is only delivered as a 3 years part-time traineeship.

Core Units of Study

WRBBS201B	PROVIDE MANICURE AND PEDICARE SERVICES	30
WRBCS201B	CONDUCT FINANCIAL TRANSACTIONS	25
WRBCS203B	PROVIDE SERVICES TO CLIENTS	30
WRBCS204A	APPLY KNOWLEDGE OF NAIL SCIENCE TO NAIL SERVICES	15

WRBBS202B	DESIGN AND APPLY MAKE-UP	40
WRBFS305B	PROVIDE LASH AND BROW TREATMENTS	15
WRBFS406B	PROVIDE FACIAL TREATMENTS	120
WRBFS407B	PROVIDE ADVANCED FACIAL TREATMENTS	110
WRBSS302B	PROVIDE TEMPORARY EPILATION AND BLEACHING TREATMENTS	95
WRRCS1B	COMMUNICATE IN THE WORKPLACE	50
WRRER1B	WORK EFFECTIVELY IN A RETAIL ENVIRONMENT	40
WRRLP1B	APPLY SAFE WORKING PRACTICES	18
WRRS1B	SELL PRODUCTS AND SERVICES	18

Elective Units of Study

Six units from the following list:

One elective may be chosen from another relevant endorsed training package. The unit chosen may be selected from units packaged within a Certificate II, III, IV or Diploma qualification.

WRBBS202A	APPLY GEL NAIL ENHANCEMENT	30
WRBBS203A	APPLY ACRYLIC NAIL ENHANCEMENT	35
WRBBS204B	APPLY NAIL ART	15
WRBBS305B	USE ELECTRICAL EQUIPMENT FOR NAILS	30
WRBBS306A	APPLY AIRBRUSHED NAIL ART	15

WRBBS407B	PROVIDE BODY TREATMENTS	100
WRBBS408B	PROVIDE AESTHETIC AROMATIC MASSAGE	40
WRBCS202A	APPLY TECHNIQUES TO UPDATE BEAUTY INDUSTRY KNOWLEDGE	20
WRBFS203B	DESIGN AND APPLY MAKE-UP FOR PHOTOGRAPHY	30
WRBFS204B	DESIGN AND APPLY REMEDIAL CAMOUFLAGE	30
WRBSS201B	PIERCE EARS	15
WRRCA1B	OPERATE RETAIL EQUIPMENT	21
WRRER2B	CO-ORDINATE WORK TEAMS	36
WRR11B	PERFORM STOCK CONTROL PROCEDURES	36
WRRLP2B	MINIMISE THEFT	21
WRR03B	PROVIDE A SAFE WORKING ENVIRONMENT	36
WRR07A	PROFILE A RETAIL MARKET	36
WRR08A	DEVELOP INNOVATIVE IDEAS AT WORK	36
WRRM1B	MERCHANDISE PRODUCTS	30
WRRM2B	PERFORM ROUTINE HOUSEKEEPING DUTIES	18
WRRM6A	CREATE A DISPLAY FOR A SMALL BUSINESS	36
WRRS4B	BUILD RELATIONSHIPS WITH CUSTOMERS	36
BSBEBUS301A	SEARCH AND ASSESS ONLINE BUSINESS INFORMATION	20
BSBMKG404A	FORECAST MARKET AND BUSINESS NEEDS	60
BSBSBM301A	RESEARCH BUSINESS OPPORTUNITIES	30
BSBSBM401A	ESTABLISH BUSINESS AND LEGAL REQUIREMENTS	50
BSBSBM403A	PROMOTE THE BUSINESS	50
BSBSBM404A	UNDERTAKE BUSINESS PLANNING	60
BSBSBM405A	MONITOR AND MANAGE BUSINESS OPERATIONS	50
BSBSBM406A	MANAGE FINANCES	50
BSBSBM407A	MANAGE A SMALL TEAM	40
BSZ401A	PLAN ASSESSMENT	15
BSZ402A	CONDUCT ASSESSMENT	15
BSZ403A	REVIEW ASSESSMENT	5
BSZ404A	TRAIN SMALL GROUPS	30

DIPLOMA OF BEAUTY THERAPY

Course Code:WRB50105

Campus:City King St.

This course is for Continuing students only.

About this course:This course has been designed for those wishing to operate as a beauty therapist employing staff and managing a beauty salon.

Course Objectives:The Diploma has been designed for those wishing to operate as a beauty therapist employing staff and managing a beauty salon.

Careers:Beauty Therapist.

Selection Processes:Interview, Written Application, Written Test

COURSE STRUCTURE

This course is 18 months full-time or part-time equivalent.This course is delivered on a full time basis during the day and part time evening.

Core Units of Study

WRBBS201B	PROVIDE MANICURE AND PEDICARE SERVICES	30
WRBBS407B	PROVIDE BODY TREATMENTS	100
WRBCS201B	CONDUCT FINANCIAL TRANSACTIONS	25
WRBCS203B	PROVIDE SERVICES TO CLIENTS	30
WRBCS204A	APPLY KNOWLEDGE OF NAIL SCIENCE TO NAIL SERVICES	15
WRBCS305A	APPLY KNOWLEDGE OF SKIN BIOLOGY TO BEAUTY TREATMENTS	15
WRBCS306B	ADVISE ON BEAUTY SERVICES	30
WRBCS407A	DEVELOP A TREATMENT PLAN FOR BEAUTY THERAPY TREATMENTS	30
WRBCS408A	APPLY KNOWLEDGE OF ANATOMY AND PHYSIOLOGY TO BEAUTY THERAPY	60
WRBCS409A	APPLY KNOWLEDGE OF SKIN SCIENCE TO BEAUTY THERAPY TREATMENTS	50
WRBCS410A	APPLY KNOWLEDGE OF ELECTRICITY TO BEAUTY THERAPY TREATMENTS	20
WRBCS411A	APPLY KNOWLEDGE OF NUTRITION TO BEAUTY THERAPY TREATMENTS	20
WRBCS412A	APPLY KNOWLEDGE OF COSMETIC CHEMISTRY TO BEAUTY THERAPY TREATMENTS	30
WRBCS513B	INVESTIGATE NEW PRODUCTS AND SERVICES	50
WRBFS202B	DESIGN AND APPLY MAKE-UP	40

WRBFS305B	PROVIDE LASH AND BROW TREATMENTS	15	knowledge and skills required relative to other specialist elective units:
WRBFS406B	PROVIDE FACIAL TREATMENTS	120	WRBBS510A PROVIDE THE SPA PROGRAM 100
WRBFS407B	PROVIDE ADVANCED FACIAL TREATMENTS	110	Select a minimum of two elective units of study from the following
WRBSS302B	PROVIDE TEMPORARY EPILATION AND BLEACHING TREATMENTS	95	WRBSS201B PIERCE EARS 15
WRRCS1B	COMMUNICATE IN THE WORKPLACE	50	WRBFS203B DESIGN AND APPLY MAKE-UP FOR PHOTOGRAPHY 30
WRRER1B	WORK EFFECTIVELY IN A RETAIL ENVIRONMENT	40	WRRER3B MAINTAIN EMPLOYEE RELATIONS 36
WRRLP1B	APPLY SAFE WORKING PRACTICES	18	WRBFS204B DESIGN AND APPLY REMEDIAL CAMOUFLAGE 30
WRRS1B	SELL PRODUCTS AND SERVICES	18	WRRCATB OPERATE RETAIL EQUIPMENT 21
Elective Units of Study			WRRER2B CO-ORDINATE WORK TEAMS 36
Select a minimum of 8 units from the following:			WRR11B PERFORM STOCK CONTROL PROCEDURES 36
WRBBS408B	PROVIDE AESTHETIC AROMATIC MASSAGE	40	WRRLP2B MINIMISE THEFT 21
WRBBS509A	PLAN THE SPA PROGRAM	25	WRR03B PROVIDE A SAFE WORKING ENVIRONMENT 36
WRBBS510A	PROVIDE THE SPA PROGRAM	100	WRR07A PROFILE A RETAIL MARKET 36
WRBBS511A	APPLY AROMATIC PLANT OIL CHEMISTRY TO BEAUTY THERAPY TREATMENTS	20	WRR08A DEVELOP INNOVATIVE IDEAS AT WORK 36
WRBBS512A	BLEND A RANGE OF AROMATIC PLANT OILS FOR BEAUTY TREATMENTS	35	WRRPL3B INITIATE AND IMPLEMENT CHANGE 150
WRBBS513A	USE REFLEXOLOGY RELAXATION TECHNIQUES IN BEAUTY TREATMENTS	30	WRRPM3B LEAD AND MANAGE PEOPLE 36
WRBBS514A	PROVIDE SUPERFICIAL LYMPH DRAINAGE MASSAGE	40	WRRS4B BUILD RELATIONSHIPS WITH CUSTOMERS 36
WRBSS504B	PERFORM DIATHERMY SERVICE	50	WRRM1B MERCHANDISE PRODUCTS 30
WRBSS503B	PROVIDE PERMANENT EPILATION	145	WRRM2B PERFORM ROUTINE HOUSEKEEPING DUTIES 18
WRBSS506A	PROVIDE UPPER BODY PIERCING	30	WRRM5A MONITOR IN-STORE VISUAL MERCHANDISING DISPLAY 36
HLTREM7A	PLAN THE MASSAGE TREATMENT	20	WRRM6A CREATE A DISPLAY FOR A SMALL BUSINESS 36
**The following units of study each will count as three units, due to the depth and complexity of knowledge and skills required relative to other specialist elective units.			BSBEBUS301A SEARCH AND ASSESS ONLINE BUSINESS INFORMATION 20
WRBSS503B	PROVIDE PERMANENT EPILATION	145	BSBFLM505A MANAGE OPERATIONAL PLAN 60
WRBSS505B	DESIGN AND PERFORM COSMETIC TATTOOING/ MICROPIGMENTATION PROCEDURES	110	BSBFLM507A MANAGE QUALITY CUSTOMER SERVICE 60
CUEMUP2A	DESIGN, APPLY AND REMOVE PERIOD MAKE-UP	160	BSBFLM509A PROMOTE CONTINUOUS IMPROVEMENT 60
CUEMUP3A	DESIGN, APPLY AND REMOVE SPECIALISED MAKE UP	160	BSBMKG404A FORECAST MARKET AND BUSINESS NEEDS 60
HLTREM6A	PROVIDE THE MASSAGE TREATMENT	340	BSBSBM301A RESEARCH BUSINESS OPPORTUNITIES 30
			BSBSBM401A ESTABLISH BUSINESS AND LEGAL REQUIREMENTS 50
			BSBSBM403A PROMOTE THE BUSINESS 50
			BSBSBM404A UNDERTAKE BUSINESS PLANNING 60

The following units of study will count as 2 units, due to the depth and complexity of

BSBSBM405A	MONITOR AND MANAGE BUSINESS OPERATIONS	50
BSBSBM406A	MANAGE FINANCES	50
BSBSBM407A	MANAGE A SMALL TEAM	40
BSZ401A	PLAN ASSESSMENT	15
BSZ402A	CONDUCT ASSESSMENT	15
BSZ403A	REVIEW ASSESSMENT	5
BSZ404A	TRAIN SMALL GROUPS	30

* These three units must be undertaken together and will equate to 1 unit.

Note: Victoria University will offer several streams designed to address Industry needs. Each stream will incorporate a range of electives to meet the requirements of the Diploma of Beauty Therapy.

CERTIFICATE II IN HAIRDRESSING

Course Code:WRH20109

Campus:City King St, Melton.

This course is for Continuing students only.

About this course:Introduce yourself to the world of hairdressing with pre-vocational training for work in the industry. Gain basic knowledge of the operations of a commercially operating salon and learn how to provide general assistance in a hairdressing salon. Functions at this level include:

- performing a limited range of hairdressing tasks
- interacting with customers and providing customer service
- following workplace safety procedures
- demonstrating effective hairdressing environment work practices
- providing assistance to colleagues
- developing hairdressing industry knowledge

Course Objectives:The course aims to provide pre-vocational training for individuals wishing to work in the hairdressing industry.

Careers:Hairdresser.

Course Duration:3 months

Admission Requirements Year 12:To qualify for admission to the course, applicants must demonstrate to the satisfaction of the Head of School that they are capable of successfully completing the course. Recognition of prior learning may be available based on skills and knowledge acquired by the applicant through previous study, as in articulation, informal or formal learning or from work and/or life experience.

Admission Requirements Mature Age:To qualify for admission to the course, applicants must demonstrate to the satisfaction of the Head of School that they are capable of successfully completing the course. Recognition of prior learning may be available based on skills and knowledge acquired by the applicant through previous study, as in articulation, informal or formal learning or from work and/or life experience.

Admission Requirements VET:To qualify for admission to the course, applicants must demonstrate to the satisfaction of the Head of School that they are capable of successfully completing the course. Recognition of prior learning may be available based on skills and knowledge acquired by the applicant through previous study, as in articulation, informal or formal learning or from work and/or life experience.

Selection Processes:Interview, Written Application, Written Test

COURSE STRUCTURE

To achieve a Certificate II in Hairdressing, 13 units must be completed comprising: 10 core units, plus 3 elective units.

Core Units of Study

WRHCS201A	PREPARE CLIENTS FOR SALON SERVICES	20
WRHCS202B	MAINTAIN TOOLS AND EQUIPMENT	10
WRHCS204A	MAINTAIN AND ORGANISE WORK AREAS	10
WRHCS205A	FOLLOW PERSONAL HEALTH AND SAFETY ROUTINES AT WORK	15
WRHCS206A	PERFORM HEAD, NECK, AND SHOULDER MASSAGE	20
WRHCS207A	DEVELOP HAIRDRESSING INDUSTRY KNOWLEDGE	15
WRHHD201A	DRY HAIR TO SHAPE	35
SIRXCOM001A	COMMUNICATE IN THE WORKPLACE	40
SIRXIND001A	WORK EFFECTIVELY IN A RETAIL ENVIRONMENT	45
SIRXOHS001A	APPLY SAFE WORKING PRACTICES	20

Elective Units of Study

WRHCL201A	APPLY TEMPORARY HAIR COLOUR AND REMOVE RESIDUAL COLOUR PRODUCTS	25
WRHHD202A	APPLY SINGLE, TWO AND THREE STRAND BRAIDING TECHNIQUES	30
WRHWP201A	ASSIST COLLEAGUES PROVIDING MULTIPLE SALON SERVICES AS TEAM MEMBER	
WRRLP1B	APPLY SAFE WORKING PRACTICES	18

CERTIFICATE III IN HAIRDRESSING

Course Code:WRH30106

Campus:City King St.

This course is for Continuing students only.

About this course:This course provides training for individuals who want to work in the hairdressing industry. The course is offered as an apprenticeship, Adult Reskilling – English for Occupational Purposes, and as a full-time full fee paying course.

Course Objectives:The course provides training for individuals wishing to work in the Hairdressing Industry as a Hairdresser.

Careers: Hairdresser.

Admission Requirements Other: To qualify for admission to the course, applicants must generally have acquired literacy and numeracy skills equivalent to Level 2/3 of the National Reporting System. Applicants enrolling as an apprentice must be over 15 years of age and be employed in the industry and indentured to a tradesperson. Applicants enrolling on a full-time basis must be over 17 years of age to ensure a standard entry age for qualified hairdressing as required by industry.

Selection Processes: Interview, Written Application, Employer Choice

COURSE STRUCTURE

Apprentice: 2 years Full-time, full fee: 18 months Reskilling: 18 weeks full-time Full-time - fee for service, part-time - employed apprentices only. All modes of attendance include day release, block release and on-the-job training. Offers training as:- apprenticeship;- full-time training - full fee paying;- reskilling;- Australian Qualification/Trade Recognition Australia Skills Test;- hairdressers with overseas qualifications who wish to gain Australian Qualification Certificate III in Hairdressing.

Core Units of Study

WRBCS201B	CONDUCT FINANCIAL TRANSACTIONS	25
WRBCS203B	PROVIDE SERVICES TO CLIENTS	30
WRHCL302A	COLOUR AND LIGHTEN HAIR	35
WRHCL303B	DESIGN AND PERFORM FULL AND PARTIAL HIGHLIGHTING TECHNIQUES	25
WRHCL304A	PERFORM COLOUR CORRECTION	35
WRHCR302A	PERFORM CHEMICAL CURLING AND VOLUMISING SERVICES	50
WRHCR303A	PERFORM CHEMICAL STRAIGHTENING AND RELAXING SERVICES	30
WRHCS201A	PREPARE CLIENTS FOR SALON SERVICES	20
WRHCS202A	MAINTAIN TOOLS AND EQUIPMENT	10
WRHCS204A	MAINTAIN AND ORGANISE WORK AREAS	10
WRHCS205A	FOLLOW PERSONAL HEALTH AND SAFETY ROUTINES AT WORK	15
WRHHC301A	DESIGN HAIRCUT STRUCTURES	20
WRHHC302A	APPLY ONE LENGTH/SOLID HAIRCUT STRUCTURES	25
WRHHC303A	APPLY GRADUATED HAIRCUT STRUCTURES	30
WRHHC304A	APPLY LAYERED HAIRCUT STRUCTURES	30
WRHHC305A	APPLY OVER-COMB TECHNIQUES	25
WRHHD303A	DESIGN AND APPLY SHORT TO MEDIUM-LENGTH HAIR	40

DESIGN FINISHES

WRHHS301A	APPLY THE PRINCIPLES OF HAIRDRESSING SCIENCE	25
WRHHS302A	CONSULT WITH CLIENTS AND TREAT HAIR AND SCALP CONDITIONS	15
SIRXCOM001A	COMMUNICATE IN THE WORKPLACE	40
SIRXIND001A	WORK EFFECTIVELY IN A RETAIL ENVIRONMENT	45
SIRXOHS001A	APPLY SAFE WORKING PRACTICES	20
SIRXSL001A	SELL PRODUCTS AND SERVICES	20
Elective Units of Study		
Compulsory elective units- complete 1 of the following:		
WRHHC306A	COMBINE HAIRCUT STRUCTURES ON WOMEN	25
WRHHC307A	COMBINE HAIRCUT STRUCTURES FOR TRADITIONAL AND CLASSIC DESIGNS ON MEN	20
Plus complete 5 of the following units of study		
WRHHC308A	DESIGN AND MAINTAIN BEARDS AND MOUSTACHES	10
WRHHC309A	PERFORM FACE AND HEAD SHAVES	25
WRHHD202A	APPLY SINGLE, TWO AND THREE STRAND BRAIDING TECHNIQUES	30
WRHHD304A	DESIGN AND APPLY LONG HAIR FINISHES	30
WRHWP302A	OPERATE EFFECTIVELY AS A HAIRDRESSER IN A SALON WORK TEAM	
WRRM1B	MERCHANDISE PRODUCTS	30
WRRM6A	CREATE A DISPLAY FOR A SMALL BUSINESS	36
WRRS2B	ADVISE ON PRODUCTS AND SERVICES	27
WRRSS15B	RECOMMEND HAIR/BEAUTY/COSMETICS PRODUCTS	36
WRHHC306A	COMBINE HAIRCUT STRUCTURES ON WOMEN	25
WRHCS308A	PLAN SERVICES FOR SPECIAL EVENTS	20
WRHCL305A	PERFORM ON SCALP FULL HEAD AND RE-TOUCH BLEACH SERVICES	30
WRHCS203A	HONE AND STROP STRAIGHT RAZORS	10
WRHCL305B	PERFORM ON SCALP FULL HEAD AND RE-TOUCH BLEACH SERVICES	30
WRRCS1B	COMMUNICATE IN THE WORKPLACE	50
WRRERT1B	WORK EFFECTIVELY IN A RETAIL ENVIRONMENT	40

WRRLP1B	APPLY SAFE WORKING PRACTICES	18
WRRS1B	SELL PRODUCTS AND SERVICES	18
WRHHC307A	COMBINE HAIRCUT STRUCTURES FOR TRADITIONAL AND CLASSIC DESIGNS ON MEN	20

* This unit is compulsory and only applicable for learners undertaking this qualification via an institutional pathway

CERTIFICATE III IN HAIRDRESSING

Course Code:WRH30109

Campus:City King St.

About this course:Fulfil your dream of becoming a hairdresser by completing this standard entry level qualification for the hairdressing industry. Graduates are qualified to work as a member of a team in a hairdressing salon, with responsibility for their own work and supervision of others, including apprentices. You will learn to perform a full range of client services, ensure a safe working environment and apply your skills and knowledge to sell products and services.

Course Objectives:The course provides training for individuals wishing to work in the Hairdressing Industry as a Hairdresser.

Careers:Hairdresser.

Course Duration:3 years

Admission Requirements Other:Reading and writing - a learner will be able to read and comprehend a range of simple texts and write a range of short texts in a number of contexts which may be interrelated. Oral communication - a learner will be able to use and respond to spoken language within a variety of contexts. Numeracy and mathematics - a learner will be able to deal easily with straightforward calculations either manually and/or using a calculator.

Selection Processes:Interview, User Choice (Apprenticeships), Written Application, Employer Choice, OtherApprenticeship - student selection through employer.Full-time Training - application forms, interview.Reskilling - application forms, interview, qualified hairdresser.

COURSE STRUCTURE

Apprentice: 3 years or Full-time, full fee: 2 years Mode of delivery for apprentices and Full-time includes - day release, block release and on-the-job training. To achieve a Certificate III in Hairdressing, 29 units must be completed comprising: 23 core units, plus 6 elective units, comprising 1 compulsory elective haircutting unit and 5 elective units.

Core Units of Study

WRHCL302B	COLOUR AND LIGHTEN HAIR	35
WRHCL303B	DESIGN AND PERFORM FULL AND PARTIAL HIGHLIGHTING TECHNIQUES	25
WRHCL304A	PERFORM COLOUR CORRECTION	35
WRHCR302B	PERFORM CHEMICAL CURLING AND VOLUMISING	50

	SERVICES	
WRHCR303B	PERFORM CHEMICAL STRAIGHTENING AND RELAXING SERVICES	30
WRHCS201A	PREPARE CLIENTS FOR SALON SERVICES	20
WRHCS202B	MAINTAIN TOOLS AND EQUIPMENT	10
WRHCS204A	MAINTAIN AND ORGANISE WORK AREAS	10
WRHCS205A	FOLLOW PERSONAL HEALTH AND SAFETY ROUTINES AT WORK	15
WRHHC301A	DESIGN HAIRCUT STRUCTURES	20
WRHHC302A	APPLY ONE LENGTH/SOLID HAIRCUT STRUCTURES	25
WRHHC303A	APPLY GRADUATED HAIRCUT STRUCTURES	30
WRHHC305A	APPLY OVER-COMB TECHNIQUES	25
WRHHD303A	DESIGN AND APPLY SHORT TO MEDIUM-LENGTH HAIR DESIGN FINISHES	40
WRHHS302A	CONSULT WITH CLIENTS AND TREAT HAIR AND SCALP CONDITIONS	15
WRBCS201B	CONDUCT FINANCIAL TRANSACTIONS	25
SIRXCOM001A	COMMUNICATE IN THE WORKPLACE	40
SIRXIND001A	WORK EFFECTIVELY IN A RETAIL ENVIRONMENT	45
SIRXOHS001A	APPLY SAFE WORKING PRACTICES	20
SIRXSL001A	SELL PRODUCTS AND SERVICES	20
WRBCS203B	PROVIDE SERVICES TO CLIENTS	30
WRHHC304A	APPLY LAYERED HAIRCUT STRUCTURES	30
WRHHS301A	APPLY THE PRINCIPLES OF HAIRDRESSING SCIENCE	25

Compulsory Elective Unit of Study

Complete one of the following compulsory units

WRHHC307B	COMBINE HAIRCUT STRUCTURES FOR TRADITIONAL AND CLASSIC DESIGNS ON MEN	20
WRHHC306B	COMBINE HAIRCUT STRUCTURES ON WOMEN	25

Elective Unit of Study

Complete 5 of the following units of competency

Note: WRHWP302A is a compulsory elective, in the group of five to be selected for learners who undertake this qualification via an institution pathway and not an apprenticeship

WRHWP302A	OPERATE EFFECTIVELY AS A HAIRDRESSER IN A SALON WORK TEAM	
WRHHC306B	COMBINE HAIRCUT STRUCTURES ON WOMEN	25
WRHHC308B	DESIGN AND MAINTAIN BEARDS AND MOUSTACHES	10
WRHHC309A	PERFORM FACE AND HEAD SHAVES	25
WRHWP302A	OPERATE EFFECTIVELY AS A HAIRDRESSER IN A SALON WORK TEAM	
SIRXMG001A	COORDINATE WORK TEAMS	35
SIRXMERO01A	MERCHANDISE PRODUCTS	30
SIRXMERO05A	CREATE A DISPLAY	35
SIRXLS002A	ADVISE ON PRODUCTS AND SERVICES	30
SIRXRPK002A	RECOMMEND HAIR, BEAUTY AND COSMETIC PRODUCTS AND SERVICES	25
HLTFA301B	APPLY FIRST AID	18
WRRCS1B	COMMUNICATE IN THE WORKPLACE	50
WRRER1B	WORK EFFECTIVELY IN A RETAIL ENVIRONMENT	40
WRRLP1B	APPLY SAFE WORKING PRACTICES	18
WRRS1B	SELL PRODUCTS AND SERVICES	18
WRHCS206A	PERFORM HEAD, NECK, AND SHOULDER MASSAGE	20
WRHCL305B	PERFORM ON SCALP FULL HEAD AND RE-TOUCH BLEACH SERVICES	30
WRHHD304A	DESIGN AND APPLY LONG HAIR FINISHES	30

CERTIFICATE IV IN HAIRDRESSING

Course Code:WRH40109

Campus:City King St.

This course is for Continuing students only.

About this course:Enter the glamorous world of hairdressing and further your career with advanced technical skills and knowledge of hairdressing practices. Develop specialist training in haircutting, colouring, hair extensions, hair design, chemical reformation and trichology and make-up application.

Course Objectives:The course provides training to hairdressers requiring a post-trade qualification.

Careers:The Certificate IV in Hairdressing has been designed to expand the development of the complex technical skills and knowledge of hairdressing practitioners. - Hairdresser.

Course Duration:1 year

Admission Requirements Year 12:Certificate III in Hairdressing

Admission Requirements Mature Age:Certificate III in Hairdressing

Admission Requirements VET:Certificate III in Hairdressing

Admission Requirements Other:Certificate III in Hairdressing

Selection Processes:Interview, Written Application

COURSE STRUCTURE

To achieve a Certificate IV in Hairdressing, 11 units must be completed comprising: - 7 core units, plus - 4 elective units.

Core Units of Study

WRHCL305B	PERFORM ON SCALP FULL HEAD AND RE-TOUCH BLEACH SERVICES	30
WRHCL406B	SOLVE COMPLEX COLOUR PROBLEMS	40
WRHHC410B	DESIGN AND PERFORM CREATIVE HAIRCUTS	40
WRHHD304A	DESIGN AND APPLY LONG HAIR FINISHES	30
WRHHD406B	WORK AS A SESSION STYLIST	40
SIRXMG001A	COORDINATE WORK TEAMS	35
SIRXOHS002A	MAINTAIN STORE SAFETY	35

Elective Units of Study

Complete 4 of the following units of competency

WRHCR404B	APPLY CHEMICAL REFORMATION TECHNIQUES TO ENHANCE HAIR DESIGNS	40
WRHHD405B	SELECT AND APPLY HAIR EXTENSIONS	30
WRHHD407A	APPLY AND MAINTAIN WIGS AND HAIRPIECES	40
WRHHD408A	MAKE WIGS AND HAIRPIECES	120
WRHHS403A	APPLY KNOWLEDGE OF HAIR AND SCALP PROBLEMS TO TRICHOLOGICAL CONSULTATIONS	40
WRHHS404A	PERFORM TRICHOLOGICAL ASSESSMENTS	40
WRHHS405A	APPLY THE PRINCIPLES OF NUTRITION	25
WRHHS406A	DEVELOP AND APPLY SCALP TREATMENT THERAPIES	30
BSBRES401A	ANALYSE AND PRESENT RESEARCH INFORMATION	40
BSBSMB301A	INVESTIGATE MICRO BUSINESS OPPORTUNITIES	30
BSBSMB401A	ESTABLISH LEGAL AND RISK MANAGEMENT REQUIREMENTS OF SMALL BUSINESS	60
BSBSMB403A	MARKET THE SMALL BUSINESS	50

BSBSMB404A	UNDERTAKE SMALL BUSINESS PLANNING	50
BSBSMB405A	MONITOR AND MANAGE SMALL BUSINESS OPERATIONS	45
BSBSMB407A	MANAGE A SMALL TEAM	40
CUVPHI05A	USE A 35MM SLR CAMERA OR DIGITAL EQUIVALENT	50
TAAASS301B	CONTRIBUTE TO ASSESSMENT	10
TAAASS401C	PLAN AND ORGANISE ASSESSMENT	10
TAAASS402C	ASSESS COMPETENCE	15
TAAASS403B	DEVELOP ASSESSMENT TOOLS	30
TAAASS404B	PARTICIPATE IN ASSESSMENT VALIDATION	20
WRBFS202B	DESIGN AND APPLY MAKE-UP	40
WRBFS203B	DESIGN AND APPLY MAKE-UP FOR PHOTOGRAPHY	30
WRRER2B	CO-ORDINATE WORK TEAMS	36
WRRLP3B	MAINTAIN STORE SAFETY	36
WRR08A	DEVELOP INNOVATIVE IDEAS AT WORK	36

UNITS

BSBDES301A EXPLORE THE USE OF COLOUR

Locations:City King St.

Prerequisites:N/A

Description:This unit describes the performance outcomes, skills and knowledge required to explore the use of colour and to apply colour theory. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Required Reading:VU Produced Workbook

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

BSBFRA501B ESTABLISH A FRANCHISE OPERATION

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to establish a franchising operation from an existing business, chain of businesses or planned concept. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

BSBFRA502B MANAGE A FRANCHISE OPERATION

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to manage a franchise operation. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

BSBSBM405A MONITOR AND MANAGE BUSINESS OPERATIONS

Prerequisites:Nil.

Description:Develop operational strategies; Implement operational strategies; Monitor business performance; Maintain networks; Review business operations.

Assessment:This unit may be assessed by tests, assignments, classwork, projects, presentations.

CPPSEC2012A MONITOR AND CONTROL INDIVIDUAL AND CROWD BEHAVIOUR

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit of competency specifies the outcomes required to maintain safety and security of persons, property and premises. It requires the ability to observe and monitor individual and crowd behaviour and identify and respond to

potential threats and incidents.

Required Reading:No Required Reading

Assessment:A person who demonstrates competency in this unit must be able to provide evidence of: - assessing site layout and verifying communication and security requirements prior to assignment - completing and processing documentation - complying with applicable legislation and procedural requirements to maximise the safety and protection of persons, property and premises - observing and monitoring persons and identifying and responding appropriately to potential threats and hazards - operating and maintaining security, communications and personal protection equipment - using effective communication techniques to give clear and accurate information in a form which is preferred and understood by the receiver and which engages minority groups. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School.

CUEMUP2A DESIGN, APPLY AND REMOVE PERIOD MAKE-UP

Prerequisites:Nil.

Description:Determine period make-up requirements; Prepare to apply period make-up; Apply period make-up; Maintain period make-up; Remove period make-up.

Required Reading:-

Assessment:A Combination of practical and theory assessment.

CUEMUP3A DESIGN, APPLY AND REMOVE SPECIALISED MAKE UP

Prerequisites:Nil.

Description:Developing creative specialised make-up designs in accordance with the requirements of the production; Applying State and local health and hygiene requirements and regulations; Applying safe work practices in regard to the provision of make-up services and safe use of product according to occupational health and safety requirements; Consistently using effective questioning and active listening techniques.

Required Reading:-

Assessment:A combination of practical and theory assessment.

CUFGEN01A DEVELOP AND APPLY INDUSTRY KNOWLEDGE

Locations:Footscray Nicholson.

Prerequisites:Nil.

Description:Seek information on the structure and operation of the industry; Seek information on industry employment obligations and opportunities; Seek information on new technology; Update industry knowledge.

Required Reading:No required text

Assessment:Project based

CUFIND401A PROVIDE SERVICES ON A FREELANCE BASIS

Locations:City King St, Industry, St Albans.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to operate as a freelancer within the creative arts industry. Success as a freelancer requires a high level of self motivation and discipline, an ability to develop industry networks and an entrepreneurial attitude when pursuing work opportunities. Freelancers are usually responsible for negotiating their own contracts.

Required Reading:22091 Diploma of Professional Writing and Editing No required textSchool of Personal Services. (2009). Provide services on a freelance basis. Melbourne: Vic Uni

Assessment:Integrated assessment with other units relevant to the industry sector, workplace and job role where the student is required to demonstrate competency

with effective preparation of resume and other material to promote ones self to potential clients or employers with the ability to negotiate work contract and develop and maintain industry contacts. To participate in industry networks whilst developing and maintaining an effective financial record keeping system. That takes in account the need for adequate cash flow. 22091 Diploma of Professional Writing and Editing Assessment may include: assignments; classwork; projects; case studies; presentations; demonstration and observation.

CUFMUP01A DESIGN, APPLY AND REMOVE PERIOD AND SPECIALISED MAKE-UP

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to determine and research, apply, maintain and remove period and specialised make-up for any production within the cultural industries.

Required Reading:-

Assessment:A combination of practical and theory assessments.

CUFMUP401A DESIGN, APPLY AND REMOVE MAKE-UP

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to manage a straightforward project or a section of a larger project. This unit addresses the management of projects including the development of a project plan, administering and monitoring the project, finalising the project and reviewing the project to identify lessons learnt for application to future projects.

Required Reading:School of Personal Services. (2009) Manage projects. Melbourne: Vic Uni

Assessment:Integrated assessment with other units relevant to the industry sector workplace and job role where student will demonstrate competency in the development of a project plan that includes details of monetary arrangements and the evaluation of the projects plans efficiency to address timelines, budget of the project and use the knowledge of the relevant legislation.

CUFMUP402A MAINTAIN MAKE-UP AND HAIR CONTINUITY

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to provide continuity services for make-up and hair in the screen, media and entertainment industries.

Required Reading:School of Personal Services. (2009). Maintain makeup and hair continuity. Melbourne: Vic Uni

Assessment:Integrated assessment where student will need to demonstrate competency in their ability to maintain continuity of performers makeup and hair during productions ensuring accurate documentation of hair, makeup continuity information with their ability to work under pressure with a collaborative approach to work attention to detail.

CUFMUP403A STYLE HAIR FOR PERFORMANCES OR PRODUCTIONS

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to provide a range of current and period hair styles for productions in the film, television and live entertainment industries.

Required Reading:School of Personal Services. (2009). Style hair for performances or productions. Melbourne: Vic Uni

Assessment:Integrated assessment where student can demonstrate their competency in the creation of current and period hair designs that meet production requirements that take into account characteristics of performer's hair that may affect the desired style of productions. To select appropriate products and application techniques to perform hair services within defined timelines and to recreate the same designs for a performer on consecutive occasions with consistent application of work safe practices in regards to the provision of hair services.

CUFMUP404A STYLE WIGS AND HAIRPIECES FOR PERFORMANCES OR PRODUCTIONS

Locations:Industry.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to style wigs and hairpieces for productions in the film, television and live entertainment industries.

Required Reading:School of Personal Services. (2009). Style wigs and hairpieces for performances or productions. Melbourne: Vic Uni

Assessment:Integrated assessment with other units relevant to the industry sector, workplace and job role where a student must demonstrate competency in the finished designs of wigs and hairpieces that meet creative production requirements across a range of hair design and application tasks for at least 2 productions, with the ability to work to deadlines implementing work safe practices in regard to the provision of hair services.

CUFMUP501A DESIGN AND APPLY SPECIALISED MAKEUP

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to provide specialised make up services for productions in the screen, media and entertainment industries.

Required Reading:School of Personal Services. (2009). Design and apply specialised makeup. Melbourne: Vic Uni

Assessment:Integrated assessment with other units relevant to the industry sector, workplace and job role where the student must demonstrate competency in documented specialised make-up design that demonstrate an ability to use make-up to enhance characterisations whilst selecting appropriate products and application techniques that incorporate colour design principles into make-up designs and application tasks for at least 2 productions whilst implementing work safe practices in regard to the provision of make-up services.

CUFMUP502A DESIGN AND APPLY SPECIAL MAKEUP EFFECTS

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to design and apply special make up effects services for productions in the screen, media and entertainment industries.

Required Reading:School of Personal Services. (2009). Design and apply special makeup effects. Melbourne: Vic Uni

Assessment:Integrated assessment with other units relevant to the industry sector, workplace and job role. Student must demonstrate competency in documented special make-up effects that demonstrate an ability to use make-up to enhance characterisations, whilst selecting appropriate products and application techniques, that incorporate colour design principles into special make-up effects and application tasks for at least 2 productions whilst implementing work safe practices in regard to the provision of make-up services.

CUSADMO2A CO-ORDINATE THE PURCHASE OR HIRE OF EQUIPMENT/SUPPLIES

Prerequisites: Nil.

Description: Identify resources required. Investigate sources for purchase or hire of specialist supplies. Select and acquire materials/items. Coordinate the availability of materials/items.

Required Reading:-

Assessment: Project based, practical and written tasks

CUVPHIO5A USE A 35MM SLR CAMERA OR DIGITAL EQUIVALENT

Prerequisites: Nil.

Description: This unit describes the skills and knowledge required to apply a range of techniques to the use of a 35mm SLR camera or digital equivalent. It is a specialisation unit and refers to specific techniques for photoimaging.

Required Reading:-

Assessment: A combination of practical and theory assessments.

FDFCD2003A EVALUATE WINES (STANDARD)

Locations: Footscray Nicholson, Industry, Academy Sofitel.

Prerequisites: Nil.

Description: This specialist unit has been developed for the cellar door sales stream of the wine sector. It covers the skills and knowledge required to reach an advanced standard of wine evaluation.

Required Reading: No required reading.

Assessment: Evidence of ability to: - consistently establish appropriate conditions for tasting wines - evaluate wines in an appropriate manner for sight, smell and taste, and explain results - correctly identify wines for style, grape variety and quality, and evaluate and explain characteristics - identify basic wine faults - communicate basic information about wine styles. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

HLTIN402B MAINTAIN INFECTION CONTROL STANDARDS IN OFFICE PRACTICE SETTINGS

Locations: City King St.

Prerequisites: Nil.

Description: This unit describes the skills and knowledge required of health care workers in office practice settings to comply with infection control regulations, standards, guidelines, policy and procedures and to identify, manage and control infection risks to clients, clients, themselves and other health care workers

Required Reading: No Required Reading

SIBBBOS401A PERFORM BODY MASSAGE

Locations: City King St.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to perform a manual relaxation body massage treatment. It requires the ability to access and interpret a treatment plan, explain the administration of the treatment to the client, and adapt as required during the massage service in response to client reaction. Body massage is performed in response to client consultation and assessment, which is then conducted and recorded on a treatment plan. It could be an individual massage treatment or form part of a series of body treatments designed to meet client requirements.

Required Reading: No required reading

Assessment: Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks

SIBBBOS402A PROVIDE BODY TREATMENTS

Locations: City King St.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to perform a range of body treatments using various combinations of manual massage with electrical currents, exfoliation or body wraps according to a treatment plan. Body treatments are performed in response to a client consultation and assessment, conducted and recorded on a treatment plan. They involve the application of a combination of manual and other selected techniques which may include electrical currents, exfoliation and body wraps. This may involve a single treatment or a series of body treatments that have been designed to meet client requirements. The therapist performing the body treatment may or may not have designed the treatment, but is expected to access and interpret a treatment plan, explain the administration of the treatment to the client and adapt as required during the service in response to client reaction.

Required Reading: No required reading

Assessment: Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

SIBBBOS403A PERFORM AROMATHERAPY MASSAGE

Locations: City King St.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to perform an aromatherapy massage using pre-blended aromatic plant oils. The therapist performing the aromatherapy massage treatment is required to interpret the treatment plan, explain the administration of the treatment to client and adapt the plan as required during the service in response to client reaction. Aromatherapy massage is performed in response to client consultation and assessment, conducted to meet client objectives, and recorded on a treatment plan. It could be an individual aromatherapy massage treatment or form part of a series of treatments that have been designed to meet client requirements.

Required Reading: Valerie Anne Worwood 2001 Aromatherapy for the beauty therapist Thompson Global/London

Assessment: Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks

SIBBBOS504A APPLY AROMATIC PLANT OIL CHEMISTRY TO BEAUTY TREATMENTS

Locations: City King St.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to identify and apply aromatic plant oil chemistry to the blending of preparations for use in beauty treatments. In order to select and blend aromatic plant oils for aromatic face and body treatments the therapist is required to develop a thorough knowledge of their characteristics. This unit describes the process of identifying the properties, origins and therapeutic profiles of a limited range of

aromatic plant oils and carrier oils that may be selected and blended.

Required Reading:No Required Reading

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

SIBBOS505A BLEND AND APPLY A RANGE OF AROMATIC PLANT OILS FOR BEAUTY TREATMENTS

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to blend and apply aromatic plant oils for use in a range of beauty treatments. The unit requires the beauty therapist to interpret the client's treatment plan and blend a range of aromatic plant oils.

Required Reading:No Required Reading

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

SIBBCCS301A APPLY THE PRINCIPLES OF SKIN BIOLOGY TO BEAUTY TREATMENTS

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to apply an understanding of the composition and function of normal skin in promoting and enhancing skin care in the application of beauty services and advising on home-care products. This unit requires the operator to demonstrate in their practice an understanding of skin biology as it applies to beauty treatments and in the promotion of healthy skin through provision of skin care advice. Knowledge of relevant legislation and workplace policies and procedures, particularly in regard to safety and hygiene, is also required.

Required Reading:No Required Reading

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

SIBBCCS302A ADVISE ON BEAUTY SERVICES

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to advise clients on a range of beauty services. This unit describes the research and communication skills required to provide advice on beauty treatments and products that meet the needs of clients. This advice may lead to the operator providing beauty services or the referral of the client to another operator.

Required Reading:No required reading

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

SIBBCCS403A RECOGNISE BODY STRUCTURES AND SYSTEMS IN A BEAUTY THERAPY CONTEXT

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to apply an understanding of body structure, systems and terminology in the context of identifying and analysing client needs, performing beauty therapy treatments, and providing post-treatment service and advice.

Required Reading:Thibodeau & Patton 2008 Structure and function of the body Elsevier/St Louis

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

SIBBCCS404A WORK IN A SKIN THERAPIES FRAMEWORK

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to apply the principles of skin science and recognise skin disorders as they apply to beauty therapy treatments. This unit describes a key beauty therapy practice: the application of an understanding of skin science, including growth, development, ageing, and healing of skin; along with the recognition of skin disorders that may contraindicate or affect beauty treatments.

Required Reading:No required reading

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

SIBBCCS405A DEVELOP TREATMENT PLANS

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to consult with clients and develop a treatment plan for single or multiple treatment sessions for one or more services.

Required Reading:No required reading

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

SIBBCCS406A USE ELECTRICITY IN BEAUTY THERAPY TREATMENTS

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to safely apply direct and alternating electrical currents in beauty therapy treatments.

Required Reading:No Required Reading

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

SIBBCCS407A INTERPRET THE CHEMICAL COMPOSITION AND PHYSICAL ACTIONS OF COSMETIC PRODUCTS

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to interpret the cosmetic chemistry and physical actions of products in order to offer accurate advice and achieve positive treatment outcomes for clients in beauty therapy treatments.

Required Reading:No Required Reading

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

SIBBCCS408A PROMOTE HEALTHY NUTRITIONAL OPTIONS IN A BEAUTY THERAPY CONTEXT

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to apply the principles of nutrition, as based on healthy food and nutrition guidelines, when providing information to clients that will enhance the outcomes of beauty therapy treatments and clients' general wellbeing. This information is integrated at the operator's discretion, based on the outcomes of client consultation and as part of beauty therapy treatments.

Required Reading:Thibodeau & Patton 2008 Structure and function of the body Elsevier/St Louis

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

SIBBFAS201A DEMONSTRATE RETAIL SKIN CARE PRODUCTS

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to cleanse skin and apply skin care products for the purpose of retail cosmetic sales. The unit describes the function of identifying the client's skin type and selecting and applying appropriate personal skin care products in a retail environment. It includes skin cleansing, product application and demonstration. The operator provides product advice in order to assist the customer in making a decision to purchase a product or products from a retail skin care range. The unit involves the performance of a known procedure where some discretion and judgement is required in the selection of products, equipment, and contingency measures within commercial service time constraints.

Required Reading:No Required Reading

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

SIBBFAS302A PROVIDE LASH AND BROW TREATMENTS

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to analyse the lash and brow needs of clients and provide a range of

treatments that may include lash and brow colouring, brow shaping and lash perming. Lash and brow treatments are provided in response to client consultation. They involve the performance of known procedures where some discretion and judgement is required in the selection of products, equipment, and contingency measures within commercial service time constraints.

Required Reading:No required reading

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

SIBBFAS303A DESIGN AND APPLY REMEDIAL CAMOUFLAGE MAKE-UP

Locations:City King St.

Prerequisites:N/A

Description:This unit describes the performance outcomes, skills and knowledge required to design and apply remedial camouflage make-up products and techniques to disguise the appearance of particular special skin conditions based on an assessment of the facial and body areas requiring remedial camouflage. This is a cosmetic response to a number of conditions that have caused a visible alteration to the texture, colour and tone of the skin in a specific area of the face or body. A cosmetic camouflage make-up treatment is custom designed and applied after client observation and consultation. It involves the use of specialised products and application techniques to cover and blend the treatment area to match the client's surrounding skin. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Required Reading:VU Produced Workbook

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

SIBBFAS404A PROVIDE FACIAL TREATMENTS

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to interpret a treatment plan and apply a range of facial treatments, including cleansing and preparing the face, and applying skin care products and manual massage routines. Facial massage treatments always include manual massage routine. They may also include the application of a range of skin care products and be performed in response to a client consultation and assessment, conducted and recorded on a treatment plan. The massage treatment could be an individual massage treatment or form part of a series of facial treatments that have been designed to meet client requirements.

Required Reading:No required reading

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

SIBBFAS405A PROVIDE ADVANCED FACIAL TREATMENTS

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to assess client's skin and apply advanced facial treatment procedures using specialised products and electrical equipment for a range of skin conditions. Facial

treatments are designed and performed in response to a client consultation and assessment, conducted and recorded on a treatment plan. Facial treatment services involve the application of a combination of manual massage and other selected treatment products and techniques.

Required Reading:No Required Reading

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

SIBBHRS301A PERFORM WAXING TREATMENTS

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to safely apply waxing treatments on the face and body, to reduce unwanted hair.

Required Reading:No required reading

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

SIBBHRS502A PERFORM FEMALE INTIMATE WAXING TREATMENTS

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to safely remove hair from female intimate body areas using various waxing techniques. It is part a suite of hair reduction services that may be available in beauty salons to meet the needs of different female clients. Waxing on other body areas and male intimate waxing treatments are described in separate units. Alternative hair reduction treatments, such as electrolysis, intense pulsed light and laser hair reduction, require specialised skills and knowledge and are also presented in separate units.

Required Reading:No Required Reading

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

SIBBHRS503A PERFORM MALE INTIMATE WAXING TREATMENTS

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to safely remove hair from male intimate body areas using various waxing techniques. It is part a suite of hair reduction services that may be available in beauty salons to meet the needs of different clients. Waxing on other body areas and female intimate waxing treatments are described in separate units. Alternative hair reduction treatments, such as electrolysis, intense pulsed light and laser hair reduction, require specialised skills and knowledge; and are also presented in separate units.

Required Reading:No Required Reading

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements,

including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

SIBBHRS504A PROVIDE ELECTROLYSIS TREATMENTS

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to plan and safely perform electrolysis treatments to reduce unwanted hair on the face or body.

Required Reading:No Required Reading

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

SIBBNLS201A WORK IN A NAIL SERVICES FRAMEWORK

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to apply the principles of nail science and recognise skin disorders as they apply to nail treatments on hands and feet.

Required Reading:No required reading

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

SIBBNLS202A PROVIDE MANICURE AND PEDICARE SERVICES

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to perform a range of manicure and pedicure services. The manicure or pedicure service is performed in response to client consultation and assessment, conducted and recorded on a treatment plan.

Required Reading:No required reading

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

SIBBNLS203A APPLY ULTRAVIOLET GEL NAIL ENHANCEMENT

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to perform a range of artificial ultraviolet (UV) light gel-based products to enhance the appearance of fingernails or toenails.

Required Reading:No required reading

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

SIBBNLS204A APPLY ACRYLIC NAIL ENHANCEMENT

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to perform a range of acrylic nail enhancement services to enhance the appearance of fingernails and toenails. The service is performed in response to client consultation and assessment, conducted and recorded on a treatment plan.

Required Reading:No required reading

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

SIBBNLS205A APPLY NAIL ART

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to apply a range of nail art products and hand painted designs.

Required Reading:No required reading

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

SIBBNLS206A USE ELECTRIC FILE EQUIPMENT FOR NAILS

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to assess the needs of clients and use electric file equipment in conjunction with artificial nail application services. The operator selects from a range of file bits to achieve filed nail areas where required.

Required Reading:No required reading

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

SIBBNLS207A APPLY ADVANCED NAIL ART

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to perform advanced nail art techniques to apply decorative designs to nails. Nail technicians combine their knowledge of acrylic and gel products and creative design skills to select and apply a range of advanced nail art techniques to achieve two-dimensional or three-dimensional (3-D) decorative nail designs.

Required Reading:No required reading

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

SIBBRES201A RESEARCH AND APPLY BEAUTY INDUSTRY INFORMATION

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to access, increase and update knowledge of the beauty industry and relevant industry legislation. This unit describes the application of research to locate information regarding the beauty industry and its relationship to other industries, and to apply this knowledge to enhance personal work performance in a beauty industry environment.

Required Reading:No Reading Required

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

SIBBSKS201A PIERCE EARS

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to assess client requirements and pierce ear lobes for ornamentation.

Required Reading:No Reading Required

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

SIBBSKS302A APPLY COSMETIC TANNING PRODUCTS

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to perform cosmetic tanning treatments using cosmetic tanning products. It involves individual responsibility for selecting and applying cosmetic tanning products to achieve agreed outcomes, and safely applying them to achieve client's tanning requirements.

Required Reading:No Required Reading

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

SIBBSKS503A PROVIDE DIATHERMY TREATMENTS

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to analyse the needs of clients, interpret a treatment plan and safely use electrical currents to apply diathermy procedures to treat dilated capillaries.

Required Reading:No Required Reading

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

SIBBSKS506A APPLY MICRO-DERMABRASION TO IMPROVE SKIN APPEARANCE

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to apply micro-dermabrasion techniques and provide relevant post-treatment advice. Micro-dermabrasion involves the application of manual or pre-set systems using crystals and vacuum suction to exfoliate the skin on the face or body. The therapist performing the body treatment may or may not have designed the treatment, but is expected to access and interpret a treatment plan, explain the administration of the treatment to the client, and adapt as required during the service in response to client reaction.

Required Reading:No Required Reading

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

SIBBSPA501A WORK IN A SPA THERAPIES FRAMEWORK

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to apply spa principles and practice when offering spa treatments and creating and maintaining a spa services environment.

Required Reading:No Required Reading

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

SIBBSPA502A PLAN SPA PROGRAMS

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to identify a client's general spa treatment requirements and plan a treatment program.

Required Reading:No Required Reading

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

SIBBSPA503A PROVIDE SPA THERAPIES

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to provide wet room and dry room spa therapies. In a spa environment, the beauty therapist may or may not have had contact with the client in the initial development of the spa program plan. The plan may relate to a single visit or may include a series of treatments over time. The therapist reviews and updates the initial treatment plan with the client as part of each treatment service.

Required Reading:No Required Reading

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements,

including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

SIBBSPA504A PROVIDE STONE THERAPY MASSAGE

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to provide stone therapy massage as part of a spa program.

Required Reading:No Required Reading

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

SIBBSPA505A PROVIDE INDIAN HEAD MASSAGE FOR RELAXATION

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to provide Indian head massage as part of a spa program.

Required Reading:No Required Reading

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

SIBXCCS201A CONDUCT FINANCIAL TRANSACTIONS

Locations:City King St, Industry, Melton, Off-shore.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to communicate with clients and operate a range of point-of-sale equipment to perform sales transactions and reconcile takings. The unit describes the function of performing cash handling procedures and financial transactions relating to services or retail product sales in a personal services environment.

Required Reading:No Reading Required

Assessment:Evidence of the following is essential: - applying relevant legislation, including consumer law - operating point-of-sale equipment according to manufacturer instructions and workplace procedures - applying workplace policies and procedures in regard to cash handling and point-of-sale transactions in a personal services environment - using time effectively. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

SIBXCCS202A PROVIDE SERVICE TO CLIENTS

Locations:City King St, Industry, Melton, Off-shore.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to deliver a complete customer service experience to clients in a personal services environment. It includes reception duties, scheduling client services, responding to client complaints, and identifying and responding to clients' special customer service needs.

Required Reading:No Reading Required

Assessment:Evidence of the following is essential: - applying workplace

policies and procedures and safe work practices in regard to the provision of service to clients - effectively scheduling clients and making appointments - providing a consistently welcoming client environment by treating clients in a courteous, professional manner using culturally appropriate greetings and farewells - interpreting the nature of client complaints and taking appropriate action to resolve complaints - using effective questioning and active listening techniques to consult, reassure and negotiate with clients, while maintaining discretion and confidentiality - using time effectively. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

SIBXFAS201A DESIGN AND APPLY MAKE-UP

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to design and apply suitable facial make-up to meet client requirements.

Required Reading:No Reading Required

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

SIBXFAS202A DESIGN AND APPLY MAKE-UP FOR PHOTOGRAPHY

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to design and apply make-up for photographic shoots. The make-up artist must establish whether natural or artificial lighting is being used; if the planned photography is in colour, black and white, or both; and select and apply products that are appropriate to these in achieving the make-up design that will ensure optimum make-up photographic outcomes under these conditions.

Required Reading:No Reading Required

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

SIBXPSM501A LEAD TEAMS IN A PERSONAL SERVICES ENVIRONMENT

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to establish, maintain and improve a personal services team culture and practice. The unit describes the function of ensuring the values and objectives of the organisation are communicated to, and constructively implemented with, workplace team members to improve overall personal services standards.

Required Reading:No required reading

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

SIBXPSM502A MANAGE TREATMENT SERVICES AND SALES DELIVERY

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to maintain and improve the delivery of treatment services and associated sales in a personal services environment. It describes the function of managing optimum staff treatment performance, product sales, and managing product and equipment development.

Required Reading:No Required Reading

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

SIBXPSM503A PROMOTE A PERSONAL SERVICES BUSINESS

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to develop and implement marketing strategies, to expand both the client base and business turnover. The unit describes the function of regularly developing and integrating a full range of marketing strategies and tasks to expand and diversify the client base, maintain and improve client re-booking, and increase average client spending in a personal services environment. Ongoing monitoring and adjustment of marketing activities, along with evaluation of business performance, are also required to achieve ongoing business success.

Required Reading:No Required Reading

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks.

SIBXRES501A INVESTIGATE NEW PRODUCTS AND SERVICES

Locations:City King St, Off-shore.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to investigate, plan for and introduce new products and services. Personal services managers regularly investigate new products and services in order to change or enhance the business product or service range. They may be required to apply initiative and judgement, using a range of problem-solving and decision-making strategies.

Required Reading:No required reading

Assessment:Assessment may include: assignments; classwork; projects; case studies; presentations; demonstration and observation

SIHHBAS201A PERFORM SHAMPOO AND BASIN SERVICES

Locations:City King St, Industry, Melton, Off-shore.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to perform a range of shampoo and basin services.

Required Reading:VU Produced Workbooks

Assessment:Evidence of the following is essential: - interacting with clients, to take into account any cultural or physical requirements, and to ensure client comfort and safety throughout the services required - interpreting and following verbal instructions from supervising hairdressers - interpreting and consistently applying product instructions for the application of shampoo and treatment products - applying salon procedures and safe work practices regarding gowning clients and performing: - pre-service shampoo services and treatments - removing processed tint from hair - consistently applying a range of

shampoo and scalp massage movements, including petrissage and rotary movements to the satisfaction of clients. Assessments may include: - practical assessment - work projects - demonstration Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

SIHHBAS202A PERFORM HEAD, NECK AND SHOULDER MASSAGE

Locations:City King St, Industry, Off-shore.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to provide a head, neck and shoulder massage.

Required Reading:VU Produced Workbooks

Assessment:Evidence of the following is essential: - consistently interacting with clients throughout the massage service to: - take into account any cultural or physical requirements - establish client requirements - ensure client comfort and safety - accurately interpreting and following verbal instructions from supervising operators - accurately interpreting and consistently applying manufacturer's instructions for the application of massage mediums - consistently applying salon procedures and safe work practices in regard to performing head, neck and shoulder massage
Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

SIHHCCS201A GREET AND PREPARE CLIENTS FOR SALON SERVICES

Locations:City King St, Melton.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to meet, greet and prepare clients for a range of salon services.

Required Reading:VU Produced Workbooks

Assessment:A range of assessment methods will be used to assess practical skills and knowledge: - welcoming and interacting with clients, according to salon procedures - providing hospitality to clients - gowning clients for a range of salon services, according to salon procedures - interpreting and following verbal instructions from senior operators. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

SIHHCCS302A PERFORM A FULL CLIENT CONSULTATION

Locations:City King St, Industry, Off-shore.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to provide a full consultation service in order to recommend new or changed services and products to clients.

Required Reading:VU Produced Workbooks

Assessment:Evidence of the following is essential: - engaging with clients - conducting client analysis - discussing and confirming visualised hair colour and design options to clients - developing and confirming a service plan with clients - recommending and demonstrating home care tools and products. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

SIHHCCS303A RESPOND TO SERVICE RELATED AND TECHNICAL PROBLEMS

Locations:City King St, Industry, Melton, Off-shore.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to respond to service-related problems and client technical service dissatisfaction.

Required Reading:VU Produced Workbooks

Assessment:Evidence of the following is essential: - anticipating potential conflicts and problems and taking preventative action - taking action to solve client service difficulties and complaints according to salon service procedures - assessing technical problems and working with clients to promote and plan remedial action - client follow-up to assess satisfaction with the outcomes of remedial procedures. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

SIHHCLS201A APPLY HAIR COLOUR PRODUCTS

Locations:City King St, Melton.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to apply a limited range of hair colour products.

Required Reading:VU Produced Workbooks

Assessment:A range of assessment methods will be used to assess practical skills and knowledge: - observation of the learner performing a range of tasks in an actual or simulated work environment, over sufficient time to demonstrate their handling of a range of contingencies. Tasks include: - selecting and preparing colour products as instructed by a supervising hairdresser - taking personal precautions to avoid contact of colour products with operator skin or eyes - following salon procedures to ensure the comfort and safety of clients during colour applications - minimising and ensuring safe disposal of product waste - interacting with clients and supervising hairdresser - completing colour applications within designated salon timeframes
Assessments may include: - practical assessment - work projects - demonstration Specific unit assessments are located in the learning and assessment plans within the School.

SIHHCLS302A COLOUR AND LIGHTEN HAIR

Locations:City King St, Industry, Melton, Off-shore.

Prerequisites:SIHHSC301A - APPLY THE PRINCIPLES OF HAIRDRESSING SCIENCE

Description:This unit describes the performance outcomes, skills and knowledge required to select and apply products to colour and lighten hair.

Required Reading:VU Produced Workbooks

Assessment:Evidence of the following is essential: - pre-service client consultation that includes accurate hair analysis and establishes client expectations regarding the colour result - recognising and managing contraindications to colour services according to salon procedures - accurately interpreting and consistently applying product colour charts, instructions and safety data sheets - safe selection, preparation, application, processing and removal of colour without residual scalp stain - observing client and operator safety precautions - achieving target colour results that satisfy clients in designated salon timeframes - providing colour care advice and promoting home care products from the salon range. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the

learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

SIHHCLS303A DESIGN AND PERFORM FULL AND PARTIAL HIGHLIGHTING TECHNIQUES

Locations:City King St, Industry, Melton, Off-shore.

Prerequisites:SIHHSC301A - APPLY THE PRINCIPLES OF HAIRDRESSING SCIENCESIHHCLS302A - COLOUR AND LIGHTEN HAIR

Description:This unit describes the performance outcomes, skills and knowledge required to design and apply foiling and quick colour and full and partial head highlighting applications for current commercial colour and lightening effects.

Required Reading:VU Produced Workbooks

Assessment:Evidence of the following is essential: - pre-service client consultation that includes accurate hair analysis and establishes client expectations regarding the colour result - recognising and managing contraindications to colour and bleach services - interpreting and applying colour charts, product instructions and safety data sheets - applying weaving and splicing techniques within salon timeframes - applying highlighting techniques within salon timeframes -observing client and operator safety precautions - achieving target highlighting results that satisfy clients - providing colour care advice and promoting home care products from the salon range. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

SIHHCLS304A NEUTRALISE UNWANTED COLOURS AND TONES

Locations:City King St, Industry, Off-shore.

Prerequisites:SIHHSC301A - APPLY THE PRINCIPLES OF HAIRDRESSING SCIENCE

Description:This unit describes the performance outcomes, skills and knowledge required to select and apply techniques to change unwanted hair colour tones to achieve the desired base colour and tone.

Required Reading:VU Produced Workbooks

Assessment:Evidence of the following is essential: - client consultation that consistently includes hair and colour analysis and establishes client expectations regarding the colour result - accurately interpreting and consistently applying manufacturer: - colour charts - product instructions - safety data sheets - achieving target colour and tone results that satisfy clients - observing client and operator safety precautions - implementing salon environmental protection practices, such as: - waste minimisation - waste disposal - water efficiency - providing home hair care advice and recommending colour care products from the salon range. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

SIHHCLS305A PERFORM ON SCALP FULL HEAD AND RETOUCH BLEACH SERVICES

Locations:City King St, Industry, Off-shore.

Prerequisites:SIHHSC301A - APPLY THE PRINCIPLES OF HAIRDRESSING SCIENCESIHHCLS302A - COLOUR AND LIGHTEN HAIRSIHHCLS304A - NEUTRALISE UNWANTED COLOURS AND TONES

Description:This unit describes the performance outcomes, skills and knowledge required to perform on scalp and retouch bleach services.

Required Reading:VU Produced Workbooks

Assessment:Evidence of the following is essential: - pre-service client

consultation that includes accurate hair analysis and establishes client expectations regarding the level and tone of lightening - interpreting and applying colour charts, product information, instructions and safety data sheets - observing safety precautions to ensure client and operator safety - following selected stages and methods of product application - achieving the desired degree of lift, with even colour results and minimum hair damage for both virgin head and regrowth bleach services. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

SIHHCS301A DESIGN HAIRCUT STRUCTURES

Locations:City King St, Industry, Off-shore.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to develop 2-D visual representations and plans for haircut structures.

Required Reading:VU Produced Workbooks

Assessment:Evidence of the following is essential: - analysing and interpreting finished looks and the components of haircut structures - developing simple line drawings representing finished haircut designs - producing 2-D representations showing interior and exterior design lines, indicating soft or hard lines, starting point of haircut, sectioning and parting patterns, degree of lift, distribution of hair and structural graphic. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

SIHHCS302A APPLY ONE LENGTH OR SOLID HAIRCUT STRUCTURES

Locations:City King St, Industry, Off-shore.

Prerequisites:SIHHCS301A - DESIGN HAIRCUT STRUCTURES

Description:This unit describes the performance outcomes, skills and knowledge required to design and apply one length or solid haircut structures.

Required Reading:VU Produced Workbooks

Assessment:Evidence of the following is essential: - holding and applying scissors, clippers or razors to create solid lines - parting the hair with clean sections and partings throughout the haircut - establishing one length or solid haircut lines on the skin or fall to match the plan - applying hands, scissors and clippers to base partings in a parallel manner - adjusting the position of the client's head and neck during the haircut service for minimum lift and natural fall of hair in order to achieve solid form - maintaining the hair evenly wet or dry and applying minimum tension in order to achieve solid form - achieving one length or solid haircut Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

SIHHCS303A APPLY GRADUATED HAIRCUT STRUCTURES

Locations:City King St, Industry, Off-shore.

Prerequisites:SIHHCS301A - DESIGN HAIRCUT STRUCTURES

Description:This unit describes the performance outcomes, skills and knowledge required to design and apply graduated haircut structures.

Required Reading:VU Produced Workbooks

Assessment:Evidence of the following is essential: - selecting tools and graduation techniques appropriate to the planned graduated finish - applying the cutting hand, and holding the cutting tools, to create graduated designs -

parting the hair with clean sections and partings throughout the haircut - applying hands and haircutting tools parallel and non-parallel to base partings to achieve planned graduation - positioning the head and neck and making any necessary adjustments during service to achieve the appropriate degree of graduation - maintaining the hair evenly wet or dry and applying even tension - achieving planned degree or degrees of graduation Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

SIHHHCS304A APPLY LAYERED HAIRCUT STRUCTURES

Locations:City King St, Industry, Off-shore.

Prerequisites:SIHHHCS301A - DESIGN HAIRCUT STRUCTURES

Description:This unit describes the performance outcomes, skills and knowledge required to design and apply layered haircut structures.

Required Reading:VU Produced Workbooks

Assessment:Evidence of the following is essential: - selecting tools and layering techniques appropriate to the planned layered finish - applying the cutting hand and holding and applying haircutting tools to create layered designs - parting the hair with clean sections and partings throughout the haircut - applying hands and cutting tools parallel to base parting to achieve uniform layering - applying hands and cutting tools parallel and non-parallel to base parting to achieve increased layering - positioning the head and neck and making any necessary adjustments during service to achieve planned layering effects - maintaining the hair evenly wet or dry and applying even tension - achieving layered haircuts . Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

SIHHHCS305A APPLY OVER-COMB TECHNIQUES

Locations:City King St, Industry, Off-shore.

Prerequisites:SIHHHCS301A - DESIGN HAIRCUT STRUCTURES

Description:This unit describes the performance outcomes, skills and knowledge required to apply over-comb techniques.

Required Reading:VU Produced Workbooks

Assessment:Evidence of the following is essential: - selecting tools and tapering techniques appropriate to the planned finish - maintaining hands and cutting tools parallel to the exterior design line when applying over-comb techniques - positioning the head and neck and making any necessary adjustments during service to achieve planned layering effects -using over-comb techniques to blend in tapered area and structures in the interior and exterior of the haircut - outlining tapered haircuts using clippers and scissors or shaving techniques as required - achieving over-comb techniques - applying finishing techniques for tapered structures. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

SIHHHCS306A COMBINE STRUCTURES FOR CURRENT HAIRCUT DESIGNS

Locations:City King St, Industry, Off-shore.

Prerequisites:SIHHHCS301A - DESIGN HAIRCUT STRUCTURES
SIHHHCS302A - APPLY ONE LENGTH OR SOLID HAIRCUT STRUCTURE
SIHHHCS303A - APPLY GRADUATED HAIRCUT STRUCTURE
SIHHHCS304A - APPLY LAYERED HAIRCUT STRUCTURES

Description:This unit describes the performance outcomes, skills and knowledge

required to combine haircut structures for finished haircut designs.

Required Reading:VU Produced Workbooks

Assessment:Evidence of the following is essential: - pre haircutting service analysis on a variety of clients - planning and combining haircut structures for a variety of haircut looks - safe application of a variety of haircutting tools and techniques - achieving required haircut designs according to planned outcomes - applying finishing techniques to enhance haircuts - completing haircut services within designated workplace timeframes. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

SIHHHCS307A COMBINE STRUCTURES FOR TRADITIONAL AND CLASSIC MEN'S HAIRCUT DESIGNS

Locations:City King St, Industry, Off-shore.

Prerequisites:SIHHHCS301A - DESIGN HAIRCUT STRUCTURE
SIHHHCS302A - APPLY ONE LENGTH OR SOLID HAIRCUT STRUCTURE
SIHHHCS303A - APPLY GRADUATED HAIRCUT STRUCTURE
SIHHHCS304A - APPLY LAYERED HAIRCUT STRUCTURE
SIHHHCS305A - APPLY OVER-COMB TECHNIQUES

Description:This unit describes the performance outcomes, skills and knowledge required to combine haircut structures for traditional and classic finished haircut designs on men.

Required Reading:VU Produced Workbooks

Assessment:Evidence of the following is essential: - pre-haircutting service analysis on a variety of clients - using haircutting tools to combine haircut structures for a variety of haircut looks, including: - short back and sides - short, medium and long tapered haircuts - medium fashion cut spiked on top - medium style cut with square back - flat top (crew) - outlining haircuts, using: - clippers - scissors - neck shaving techniques - safe application of a variety of haircutting tools and techniques - achieving haircut designs, according to planned outcomes - applying finishing techniques to enhance haircuts - completing haircut services within designated workplace timeframes. Assessments may include: - practical assessment - work projects - demonstration. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

SIHHHDS201A DRY HAIR TO SHAPE

Locations:City King St, Melton.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to use a variety of styling tools to dry hair to shape, as directed by a senior operator.

Required Reading:VU Produced Workbooks

Assessment:A range of assessment methods will be used to assess practical skills and knowledge: - interpreting and following verbal instructions from senior operators - following relevant salon procedures - ensuring client comfort and safety throughout the required services - selecting and applying the appropriate drying tools and techniques to achieve outcomes that satisfy clients and supervising hairdressers. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School

SIHHDS303A DESIGN AND APPLY SHORT TO MEDIUM LENGTH HAIR DESIGN FINISHES

Locations:City King St, Industry, Off-shore.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to create classic and current short to medium length hair design finishes on a range of clients.

Required Reading:VU Produced Workbooks

Assessment:Evidence of the following is essential: - analysing and identifying the elements of hair designs, and alternative techniques that may be applied to achieve those designs - applying a range of classic and current hair designs on short to medium length hair - ensuring client comfort and safety throughout the service - following salon procedures relevant to the service - ability to complete short to medium finished designs within designated workplace timeframes. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

SIHHDS304A DESIGN AND APPLY CLASSIC LONG HAIR UP STYLES

Locations:City King St, Industry, Off-shore.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to create classic long hair design finishes on a range of clients.

Required Reading:VU Produced Workbooks

Assessment:Evidence of the following is essential: - analysing and identifying the elements of long hair designs and alternative techniques that may be applied to achieve those designs - applying up styles that include braids, chignons roll and twists - completing long hair design services within designated workplace timeframes. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

SIHHRS201A RINSE AND NEUTRALISE CHEMICALLY RESTRUCTURED HAIR

Locations:City King St, Melton.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to apply the rinsing and neutralising process to chemically curled or volumised hair.

Required Reading:VU Produced Workbooks

Assessment:A range of assessment methods will be used to assess practical skills and knowledge: - direct observation of the learner: - positioning clients at the basin for rinsing and neutralising service - protecting client comfort and safety during neutralising process - rinsing chemicals from hair - blotting excess water from hair - applying, processing and removing neutralising products, according to product instructions and salon procedures. - written or verbal questions appropriate to the language and literacy level of the learner to test knowledge such as: - consequences and effects of neutralising products in setting reformed shape of hair - personal precautions - review of portfolios of evidence and third-party reports of on-the-job performance. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School.

SIHHRS302A PERFORM CHEMICAL CURLING AND VOLUMISING SERVICES

Locations:City King St, Industry, Off-shore.

Prerequisites:SIHHSC301A - APPLY THE PRINCIPLES OF HAIRDRESSING SCIENCE

Description:This unit describes the performance outcomes, skills and knowledge required to design and perform chemical curling and volumising services to add curl or body to short or medium length hair.

Required Reading:VU Produced Workbooks

Assessment:Evidence of the following is essential: - accurate preservice hair and scalp analysis - selection and safe application of products, equipment and techniques appropriate to desired outcomes and predetermined designs - interpreting and following product instructions and safety data - winding to a preplanned pattern with even tension and without hooked ends - securing rods to avoid breakage, rubber marks or drag - consistently and successfully assessing the development of degree of curl for desired curl or body - performing the full rinse and neutralising service. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

SIHHRS303A PERFORM CHEMICAL STRAIGHTENING AND RELAXING SERVICES

Locations:City King St, Industry, Off-shore.

Prerequisites:SIHHSC301A - APPLY THE PRINCIPLES OF HAIRDRESSING SCIENCE

Description:This unit describes the performance outcomes, skills and knowledge required to design and perform chemical and relaxing treatment services to reduce curl or wave in the hair.

Required Reading:VU Produced Workbooks

Assessment:Evidence of the following is essential: - conducting accurate preservice hair and scalp analysis - consistently selecting products, equipment and techniques appropriate to desired outcomes and predetermined designs - interpreting and following product instructions and safety data - applying straightening products and techniques without hair breakage - assessing the development of degree of curl or wave relaxing - performing the full rinse and neutralising service according to product instructions or salon procedures. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation

SIHHRS304A PERFORM PROTEIN STRAIGHTENING AND RELAXING TREATMENTS

Locations:City King St, Industry, Off-shore.

Prerequisites:SIHHSC301A - APPLY THE PRINCIPLES OF HAIRDRESSING SCIENCE

Description:This unit describes the performance outcomes, skills and knowledge required to perform protein straightening and relaxing treatments to reduce curl or wave in the hair.

Required Reading:VU Produced Workbooks

Assessment:Evidence of the following is essential: - conducting accurate preservice hair and scalp analysis - consistently selecting products, equipment and techniques appropriate to desired outcomes and predetermined designs - interpreting and following product instructions and safety data sheets - applying straightening products and techniques without hair breakage - successfully assessing the development of degree of curl or wave

relaxing - performing the full rinse and neutralising service, according to product instructions or salon procedures. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

SIHHSC301A APPLY THE PRINCIPLES OF HAIRDRESSING SCIENCE

Locations:City King St, Industry, Off-shore.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to apply the principles of hairdressing science. Hairdressers demonstrate an understanding of skin and hair biology and cosmetic chemistry as they apply to the performance of hairdressing services.

Required Reading:VU Produced Workbooks

Assessment:Evidence of the following is essential: - knowledge of the main ingredients in common hairdressing products and their physical and chemical effects on hair - applying safe work practices and the safe use of products and equipment (including the use of preventative measures) - knowledge and consistent application of the principles of skin and hair science as they apply to hairdressing services, including: - main functions and roles of the skin - structural and cellular features of hair and hair follicles - process of hair growth and the hair growth cycle - characteristics of normal and damaged hair - contraindications to particular services. Assessments may include: - practical assessment - work projects - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

SIHHSC302A IDENTIFY AND TREAT HAIR AND SCALP CONDITIONS

Locations:City King St, Industry, Off-shore.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to assess skin test reactions, to recognise a range of normal and abnormal conditions of the hair and scalp, and to propose and perform treatments from the salon range.

Required Reading:VU Produced Workbooks

Assessment:Evidence of the following is essential: - knowledge of the transmission routes of infectious conditions and skill in the application of standard infection-control precautions - recognising the appearance of normal and abnormal scalp conditions - consulting with clients and recommending hair and scalp treatments suitable to identified conditions - applying and evaluating skin tests prior to providing hair colouring services. Assessments may include: - practical assessment - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

SIHHIND201A MAINTAIN AND ORGANISE TOOLS, EQUIPMENT AND WORK AREAS

Locations:City King St, Industry, Melton, Off-shore.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to maintain and organise tools, equipment and work areas in hairdressing service environments.

Required Reading:VU Produced Workbooks

Assessment:Evidence of the following is essential: - application of relevant health regulations and salon procedures - applying salon cleaning and set-up

routines for work and service areas - applying salon procedures for cleaning, disinfection and safe storage of linen, tools and equipment used in hairdressing services - ability to check and maintain a range of tools and equipment in safe working order - cleaning, oiling and resetting clippers and scissors - regular application of salon housekeeping programs and routines, including reporting faults and problems to relevant persons, and checking and referring tools and equipment for repair as required - completing tasks in set timeframes. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

SIHHIND202A DEVELOP HAIRDRESSING INDUSTRY KNOWLEDGE

Locations:City King St, Melton.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge to develop an understanding of the hairdressing industry.

Required Reading:VU Produced Workbooks

Assessment:A range of assessment methods will be used to assess practical skills and knowledge: - direct observation of the learner performing a range of tasks which may include: - identifying sources of industry information - accessing sources of industry information - applying information to work activities. - written or verbal questioning to assess knowledge and understanding of developing techniques to update hairdressing industry knowledge procedures, including methods of accessing industry information. Questions will be asked in a manner appropriate to the language and literacy level of the learner. - case studies or set assignments requiring the learner to undertake industry research. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School.

SIHHIND303A COORDINATE CLIENTS AND SERVICES

Locations:City King St, Industry, Off-shore.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to manage service timing to ensure the provision of a range of hairdressing services across multiple clients.

Required Reading:VU Produced Workbooks

Assessment:Evidence of the following is essential: - planning and providing hairdressing services on two or more clients over an extended period - regularly meeting salon service standards and timeframes - integrating salon team support, equipment maintenance and cleaning duties with the provision of multiple services. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

SIHHIND304A DEVELOP AND EXPAND A CLIENT BASE

Locations:City King St, Industry, Off-shore.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to develop and expand a hairdressing clientele.

Required Reading:VU Produced Workbooks

Assessment:Evidence of the following is essential: - maintaining a

returning client base - using client information to improve personal sales and service provision - adding new clients and increasing add-on sales - using formal and informal research to update knowledge of products and services. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

SIHHOHS201A APPLY SALON SAFETY PROCEDURES

Locations:City King St, Industry, Melton, Off-shore.

Prerequisites:Nil.

Description:This unit describes the performance outcomes skills and knowledge required to apply safe hairdressing working practices, according salon procedures. It covers operator skin protection, hygiene, healthy posture, appropriate footwear, safe handling and of chemicals and hairdressing equipment, procedures for emergency situations, evacuation and responding to an accident or illness. It encompasses the National Occupational Health and Safety Commission (NOHSC) guidelines for occupational health and safety.

Required Reading:VU Produced Workbooks

Assessment:Evidence of the following is essential: - consistently applying safe and hygienic work practices, in all areas of the salon, according to salon policy, OHS legislation and state or territory health regulations. - applying salon procedures for reporting faults, required repairs and problems to the relevant person - interpreting and applying manufacturer instructions and safety data for storage, use and disposal of chemicals and hazardous goods - applying salon procedures with regard to emergency situations, evacuation, or accident and illness in the salon. - interpreting and applying product instructions and safety data sheets for mixing, using and disposal of chemicals. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

SIRRFSA001A APPLY RETAIL FOOD SAFETY PRACTICES

Locations:Footscray Nicholson, City King St, Industry.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to implement safe food storage handling processes in a retail food environment according to a food safety program.

Required Reading:No required text.

Assessment:Observation, demonstration, questioning, written assignment. Demonstration, Participants will be required to demonstrate that they meet units elements via observation and questioning, Yes/No.

SIRRRPK003A ADVISE ON FAST FOOD PRODUCTS

Locations:Footscray Nicholson, Industry.

Prerequisites:SIRRFSA001A - APPLY RETAIL FOOD SAFETY PRACTICES

Description:This unit describes the performance outcomes, skills and knowledge required to develop and apply product knowledge to provide advice to customers with regard to fast food products.

Required Reading:No required text.

Assessment:Observation, demonstration, questioning, written assignment.

SIRXCCS001A APPLY POINT-OF-SALE HANDLING PROCEDURES

Locations:Footscray Nicholson, City King St, Industry.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to operate point-of-sale equipment, apply store policy and procedures to a range of transactions, interact with customers and package or wraps an item for transportation.

Required Reading:No required reading.

Assessment:Observation, demonstration, questioning, written assignment.

SIRXEBS004A SELECT AN E-BUSINESS MODEL

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to use ebusiness approaches and tools to establish more efficient business operations.

Required Reading:-

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

SIRXINVO02A MAINTAIN AND ORDER STOCK

Locations:Footscray Nicholson, City King St, Industry.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to maintain and order stock in a retail environment. It involves monitoring receipt and dispatch of goods, maintaining stock records, coordinating stocktake, identifying stock losses, processing orders and following up on orders.

Required Reading:Hospitality Traineeship: No required text.Wrice/2002. First steps in retail management. Australia/Macmillan.

Assessment:Training record book, observation, demonstration.

SIRXRPK002A RECOMMEND HAIR, BEAUTY AND COSMETIC PRODUCTS AND SERVICES

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to recommend and provide advice on hair, beauty and cosmetic products and services to customers.

Required Reading:VU 2008 Provide Services to Clients VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

SIRXSL001A SELL PRODUCTS AND SERVICES

Locations:Footscray Nicholson, City King St, Industry.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to sell products and services in a retail environment. It involves the use of sales techniques and encompasses the key selling skills from approaching the customer to closing the sale. It requires a basic level of product knowledge.

Required Reading:No required reading.

Assessment:Retail courses: Students will be assessed on their verbal and non verbal communication skills to determine customer requirements, sell the benefits of

products and services, overcome objections and close sales through observation, demonstration, questioning and presentation. Hospitality courses: A range of assessment methods will be used to assess practical skills and knowledge, including: -direct observation, role-plays, oral/written questions, case studies, presentation. - portfolios of evidence and third party reports.

SITHAC001B PROVIDE ACCOMMODATION RECEPTION SERVICES

Locations:Footscray Nicholson, Industry, Academy Sofitel.

Prerequisites:SITXADMO01A - PERFORM OFFICE PROCEDURES
SITXFIN001A - PROCESS FINANCIAL TRANSACTIONS

Description:This unit describes the performance outcomes, skills and knowledge required to provide arrival and departure services to guests in commercial accommodation establishments. It requires the ability to check daily arrivals, allocate rooms, check guests in and out of their accommodation and complete invoicing of guest charges.

Required Reading:No required reading.

Assessment:Evidence of the following is essential: - ability to check daily arrivals accurately, allocate rooms, check guests in and out of their accommodation and complete invoicing of guest charges within typical workplace time constraints - ability to complete guest registration and departure and - reporting documentation accurately and on multiple occasions - ability to provide accommodation reception services for different customer types with various reservation requirements, in a range of accommodation types. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

SITHAC003A PROVIDE PORTER SERVICES

Locations:Footscray Nicholson, Industry, Academy Sofitel.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to provide porter services within a commercial accommodation establishment. It requires the ability to check and plan for daily arrivals, assist guests with luggage and provide ancillary services for guests.

Required Reading:No required reading.

Assessment:A range of assessment methods will be used to assess the practical skills and knowledge required to provide porter services, including: - direct observation of the candidate carrying and loading multiple pieces of luggage safely or answering customer requests - role play to assess ability to deal with differing customer queries, requests or complaints - case studies to complete arrival or departure luggage processes and documentation for different customer scenarios -oral or written questions to assess knowledge of typical portering procedures and systems -review of portfolios of evidence and third party workplace reports of on the job performance by the candidate. Traineeship: Training record book, observation, demonstration, written/oral test/worksheets.

SITHAC004A PROVIDE HOUSEKEEPING SERVICES TO GUESTS

Locations:Footscray Nicholson, Industry.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to provide a range of general housekeeping services to guests

Required Reading:No required text.

Assessment:Observation, role plays, oral/written questions, portfolio of evidence.

SITHAC004B PROVIDE HOUSEKEEPING SERVICES TO GUESTS

Locations:Footscray Nicholson, Industry, Off-shore, Industry.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to provide a range of general housekeeping services to guests

Required Reading:No required text.

Assessment:Evidence of the following is essential: - ability to offer courteous and friendly service to guests - knowledge of a range of housekeeping services and equipment. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. This unit lends itself to LiWC via a project or simulation. Specific unit assessments are located in the learning and assessment plans within the School.

SITHAC005A PREPARE ROOM FOR GUESTS

Locations:Footscray Nicholson, Industry, Academy Sofitel.

Prerequisites:SITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURES
SITHAC006A - CLEAN PREMISES AND EQUIPMENT

Description:This unit describes the performance outcomes, skills and knowledge required to prepare rooms including bedrooms and bathrooms for guests in an accommodation establishment.

Required Reading:No required reading.

Assessment:A range of assessment methods will be used to assess practical skills and knowledge, including: - direct observation of the candidate preparing and servicing a guest room - inspection of rooms cleaned by the candidate - written and oral questions to test knowledge about housekeeping and room preparation procedures - review of portfolios of evidence and third party workplace reports of on the job performance by the candidate.

SITHAC005B PREPARE ROOMS FOR GUESTS

Locations:Footscray Nicholson, Industry, Off-shore.

Prerequisites:SITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURES
SITHAC006B - CLEAN PREMISES AND EQUIPMENT

Description:This unit describes the performance outcomes, skills and knowledge required to prepare rooms including bedrooms and bathrooms for guests in an accommodation establishment.

Required Reading:No required reading.

Assessment:A range of assessment methods will be used to assess practical skills and knowledge, including: - direct observation of the candidate preparing and servicing a guest room - inspection of rooms cleaned by the candidate - written and oral questions to test knowledge about housekeeping and room preparation procedures - review of portfolios of evidence and third party workplace reports of on the job performance by the candidate. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

SITHAC006A CLEAN PREMISES AND EQUIPMENT

Locations:Footscray Nicholson, Industry, Academy Sofitel.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to carry out general cleaning duties as part of a job role in a tourism or hospitality enterprise or any other service industry context. It does not include contract cleaning which is covered by the Asset Maintenance Training Package

Required Reading:Traineeship: No required reading. O'Shannessy, V., Minnett, D. (2008). The road to hospitality, skills for the new professional. Australia: Pearson

Ed

Assessment:A range of assessment methods will be used to assess practical skills and knowledge, including: -direct observation of cleaning and maintenance activities -oral or written questioning to assess knowledge of cleaning and maintenance procedures, materials equipment and legislation -review of portfolios of evidence and third party workplace reports of on the job performance by the candidate. -Holistic assessment with other units relevant to the industry sector, workplace and job role.

SITHAC006B CLEAN PREMISES AND EQUIPMENT

Locations:Footscray Nicholson, Industry, Off-shore.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to carry out general cleaning duties as part of a job role in a tourism or hospitality enterprise or any other service industry context. It does not include contract cleaning which is covered by the Asset Maintenance Training Package

Required Reading:Traineeship: No required reading. O'Shannessy, V., Minnett, D. (2008). The road to hospitality, skills for the new professional. Australia: Pearson Ed

Assessment:A range of assessment methods will be used to assess practical skills and knowledge, including: -direct observation of cleaning and maintenance activities -oral or written questioning to assess knowledge of cleaning and maintenance procedures, materials equipment and legislation -review of portfolios of evidence and third party workplace reports of on the job performance by the candidate. -Holistic assessment with other units relevant to the industry sector, workplace and job role. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

SITHAC007B LAUNDRY LINEN AND GUEST CLOTHES

Locations:Footscray Nicholson, Industry, Academy Sofitel.

Prerequisites:SITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURES

Description:This unit describes the performance outcomes, skills and knowledge required to launder linen and guest clothes

Required Reading:No required reading.

Assessment:Evidence of the following is essential: - ability to correctly assess the processes required for different types of laundry - ability to operate laundry equipment safely, using a full range of cycles available and complete the laundering process using a variety of linen and clothing items and fabrics - ability to organise resource effective cleaning of laundry items - knowledge of correct and environmentally sound disposal methods for waste and in particular for hazardous substances - completion of tasks within enterprise-acceptable timeframes and with quality laundry outcomes. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

SITHAC001A USE BASIC ASIAN METHODS OF COOKERY

Locations:Off-shore.

Prerequisites:SITHCC001A - ORGANISE AND PREPARE FOODSITHCC002A - PRESENT FOODSITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURES

Description:This unit describes the performance outcomes, skills and knowledge required to apply basic principles and methods used in Asian cookery, including national Asian cuisines as well as regional specialisations.

Required Reading:Ford,Zelman,Hunter,Tinton,Carey,Walpole,Rippington 1 Chef Professional Cengage Learning

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

SITHAC002A PRODUCE APPETISERS AND SNACKS FOR ASIAN CUISINES

Locations:Off-shore.

Prerequisites:SITHAC001A - USE BASIC ASIAN METHODS OF COOKERY SITHCC001A - ORGANISE AND PREPARE FOODSITHCC002A - PRESENT FOODSITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURES

Description:This unit describes the performance outcomes, skills and knowledge required to prepare and present appetisers and snacks for Asian cuisines.

Required Reading:Ford,Zelman,Hunter,Tinton,Carey,Walpole,Rippington 1 Chef Professional Cengage Learning

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

SITHAC003A PREPARE STOCKS AND SOUPS FOR ASIAN CUISINES

Locations:Off-shore.

Prerequisites:SITHAC001A - USE BASIC ASIAN METHODS OF COOKERY SITHCC001A - ORGANISE AND PREPARE FOODSITHCC002A - PRESENT FOODSITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURES

Description:This unit describes the performance outcomes, skills and knowledge required to prepare stocks and soups for Asian cuisines.

Required Reading:Ford,Zelman,Hunter,Tinton,Carey,Walpole,Rippington 1 Chef Professional Cengage Learning

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

SITHAC004A PREPARE SAUCES, DIPS AND ACCOMPANIMENTS FOR ASIAN CUISINES

Locations:Off-shore.

Prerequisites:SITHAC001A - USE BASIC ASIAN METHODS OF COOKERY SITHCC001A - ORGANISE AND PREPARE FOODSITHCC002A - PRESENT FOODSITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURES

Description:This unit describes the performance outcomes, skills and knowledge required to prepare and present sauces, dips and accompaniments for Asian cuisines.

Required Reading:Ford,Zelman,Hunter,Tinton,Carey,Walpole,Rippington 1 Chef Professional Cengage Learning

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

SITHAC005A PREPARE SALADS FOR ASIAN CUISINES

Locations:Off-shore.

Prerequisites:SITHAC001A - USE BASIC ASIAN METHODS OF

COOKERY SITHCC001A - ORGANISE AND PREPARE FOODS
SITHCC002A - PRESENT FOODS
SITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURES

Description: This unit describes the performance outcomes, skills and knowledge required to prepare salads, sauces, dressings and accompaniments for national and regional Asian cuisines.

Required Reading: VU VU Produced Workbooks VU

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

SITHASCO06A PREPARE RICE AND NOODLES FOR ASIAN CUISINES

Locations: Off-shore.

Prerequisites: SITHASCO01A - USE BASIC ASIAN METHODS OF COOKERY
SITHCC001A - ORGANISE AND PREPARE FOODS
SITHCC002A - PRESENT FOODS
SITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURES

Description: This unit describes the performance outcomes, skills and knowledge required to prepare rice and noodles for national and regional Asian cuisines.

Required Reading: Ford, Zelman, Hunter, Tinton, Carey, Walpole, Rippington 1 Chef Professional Cengage Learning

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

SITHASCO07A PREPARE MEAT, POULTRY, SEAFOOD AND VEGETABLES FOR ASIAN CUISINES

Locations: Off-shore.

Prerequisites: SITHASCO01A - USE BASIC ASIAN METHODS OF COOKERY
SITHCC001A - ORGANISE AND PREPARE FOODS
SITHCC002A - PRESENT FOODS
SITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURES

Description: This unit describes the performance outcomes, skills and knowledge required to prepare meat, poultry, seafood and vegetables for national and regional Asian cuisines.

Required Reading: Ford, Zelman, Hunter, Tinton, Carey, Walpole, Rippington 1 Chef Professional Cengage Learning

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

SITHASCO08A PREPARE DESSERTS FOR ASIAN CUISINES

Locations: Off-shore.

Prerequisites: SITHASCO01A - USE BASIC ASIAN METHODS OF COOKERY
SITHCC002A - PRESENT FOODS
SITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURES

Description: This unit describes the performance outcomes, skills and knowledge required to prepare desserts for national and regional Asian cuisines.

Required Reading: Ford, Zelman, Hunter, Tinton, Carey, Walpole, Rippington 1 Chef Professional Cengage Learning

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each

competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

SITHASCO09A PREPARE CURRY PASTE AND POWDER FOR ASIAN CUISINES

Locations: Off-shore.

Prerequisites: SITHCC001A - ORGANISE AND PREPARE FOODS
SITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURES

Description: This unit describes the performance outcomes, skills and knowledge required to prepare curry pastes and powders for national and regional Asian cuisines.

Required Reading: Ford, Zelman, Hunter, Tinton, Carey, Walpole, Rippington 1 Chef Professional Cengage Learning

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

SITHASCO10A PREPARE SATAY FOR ASIAN CUISINES

Locations: Footscray Nicholson, Industry, Off-shore.

Prerequisites: SITHASCO01A - USE BASIC ASIAN METHODS OF COOKERY
SITHCC001A - ORGANISE AND PREPARE FOODS
SITHCC002A - PRESENT FOODS
SITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURES

Description: This unit describes the performance outcomes, skills and knowledge required to prepare satay for national and regional Asian cuisines.

Required Reading: VU Produced Workbooks

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

SITHASCO11A PREPARE VEGETARIAN DISHES FOR ASIAN CUISINES

Locations: Footscray Nicholson, Industry, Off-shore.

Prerequisites: SITHASCO01A - USE BASIC ASIAN METHODS OF COOKERY
SITHCC001A - ORGANISE AND PREPARE FOODS
SITHCC002A - PRESENT FOODS
SITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURES

Description: This unit describes the performance outcomes, skills and knowledge required to prepare vegetarian dishes for national and regional Asian cuisines.

Required Reading: VU Produced Workbooks

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

SITHASCO12A SELECT, PREPARE AND SERVE SPECIALISED ASIAN CUISINES

Locations: Footscray Nicholson, Industry, Off-shore.

Prerequisites: SITHASCO01A - USE BASIC ASIAN METHODS OF COOKERY
SITHCC001A - ORGANISE AND PREPARE FOODS
SITHCC002A - PRESENT FOODS
SITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURES

Description: This unit describes the performance outcomes, skills and knowledge required to select, prepare and serve specialised Asian cuisines. These cuisines may be national or regional and cover a full range of menu items or specialised areas within a menu. Specialised cuisines include all items from a menu or specialised area

within a national or regional cuisine such as vegetarian cookery; soups; rice and noodles; desserts and sweets; salads; snacks and appetisers; meat, poultry and seafood; stocks and cuisine bases.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

SITHASCO13A PLAN MENUS FOR ASIAN CUISINES

Locations:Off-shore.

Prerequisites:SITHASCO01A - USE BASIC ASIAN METHODS OF COOKERY

Description:This unit describes the performance outcomes, skills and knowledge required to plan menus for Asian cuisines. It covers developing menu concepts and content, costing and developing systems required to support the menu and its production, as well as planning, designing and arranging the printing of menus.

Required Reading:Ford,Zelman,Hunter,Tinton,Carey,Walpole,Rippington 1 Chef Professional Cengage Learning

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

SITHASCO27A PREPARE, COOK AND SERVE ASIAN FOOD FOR FOOD SERVICE

Locations:Off-shore.

Prerequisites:SITHASCO01A - USE BASIC ASIAN METHODS OF COOKERY
SITHCCCO01A - ORGANISE AND PREPARE FOODS
SITHCCCO02A - PRESENT FOODS
SITHCCCO03A - RECEIVE AND STORE KITCHEN SUPPLIES
SITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURES

Description:This unit describes the performance outcomes, skills and knowledge required to prepare, cook and serve Asian food items for a service period in a hospitality enterprise, using a range of basic Asian cooking methods and working as part of a team. This unit integrates key technical and organisational skills required by a short order cook or caterer. It brings together the skills and knowledge covered in individual units and focuses on the way these must be applied in a commercial kitchen. This unit underpins the more advanced integrated unit SITHASCO28A Prepare, cook and serve Asian food for menus. Food service periods may be breakfast, lunch, dinner, supper or special functions and events. Styles of menus may be classical, contemporary or ethnic and may be formal or informal according to enterprise requirements.

Required Reading:Ford,Zelman,Hunter,Tinton,Carey,Walpole,Rippington 1 Chef Professional Cengage Learning

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

SITHASCO28A PREPARE, COOK AND SERVE ASIAN FOOD FOR MENUS

Locations:Off-shore.

Prerequisites:SITHASCO01A - USE BASIC ASIAN METHODS OF COOKERY
SITHASCO02A - PRODUCE APPETISERS AND SNACKS FOR ASIAN CUISINE
SITHASCO03A - PREPARE STOCKS AND SOUPS FOR ASIAN

CUISINE
SITHASCO04A - PREPARE SAUCES, DIPS AND ACCOMPANIMENTS FOR ASIAN CUISINE
SITHASCO05A - PREPARE SALADS FOR ASIAN CUISINE
SITHASCO06A - PREPARE RICE AND NOODLES FOR ASIAN CUISINE
SITHASCO07A - PREPARE MEAT, POULTRY, SEAFOOD AND VEGETABLES FOR ASIAN CUISINE
SITHCCCO01A - ORGANISE AND PREPARE FOOD

Description:This unit describes the performance outcomes, skills and knowledge required to organise, produce and serve Asian food for menus. It incorporates all aspects of organising, preparing, cooking and serving a variety of Asian food items for a service period in a hospitality enterprise, using a range of Asian cooking methods and team coordination skills. The unit integrates key technical and organisational skills required by a commercial cook. It brings together the skills and knowledge covered in individual units and focuses on the way these must be applied in a commercial kitchen. Contexts for this unit may vary depending on the nature of the enterprise. For example, menus may be classical, contemporary or ethnic and service may be formal or informal.

Required Reading:Ford,Zelman,Hunter,Tinton,Carey,Walpole,Rippington 1 Chef Professional Cengage Learning

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

SITHCCCO01A ORGANISE AND PREPARE FOOD

Locations:Footscray Nicholson, Industry, Sunbury.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to organise and prepare a variety of foods for the kitchen of a hospitality or catering operation. It focuses on general food preparation techniques. The term 'organising and preparing food' is also referred to as 'mise en place' and includes basic preparation prior to serving food, which may involve cooking components of a dish but does not include the actual presentation.

Required Reading:In addition to "Cookery for the hospitality industry" text, each course will require a manual for its particular level. Retail Traineeship: Workbooks will be provided to trainees as part of their training. Dodgshun, G., Peters, M. (2006). Cookery for the hospitality industry. England: Cambridge Uni Press School of Hosp & Tourism. (2009). Cert II in Hospitality Kitchen Operations Cookery Manual. Melbourne: Victoria Uni School of Hosp & Tourism. (2009). Cert III in Commercial Cookery Manual. Melbourne: Victoria Uni

Assessment:Direct observation, inspection of food items, test and portfolio.

SITHCCCO01B ORGANISE AND PREPARE FOOD

Locations:Footscray Nicholson, Industry.

Prerequisites:SITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURES

Description:This unit describes the performance outcomes, skills and knowledge required to organise and prepare a variety of foods within the kitchen of a hospitality or catering operation. It requires the ability to use general food preparation techniques, contribute to the organisation's profitability through effective resource use and to minimise negative environmental impacts by reusing resources, recycling and using safe methods for disposing of kitchen waste. The term 'organising and preparing food' is also referred to as 'mise en place' and includes basic preparation prior to serving food, which may involve cooking components of a dish but does not include the actual presentation. This unit underpins effective performance in commercial cookery. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Required Reading:In additional to "Cookery for the hospitality industry" text, each course will require a manual for its particular level. Retail Traineeship: Workbooks will be provided to trainees as part of their training. Dodgshun, G., Peters, M. (2006). Cookery for the hospitality industry. England: Cambridge Uni Press School of Hosp & Tourism. (2009). Cert II in Hospitality Kitchen Operations Cookery Manual. Melbourne: Victoria Uni School of Hosp & Tourism. (2009). Cert III in Commercial Cookery Manual. Melbourne: Victoria Uni

Assessment:Direct observation, inspection of food items, test and portfolio.

SITHCCCO02A PRESENT FOOD

Locations:Footscray Nicholson, Industry, Academy Sofitel.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to efficiently and professionally plate, present and serve food in a commercial kitchen or catering operation. It may include the presentation of food for Asian cuisines.

Required Reading:Dodgshun, G., Peters, M. (2006). Cookery for the hospitality industry. England: Cambridge Uni Press School of Hosp & Tourism. (2009). Cert II in Hospitality Kitchen Operations Cookery Manual. Melbourne: Victoria Uni School of Hosp & Tourism. (2009). Cert III in Commercial Cookery Manual. Melbourne: Victoria Uni

Assessment:Direct observation, inspection of food items, test and portfolio.

SITHCCCO03A RECEIVE AND STORE KITCHEN SUPPLIES

Locations:Footscray Nicholson, Industry.

Prerequisites:SITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURES

Description:This unit describes the performance outcomes, skills and knowledge required to receive and store supplies in commercial cookery or catering operations. It focuses on the general stock handling procedures required for food and kitchen related goods. Supplies refer to all perishable and nonperishable goods received from both internal and external suppliers and maintained within a stock control system.

Required Reading:In addition to "Cookery for the hospitality industry" text, each course will require a manual for its particular level. Retail Traineeship: Workbooks will be provided to trainees as part of their training. Dodgshun, G., Peters, M. (2006). Cookery for the hospitality industry. England: Cambridge Uni Press School of Hosp & Tourism. (2009). Cert II in Hospitality Kitchen Operations Cookery Manual. Melbourne: Victoria Uni School of Hosp & Tourism. (2009). Cert III in Commercial Cookery Manual. Melbourne: Victoria Uni

Assessment:Direct observation, written/oral test, stock control reports/records, portfolio of evidence

SITHCCCO03B RECEIVE AND STORE KITCHEN SUPPLIES

Locations:Footscray Nicholson, Industry.

Prerequisites:SITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURES

Description:This unit describes the performance outcomes, skills and knowledge required to receive and store supplies in commercial cookery or catering operations. It focuses on the general stock handling procedures required for food and kitchen-related goods. Supplies refer to all perishable and non-perishable goods received from both internal and external suppliers and maintained within a stock control system. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Required Reading:In addition to "Cookery for the hospitality industry" text, each course will require a manual for its particular level. Retail Traineeship: Workbooks will be provided to trainees as part of their training. Dodgshun, G., Peters, M. (2006). Cookery for the hospitality industry. England: Cambridge Uni Press School

of Hosp & Tourism. (2009). Cert II in Hospitality Kitchen Operations Cookery Manual. Melbourne: Victoria Uni School of Hosp & Tourism. (2009). Cert III in Commercial Cookery Manual. Melbourne: Victoria Uni

Assessment:Direct observation, written/oral test, stock control reports/records, portfolio of evidence

SITHCCCO04A CLEAN AND MAINTAIN KITCHEN PREMISES

Locations:Footscray Nicholson, Industry, Sunbury.

Prerequisites:SITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURES

Description:This unit describes the performance outcomes, skills and knowledge required to clean and maintain kitchens, and food preparation and storage areas in commercial cookery or catering operations.

Required Reading:In additional to "Cookery for the hospitality industry" text, each course will require a manual for its particular level. Retail Traineeship: Workbooks will be provided to trainees as part of their training. Dodgshun, G., Peters, M. (2006). Cookery for the hospitality industry. England: Cambridge Uni Press School of Hosp & Tourism. (2009). Cert II in Hospitality Kitchen Operations Cookery Manual. Melbourne: Victoria Uni

Assessment:Direct observation, inspection of areas cleaned, written/oral test, portfolio.

SITHCCCO04B CLEAN AND MAINTAIN KITCHEN PREMISES

Locations:Footscray Nicholson, Industry, Sunbury.

Prerequisites:SITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURES

Description:This unit describes the performance outcomes, skills and knowledge required to clean and maintain kitchens, and food preparation and storage areas in commercial cookery or catering operations. It requires the ability to set up cleaning equipment and to safely clean premises and equipment using resources efficiently to reduce negative environmental impacts. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Required Reading:In addition to "Cookery for the hospitality industry" text, each course will require a manual for its particular level. Retail Traineeship: Workbooks will be provided to trainees as part of their training. Dodgshun, G., Peters, M. (2006). Cookery for the hospitality industry. England: Cambridge Uni Press School of Hosp & Tourism. (2009). Cert II in Hospitality Kitchen Operations Cookery Manual. Melbourne: Victoria Uni

Assessment:Direct observation, inspection of areas cleaned, written/oral test, portfolio.

SITHCCCO05A USE BASIC METHODS OF COOKERY

Locations:Footscray Nicholson, Industry, Academy Sofitel.

Prerequisites:SITHCCCO02A - PRESENT FOODSITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURES SITHCCCO01A - ORGANISE AND PREPARE FOOD

Description:This unit describes the performance outcomes, skills and knowledge required to use a range of basic cookery methods to prepare menu items for the kitchen of a hospitality or catering operation. The unit underpins effective performance in all other cookery units.

Required Reading:In addition to "Cookery for the hospitality industry" text, each course will require a manual for its particular level. Dodgshun, G., Peters, M. (2006). Cookery for the hospitality industry. England: Cambridge Uni Press School of Hosp & Tourism. (2009). Cert II in Hospitality Kitchen Operations Cookery Manual. Melbourne: Vic Uni School of Hosp & Tourism. (2009). Cert III Commercial Cookery Manual. Melbourne: Vic Uni

Assessment:Observation, sampling of dishes, written/oral test, portfolio of evidence.

SITHCC006A PREPARE APPETISERS AND SALADS

Locations:Footscray Nicholson, Industry, Sunbury.

Prerequisites:SITHCC002A - PRESENT FOODSITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURESSITHCC001A - ORGANISE AND PREPARE FOOD

Description:This unit describes the performance outcomes, skills and knowledge required to prepare and present appetisers and salads in a commercial kitchen or catering operation. Appetisers are foods that normally precede a meal, or may be served as an accompaniment to drinks. They include a range of hot and cold dishes which can be either classical or modern, and vary in ethnic and cultural origins. Salads may be vegetable or fruit-based, and may also include classical or modern and varying ethnic and cultural types.

Required Reading:In addition to "Cookery for the hospitality industry" text, each course will require a manual for its particular level.Dodgshun, G., Peters, M. (2006). Cookery for the hospitality industry. England: Cambridge Uni Press School of Hosp & Tourism. (2009). Cert II in Hospitality Kitchen Operations Cookery Manual. Melbourne: Vic Uni Melbourne: Vic Uni School of Hosp & Tourism. (2009). Cert III in Commercial Cookery Manual. Melbourne: Vic Uni

Assessment:Observation, sampling of dishes, written/oral test, portfolio of evidence

SITHCC007A PREPARE SANDWICHES

Locations:Footscray Nicholson, Industry, Sunbury.

Prerequisites:SITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURESSITHCC001A - ORGANISE AND PREPARE FOOD

Description:This unit describes the performance outcomes, skills and knowledge required to prepare and present a variety of sandwiches in a commercial kitchen or catering operation. Sandwiches may be classical or modern, hot or cold, of varying cultural and ethnic origins and use a variety of fillings and types of bread. Sandwiches may be pre-prepared or made on demand according to customer requests. Preparation, presentation and storage potential of sandwiches will depend on bread types and fillings

Required Reading:In addition to "Cookery for the hospitality industry" text, each course might require a manual for its particular level.Dodgshun, G., Peters, M. (2006). Cookery for the hospitality industry. England: Cambridge Uni Press. School of Hosp & Tourism. (2009). Cert II in Hospitality Kitchen Operations Cookery Manual. Melbourne: Vic Uni. School of Hosp & Tourism. (2009). Cert III in Commercial Cookery Manual. Melbourne: Vic Uni.

Assessment:Direct observation, sampling of sandwiches, test and portfolio

SITHCC008A PREPARE STOCKS, SAUCES AND SOUPS

Locations:Footscray Nicholson, Industry, Sunbury.

Prerequisites:SITHCC002A - PRESENT FOODSITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURESSITHCC001A - ORGANISE AND PREPARE FOODSITHCC005A - USE BASIC METHODS OF COOKERY

Description:This unit describes the performance outcomes, skills and knowledge required to prepare various stocks, sauces and soups in a commercial kitchen or catering operation. Stocks, sauces and soups can be classical or contemporary and be from varying ethnic and cultural origins. Soups may be served hot or cold. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Required Reading:In addition to "Cookery for the hospitality industry" text, each course will require a manual for its particular level.Dodgshun, G., Peters, M. (2006). Cookery for the hospitality industry. England: Cambridge Uni Press School of Hosp & Tourism. (2009). Cert II in Hospitality Kitchen Operations Cookery Manual. Melbourne: Vic Uni School of Hosp & Tourism. (2009). Cert III in Commercial

Cookery Manual. Melbourne: Vic Uni

Assessment:Observation, sampling of dishes, written/oral test, portfolio of evidence.

SITHCC009A PREPARE VEGETABLES, FRUIT, EGGS AND FARINACEOUS DISHES

Locations:Footscray Nicholson, Industry, Sunbury.

Prerequisites:SITHCC002A - PRESENT FOODSITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURESSITHCC001A - ORGANISE AND PREPARE FOODSITHCC005A - USE BASIC METHODS OF COOKERY

Description:This unit describes the performance outcomes, skills and knowledge required to prepare various vegetables, fruit, eggs and farinaceous dishes in a commercial kitchen or catering operation. Vegetables and fruit may be fresh, preserved or frozen, and selected according to seasonal availability, menu and enterprise requirements. A variety of vegetables and fruit, and vegetable and fruit dishes must be prepared and cooked. These may be classical or contemporary, from various ethnic or cultural origins, and may be offered as main dishes, appetisers or salads, or accompaniments. Potato accompaniments must include both classical and contemporary dishes. Egg dishes should, unless otherwise required, use hen eggs that may be fresh, dried, frozen or preserved.

Required Reading:In addition to "Cookery for the hospitality industry" text, each course might require a manual for its particular level.Dodgshun, G., Peters, M. (2006). Cookery for the hospitality industry. England: Cambridge Uni Press School of Hosp & Tourism. (2009). Cert III in Commercial Cookery Manual. Melbourne: Vic Uni

Assessment:Observation, sampling of dishes, written/oral test, portfolio of evidence

SITHCC010A SELECT, PREPARE AND COOK POULTRY

Locations:Footscray Nicholson, Industry.

Prerequisites:SITHCC002A - PRESENT FOODSITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURESSITHCC001A - ORGANISE AND PREPARE FOODSITHCC005A - USE BASIC METHODS OF COOKERY

Description:This unit describes the performance outcomes, skills and knowledge required to select, prepare, cook, present and store poultry in a commercial kitchen or catering operation. Poultry dishes may be classical and contemporary and from a variety of ethnic and cultural origins.

Required Reading:In addition to "Cookery for the hospitality industry" text, each course might require a manual for its particular level.Dodgshun, G., Peters, M. (2006). Cookery for the hospitality industry. England: Cambridge Uni Press England: Cambridge Uni Press School of Hosp & Tourism. (2009). Cert III in Commercial Cookery Manual. Melbourne: Vic Uni

Assessment:Observation, sampling of dishes, written/oral test/worksheets, portfolio of evidence

SITHCC011A SELECT, PREPARE AND COOK SEAFOOD

Locations:Footscray Nicholson, Industry, Sunbury.

Prerequisites:SITHCC002A - PRESENT FOODSITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURESSITHCC001A - ORGANISE AND PREPARE FOODSITHCC005A - USE BASIC METHODS OF COOKERY

Description:This unit describes the performance outcomes, skills and knowledge required to select, prepare, present and store seafood in a commercial kitchen or catering operation. Menu items to be produced from seafood may include a variety of classical and contemporary dishes, of varying cultural and ethnic origins, and may involve raw or cooked fish, shellfish and seafood byproducts.

Required Reading:In addition to "Cookery for the hospitality industry" text, each course might require a manual for its particular level.Dodgshun, G., Peters, M.

(2006). *Cookery for the hospitality industry*. England: Cambridge Uni Press School of Hosp & Tourism. (2009). *Cert III in Commercial Cookery Manual*. Melbourne: Vic Uni

Assessment: Observation, sampling of dishes, written/oral test/worksheets, portfolio of evidence

SITHCCCO12A SELECT, PREPARE AND COOK MEAT

Locations: Footscray Nicholson, Industry.

Prerequisites: SITHCCCO02A - PRESENT FOODSITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURESSITHCCCO01A - ORGANISE AND PREPARE FOODSITHCCCO05A - USE BASIC METHODS OF COOKERY

Description: This unit describes the performance outcomes, skills and knowledge required to select, prepare, cook and store meats in a commercial kitchen or catering operation. Meats include primary, secondary and portioned cuts of pork, lamb, beef and veal; and game, fancy meats and offal. Meats may be fresh, frozen, cryovac or preserved.

Required Reading: In addition to "Cookery for the hospitality industry" text, each course will require a manual for its particular level. Dodgshun, G., Peters, M. (2006). *Cookery for the hospitality industry*. England: Cambridge Uni Press School of Hosp & Tourism. (2009). *Cert III in Commercial Cookery Manual*. Melbourne: Vic Uni

Assessment: Observation, sampling of meat dishes, oral/written test/worksheets on different cuts of meat, portfolio.

SITHCCCO13A PREPARE HOT AND COLD DESSERTS

Locations: Footscray Nicholson, Industry.

Prerequisites: SITHCCCO02A - PRESENT FOODSITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURESSITHCCCO05A - USE BASIC METHODS OF COOKERY

Description: This unit describes the performance outcomes, skills and knowledge required to prepare a range of hot, cold and frozen desserts in a commercial kitchen or catering operation. Desserts may include foods from varying cultural origins, and may be derived from classical or contemporary recipes. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement

Required Reading: In addition to "Cookery for the hospitality industry" text, each course will require a manual for its particular level. Dodgshun, G., Peters, M. (2006). *Cookery for the hospitality industry*. England: Cambridge Uni Press School of Hosp & Tourism. (2009). *Cert II in Hospitality Kitchen Operations Cookery Manual*. Melbourne: Vic Uni Melbourne: Vic Uni School of Hosp & Tourism. (2009). *Cert III in Commercial Cookery Manual*. Melbourne: Vic Uni

Assessment: Observation, sampling of dishes, written/oral test, portfolio of evidence.

SITHCCCO14A PREPARE PASTRIES, CAKES AND YEAST GOODS

Locations: Footscray Nicholson, Industry, Sunshine.

Prerequisites: SITHCCCO02A - PRESENT FOODSITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURESSITHCCCO01A - ORGANISE AND PREPARE FOODSITHCCCO05A - USE BASIC METHODS OF COOKERY

Description: This unit describes the performance outcomes, skills and knowledge required to produce a range of pastries, cakes and yeast-based foods in a commercial kitchen or catering operation. Pastries, cakes and yeast-based goods may include foods from varying cultural origins and may be derived from classical or contemporary recipes.

Required Reading: In addition to "Cookery for the hospitality industry" text, each course might require a manual for its particular level. Dodgshun, G., Peters, M. (2006). *Cookery for the hospitality industry*. England: Cambridge Uni Press School of Hosp & Tourism. (2009). *Cert III in Commercial Cookery Manual*. Melbourne: Vic Uni

Assessment: Observation, sampling of dishes, written/oral test/worksheets, portfolio of evidence.

SITHCCCO15A PLAN AND PREPARE FOOD FOR BUFFETS

Locations: Footscray Nicholson, Industry.

Prerequisites: SITHCCCO02A - PRESENT FOODSITHCCCO05A - USE BASIC METHODS OF COOKERY

Description: This unit describes the performance outcomes, skills and knowledge required to plan and prepare foods for buffet situations. There is a close relationship between this unit, which covers the planning, preparation and cooking of food items for buffets, and SITHCCCO19A Plan, prepare and display a buffet, which is a more advanced unit and focuses on the overall planning, design and display of buffets. Buffets may be associated with functions; special occasions and celebrations; and breakfast, lunch or dinner service. Food items for buffets may be derived from classical or contemporary recipes and from varying ethnic origins. Buffet items may be selected to meet the requirements of particular cultural groups, or a particular cultural theme.

Required Reading: O'Shannessy, V., Minett, D. (2008) *The Road to hospitality, skills for the new professional*. Australia: Pearson Ed School of Hosp & Tourism. (2009). *Cert III in Commercial Cookery Manual*. Melbourne: Vic Uni

Assessment: Observation, sampling of buffet items, evaluation of completed buffet, written/oral test, portfolio of evidence.

SITHCCCO16A DEVELOP COST EFFECTIVE MENUS

Locations: Footscray Nicholson, Industry.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to develop menus and plan, prepare and control menu-based catering costs within established enterprise systems.

Required Reading: In addition to "Cookery for the hospitality industry" text, each course might require a manual for its particular level. Dodgshun, G., Peters, M. (2006). *Cookery for the hospitality industry*. England: Cambridge Uni Press School of Hosp & Tourism. (2009). *Cert III in Commercial Cookery Manual*. Melbourne: Vic Uni

Assessment: Samples of menus, production schedules, security plans & checklists, oral/written questions, portfolio of evidence.

SITHCCCO18A PREPARE PÂTÉS AND TERRINES

Locations: Footscray Nicholson, Industry.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to prepare pâtés and terrines. Pâtés and terrines refer to any edible food that has been ground or puréed to a paste and set or baked in a container or mould. They can be made from a range of ingredients, including meats, poultry, game, seafood, fruits and vegetables. Terrines are generally of coarser consistency than pâtés and are baked in a pot (a terrine) after which they are named. Pâtés en croute are pâtés or terrines that have been baked in a pastry casing. Pâtés and terrines can be either classical or modern, and vary in ethnic and cultural origins.

Required Reading: No text required

Assessment: Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study. Assessments may include: Practical assessment, work projects, demonstration, written and verbal tasks

SITHCCCO19A PLAN, PREPARE AND DISPLAY A BUFFET

Locations:Footscray Nicholson, Industry.

Prerequisites:SITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURES
SITHCCCO05A - USE BASIC METHODS OF COOKERY
SITHCCCO15A - PLAN AND PREPARE FOOD FOR BUFFETS

Description:This unit describes the performance outcomes, skills and knowledge required to design, plan, prepare and display a buffet creatively. There is a relationship between this unit and SITHCCCO15A Plan and Prepare Food for Buffets, which deals with the planning, preparation, cooking and presentation of food items for buffets. Buffets may be associated with various occasions and situations, and may be indoors or outdoors. The design of the total concept, selection of food items and display will vary according to customer requirements, occasion and type of buffet. Decorations and centrepieces can be designed and made, or selected and organised according to enterprise practices or customer requests. They may be carved, moulded or assembled and can be made from edible or nonedible materials.

Required Reading:Dodgshun, G., Peters, M. (2006). *Cookery for the hospitality industry*. England: Cambridge Uni Press School of Hosp & Tourism. (2009). Cert III in Commercial Cookery Manual. Melbourne: Vic Uni

Assessment:Evaluation of content/presentation of buffet, oral/written questions, portfolio/third party evidence.

SITHCCCO20A PREPARE PORTION-CONTROLLED MEAT CUTS

Locations:Footscray Nicholson, Industry.

Prerequisites:SITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURES
SITHCCCO01A - ORGANISE AND PREPARE FOODS
SITHCCCO05A - USE BASIC METHODS OF COOKERY
SITHCCCO12A - SELECT, PREPARE AND COOK MEAT

Description:This unit describes the performance outcomes, skills and knowledge required to select quality meats, break down primary and secondary cuts into portions and prepare a selection of meat products. These skills build on those contained in the unit SITHCCCO12A Select, prepare and cook meat, which deals with portioning, preparing and cooking meat. Meat cuts to be prepared may be for both traditional or contemporary recipes and requirements. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Required Reading:Dodgshun, G., Peters, M. (2006). *Cookery for the hospitality industry*. England: Cambridge Uni Press School of Hosp & Tourism. (2009). Cert III in Commercial Cookery Manual. Melbourne: Vic Uni.

Assessment:Observation, oral/written test/worksheets, sampling, portfolio.

SITHCCCO20B PREPARE PORTION-CONTROLLED MEAT CUTS

Locations:Footscray Nicholson, Industry, Off-shore.

Prerequisites:SITHCCCO01B - ORGANISE AND PREPARE FOODS
SITHCCCO05A - USE BASIC METHODS OF COOKERY
SITHCCCO12A - SELECT, PREPARE AND COOK MEATS
SITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURES

Description:This unit describes the performance outcomes, skills and knowledge required to select quality meats, break down primary and secondary cuts into portions and prepare a selection of meat products. These skills build on those contained in the unit SITHCCCO12A Select, prepare and cook meat, which deals with portioning, preparing and cooking meat. Meat cuts to be prepared may be for both traditional or contemporary recipes and requirements. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Required Reading:Dodgshun, G., Peters, M. (2006). *Cookery for the hospitality industry*. England: Cambridge Uni Press School of Hosp & Tourism. (2009). Cert III in Commercial Cookery Manual. Melbourne: Vic Uni.

Assessment:Evidence of the following is essential: - detailed understanding of the different classifications of meats - ability to prepare a

variety of traditional and contemporary meat cuts and smallgoods to enterprise standards - preparation of meat cuts and meat products within typical workplace time constraints - food safety practices in relation to handling and storing meats and meat products. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

SITHCCCO25A MONITOR CATERING REVENUE AND COSTS

Locations:Footscray Nicholson, Industry.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to establish and monitor the costs involved in operating a food service operation. For the purposes of training and assessment, this unit could be effectively linked with the unit SITXFIN004A Manage finances within a budget. Control systems may be computerised or manual and may cover stock control, online purchasing, income and expenditure, and summary reports of stock usage.

Required Reading:Traineeship: Workbooks will be provided to trainees as part of their training.

Assessment:Training record book/Industry log book, observation, written/oral test/worksheets, portfolio/third party evidence

SITHCCCO26A ESTABLISH AND MAINTAIN QUALITY CONTROL OF FOOD

Locations:Footscray Nicholson, Industry.

Prerequisites:SITXFA001A - IMPLEMENT FOOD SAFETY PROCEDURES
SITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURES

Description:This unit describes the performance outcomes, skills and knowledge required to ensure that high standards of food quality are established and maintained in a commercial kitchen environment. These tasks are generally undertaken by a qualified cook or chef who also has some supervisory responsibilities. Quality procedures may be manual or computer-based. Quality data may be collected over different timeframes, according to enterprise requirements and practice.

Required Reading:Traineeship: Workbooks will be provided to trainees as part of their training

Assessment:Training record book/Industry log book, observation, written/oral test/worksheets, portfolio/third party evidence

SITHCCCO27A PREPARE, COOK AND SERVE FOOD FOR SERVICE

Locations:Footscray Nicholson, Industry.

Prerequisites:SITHCCCO05A - USE BASIC METHODS OF COOKERY
SITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURES
SITHCCCO03A - RECEIVE AND STORE KITCHEN SUPPLIES

Description:This unit describes the performance outcomes, skills and knowledge required to prepare, cook and serve food items for a food service. It incorporates aspects of preparing, cooking and serving a variety of food items for a service period in a hospitality enterprise, using a range of basic cooking methods and working as part of a team.

Required Reading:In addition to "Cookery for the hospitality industry" text, each course will require a manual for its particular level. Dodgshun, G., Peters, M. (2006). *Cookery for the hospitality industry*. England: Cambridge Uni Press School of Hosp & Tourism. (2009). Cert II in Hospitality Kitchen Operations Cookery Manual. Melbourne: Vic Uni School of Hosp & Tourism. (2009). Cert III in Commercial Cookery Manual. Melbourne: Vic Uni

Assessment:Observation, sampling of menu items, customer feedback, written/oral test/assignments, portfolio.

SITHCC028A PREPARE, COOK AND SERVE FOOD FOR MENUS

Locations:Footscray Nicholson, Industry.

Prerequisites:SITHCC003A - RECEIVE AND STORE KITCHEN SUPPLIES SITHCC004A - CLEAN AND MAINTAIN KITCHEN PREMISES SITHCC008A - PREPARE STOCKS, SAUCES AND SOUPS SITHCC006A - PREPARE APPETISERS AND SALADS SITHCC009A SITHCC010A SITHCC011A SITHCC012A SITHCC013A SITHCC014A SITHCC016A SITXFA001A

Description:This unit describes the performance outcomes, skills and knowledge required to organise, produce and serve food for menus. It incorporates all aspects of organising, preparing, cooking and serving a variety of food items for a service period in a hospitality enterprise, using a range of cooking methods and team coordination skills. The unit integrates key technical and organisational skills required by a commercial cook. It brings together the skills and knowledge covered in individual units and focuses on the way these must be applied in a commercial kitchen.

Required Reading:Dodgshun, G., Peters, M. (2006). *Cookery for the hospitality industry*. England: Cambridge Uni Press School of Hosp & Tourism. (2009). *Cert III in Commercial Cookery Manual*. Melbourne: Vic Uni

Assessment:Training record book, direct observation, sampling of menu items, customer feedback, written/oral test/worksheets, portfolio of evidence and third party workplace reports.

SITHCC029A PREPARE FOODS ACCORDING TO DIETARY AND CULTURAL NEEDS

Locations:Footscray Nicholson, Industry.

Prerequisites:SITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURES

Description:This unit describes the performance outcomes, skills and knowledge required to prepare and cook foods to meet both basic and specific dietary and cultural needs, generally under instructions from others. It covers the ability to apply basic nutritional principles as well as deal with special dietary and cultural requirements normally encountered in a variety of hospitality and catering establishments.

Required Reading:Dodgshun, G., Peters, M. (2006). *Cookery for the hospitality industry*. England: Cambridge Uni Press

Assessment:Observation, sampling of dishes, oral/written questions, evaluation of suitability of dishes, portfolio/third party reports.

SITHCC031A OPERATE A FAST FOOD OUTLET

Locations:Industry.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to prepare and serve a limited range of food and menu items in a catering operation or small outlet in various venues in the hospitality and tourism industry. Food and menu items are limited and defined and include fast food or specific and routine meals such as breakfasts.

Required Reading:No required text.

Assessment:Observation, demonstration, questioning, written assignment.

SITHCC035A DEVELOP MENUS TO MEET SPECIAL DIETARY AND CULTURAL NEEDS

Locations:Footscray Nicholson.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to develop menus and meal plans for all Australians, including meeting specific dietary and cultural needs. The unit focuses on the knowledge and skills required to meet nutritional requirements in the preparation of meal plans, diets and

menus. The menu may be developed with or without the direction of a dietician or medical specialist, depending on the job role. This unit does not cover preparation and cooking of food to meet dietary and cultural needs which is addressed in SITHCC029A Prepare foods according to dietary and cultural needs. Nor does it focus on general menu planning principles involving budgetary and marketing concerns, which are covered in SITHCC040A Design menus to meet market needs. Evidence is required of knowledge and understanding of a range of different cultural, dietary and special requirements. However, the focus of this range will vary according to the target markets of a particular workplace. Special dietary needs include therapeutic and contemporary regimes as well as customer requests.

Required Reading:VU Produced Workbooks

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and

SITHCC038A PLAN CATERING FOR AN EVENT OR FUNCTION

Locations:Footscray Nicholson, Industry, Sunbury.

Prerequisites:SITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURES

Description:This unit describes the performance outcomes, skills and knowledge required to plan the catering for an event or function. It involves developing the catering concept and planning and developing an operational plan to meet requirements.

Required Reading:O'Shannessy, V., Minett, D.(2008). *The road to hospitality, skills for the new professional*. Australia: Pearson

Assessment:A range of assessment methods will be used to assess practical skills and knowledge, including: -review of actual event documentation and reports prepared by the candidate -evaluation of an event organised by the candidate -evaluation of reports -written and oral questioning or interview to test knowledge of event coordination procedures and materials -review of portfolios of evidence and third party workplace reports of on the job performance by the candidate.

SITHCC038B PLAN CATERING FOR AN EVENT OR FUNCTION

Locations:Footscray Nicholson, Industry, Academy Sofitel.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to plan the catering for an event or function. It involves developing the catering concept and planning and developing an operational plan to meet requirements.

Required Reading:O'Shannessy, V., Minett, D.(2008). *The road to hospitality, skills for the new professional*. Australia: Pearson

Assessment:Evidence of the following is essential: - ability to plan catering that reflects event objectives and is operationally practical - knowledge of the range of catering options to be considered for different event styles and contexts - knowledge of issues and challenges associated with event catering - project or work activities conducted over a commercially realistic period of time so that the planning, evaluation and monitoring aspects of catering for an event or function can be assessed - demonstration of skills through the planning of catering for at least two different styles of event. Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

SITHCCO40A DESIGN MENUS TO MEET MARKET NEEDS

Locations:Footscray Nicholson, Industry.

Prerequisites:SITHCCO16A - DEVELOP COST EFFECTIVE MENUS

Description:This unit describes the performance outcomes, skills and knowledge required to use menu planning as a marketing and management tool.

Required Reading:Dodgshun, G., Peters, M. (2006). *Cookery for the hospitality industry*. England: Cambridge Uni Press School of Hosp & Tourism. (2009). *Cert III in Commercial Cookery Manual*. Melbourne: Vic Uni.

Assessment:Variety of menus, case studies, written/oral questions, portfolio/third party reports

SITHFABO01C CLEAN AND TIDY BAR AREAS

Locations:Footscray Nicholson, Industry, Academy Sofitel.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to provide general assistance in a bar area. It includes the skills to clean and tidy bars and public areas, including collecting glasses and interacting with customers. It does not include the preparation and service of alcoholic beverages which is found in the unit SITHFABO02A Operate a bar. Some States and Territories will have legislative requirements in relation to the service of alcohol

Required Reading:Brown G, Hepner, K. (2008). *The waiter's handbook*. Australia: Pearson.

Assessment:Students are required to work in the bar, observation, assignments, classroom activities, role plays, portfolio of evidence.

SITHFABO02C OPERATE A BAR

Locations:Footscray Nicholson, Industry, Academy Sofitel.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to carry out bar operations in a range of hospitality enterprises. The unit involves the service of a range of alcoholic and non-alcoholic beverages commonly found in a bar. It does not include the making of espresso coffee which is found SITHFABO12A Prepare and serve espresso coffee

Required Reading:Traineeship: *The waiter's handbook* Brown G, Hepner, K. (2008). *The waiter's handbook*. Australia: Pearson. Ellis G. (2008). *The Australian Bar Attendants Handbook*. Sydney: Pearson Education

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

SITHFABO03A SERVE FOOD AND BEVERAGE TO CUSTOMERS

Locations:Footscray Nicholson, Industry.

Prerequisites:SITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURES

Description:This unit describes the performance outcomes, skills and knowledge required to serve food and beverage to customers in a range of hospitality industry enterprises

Required Reading:Brown, G., Hepner, K. (2008). *The waiter's handbook*. Australia: Pearson

Assessment:Students are required to work in the restaurant, observation, assignments, classroom activities, role plays, portfolio of evidence, case studies and/or presentations. Traineeship Program On the job assessment through demonstration and observation in the workplace.

SITHFABO04A PROVIDE FOOD AND BEVERAGE SERVICE

Locations:Footscray Nicholson, Industry, Academy Sofitel.

Prerequisites:SITHFABO03A - SERVE FOOD AND BEVERAGE TO

CUSTOMERS SITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURES

Description:This unit describes the performance outcomes, skills and knowledge required to provide quality food and beverage service to customers in a range of hospitality industry enterprises. The unit does not focus on basic product knowledge about food and beverage, which is found in SITHFABO11A Develop and update food and beverage knowledge and SITHFABO05A Provide table service of alcoholic beverages, which covers detailed knowledge of wine.

Required Reading:Brown, G., Hepner, K. (2008). *The waiter's handbook*. Australia: Pearson Ed

Assessment:Direct observation, written/oral test/assignment and portfolio.

SITHFABO05A PROVIDE TABLE SERVICE OF ALCOHOLIC BEVERAGES

Locations:Footscray Nicholson, Industry, Academy Sofitel.

Prerequisites:SITHFABO09A - PROVIDE RESPONSIBLE SERVICE OF ALCOHOL SITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURES

Description:This unit describes the performance outcomes, skills and knowledge required to advise on and serve a range of bottled and pre-poured alcoholic beverages within a hospitality setting. It covers general knowledge of and service of all alcoholic beverages, including wines. The unit is related to SITHFABO11A Develop and update food and beverage knowledge, which also covers general information on beverages. Specialist knowledge and service of wines is found in SITHFABO14A Provide specialist advice on wine. The essential knowledge base for this unit will vary according to local industry needs, and it is vital that any training take account of these.

Required Reading:Brown, G., Hepner, K. (2008). *The waiter's handbook*. Australia: Pearson Ed

Assessment:Direct observation, written/oral test/assignment and portfolio.

SITHFABO06A OPERATE CELLAR SYSTEMS

Locations:Industry.

Prerequisites:SITXINVO01A - RECEIVE AND STORE STOCK

Description:This unit describes the performance outcomes, skills and knowledge required to operate dispensing and quality control systems within a cellar. Some States and Territories will have legislative requirements in relation to service of alcohol.

Required Reading:Traineeship: Workbooks will be provided to trainees as part of their training.

Assessment:Training record book, observation, demonstration, written/oral test/worksheets.

SITHFABO07A COMPLETE RETAIL LIQUOR SALES

Locations:Footscray Nicholson, Industry.

Prerequisites:SITXFIN001A - PROCESS FINANCIAL TRANSACTION SITXINVO01A - RECEIVE AND STORE STOCK

Description:This unit describes the performance outcomes, skills and knowledge required to complete sales in a retail liquor outlet, including processing sales, merchandising products, undertaking storage and stock control, and minimising theft. Some States and Territories will have legislative requirements in relation to service of alcohol.

Required Reading:Traineeship: Workbooks will be provided to trainees as part of their training.

Assessment:Training record book, observation, demonstration, written/oral test/worksheets.

SITHFAB008A PROVIDE ROOM SERVICE

Locations:Footscray Nicholson, Industry, Sunbury, Academy Sofitel.

Prerequisites:SITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURES

Description:This unit describes the performance outcomes, skills and knowledge required to provide room service in commercial accommodation establishments.

Some States and Territories may have legislative requirements in relation to service of alcohol.

Required Reading:Traineeship: Workbooks will be provided to trainees as part of their training.

Assessment:Students are required to do assignments, role plays, observation, classroom activities, case studies and/or presentations.

SITHFAB009A PROVIDE RESPONSIBLE SERVICE OF ALCOHOL

Locations:Footscray Nicholson, Werribee, Industry, Sunshine, Academy Sofitel.

21771VIC Certificate I in General Education for Adults (Introductory): Footscray Nicholson only. 21772VIC Certificate I in General Education for Adults: Footscray Nicholson and Sunshine. 21773VIC Certificate II in General Education for Adults: Footscray Nicholson, Sunshine and Visy Cares Hub. SIT30607 Certificate III in Events: Werribee campus only..

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to responsibly sell or serve alcohol and to satisfy the requirements for responsible sale and service of alcohol (RSA) under state or territory legislation

Required Reading:No required reading. The teacher will provide teaching and learning material as required.

Assessment:Students are required to do test, role plays/problem solving activities, case studies/observation. Traineeship Program On the job assessment through demonstration and observation in the workplace.

SITHFAB010A PREPARE AND SERVE NON ALCOHOLIC BEVERAGES

Locations:Footscray Nicholson, Industry.

Prerequisites:SITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURES

Description:This unit describes the performance outcomes, skills and knowledge required to prepare and serve a range of teas, coffees and other nonalcoholic beverages in a range of industry contexts. The unit does not deal with the skills and knowledge required to extract and serve espresso coffee, including storage of coffee and care of machinery, which are covered in SITHFAB012APrepare and serve espresso coffee.

Required Reading:Traineeship: Workbooks will be provided to trainees as part of their training.Brown, G., Hepner, K. (2008). The waiter's handbook. Australia: Pearson

Assessment:Direct observation and sampling of non alcoholic drinks, written assignment Demonstration, Students will be required to demonstrate that they meet unit elements via observation and questioning, Yes/No.

SITHFAB010C PREPARE AND SERVE NON ALCOHOLIC BEVERAGES

Locations:Footscray Nicholson, Industry.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to prepare and serve a range of teas, coffees and other non alcoholic beverages in a range of industry contexts. The unit does not deal with the skills and knowledge required to extract and serve espresso coffee, including storage of coffee and care of machinery, which are covered in SITHFAB012B Prepare and serve espresso coffee.

Required Reading:Traineeship: Workbooks will be provided to trainees as part of their training.Brown, G., Hepner, K. (2008). The waiter's handbook. Australia: Pearson

Assessment:Direct observation and sampling of non alcoholic drinks, written assignment Demonstration, Students will be required to demonstrate that they meet unit elements via observation and questioning, Yes/No.

SITHFAB011A DEVELOP AND UPDATE FOOD AND BEVERAGE KNOWLEDGE

Locations:Footscray Nicholson, Industry, Sunbury, Academy Sofitel.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to develop and maintain the general product knowledge required in food and beverage attending, bar service and catering. The unit brings together much of the product knowledge that underpins effective work performance in a range of food service roles. It addresses food knowledge and the relationship between different foods and beverages. It focuses on the need for ongoing updating of knowledge by all food and beverage staff. Types of food for which knowledge may be required include traditional or contemporary items and may be of varying ethnic origins.

Required Reading:Traineeship: No required text.Brown, G., Hepner, K. (2008). The waiter's handbook. Australia: Pearson Ed

Assessment:Projects, written/oral test, presentations, observation, role plays, workplace activities, portfolio. Traineeship: Observation, demonstration, questioning, written assignment.

SITHFAB012B PREPARE AND SERVE ESPRESSO COFFEE

Locations:Footscray Nicholson, Industry, Academy Sofitel.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to extract and serve espresso coffee using a commercial espresso machine, including storage of coffee and cleaning, and care and preventative maintenance of machinery. Care and maintenance procedures may vary according to the machine manufacturer recommendations and warranty conditions. Dosage measuring may be mechanical or electronic. Dosing also refers to selecting the correct amount of ground coffee, appropriate particle grind size and prevailing conditions such as ambient humidity. An espresso coffee is the basis of most coffee-based beverages. The unit does not cover general preparation of coffee using methods of coffee extraction other than espresso machines, which is covered in SITHFAB010C Prepare and serve non-alcoholic beverages. The terms barista, senior barista and master barista may have different meanings to diverse individuals and groups. Some prefer to make no designation and refer to a barista as someone who is a trained and expert operator.

Required Reading:Traineeship: Workbooks will be provided to trainees as part of their training.Brown, G., Hepner, K. (2008). The waiter's handbook. Australia: Pearson

Assessment:Direct observation of practical demonstration, tasting of coffee, videos, written/oral questions and portfolio of evidence

SITHFAB013A PROVIDE SPECIALIST ADVICE ON FOOD

Locations:Footscray Nicholson, Industry.

Prerequisites:SITHFAB011A - DEVELOP AND UPDATE FOOD AND BEVERAGE KNOWLEDGE

Description:This unit describes the performance outcomes, skills and knowledge required to develop and maintain in-depth knowledge of food and apply that knowledge to food service operations. This unit builds on skills and knowledge covered in SITHFAB004A Provide food and beverage service, and SITHFAB011A Develop and update food and beverage knowledge. The unit covers the development of knowledge and provision of advice on foods and menu items to customers. Demonstration of knowledge must cover a wide range of food and food items, however the depth, breadth and focus will vary according to enterprise requirements. Styles of menus to be developed or contributed to may be classical, contemporary or

ethnic and may be formal or informal according to enterprise requirements. Special cultural groups may include any ethnic, cultural or religious group with special dietary requirements or sanctions.

Required Reading: Traineeship: Workbooks will be provided to trainees as part of their training.

Assessment: Training record book, observation, demonstration, written/oral test/worksheets.

SITHFAB014A PROVIDE SPECIALIST ADVICE ON WINE

Locations: Footscray Nicholson, Industry.

Prerequisites: FDFCDSEWB - EVALUATE WINE STANDARD

Description: This unit describes the performance outcomes, skills and knowledge required to provide specialist advice and where required, service of wine. It focuses on knowledge relating to Australian and imported wines, recommendations for wine and food combinations, determining wine quality and characteristics, assisting in the development of wine lists, and the ability to further develop and update wine knowledge.

Required Reading: Traineeship: Workbooks will be provided to trainees as part of their training.

Assessment: Training record book, observation, demonstration, written/oral test/worksheets.

SITHFAB015A PREPARE AND SERVE COCKTAILS

Locations: Footscray Nicholson, Industry, Sunbury.

Prerequisites: SITHFAB002A - OPERATE A BAR/SITHFAB009A - PROVIDE RESPONSIBLE SERVICE OF ALCOHOL/SITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURES

Description: This unit describes the performance outcomes, skills and knowledge required to prepare and serve cocktails in a range of hospitality enterprises. Cocktails are drinks with a base, usually of one or more spirits, to which other ingredients are added.

Required Reading: Traineeship: Workbooks will be provided to trainees as part of their training. Brown, G., Hepner, K. (2008). The waiter's handbook. Australia: Pearson Ed

Assessment: Observation of preparing/serving cocktails, written/oral questions, customer feedback, tasting of cocktail, portfolio

SITHFAB020A APPLY FOOD AND BEVERAGE SKILLS IN THE WORKPLACE

Locations: Footscray Nicholson, Industry, Sunbury.

Prerequisites: SITHFAB003A - SERVE FOOD AND BEVERAGE TO CUSTOMERS/SITHFAB009A - PROVIDE RESPONSIBLE SERVICE OF ALCOHOL/SITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURES

Description: This unit describes the performance outcomes, skills and knowledge required to organise, prepare and serve food, and alcoholic and nonalcoholic beverages to customers. It incorporates all aspects of organising, preparing and serving a variety of menu items and alcoholic and nonalcoholic beverage items for a service period in a hospitality enterprise, using a range of service methods and team coordination skills. The unit integrates key technical and organisational skills required by a food and beverage attendant. It brings together the skills and knowledge covered in individual units and focuses on the way these must be applied in a commercial cafe, dining room or restaurant. It requires individual responsibility or autonomy in relation to own work roles and responsibilities and collaboration with others as part of a team or group. State or territory licensing requirements may apply

Required Reading: Brown G., & Hepner K., (2008). The waiter's handbook. Australia: Pearson Ed

Assessment: Students are required to work in the restaurant, observation, do

assignments, classroom activities, role plays, portfolio of evidence, case studies and/or presentations

SITHFAB021A PROVIDE AND COORDINATE FOOD AND BEVERAGE SERVICE

Locations: Footscray Nicholson, Industry.

Prerequisites: Nil.

Description: This qualification provides the skills and knowledge for an individual to be competent in skilled operations with the need to apply discretion and judgement.

Work would be undertaken in various hospitality settings, such as restaurants, hotels, motels, clubs, pubs, cafes and coffee shops. Individuals may have some responsibility for others and provide technical advice and support to a team. This unit describes the performance outcomes, skills and knowledge required to organise, prepare and service food, and alcoholic and non-alcoholic beverages to customers. It incorporates all aspects of organising, preparing and serving a variety of menu items, and alcoholic and non-alcoholic beverage items for a service period in a hospitality enterprise, using a range of service methods and team coordination skills. The unit integrates key technical and organisational skills required by a food and beverage attendant. It brings together the skills and knowledge covered in individual units and focuses on the way these must be applied in a commercial cafe, dining room or restaurant. It requires taking responsibility for own output, working as part of a team and taking limited responsibility for the work of others.

Required Reading: Traineeship: Workbooks will be provided to trainees as part of their training.

Assessment: Training record book, observation, demonstration, written/oral test/worksheets.

SITHGAM001A ATTEND GAMING MACHINES

Locations: Industry.

Prerequisites: SITXFIN001A - PROCESS FINANCIAL TRANSACTIONS

Description: This unit describes the performance outcomes, skills and knowledge required to conduct day-to-day gaming machine operations. It covers the operation and maintenance of gaming machines, payouts and security of gaming areas and the provision of advice on all games offered by the enterprise.

Required Reading: Traineeship: Workbooks will be provided to trainees as part of their training.

Assessment: Training record book, observation, demonstration, written/oral test/worksheets.

SITHGAM002A OPERATE A TAB OUTLET

Locations: Industry.

Prerequisites: SITXFIN001A - PROCESS FINANCIAL TRANSACTIONS

Description: This unit describes the performance outcomes, skills and knowledge required to conduct day-to-day TAB operations. TAB refers to Totalisator Agency Board operations and may cover horseracing and betting on other sports according to state and territory practices.

Required Reading: Traineeship: Workbooks will be provided to trainees as part of their training.

Assessment: Training record book, observation, demonstration, written/oral test/worksheets.

SITHGAM003A CONDUCT A KENO GAME

Locations: Footscray Nicholson, Industry.

Prerequisites: SITXFIN001A - PROCESS FINANCIAL TRANSACTIONS

Description: This unit describes the performance outcomes, skills and knowledge required to conduct a Keno game.

Required Reading: Traineeship: Workbooks will be provided to trainees as part of their training.

Assessment: Training record book, observation, demonstration, written/oral test/worksheets.

SITHGAM006A PROVIDE RESPONSIBLE GAMBLING SERVICES

Locations: Footscray Nicholson, Industry.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to provide responsible gambling services, and information to customers who require assistance with their problem gambling.

Required Reading: No required text.

Assessment: Traineeship Program On the job assessment through demonstration and observation in the workplace.

SITHIND001B DEVELOP AND UPDATE HOSPITALITY INDUSTRY KNOWLEDGE

Locations: Footscray Nicholson, Industry.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to develop and update knowledge of the hospitality industry, including the role of different industry sectors and key legal and ethical issues that must be considered by hospitality industry personnel in their day to day work. This knowledge underpins effective performance in the hospitality industry.

Required Reading: V.O'Shannessy, D. Minett. (2009) The road to hospitality, skills for the new professional. Australia: Pearson,.

Assessment: Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

SITHIND002A APPLY HOSPITALITY SKILLS IN THE WORKPLACE

Locations: Footscray Nicholson, Industry.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to apply hospitality skills in the workplace. The unit integrates a defined range of key technical and organisational skills required by service staff to provide a range of organisation products and services to multiple and diverse customers. The unit brings together the skills and knowledge acquired in individual units and focuses on the way these must then be applied in a hospitality setting. It incorporates preparation, service and close-down, using a range of techniques, equipment and materials. It requires individual responsibility or autonomy in relation to own work roles and responsibilities and collaboration with others as part of a team or group.

Required Reading: No required text.

Assessment: Observation, demonstration, questioning, written assignment.

SITHIND003A PROVIDE AND COORDINATE HOSPITALITY SERVICE

Locations: Footscray Nicholson, Industry, Academy Sofitel.

Prerequisites: SITHFAB002A - OPERATE A BAR SITHFAB004A - PROVIDE FOOD AND BEVERAGE SERVICESITHFAB009A - PROVIDE RESPONSIBLE SERVICE OF ALCOHOLSITXOHS002A - FOLLOW WORKPLACE HYGIENE PROCEDURES

Description: This unit describes the performance outcomes, skills and knowledge required to provide and coordinate hospitality service to customers. The unit integrates a range of well developed key operational and organisational skills required by service staff in hospitality organisations providing a range of organisation products and services to multiple and diverse customers. The unit brings together the skills and knowledge covered in individual units and focuses on the way these must be applied in a hospitality setting to ensure a smooth work flow and quality customer

service. It incorporates preparation, service and closedown of the work area, using a range of techniques, equipment and materials. It involves taking responsibility for own outputs, working as part of a team and taking limited responsibility for the work of others.

Required Reading: Brown, G., Hepner, K. (2008). The waiter's handbook. Australia: Pearson

Assessment: Training record book, observation, customer feedback, written/oral test/worksheets, portfolio/third party evidence.

SITGDE001A WORK AS A GUIDE

Locations: Werribee, Industry.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to work effectively as a guide. It covers key legal, ethical, safety and professional development issues that must be considered by guides in their day-to-day work. It is an essential skill for all guides and underpins all guiding activities. All tour guides residing in any part of Australia are subject to the Queensland Tourism Services Act (2003) when working in Queensland. They do not need to register or meet any training or certification requirements but they can be fined if they participate in unconscionable conduct when selling Queensland-based tourism products and services. This unit covers the requirement for guides to deliver tours according to legal and ethical requirements. The Queensland Tourism Services Act (2003) specifically deals with ethical practices. Therefore, training and assessment of this unit must take into account the specific requirements of this legislation as it has implications on all guiding activities when a guide operates within the Queensland borders. No occupational licensing or certification requirements apply to this unit at the time of endorsement.

Required Reading: No required text.

Assessment: This unit is delivered via a traineeship, where all learning is conducted on the job. The student will also need to demonstrate their competence to the traineeship assessor via oral questions and written tasks they can for example work effectively as a guide. It covers key legal, ethical, safety and professional development issues that must be considered by guides in their day to day work. It is an essential skill for all guides and underpins all guiding activities.

SITGDE002A PROVIDE ARRIVAL AND DEPARTURE ASSISTANCE

Locations: Werribee, Industry.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge to offer arrival and departure assistance to customers between transport terminals and accommodation. It requires the ability to check the customer's arrival and departure information, reconfirm all operational aspects of the transportation and accommodation, and provide customers with accurate information.

Required Reading: No required text.

Assessment: This unit is delivered via a traineeship, where all learning is conducted on the job. The student will also need to demonstrate their competence to the traineeship assessor via oral questions and written tasks they can for example to offer arrival and departure assistance to customers between transport terminals and accommodation. It requires the ability to check the customer's arrival and departure information, reconfirm all operational aspects of the transportation and accommodation, and provide customers with accurate information.

SITGDE004A LEAD TOUR GROUPS

Locations: Werribee, Industry.

Prerequisites: Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to coordinate a group of touring customers. It focuses on the communication, leadership and conflict resolution skills required by guides. The unit requires the ability to coordinate the physical movement of groups. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Required Reading:No required text

Assessment:This unit is delivered via a traineeship, where all learning is conducted on the job. The student will also need to demonstrate their competence to the traineeship assessor via oral questions and written tasks they can for example required to coordinate a group of touring customers. It focuses on the communication, leadership and conflict resolution skills required by guides. The unit requires the ability to coordinate the physical movement of groups.

SITTGDE006A PREPARE AND PRESENT TOUR COMMENTARIES OR ACTIVITIES

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to prepare and present commentaries or activities to customers. Its main focus is on the need to use effective interpretation and presentation techniques to ensure customer participation and enjoyment. Tour guides may have generalist or specialist knowledge and the diversity of information imparted is immense and immeasurable. This unit does not focus on the knowledge base but on the skills required to prepare and present information. The unit goes beyond the delivery of fully-scripted commentary and requires significant creative input.

Required Reading:No required text.

Assessment:This unit is delivered via a traineeship, where all learning is conducted on the job. The student will also need to demonstrate their competence to the traineeship assessor via oral questions and written tasks they can for example prepare and present commentaries or activities to customers.

SITTGDE007A DEVELOP AND MAINTAIN THE GENERAL AND REGIONAL KNOWLEDGE REQUIRED BY GUIDES

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to research information on Australia for presentation to customers. It requires broad general knowledge of Australia and a breadth and depth of regional and location specific knowledge, highlighting the need for ongoing research to update and expand the guide's knowledge.

Required Reading:No required text.

Assessment:This unit is delivered via a traineeship, where all learning is conducted on the job. The student will also need to demonstrate their competence to the traineeship assessor via oral questions and written tasks they can for example research information on Australia for presentation to customers. It requires broad general knowledge of Australia and a breadth and depth of regional and location specific knowledge, highlighting the need for ongoing research to update and expand the guide's knowledge.

SITTIND001A DEVELOP AND UPDATE TOURISM INDUSTRY KNOWLEDGE

Locations:Werribee, Industry, Sunbury.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to develop and update knowledge of the tourism industry, including the role of different industry sectors and key legal and ethical issues that must be considered

by tourism industry personnel in their day-to-day work. This knowledge underpins effective performance in the tourism industry. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Required Reading:O'Shannessy, V., Minett, D.(2008). (2nd Ed). The road to tourism, skills for the new professional. Australia: Pearson Education

Assessment:This unit is delivered via a traineeship, where all learning is conducted on the job. The student will also need to demonstrate their competence to the traineeship assessor via oral questions and written tasks they can for example describe the tourism industry, including the role of different industry sectors and key legal and ethical issues that must be considered by tourism industry personnel in their day to day work.

SITTIND001B DEVELOP AND UPDATE TOURISM INDUSTRY KNOWLEDGE

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to develop and update current and emerging information on the tourism industry, including industry structure, current technology and key environmental, community, legal and ethical issues that must be considered and applied by tourism industry personnel in their day-to-day work. The unit focuses on the ability to source and comprehend general tourism industry information and covers the initial and ongoing development of a person's required knowledge base. This information underpins effective performance in the tourism industry. More specialised and advanced tourism research and management knowledge is found in other units. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Required Reading:O'Shannessy, V., Minett (2008) (2nd Ed) The road to tourism, skills for the new professional Australia: Pearson Education

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

SITTPD001B RESEARCH, ASSESS AND DEVELOP TOURISM PRODUCTS

Locations:Werribee, Industry, Off-shore.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to manage product development strategically within tourism and hospitality organisations. It requires the ability to research the market, analyse issues relevant to establishing the product, determine a profitable selling price, establish the product, and monitor and evaluate its success.

Required Reading:This unit has no required text.

Assessment:Evidence of the following is essential: - ability to research, assess and develop tourism products for a specific tourism operation and to monitor the product's success - ability to fully research, comprehend and analyse information on the full range of issues that relate to the development of the tourism product - detailed knowledge of the tourism industry, including structure and interrelationships, tourism industry networks, information sources and distribution and marketing networks - ability to consult and communicate with colleagues and external stakeholders Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School.

SITTPD002A RESEARCH TOURISM DATA

Locations:Werribee.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge

required to conduct formal tourism research. It requires the ability to identify research needs, conduct the research and accurately analyse and interpret the data.

Required Reading:This unit has no required text.

Assessment:Students are required to do assignments, classroom activities, portfolio of research and/or presentations.

SITTSLO01A OPERATE AN ONLINE INFORMATION SYSTEM

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to operate an online information system, which can include the internet and any intranet system. It requires the ability to determine information requirements and locate, check and download information.

Required Reading:O'Shannessy, V., Minett, D.(2008). (2nd Ed). The road to tourism, skills for the new professional. Australia: Pearson

Assessment:This unit is delivered via a traineeship, where all learning is conducted on the job. The student will also need to demonstrate their competence to the traineeship assessor via oral questions and written tasks they can for example they can operate an online information system, which can include the internet and any intranet system

SITTSLO02A ACCESS AND INTERPRET PRODUCT INFORMATION

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to access and interpret specific details about tourism products correctly and accurately. This unit does not cover detailed interpretation of airfare information which is covered by a range of other Tourism Sales and Operations units. Any organisation that sells travel insurance to a retail client must meet the requirements of the Financial Services Reform Act (2001). In particular, sales personnel must complete a course delivered by the insurance provider in order to interpret provisions of the insurance policy and provide advice to customers on its purchase.

Required Reading:O'Shannessy, V., Minett, D.(2008). (2nd Ed). The road to tourism, skills for the new professional. Australia: Pearson

Assessment:This unit is delivered via a traineeship, where all learning is conducted on the job. The student will also need to demonstrate their competence to the traineeship assessor via oral questions and written tasks they can for example access and interpret specific details about tourism products correctly and accurately

SITTSLO03A SOURCE AND PROVIDE INTERNATIONAL DESTINATION INFORMATION AND ADVICE

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to source and provide information and advice for international destinations, including general product information such as what types or styles of product a destination offers. The unit requires the ability to identify appropriate information sources and research destinations in order to develop, update and maintain a general destination knowledge base relevant to the industry sector and job role.

Required Reading:Lee Perlitz and Steven Elliot (2001). The Travel Handbook series International Destinations. Prentice Hall/Surrey Hills NSW

Assessment:Students are required to do assignments, classroom activities, tests, and/or presentations.

SITTSLO04A SOURCE AND PROVIDE AUSTRALIAN DESTINATION INFORMATION AND ADVICE

Locations:Industry.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to source and provide information and advice for Australian destinations, including general product information such as what types or styles of product can the destination offer. The unit requires the ability to identify appropriate information sources and research destinations in order to develop, update and maintain a general destination knowledge base relevant to the industry sector and job role.

Required Reading:This unit has no required text.

Assessment:Students are required to do assignments, classroom activities, tests, projects and/or presentations.

SITTSLO05A SELL TOURISM PRODUCTS AND SERVICES

Locations:Industry.

Prerequisites:SITTSLO02A - ACCESS AND INTERPRET PRODUCT INFORMATION

Description:This unit describes the performance outcomes, skills and knowledge required to sell tourism services and products proactively in a range of industry contexts. It requires the ability to provide quality customer service while identifying specific customer needs, suggest a range of products to meet those needs, provide current and accurate product information and close the sale This unit covers the sale of any type of tourism product or service to any destination. Therefore, training and assessment must take into account the specific requirements of tourism - related legislation as it applies to selling the product or destination.

Required Reading:O'Shannessy, V., Minett, D., Hyde, G. (2008) (2nd Ed) The Road to Tourism, Skills for the new professional. Australia: Pearson Education

Assessment:This unit is delivered via a traineeship, where all learning is conducted on the job. The student will also need to demonstrate their competence to the traineeship assessor via oral questions and written tasks they can for example sell tourism services and products proactively in a range of industry contexts. It requires the ability to provide quality customer service while identifying specific customer needs, suggest a range of products to meet those needs, provide current and accurate product information and close the sale.

SITTSLO06A PREPARE QUOTATIONS

Locations:Werribee, Industry.

Prerequisites:SITTSLO02A - ACCESS AND INTERPRET PRODUCT INFORMATION

Description:This unit describes the performance outcomes, skills and knowledge required to calculate the costs of products and services accurately and to present quotations to customers. It requires the ability to provide quotations for products and services where some costing and pricing has already been undertaken in the product development phase. As such it underpins SITPPD003A Source and package tourism products, which deals with the more advanced skills to actually source, price and package product

Required Reading:No required reading.

Assessment:This unit is delivered via a traineeship, where all learning is conducted on the job. The student will also need to demonstrate their competence to the traineeship assessor via oral questions and written tasks they can for example to calculate the costs of products and services accurately and to present quotations to customers. It requires the ability to provide quotations for products and services where some costing and pricing has already been undertaken in the product development phase.

SITTSLO06B PREPARE QUOTATIONS

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:SITTSLO02A - ACCESS AND INTERPRET PRODUCT INFORMATION

Description:This unit describes the performance outcomes, skills and knowledge required to calculate the costs of products and services accurately and to present quotations to customers. It requires the ability to provide quotations for products and services where some costing and pricing has already been undertaken in the product development phase. As such it underpins SITPPD003B Source and package tourism products, which deals with the more advanced skills to actually source, price and package product.

Required Reading:No required reading.

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

SITTSLO07B RECEIVE AND PROCESS RESERVATIONS

Locations:Footscray Nicholson, Industry, Off-shore.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to receive and process reservations for a tourism or hospitality product or service offered for sale to agents or direct to the consumer. It requires the ability to determine the availability of the product or service, offer alternatives, accurately record the reservation details and administer the reservation through to finalisation.

Required Reading:No required reading.

Assessment:A range of assessment methods will be used to assess practical skills and knowledge, including: - direct observation of the candidate receiving and processing reservations - evaluation of integrated activities completed by the candidate, including sourcing information on products, selling products, providing quotations and issuing documents - evaluation of reservations documentation and booking data generated by the candidate - written and oral questioning or interview to test knowledge of the principles underpinning reservations procedures and the relationships between different sectors of the tourism industry Assessments may include: - practical assessment - work projects - demonstration - written and verbal tasks. Specific unit assessments are located in the learning and assessment plans within the School. This unit lends itself to LiWC via a project or simulation.

SITTSLO08A BOOK AND COORDINATE SUPPLIER SERVICES

Locations:Industry.

Prerequisites:SITTSLO02A - ACCESS AND INTERPRET PRODUCT INFORMATION

Description:This unit describes the performance outcomes, skills and knowledge required to make and administer bookings for tourism or hospitality products and services. It requires the ability to identify the customer's product requirements, request and confirm these with appropriate suppliers, and administer all bookings through to finalisation. It describes the coordination of bookings with suppliers, normally a business to business supply. The unit does not cover the skills required to receive and process an incoming reservation within a supplier organisation which are covered in SITTSLO07A Receive and process reservations.

Required Reading:This unit has no required text.

Assessment:Students are required to do assignments, classroom activities, projects.

SITTSLO08B BOOK AND COORDINATE SUPPLIER SERVICES

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:SITTSLO02A - ACCESS AND INTERPRET PRODUCT INFORMATION

Description:This unit describes the performance outcomes, skills and knowledge required to make and administer bookings for tourism or hospitality products and services. It requires the ability to identify the customer's product requirements,

request and confirm these with appropriate suppliers, and administer all bookings through to finalisation. It describes the coordination of bookings with suppliers, normally a business to business supply. The unit does not cover the skills required to receive and process an incoming reservation within a supplier organisation which are covered in SITTSLO07B Receive and process reservations. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Required Reading:This unit has no required text.

Assessment:Students are required to do assignments, classroom activities, projects.

SITTSLO09A PROCESS TRAVEL-RELATED DOCUMENTATION

Locations:Industry.

Prerequisites:SITTSLO02A - ACCESS AND INTERPRET PRODUCT INFORMATION

Description:This unit describes the performance outcomes, skills and knowledge required to process a range of travel documentation commonly used or issued within the tourism industry. It requires the ability to identify and interpret all documentation requirements and to prepare and despatch documents within designated deadlines. Travel related documents can include air tickets.

Required Reading:This unit has no required text.

Assessment:Students are required to do classroom activities, tests, assignment.

SITTSLO09B PROCESS TRAVEL-RELATED DOCUMENTATION

Locations:Werribee, Industry.

Prerequisites:SITTSLO02A - ACCESS AND INTERPRET PRODUCT INFORMATION

Description:This unit describes the performance outcomes, skills and knowledge required to process a range of travel documentation commonly used or issued within the tourism industry. It requires the ability to identify and interpret all documentation requirements and to prepare and despatch documents within designated deadlines. Travel-related documents can include air tickets. In most States and Territories, organisations that issue air tickets must meet the requirements of relevant state or territory Department or Office of Fair Trading which, in most cases, requires the tourism organisation to hold a travel agent's licence. In many cases managers must have formally achieved competence in constructing and ticketing airfares through a registered training organisation that must use this unit as the basis for their training.

Required Reading:This unit has no required text.

Assessment:Students are required to do classroom activities, tests, assignment.

SITTSLO10A CONTROL RESERVATIONS OR OPERATIONS USING A COMPUTERISED SYSTEM

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to use a computerised reservations or operations system to create, maintain and administer bookings for a range of products and services in tourism, hospitality or events. It requires the ability to use the system capabilities to fulfil a range of sales and operational functions. The unit concentrates on the specific computer skills required to apply many tourism operational functions. This unit does not cover specific core sales and operational skills which are fully covered in other individual units, such as SITTSLO05A Sell tourism products and services, SITTSLO06A Prepare quotations and SITTSLO09A Process travel related documentation.

Required Reading:D.L Foster (2007). First Class Galileo. Mundus

Assessment:Students are required to do classroom activities, tests.

SITTSLO10B CONTROL RESERVATIONS OR OPERATIONS USING A COMPUTERISED SYSTEM

Locations:Werribee, Industry.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to use a computerised reservations or operations system to create, maintain and administer bookings for a range of products and services in tourism, hospitality or events. It requires the ability to use the system capabilities to fulfil a range of sales and operational functions. The unit concentrates on the specific computer skills required to apply many tourism operational functions. This unit does not cover specific core sales and operational skills which are fully covered in other individual units, such as SITTTSL005A Sell tourism products and services, SITTTSL006B Prepare quotations and SITTTSL009B Process travel-related documentation. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Required Reading: D.L Foster (2007). First Class Galileo. Mundus

Assessment: Students are required to do classroom activities, tests.

SITTTSL012A CONSTRUCT DOMESTIC AIRFARES

Locations: Werribee, Industry.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to construct air itineraries and cost airfares correctly for domestic air travel. It requires the ability to interpret airfare information accurately and configure air itineraries that create optimum airfare costs. This unit does not include ticketing which is found in the unit SITTTSL009A Process travel related documentation.

Required Reading: Australian Federation of Travel Agents Limited (AFTA) (2007) Australian Airfares & Ticketing. Australian Federation of Travel Agents Limited (AFTA)/Australia Australian Federation of Travel Agents Limited (AFTA) (2007) AAT Fares Manual. Australian Travel Professional Program/Australia

Assessment: Students are required to do classroom activities, tests.

SITTTSL012B CONSTRUCT DOMESTIC AIRFARES

Locations: Werribee, Industry.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to construct air itineraries and cost airfares correctly for domestic air travel. It requires the ability to interpret airfare information accurately and configure air itineraries that create optimum airfare costs. This unit does not include ticketing which is found in the unit SITTTSL009B Process travel-related documentation. In most States and Territories, organisations that sell air tickets must meet the requirements of relevant state or territory Department or Office of Fair Trading which, in most cases, requires the tourism organisation to hold a travel agent's licence. In many cases managers must have formally achieved competence in constructing airfares through a registered training organisation that must use this unit as the basis for their training.

Required Reading: Australian Federation of Travel Agents Limited (AFTA) (2007) Australian Airfares & Ticketing. Australian Federation of Travel Agents Limited (AFTA)/Australia Australian Federation of Travel Agents Limited (AFTA) (2007) AAT Fares Manual. Australian Travel Professional Program/Australia

Assessment: Students are required to do classroom activities, tests.

SITTTSL013A CONSTRUCT NORMAL INTERNATIONAL AIRFARES

Locations: Werribee, Industry.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to construct international air itineraries and cost normal international airfares. It requires the ability to interpret airfare information accurately and configure

air itineraries that create optimum airfare costs. This unit does not include ticketing which is found in SITTTSL009A Process travel related documentation.

Required Reading: Australian Federation of Travel Agents Limited (AFTA) (2006) International Fares and Ticketing - Standard. Australian Travel Professional Program/Australia Australian Federation of Travel Agents Limited (AFTA) (2006) International Fare Manual. Australian Travel Professional Program/Australia

Assessment: Students are required to do classroom activities, tests.

SITTTSL013B CONSTRUCT NORMAL INTERNATIONAL AIRFARES

Locations: Werribee, Industry.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to construct international air itineraries and cost promotional or 'special' international airfares. It requires the ability to interpret airfare information accurately and configure air itineraries which create optimum airfare costs. This unit does not include ticketing which is found in the unit SITTTSL009A Process travel related documentation.

Required Reading: Australian Federation of Travel Agents Limited (AFTA) (2007) International Promotional Fares Australian Federation of Travel Agents Limited (AFTA)/Australia

Assessment: Students are required to do classroom activities, tests.

SITTTSL014A CONSTRUCT PROMOTIONAL INTERNATIONAL AIRFARES

Locations: Werribee, Industry.

Prerequisites: SITTTSL013A - CONSTRUCT NORMAL INTERNATIONAL AIRFARES

Description: This unit describes the performance outcomes, skills and knowledge required to construct international air itineraries and cost promotional or 'special' international airfares. It requires the ability to interpret airfare information accurately and configure air itineraries which create optimum airfare costs. This unit does not include ticketing which is found in the unit SITTTSL009A Process travel related documentation.

Required Reading: Australian Federation of Travel Agents Limited (AFTA) (2007) International Promotional Fares Australian Federation of Travel Agents Limited (AFTA)/Australia

Assessment: Students are required to do classroom activities, tests.

SITTTSL014B CONSTRUCT PROMOTIONAL INTERNATIONAL AIRFARES

Locations: Werribee, Industry.

Prerequisites: SITTTSL013B - CONSTRUCT NORMAL INTERNATIONAL AIRFARES

Description: This unit describes the performance outcomes, skills and knowledge required to construct international air itineraries and cost promotional or 'special' international airfares. It requires the ability to interpret airfare information accurately and configure air itineraries which create optimum airfare costs. This unit does not include ticketing which is found in the unit SITTTSL009B Process travel-related documentation.

Required Reading: Australian Federation of Travel Agents Limited (AFTA) (2006) International Fares and Ticketing - Standard. Australian Travel Professional Program/Australia Australian Federation of Travel Agents Limited (AFTA) (2006) International Fare Manual. Australian Travel Professional Program/Australia

Assessment: Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

SITTSLO16A ADMINISTER BILLING AND SETTLEMENT PLAN

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to administer a billing and settlement plan (BSP) for any tourism organisation involved in the sale and ticketing of airfares. It requires the ability to compile all information and documentation for air ticket sales and to lodge and report payments with accuracy.

Required Reading:IATA (2007) BSP Kit. IATA/Australia

Assessment:Students are required to do tests.

SITTSLO16B ADMINISTER BILLING AND SETTLEMENT PLAN

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to administer a billing and settlement plan (BSP) for any tourism organisation involved in the sale and ticketing of airfares. It requires the ability to compile all information and documentation for air ticket sales and to lodge and report payments with accuracy.

Required Reading:IATA (2007) BSP Kit. IATA/Australia

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

SITTVAF001A PROVIDE VENUE INFORMATION AND ASSISTANCE

Locations:Sunbury.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to provide visitors with information on the venue's facilities and services.

Required Reading:Lynn Van Der Wagan, (2008). 3rd Ed. Events Management: For Tourism, Cultural Business and Sporting Events. Pearson Education, Australia

Assessment:Students are required to do assignments, classroom activities, tests, projects, case studies and/or presentations.

SITXADMO01A PERFORM OFFICE PROCEDURES

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to complete a range of routine office procedures and activities, including writing simple correspondence.

Required Reading:O'Shannessy, V., Minett, D.(2008). (2nd Ed). The road to tourism, skills for the new professional. Australia: Pearson

Assessment:This unit is delivered via a traineeship, where all learning is conducted on the job. The student will also need to demonstrate their competence to the traineeship assessor via oral questions and written tasks they can for example perform a range of routine office procedures and activities, including writing simple correspondence.

SITXADMO03A WRITE BUSINESS DOCUMENTS

Locations:Werribee, Industry, Sunbury.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to prepare and produce a range of business documents expressing complex ideas and requiring varying and complex formats, e.g. formal reports.

Required Reading:No required reading.

Assessment:Traineeship: This unit is also delivered via a traineeship, where all

learning is conducted on the job. The student will also need to demonstrate their competence to the traineeship assessor via oral questions and written tasks they can for example prepare and produce a range of business documents expressing complex ideas and requiring varying and complex formats. On Campus courses: Students are required to do assignments, classroom activities, projects, case studies.

SITXADMO04A PLAN AND MANAGE MEETINGS

Locations:Footscray Nicholson, Industry, Sunbury.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to plan and conduct structured meetings involving multiple participants. It requires the ability to write and distribute agendas, chair meetings and write minutes. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Required Reading:No required text.

Assessment:Assignments, presentations, case studies, direct observations, and role plays.

SITXCCS001A PROVIDE VISITOR INFORMATION

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to provide visitors with general information about a local area.

Required Reading:No required text.

Assessment:This unit is delivered via a traineeship, where all learning is conducted on the job. The student will also need to demonstrate their competence to the traineeship assessor via oral questions and written tasks they can for example provide visitor information proactively in a range of industry contexts. It requires the ability to provide quality customer service while identifying specific customer needs.

SITXCCS002A PROVIDE QUALITY CUSTOMER SERVICE

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to provide quality service to customers in a range of service industry workplaces. It requires the ability to determine and address diverse customer needs and expectations, ascertain changes in customer preferences, establish rapport, deal with complaints and difficult service situations, use opportunities for promoting and upselling, apply knowledge of protocol and ritual for particular types of industry sectors and organisations, and systematically manage a clientele through rewards systems, databases, etc.

Required Reading:For Hospitality courses, the text will be "The road to hospitality, skills for the new professional". No required text for Tourism courses.O'Shannessy, V., Minett, D.(2008). The Road to hospitality, skills for the new professional. Australia: Pearson

Assessment:Students are required to do assignments, classroom activities, tests, projects, case studies and/or presentations. Traineeship Program On the job assessment through demonstration and observation in the workplace.

SITXCCS003A MANAGE QUALITY CUSTOMER SERVICE

Locations:Footscray Nicholson.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to manage customer service quality in a range of service industry workplaces. It requires the ability to develop and monitor management strategies to

enhance and oversee the delivery of quality customer service.

Required Reading: O'Shannessy, V., Minnett, D. (2008). The Road to hospitality, skills for the new professional. Australia: Pearson

Assessment: A range of assessment methods will be used to assess practical skills and knowledge, including: -evaluation of industry projects managed by the candidate to enhance service delivery in a given operation -evaluation of projects managed by the candidate to create, market and deliver a tourism or hospitality service -case studies to address specific service delivery issues in different workplace contexts -oral or written questions to assess knowledge of quality assurance concepts and principles -review of portfolios of evidence and third party workplace reports of on the job performance by the candidate. -Holistic assessment with other units relevant to the industry sector

SITXCOM001A WORK WITH COLLEAGUES AND CUSTOMERS

Locations: Footscray Nicholson, Werribee, Industry, Sunshine, Academy Sofitel. 21773VIC Certificate II in General Education for Adults: Footscray Nicholson, Sunshine and Visy Cares Hub..

Prerequisites: Nil.

Description: This unit describes the performance outcomes, interpersonal, communication and customer service skills and knowledge required to work in the service industries. This is a core unit underpinning all other units involving interaction with colleagues and customers. Key required skills and knowledge for this role include meeting personal presentation standards, establishing rapport with customers, determining and addressing customer needs and expectations, dealing with complaints, working in teams and using appropriate communication techniques and mediums

Required Reading: For Tourism courses, the text will be "The road to tourism, skills for the new professional". For Hospitality courses, the text will be "The road to hospitality, skills for the new professional". O'Shannessy V, Minnett D, Hyde G. (2008). 2nd Ed. The Road to Tourism, Skills for the New Professional Pearson Education, Australia O'Shannessy, V., Minnett, D. (2008). The Road to hospitality, skills for the new professional. Australia: Pearson 21773VIC Certificate II in General Education for Adults: The teacher will provide teaching and learning material as required.

Assessment: Students are required to do assignments, classroom activities, case studies and/or presentations. Traineeship Program On the job assessment through demonstration and observation in the workplace. Academy Sofitel: A range of assessment methods will be used to assess practical skills and knowledge, including: - direct observation of the candidate carrying out work tasks involving dealing with customers and colleagues - role-plays about communication situations and dealing with complaints and misunderstandings - review of simple messages written by the candidate for various situations - questions about effective communication and personal presentation - review of portfolios of evidence and third party workplace reports of on the job performance by the candidate.

SITXCOM002A WORK IN A SOCIALLY DIVERSE ENVIRONMENT

Locations: Footscray Nicholson, Werribee, Industry, Sunshine, Academy Sofitel. 21773VIC Certificate II in General Education for Adults: Footscray Nicholson, Sunshine and Visy Cares Hub..

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to be culturally aware when serving customers and working with colleagues from diverse backgrounds. It requires the ability to communicate with people of different social and cultural backgrounds with respect and sensitivity and address cross-cultural misunderstandings.

Required Reading: For Tourism courses, the text will be "The road to tourism, skills for the new professional". For Hospitality courses, the text will be "The road to hospitality, skills for the new professional". O'Shannessy, V., Minnett, D., Hyde, G. (2008). (2nd Ed.) The road to tourism, skills for the new professional. Australia: Pearson Ed O'Shannessy, V., Minnett, D. (2008). The road to hospitality, skills for the new professional. Australia: Pearson Ed 21773VIC Certificate II in General Education for Adults: The teacher will provide teaching and learning material as required.

Assessment: Students are required to do assignments, classroom activities, case studies and/or presentations. Traineeship Program On the job assessment through demonstration and observation in the workplace. Academy Sofitel: A range of assessment methods will, be used to assess the practical skills and knowledge required to communicate with culturally diverse customers and colleagues, including: - observation, case studies or projects, questions about cultural values and differences and effective communication and problem solving techniques, written and oral questioning or interview to test knowledge of EEO and anti discrimination legislative issues and workplace policies, review of portfolios of evidence and third party workplace reports of on the job performance by the candidate.

SITXCOM003A DEAL WITH CONFLICT SITUATIONS

Locations: Footscray Nicholson, Industry, Sunbury, Academy Sofitel.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to resolve conflict situations with customers and colleagues. It also describes the resolution of escalated complaints. The unit covers the conflict resolution skills required to address conflicts that may arise in day-to-day work situations. It does not cover formal negotiation, counselling or conducting mediation.

Required Reading: For Tourism courses, the text will be "The road to tourism, skills for the new professional". For Hospitality courses, the text will be "The road to hospitality, skills for the new professional". Traineeship: Workbooks will be provided to trainees as part of their training. O'Shannessy V, Minnett D, Hyde G. (2008). 2nd Ed. The Road to Tourism, Skills for the New Professional Australia: Pearson Ed O'Shannessy, V., Minnett, D. (2008). The Road to hospitality, skills for the new professional. Australia: Pearson Ed

Assessment: Students are required to do assignments, classroom activities, case studies and/or presentations. Academy Sofitel: A range of assessment methods will be used to assess practical skills and knowledge, including: - direct observation of the candidate demonstrating complaint handling or negotiation skills, either in the workplace or through role-plays - case studies to analyse and resolve conflict situations arising in various work contexts - written or oral questions to assess underpinning theories related to conflict resolution - review of portfolios of evidence and third party workplace reports of on the job performance by the candidate.

SITXCOM004A COMMUNICATION ON THE TELEPHONE

Locations: Footscray Nicholson, Werribee, Industry, Sunshine, 21772VIC Certificate I in General Education for Adults: Footscray Nicholson and Sunshine..

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to communicate effectively on the telephone. It requires the ability to make and receive calls, to take messages on behalf of other people and to use the main features of a telephone correctly.

Required Reading: Retail & Hospitality Traineeship: Workbooks will be provided to trainees as part of their training. O'Shannessy, V., Minnett, D. (2008). (2nd Ed). The road to tourism, skills for the new professional. Australia: Pearson 21772VIC Certificate I in General Education for Adults: The teacher will provide teaching and learning material as required.

Assessment: This unit is delivered via a traineeship, where all learning is conducted on the job. The student will also need to demonstrate their competence to the traineeship assessor via oral questions and written tasks they can for example communicate effectively on the telephone. It requires the ability to make and receive calls, to take messages on behalf of other people and to use the main features of a telephone correctly.

SITXCOM005A MAKE PRESENTATIONS

Locations: Werribee.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to prepare for and deliver effective presentations to a group of people. It requires the ability to plan presentations that are tailored to the audience needs and to deliver interesting and coherent presentations using appropriate aids, equipment and public speaking techniques.

Required Reading: NA

SITXCOM006A ADDRESS PROTOCOL REQUIREMENTS

Locations: Sunbury.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to address protocol requirements in a broad range of business activities. The unit focuses on basic research skills to acquire a knowledge and understanding of protocol requirements within diverse business, social and cultural contexts, as well as the ability to use that knowledge in a practical workplace context.

Required Reading: Lynn Van Der Wagan. (2008). 3rd Ed. Events Management: For Tourism, Cultural Business and Sporting Events. Pearson Education, Australia

Assessment: Students are required to do assignments, classroom activities, tests, projects, case studies and/or presentations.

SITXENVO01A PARTICIPATE IN ENVIRONMENTALLY SUSTAINABLE WORK PRACTICES

Locations: Footscray Nicholson, Industry.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to participate in environmentally sustainable work practices. It requires the ability to measure self-usage of resources effectively, follow predetermined environmentally sustainable work practices, identify and report on breaches and suggest improvements to work activities that will contribute to environmental sustainability and reduce negative environmental impacts.

Required Reading: No required text.

Assessment: Observation, demonstration, questioning, written assignment.

SITXEVTO01B DEVELOP AND UPDATE EVENT INDUSTRY KNOWLEDGE

Locations: Sunbury.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to develop and update general knowledge of the events industry, including industry structure, legal issues and current technology. This knowledge underpins effective performance in all meeting and event organisation and management roles.

Required Reading: Lynn Van Der Wagan. (2008). 3rd Ed. Events Management: For Tourism, Cultural Business and Sporting Events. Pearson Education, Australia

Assessment: Students are required to do assignments, classroom activities, tests, projects, case studies and/or presentations.

SITXEVTO02A PROVIDE EVENT STAGING SUPPORT

Locations: Sunbury.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to provide assistance with the staging of an event, including general knowledge of event staging and production issues

Required Reading: Lynn Van Der Wagan. (2008). 3rd Ed. Events Management: For Tourism, Cultural Business and Sporting Events. Pearson Education Australia

Assessment: Students are required to do assignments, classroom activities, tests, projects, case studies and/or presentations.

SITXEVTO02B PROVIDE EVENT STAGING SUPPORT

Locations: Werribee, Industry.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to provide assistance with the staging of an event, including general knowledge of event staging and production issues. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Required Reading: Lynn Van Der Wagan. (2008). 3rd Ed. Events Management: For Tourism, Cultural Business and Sporting Events. Pearson Education Australia

Assessment: Students are required to do assignments, classroom activities, tests, projects, case studies and/or presentations.

SITXEVTO03A PROCESS AND MONITOR EVENT REGISTRATIONS

Locations: Footscray Nicholson, Industry, Footscray Park, Sunbury.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to process and monitor registration for any type of event.

Required Reading: Lynn Van Der Wagan. (2008). 3rd Ed. Events Management: For Tourism, Cultural Business and Sporting Events. Pearson Education Australia

Assessment: Students are required to do assignments, classroom activities, tests, projects, case studies and/or presentations.

SITXEVTO03B PROCESS AND MONITOR EVENT REGISTRATIONS

Locations: Footscray Nicholson, Industry, Footscray Park, Sunbury.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to process and monitor registration for any type of event.

Required Reading: Lynn Van Der Wagan. (2008). 3rd Ed. Events Management: For Tourism, Cultural Business and Sporting Events. Pearson Education Australia

Assessment: Students are required to do assignments, classroom activities, tests, projects, case studies and/or presentations.

SITXEVTO04A COORDINATE ON SITE EVENT REGISTRATIONS

Locations: Footscray Nicholson, Industry, St Albans, Sunbury.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to prepare for and undertake the onsite registration of delegates or participants at an event.

Required Reading: Lynn Van Der Wagan. (2008). 3rd Ed. Events Management: For Tourism, Cultural Business and Sporting Events. Pearson Education, Australia

Assessment: Students are required to do assignments, classroom activities, tests, projects, case studies and/or presentations.

SITXEVT004B COORDINATE ON-SITE EVENT REGISTRATIONS

Locations:Footscray Nicholson, Industry, St Albans, Sunbury.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to prepare for and undertake the onsite registration of delegates or participants at an event.

Required Reading:Lynn Van Der Wagan, (2008). 3rd Ed. Events Management: For Tourism, Cultural Business and Sporting Events. Pearson Education, Australia

Assessment:Students are required to do assignments, classroom activities, tests, projects, case studies and/or presentations.

SITXEVT005A ORGANISE IN-HOUSE EVENTS OR FUNCTIONS

Locations:Footscray Nicholson, Industry, Academy Sofitel.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to organise in-house events or functions from the perspective of an individual working within a commercial venue. The skills required by independent event organisers are covered in other Events units.

Required Reading:Brown, G., Hepner, K. (2008). The waiter's handbook. Australia: Pearson Ed

Assessment:Observation, event documentation and reports, written/oral questions, customer feedback, presentation, evaluation of an event organised, portfolio.

SITXEVT005B ORGANISE IN-HOUSE EVENTS OR FUNCTIONS

Locations:Footscray Nicholson, Industry, Academy Sofitel.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to organise in-house events or functions from the perspective of an individual working within a commercial venue. The skills required by independent event organisers are covered in other Events units. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Required Reading:Brown, G., Hepner, K. (2008). The waiter's handbook. Australia: Pearson Ed

Assessment:Observation, event documentation and reports, written/oral questions, customer feedback, presentation, evaluation of an event organised, portfolio.

SITXEVT007B DETERMINE EVENT FEASIBILITY

Locations:Footscray Nicholson, Industry.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to assess the viability of a proposed complex event comprising multiple components, and to develop recommendations and models for its future planning and operation. No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Required Reading:No required text.

Assessment:Observation, event documentation and reports, written/oral questions, customer feedback, presentation, evaluation of an event organised, portfolio.

SITXEVT008A PLAN AND DEVELOP EVENT PROPOSALS AND BIDS

Locations:Sunbury.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to plan and develop proposals and bids for the staging of complex events comprising multiple components.

Required Reading:Lynn Van Der Wagan (2008). (3rd Ed.) Events Management: For

tourism, cultural business and sporting events. Pearson Education Australia/Australia

Assessment:Students are required to do assignments, classroom activities, prepare an event bid.

SITXEVT009A DEVELOP EVENT CONCEPTS

Locations:Sunbury.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to develop the overall concept, theme and format for a complex event comprising multiple components. Event bids and proposals are covered in unit SITXEVT008A Plan and develop event proposals and bids. The unit also shares some similarities with SITXEVT014A Develop conference programs, but is broader in application.

Required Reading:Lynn Van Der Wagan (2008). (3rd Ed.) Events Management: For tourism, cultural business and sporting events. Pearson Education Australia/Australia

Assessment:Students are required to do assignments, classroom activities, prepare an event concept and/or presentations.

SITXEVT010B EVALUATE AND ADDRESS EVENT REGULATORY REQUIREMENTS

Locations:Sunbury.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to assess the regulatory requirements that impact on a complex event comprising multiple components, and to incorporate appropriate responses into event planning and management.

Required Reading:Lynn Van Der Wagan (2008). (3rd Ed.) Events Management: For tourism, cultural business and sporting events. Pearson Education Australia/Australia

Assessment:Students are required to do assignments, classroom activities, and/or presentations.

SITXEVT011A DEVELOP CROWD CONTROL PLANS AND PROCEDURES

Locations:Sunbury.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to develop plans and procedures for the admittance, seating and dispersal of crowds. It includes procedures for emergency situations.

Required Reading:Lynn Van Der Wagan (2008). (3rd Ed.) Events Management: For tourism, cultural business and sporting events. Pearson Education Australia/Australia

Assessment:Students are required to do assignments, classroom activities, participate in a live event.

SITXEVT012A SELECT EVENT VENUES AND SITES

Locations:Sunbury.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to undertake the venue or site selection process for a complex event comprising multiple components.

Required Reading:Lynn Van Der Wagan (2008). (3rd Ed.) Events Management: For tourism, cultural business and sporting events. Pearson Education Australia/Australia

Assessment:Students are required to do assignments, classroom activities, and/or presentations.

SITXEVT013A MANAGE EVENT STAGING

Locations:Sunbury.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to manage the staging and operation of a complex event comprising multiple components.

Required Reading:Lynn Van Der Wagan (2008). (3rd Ed.) Events Management: For tourism, cultural business and sporting events. Pearson Education Australia/Australia

Assessment:Students are required to do assignments, classroom activities, and conduct a live event.

SITXEVT014A DEVELOP CONFERENCE PROGRAMS

Locations:Sunbury.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to develop conference programs.

Required Reading:Lynn Van Der Wagan (2008). (3rd Ed.) Events Management: For tourism, cultural business and sporting events. Pearson Education Australia/Australia

Assessment:Students are required to do assignments, classroom activities, conduct a live event.

SITXEVT015B MANAGE EXHIBITIONS

Locations:Werribee, Industry.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to develop and implement plans and procedures for the management and operation of exhibitions. All other Events units are applicable to exhibition management. This unit focuses only on the issues specific to commercial exhibitions.

Required Reading:No required reading

Assessment:Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

SITXEVT016B ORGANISE AND MONITOR EVENT INFRASTRUCTURE

Locations:Industry, Sunbury.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to coordinate infrastructure and facilities for a complex event comprising multiple components, where these do not already exist at a venue or site.

Required Reading:Lynn Van Der Wagan (2008). (3rd Ed.) Events Management: For tourism, cultural business and sporting events. Pearson Education Australia/Australia

Assessment:Students are required to do assignments, classroom activities, conduct a live event.

SITXEVT017A PROVIDE ON SITE EVENT MANAGEMENT SERVICES

Locations:Footscray Nicholson, Industry, St Albans, Sunbury.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to coordinate the final preparation and setup of a complex event comprising multiple components and to manage all aspects of the onsite operation.

Required Reading:Lynn Van Der Wagan (2008). (3rd Ed.) Events Management: For tourism, cultural business and sporting events. Pearson Education Australia/Australia

Assessment:Students are required to do assignments, classroom activities, and conduct a live event.

SITXEVT017B PROVIDE ON-SITE EVENT MANAGEMENT SERVICES

Locations:Footscray Nicholson, Industry, St Albans, Sunbury.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge

required to coordinate the final preparation and setup of a complex event comprising multiple components and to manage all aspects of the onsite operation.

Required Reading:Lynn Van Der Wagan (2008). (3rd Ed.) Events Management: For tourism, cultural business and sporting events. Pearson Education Australia/Australia

Assessment:Students are required to do assignments, classroom activities, and conduct a live event.

SITXFIN001A PROCESS FINANCIAL TRANSACTIONS

Locations:Footscray Nicholson, Werribee, Industry.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to process simple financial transactions in a range of workplace contexts. Cash and other types of transactions are included in the unit

Required Reading:No required text.

Assessment:Students are required to complete assignments, classroom activities, test and worksheets.

SITXFIN002A MAINTAIN FINANCIAL RECORDS

Locations:Footscray Nicholson, Industry.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to maintain accurate financial records in a range of business contexts.

Required Reading:No required text.

Assessment:Students may be required to do assignments, classwork, tests, projects.

SITXFIN003A INTERPRET FINANCIAL INFORMATION

Locations:Footscray Nicholson, Industry.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to interpret the types of financial information used by operational supervisors and managers in their day to day work activities. The unit focuses on understanding key financial terminology, different types of financial reports and on how financial information is used in the management of a business.

Required Reading:Academy Sofitel: Accounting - An Introduction.Atrill, McLaney, Harvey and Jenner. (2006). Accounting - An Introduction. Sydney: Pearson Education.

Assessment:Students are required to complete assignments and tests. Academy Sofitel: A range of assessment methods will be used to assess practical skills and knowledge, including: -case studies that allow the candidate to report on business performance through analysis of financial reports -oral or written questions to assess knowledge and understanding of accounting concepts and terminology -review of portfolios of evidence and third party workplace reports of on the job performance by the candidate.

SITXFIN004A MANAGE FINANCES WITHIN A BUDGET

Locations:Footscray Nicholson, Academy Sofitel.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to take responsibility for budget management where others may have developed the budget. The skills and knowledge for budget development are found in unit SITXFIN005A Prepare and monitor budgets.

Required Reading:Academy Sofitel: Accounting - An Introduction.O'Shannessy, V., Minett, D.(2008) The Road to hospitality, skills for the new professional. Australia: Pearson Atrill, McLaney, Harvey and Jenner. (2006). Accounting - An Introduction. Sydney: Pearson Education

Assessment:A range of assessment methods will be used to assess practical skills and knowledge, including: -evaluation of financial reports detailing financial performance of projects or activities conducted by the candidate -evaluation of reports produced by the candidate detailing the processes undertaken to manage finances within a budget -case studies and problem solving to assess application of the principles of budget management to different situations -review of portfolios of evidence and third party workplace reports of on the job performance by the candidate.

SITXFINO05A PREPARE AND MONITOR BUDGETS

Locations:Footscray Nicholson, Academy Sofitel..

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to prepare and monitor budgets. It builds on the skills in unit SITXFINO04A Manage finances within a budget. While the nature of the budget may vary, the unit focuses on the key managerial skills of analysing financial information to inform developing a budget, drafting a budget and monitoring budget performance over time. This unit requires researching and analysing financial and other business information and applying it to budget planning, development, negotiation and monitoring. It requires sound knowledge of accounting principles, budget development methods, and presentation formats for different types of budget.

Required Reading:For Academy Sofitel: Accounting - An Introduction. For Hospitality oncampus study: The Road to hospitality, skills for the new professional.O'Shannessy, V., Minett, D.(2008). The Road to hospitality, skills for the new professional. Australia: Pearson Atrill, McLaney, Harvey and Jenner. (2006). Accounting - An Introduction. Sydney: Pearson Education

Assessment:A range of assessment methods will be used to assess practical skills and knowledge, including: -evaluation of budgets versus financial performance of projects managed by the candidate -evaluation of reports produced by the candidate detailing the processes undertaken to develop a budget -direct observation of the candidate providing a briefing or negotiating on a proposed budget -case studies and problem solving to assess application of the principles of budget preparation and evaluation to different situations -review of portfolios of evidence and third party workplace reports of on the job performance by the candidate.

SITXFINO06A OBTAIN AND MANAGE SPONSORSHIP

Locations:Sunbury.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to obtain and manage sponsorship for an activity, event or other organisational activity.

Required Reading:Lynn Van Der Wagan (2008). (3rd Ed.) Events Management: For tourism, cultural business and sporting events. Pearson Education Australia/Australia

Assessment:Students are required to do assignments, classroom activities, obtain sponsorship for a live event.

SITXFINO07A MANAGE PHYSICAL ASSETS

Locations:Footscray Nicholson, Industry, Sunbury, Academy Sofitel.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to manage the physical assets of an organisation. It includes a focus on establishing strategies, systems and procedures for asset maintenance and monitoring, as well as financing asset acquisition.

Required Reading:For Academy Sofitel: Accounting - An Introduction. For Hospitality oncampus study: The Road to hospitality, skills for the new professional. O'Shannessy, V., Minett, D.(2008). The Road to hospitality, skills for the new

professional. Australia: Pearson Ed Atrill, McLaney, Harvey and Jenner. (2006). Accounting - An Introduction. Sydney: Pearson Education

Assessment:A range of assessment methods will be used to assess practical skills and knowledge, including: -case studies -evaluation of industry projects -oral or written questions to assess knowledge -review of portfolios of evidence

SITXFINO08A MANAGE FINANCIAL OPERATIONS

Locations:Footscray Nicholson, Industry, Sunbury, Academy Sofitel.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to manage day to day financial operations of a small organisation, a department within a larger organisation or a complex project. The unit is not intended to cover detailed specialist accounting skills that are undertaken by qualified accountants or financial controllers, but does include the awareness of accounting issues and concepts needed by managers for effective communication with accountants or other specialists on financial matters.

Required Reading:For Academy Sofitel: Accounting - An Introduction. For Hospitality oncampus study: The Road to hospitality, skills for the new professional. O'Shannessy, V., Minett, D.(2008). The Road to hospitality, skills for the new professional. Australia: Pearson Ed Atrill, McLaney, Harvey and Jenner. (2006). Accounting - An Introduction. Sydney: Pearson Education

Assessment:A range of assessment methods will be used to assess practical skills and knowledge, including: -evaluation of financial reports -evaluation of financial management strategies -case studies and problem solving -review of portfolios of evidence and third party workplace reports of on the job performance by the candidate

SITXFSA001A IMPLEMENT FOOD SAFETY PROCEDURES

Locations:Footscray Nicholson, Industry, Academy Sofitel.

Prerequisites:SITXOHS001A - FOLLOW HEALTH, SAFETY AND SECURITY PROCEDURES

Description:This unit describes the performance outcomes, skills and knowledge required to handle food safely during the storage, preparation, display, service and disposal of food within a range of service industry operations. It requires the ability to follow predetermined procedures as outlined in an organisation food safety program.

Required Reading:No required reading.

Assessment:Students are required to complete assignments, classroom activities, case studies and/or presentations. Direct observation, oral/written test/worksheets. Traineeship: Training record book, observation, written/oral test/worksheets, portfolio/third party evidence.

SITXFSA002A DEVELOP AND IMPLEMENT A FOOD SAFETY

Locations:Footscray Nicholson, Industry.

Prerequisites:SITXFSA001A - IMPLEMENT FOOD SAFETY PROCEDURES

Description:This unit describes the performance outcomes, skills and knowledge required to develop, implement and evaluate a food safety program for a range of service industry operations where food is stored, prepared, displayed, served and disposed of. It requires the ability to determine the specific program requirements for an organisation and prepare policies and procedures for other personnel to follow.

Required Reading:Traineeship: Workbooks will be provided to trainees as part of their training

Assessment:Training record book/Industry log book, observation, written/oral test/worksheets, portfolio/third party evidence

SITXGLC001A DEVELOP AND UPDATE LEGAL KNOWLEDGE REQUIRED FOR BUSINESS COMPLIANCE

Locations:Footscray Nicholson, Academy Sofitel.

Prerequisites:Nil.

Description:This unit applies to senior personnel and operational managers responsible for ensuring overall business compliance with legislative and regulatory requirements. The unit does not cover the specialist skills and knowledge required by legal experts or managers whose primary role relates to compliance.

Required Reading:For Academy Sofitel: Business and the law. For Hospitality oncampus study: The road to hospitality, skills for the new professional. O'Shannessy, V., Minett, D. (2008). The road to hospitality, skills for the new professional. Australia: Pearson Andrew Terry and Des Giugni. (2005). (4th Ed). Business and the law. Melbourne: Thompson

Assessment:A range of assessment methods will be used to assess practical skills and knowledge, including: -evaluation of reports prepared by the candidate detailing how legal issues were identified and addressed in the conduct of a particular project - evaluation of industry projects conducted by the candidate to address the compliance requirements for different workplaces -case studies that allow the candidate to address legal requirements for given situations -review of portfolios of evidence and third party workplace reports of on the job performance by the candidate.

SITXHRM001A COACH OTHERS IN JOB SKILLS

Locations:Footscray Nicholson, Werribee, Industry, Academy Sofitel.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to provide on the job coaching to colleagues. This unit has no parity with units in Training and Assessment Training Package, but reflects the situation in many workplaces where buddy systems and on the job coaching are extremely common.

Required Reading:For Hospitality oncampus and Traineeship: The road to hospitality, skills for the new professional. O'Shannessy, V., Minett, D.(2008). The road to hospitality, skills for the new professional. Australia: Pearson Ed

Assessment:Students are required to do assignments, observation, classroom activities, role plays, case studies and presentation. Traineeship Program On the job assessment through demonstration and observation in the workplace.

SITXHRM002A RECRUIT, SELECT AND INDUCT STAFF

Locations:Footscray Nicholson, Industry, Sunbury, Academy Sofitel.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to recruit, select and induct staff within the framework of existing human or staffing resource plans or policies. It requires the application of significant planning and organisational skills combined with sound knowledge of current recruitment, selection and induction practices.

Required Reading:For Hospitality oncampus study: The road to hospitality, skills for the new professional. O'Shannessy, V., Minett, D.(2008). The Road to hospitality, skills for the new professional. Australia: Pearson Ed

Assessment:A range of assessment methods will be used to assess practical skills and knowledge, including: -direct observation of the candidate conducting a number of job interviews -review of documentation prepared by the candidate detailing job specifications, advertisements and supporting correspondence of the recruitment process -evaluation of industry projects conducted by the candidate to develop job specifications and recruitment procedures for different workplaces -review of portfolios of evidence and third party workplace reports of on the job performance by the candidate.

SITXHRM003A ROSTER STAFF

Locations:Footscray Nicholson, Industry, Sunbury, Academy Sofitel.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to develop, administer and communicate staff rosters.

Required Reading:For Hospitality oncampus study: The road to hospitality, skills for the new professional. Traineeships: Workbooks will be provided to trainees as part of their training. O'Shannessy, V., Minett, D.(2008). The Road to hospitality, skills for the new professional. Australia: Pearson Ed

Assessment:A range of assessment methods will be used to assess practical skills and knowledge, including: -evaluation of the staffing costs and service levels in a workplace or at an event for which the candidate has prepared rosters -case studies to develop rosters for typical industry working periods and different operational situations -oral or written questions to assess knowledge of specific factors affecting the design of rosters -review of portfolios of evidence and third party workplace reports of on the job performance by the candidate.

SITXHRM004A MANAGE VOLUNTEERS

Locations:Sunbury.

Prerequisites:Nil.

Description:This unit covers the performance outcomes skills and knowledge required to recruit and retain volunteers.

Required Reading:Lynn Van Der Wagan (2008). (3rd Ed.) Events Management: For tourism, cultural business and sporting events. Pearson Education Australia/Australia

Assessment:Students are required to do assignments, classroom activities, and manage a group of volunteers at a live event.

SITXHRM005A LEAD AND MANAGE PEOPLE

Locations:Footscray Nicholson, Industry.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to lead and manage teams of people in the workplace, including volunteers where appropriate. The unit focuses on modelling high standards, developing commitment and managing team performance through effective leadership.

Required Reading:O'Shannessy, V., Minett, D.(2008). The Road to hospitality, skills for the new professional. Australia: Pearson Ed

Assessment:Students are required to do assignments, classroom activities.

SITXHRM006A MONITOR STAFF PERFORMANCE

Locations:Footscray Nicholson, Industry, Academy Sofitel.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to monitor staff performance within the framework of established performance management systems. It includes the skills to conduct structured performance appraisal and formal counselling sessions.

Required Reading:For Hospitality oncampus study: The Road to hospitality, skills for the new professional. O'Shannessy, V., Minett, D.(2008). The Road to hospitality, skills for the new professional. Australia: Pearson Ed

Assessment:A range of assessment methods will be used to assess practical skills and knowledge, including: -evaluation of reports prepared by the candidate detailing how performance management issues may have been addressed during the conduct of a team project -evaluation of industry projects conducted by the candidate to develop performance management approaches for different workplaces -role play to provide feedback and conduct a performance appraisal or formal counselling session -review of portfolios of evidence and third party workplace reports of on the job performance by the candidate.

SITXHRM007A MANAGE WORKPLACE DIVERSITY

Locations:Footscray Nicholson, Academy Sofitel.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to provide leadership in a diverse workplace where customers and staff are from a wide range of backgrounds. It builds on the unit SITXCOM002A Work in a socially diverse environment, and reflects the importance of managing diversity in the workplace.

Required Reading:O'Shannessy, V., Minett, D.(2008). The Road to hospitality, skills for the new professional. Australia: Pearson

Assessment:A range of assessment methods will be used to assess practical skills and knowledge, including: -case studies to develop strategies for effectively managing diversity in different industry contexts -oral or written questions to assess knowledge of cross cultural issues and communication techniques -review of portfolios of evidence and third party workplace reports of on the job performance by the candidate.

SITXHRM008A MANAGE WORKPLACE RELATIONS

Locations:Footscray Nicholson, Industry, Sunbury.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to manage workplace relations from an industrial relations perspective.

Required Reading:O'Shannessy, V., Minett, D.(2008). The road to hospitality, skills for the new professional. Australia: Pearson Ed

Assessment:Evaluation of reports, assignments, review of portfolios, presentations, projects.

SITXINV001A RECEIVE AND STORE STOCK

Locations:Footscray Nicholson, Industry, Academy Sofitel.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to receive and store stock. It requires the ability to check and take delivery of stock, other than food, and to appropriately store, rotate and maintain the quality of stock items.

Required Reading:No required text.

Assessment:Observation, written/oral questioning, test, workplace reports, portfolio

SITXINV002A CONTROL AND ORDER STOCK

Locations:Footscray Nicholson, Industry, Academy Sofitel.

Prerequisites:SITXINV001A - RECEIVE AND STORE STOCKSITHCCCO03A - RECEIVE AND STORE KITCHEN SUPPLIES

Description:This unit describes the performance outcomes, skills and knowledge required to control and order stock. It requires the ability to process stock orders, maintain stock levels, minimise stock losses, manage stock-takes and maintain all documents that relate to the administration of stock.

Required Reading:No required text.

Assessment:Projects, stock control activities, case studies, oral/written test/worksheets, workplace reports, portfolio.

SITXMGTO01A MONITOR WORK OPERATIONS

Locations:Footscray Nicholson, Industry, Academy Sofitel.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to oversee and monitor the quality of day to day work operations within a tourism or hospitality context. As such it includes fundamental knowledge of

management roles and responsibilities.

Required Reading:For Hospitality oncampus study: The Road to hospitality, skills for the new professional.O'Shannessy, V., Minett, D.(2008). The Road to hospitality, skills for the new professional. Australia: Pearson Ed

Assessment:Students are required to do assignments, observation, classroom activities.

SITXMGTO02A DEVELOP AND IMPLEMENT OPERATIONAL PLANS

Locations:Footscray Nicholson, Industry, Academy Sofitel.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to undertake workplace planning with an operational focus.

Required Reading:For Hospitality oncampus study: The Road to hospitality, skills for the new professional.O'Shannessy, V., Minett, D.(2008). The road to hospitality, skills for the new professional. Australia: Pearson

Assessment:A range of assessment methods will be used to assess practical skills and knowledge, including: -evaluation of a plan prepared by the candidate as well as an evaluation of the implementation and evaluation phase to assess ongoing monitoring -evaluation of reports prepared by the candidate detailing the plan, how the planning process was undertaken, the ways in which implementation and evaluation of the plan were carried out and the lessons learned to inform future project planning - review of portfolios of evidence and third party workplace reports of on the job performance by the candidate.

SITXMGTO03A MANAGE PROJECTS

Locations:Sunbury.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to manage all aspects of a complex project, including project planning, monitoring and evaluation.

Required Reading:This unit has no required text.

Assessment:Students are required to do assignments, classroom activities and conduct a live event.

SITXMGTO04A DEVELOP AND IMPLEMENT A BUSINESS PLAN

Locations:Footscray Nicholson, Industry, Sunbury.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to develop and monitor a business plan that incorporates a range of subsidiary plans or strategies.

Required Reading:O'Shannessy, V., Minett, D.(2008). The road to hospitality, skills for the new professional. Australia: Pearson Ed

Assessment:A range of assessment methods will be used to assess practical skills and knowledge, including: -evaluation of a business plan prepared by the candidate to guide the management of a commercial or not for profit business activity, as well as evaluation of the resulting performance report also prepared by the candidate -case studies to develop specific business plans and strategies for selected business activities or projects -review of portfolios of evidence and third party workplace reports of on the job performance by the candidate.

SITXMGTO05A MANAGE BUSINESS RISK

Locations:Werribee.

Prerequisites:Nil.

Description:This unit describes the performance outcomes, skills and knowledge required to actively identify risks to business operations, assess the associated

consequences and take measures to eliminate or control the risk. It requires the ability to monitor business risks on an ongoing basis. This unit focuses on business risk and not on the risk management strategies that a business applies to the management of OHS issues. OHS management practices are covered in separate specialised units.

Required Reading: This unit has no required text.

Assessment: Students are required to complete assignments tests, projects, case studies, presentations.

SITXMGTO06A ESTABLISH AND CONDUCT BUSINESS RELATIONSHIPS

Locations: Footscray Nicholson, Industry, Academy Sofitel.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to manage business relationships with customers or suppliers. It requires the ability to establish and maintain business relationships, conduct formal negotiations and make and manage agreements or contracts.

Required Reading: For Hospitality on campus study: The Road to hospitality, skills for the new professional. O'Shannessy, V., Minett, D. (2008). The Road to hospitality, skills for the new professional. Australia: Pearson

Assessment: A range of assessment methods will be used to assess the practical skills and knowledge required to establish and conduct business relationships, including: - direct observation -evaluation of negotiations and business relationships -evaluation of reports -review of negotiating documents -case studies -written and oral questioning -review of portfolios of evidence

SITXMPRO01A COORDINATE PRODUCTION OF BROCHURES AND MARKETING MATERIALS

Locations: Werribee, Industry.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to coordinate the development of brochures and other marketing materials. It requires the ability to source information to be included; obtain production quotations; develop or outsource copy; and design, check and approve final content.

Required Reading: No required text

Assessment: Students are required to do assignments, classroom activities, and conduct a live event.

SITXMPRO02A CREATE A PROMOTIONAL DISPLAY OR STAND

Locations: Werribee, Industry.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to create a display or stand for the promotion of a product or service. It requires the ability to identify the objectives of the promotion, determine who the audience will be, select all display components and assemble the display or stand.

Required Reading: No required text

Assessment: Students are required to do assignments, classroom activities, and conduct a live event.

SITXMPRO04A COORDINATE MARKETING ACTIVITIES

Locations: Footscray Nicholson, Industry, Sunbury.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to plan and coordinate a range of marketing and promotional activities at an operational level. The unit incorporates knowledge of marketing principles

Required Reading: O'Shannessy, V., Minett, D. (2008). The road to hospitality, skills

for the new professional. Australia: Pearson Ed

Assessment: A range of assessment methods will be used to assess practical skills and knowledge, including: -evaluation of the marketing aspects of a project conducted by the candidate -evaluation of reports -case studies -review of portfolios of evidence and third party workplace reports of on the job performance by the candidate.

SITXMPRO05A DEVELOP AND MANAGE MARKETING STRATEGIES

Locations: Footscray Nicholson, Industry, Academy Sofitel.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to develop and manage marketing strategies, including developing a marketing plan. The actual conduct of activities that generally takes place within the framework of marketing plans is covered in various other units such as SITXMPRO01A Coordinate production of brochures and marketing materials, and SITXMPRO04A Coordinate marketing activities.

Required Reading: For Academy Sofitel: Principles and Practice of Marketing. For Hospitality on campus study: The road to hospitality, skills for the new professional. O'Shannessy, V., Minett, D. (2008). The road to hospitality, skills for the new professional. Australia: Pearson Ed Jim Blythe. (2006). Principles and Practice of Marketing. Melbourne: Thompson.

Assessment: A range of assessment methods will be used to assess practical skills and knowledge, including: -evaluation of the marketing aspects of a project conducted by the candidate, either alone or in conjunction with industry -evaluation of reports prepared by the candidate detailing marketing plans and results achieved -case studies to assess application of marketing planning to different industry situations and contexts -review of portfolios of evidence and third party workplace reports of on the job performance by the candidate.

SITXOHS001A FOLLOW HEALTH, SAFETY AND SECURITY PROCEDURES

Locations: Footscray Nicholson, Werribee, Industry, Academy Sofitel.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to follow predetermined health, safety and security procedures. It requires the ability to incorporate safe work practices into all workplace activities and to participate in the organisation's OHS management practices.

Required Reading: For Hospitality courses, the text will be "The road to hospitality, skills for the new professional". O'Shannessy, V., Minett, D. (2008). The Road to hospitality, skills for the new professional. Australia: Pearson Ed

Assessment: Students are required to do assignments, classroom activities, tests, projects, case studies and/or presentations. Traineeship Program On the job assessment through demonstration and observation in the workplace.

SITXOHS001B FOLLOW HEALTH, SAFETY AND SECURITY PROCEDURES

Locations: Footscray Nicholson, Industry.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to follow predetermined health, safety and security procedures. It requires the ability to incorporate safe work practices into all workplace activities and to participate in the organisation's OHS management practices. OHS legislation in all Australian states and territories imposes obligations on employees to participate in the management of their own health and safety and that of their colleagues and anyone else in the workplace. They have a duty to cooperate with their employer's initiatives to ensure safety at work. No occupational licensing or certification requirements apply to this unit at the time of endorsement

Required Reading: VU Produced Workbooks

Assessment: Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

SITXOHS002A FOLLOW WORKPLACE HYGIENE PROCEDURES

Locations: Footscray Nicholson, Werribee, Industry, Sunshine, 21771VIC Certificate I in General Education for Adults (Introductory): Footscray Nicholson only. 21772VIC Certificate I in General Education for Adults: Footscray Nicholson and Sunshine.

21773VIC Certificate II in General Education for Adults: Footscray Nicholson, Sunshine and Visy Cares Hub. SIT30607 Certificate III in Events: Werribee Campus.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to apply good hygiene practices within a range of service industry operations. It requires the ability to follow predetermined procedures, identify and control simple hazards and take particular hygiene measures to ensure the non-contamination of food and other items that might put customers, colleagues and self at a health risk.

Required Reading: Hospitality Traineeship: V O'Shannessy, D Minett. V.O'Shannessy, D. Minett. (2008). The road to hospitality, skills for the new professional. Australia: Pearson. Certificates in General Education for Adults: The teacher will provide teaching and learning material as required.

Assessment: Students are required to do assignments, workbook, classroom activities, tests, case studies and/or presentations. Hospitality Traineeship Program On the job assessment through demonstration and observation in the workplace. Demonstration, Students will be required to demonstrate that they meet units elements via observation and questioning, Yes/No.

SITXOHS003A IDENTIFY HAZARDS, AND ASSESS AND CONTROL SAFETY RISKS

Locations: Sunbury.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to identify hazards, assess the associated safety risks and take measures to eliminate or control and minimise the risk. It focuses on the processes necessary to control specific workplace safety risks.

Required Reading: No required reading.

Assessment: Students are required to do assignments, classroom activities, tests, projects, case studies and/or presentations.

SITXOHS003B IDENTIFY HAZARDS, AND ASSESS AND CONTROL SAFETY RISKS

Locations: Werribee, Industry.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to identify hazards, assess the associated safety risks and take measures to eliminate or control and minimise the risk. It focuses on the processes necessary to control specific workplace safety risks. This risk management approach is central to compliance with OHS legislation, which imposes obligations on businesses (whether small, medium or large) in all Australian states and territories to manage the safety of their workers and anyone else in the workplace. In the service industries, the workplace includes any location where the business operates and 'others' includes customers. No occupational licensing or certification requirements apply to this unit at the time of endorsement.

Required Reading: No required reading.

Assessment: Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

SITXOHS004B IMPLEMENT AND MONITOR WORKPLACE HEALTH, SAFETY AND SECURITY PRACTICES

Locations: Footscray Nicholson, Industry.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to implement predetermined OHS policies and procedures and to monitor OHS practices as a supervisory function. A systematic management approach is central to compliance with OHS legislation which, in all Australian States and Territories, imposes obligations on all businesses whether small, medium or large, to manage the safety of their workers and anyone else in the workplace. This unit involves the implementation and monitoring of those predetermined OHS practices designed, at management level, to ensure a safe workplace.

Required Reading: No required text. Traineeship: Workbooks will be provided to trainees as part of their training.

Assessment: Assessment tasks will be designed to meet the controlled parameters in accordance with each competency unit's learning outcomes in the unit of study.

SITXOHS005A ESTABLISH AND MAINTAIN AN OHS SYSTEM

Locations: Footscray Nicholson, Industry, Academy Sofitel.

Prerequisites: Nil.

Description: This unit describes the performance outcomes, skills and knowledge required to develop, implement and sustain effective, professional and contemporary OHS management practices. It focuses on the establishment and review of systems, policies and procedures designed to ensure a safe workplace.

Required Reading: For Hospitality oncampus study: The road to hospitality, skills for the new professional. O'Shannessy, V., Minett, D. (2008). The road to hospitality, skills for the new professional. Australia: Pearson

Assessment: A range of assessment methods will be used to assess the practical skills and knowledge required to establish and maintain an OHS system, including: - evaluation of a portfolio -evaluation of reports -evaluation of project -evaluation of the implementation and review processes -case studies -written and oral questioning - review of portfolios of evidence

THHCOR01B WORK WITH COLLEAGUES AND CUSTOMERS

Prerequisites: Nil.

Description: Communicate in the workplace; Maintain personal presentation standards; Provide service to colleagues and customers; Work in a team.

Assessment: Tests, assignments, presentations, portfolio, observations

THHGCS03B DEAL WITH CONFLICT SITUATIONS

Prerequisites: Nil.

Description: Identify conflict situations; Resolve conflict situations; Respond to customer complaints.

Assessment: Tests, assignments, presentations, portfolio, observations

THHGHS03B PROVIDE FIRST AID

Prerequisites: Nil.

Description: Assess the situation; Apply basic first aid techniques; Monitor the situation; Prepare required documentation.

Assessment: Tests, assignments, presentations, portfolio, observations

VPAU744 COMMUNICATE EFFECTIVELY IN THE MODELLING INDUSTRY

Locations: City King St.

Prerequisites: Nil.

Description: This unit describes the outcomes required to communicate effectively in a

range of modelling work environments. It includes the application of effective communication skills to work with clients and colleagues, promote the products and or services of clients and negotiate assignments.

Required Reading:VU VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VPAU745 PREPARE FOR WORK IN THE MODELLING INDUSTRY

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the outcomes required to access information about working in a range of contexts in the modelling industry. It covers a variety of situations and includes consideration of relevant legislation, standards, employment arrangements and business models.

Required Reading:VU VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VPAU746 APPLY OWN HAIR STYLING AND MAKEUP FOR MODELLING ASSIGNMENTS

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the outcomes required to groom one's own hair, skin and nails and to plan and create a range of basic looks, using appropriate products, tools, aids and techniques. It covers a variety of potential modelling assignments and includes consideration of relevant health and hygiene requirements and regulations and safe work practices.

Required Reading:VU VU Produced Workbooks VU

VPAU747 PERFORM TECHNIQUES FOR RUNWAY MODELLING

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the outcomes required to analyse the context of the modelling assignment, and use postural and attitudinal techniques, including movement to music, to convey the required image.

Required Reading:VU VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VPAU748 MAINTAIN HEALTH FOR PERSONAL AND PROFESSIONAL EFFECTIVENESS

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the outcomes required to make informed choices on nutrition, exercise, selfimage and lifestyle to enhance the personal and professional health and well being of people working as models.

Required Reading:VU VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VPAU749 PERFORM AS A MODEL FOR ELECTRONIC MEDIA

Locations:City King St.

Prerequisites:VPAU751 - PARTICIPATE IN A PHOTO SHOOT AS A MODEL

Description:This unit describes the outcomes required to participate in modelling assignments for television and film. It covers a narrow range of basic technical, performance and expressive skills required to participate in simple television commercials or in film and television productions as an extra. This unit does not cover the broad range of acting or performing skills, such as those required of an actor.

Required Reading:VU VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VPAU750 APPLY PROMOTIONAL TECHNIQUES

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the outcomes required to promote a range of products and events as well as compere modelling events including promotions, parades, functions and occasions. It includes the skills and knowledge required to determine the requirements of the event, prepare the promotion, promote and compare.

Required Reading:VU VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VPAU751 PARTICIPATE IN A PHOTO SHOOT AS A MODEL

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the outcomes required to participate in photographic modelling assignments and use postural and attitudinal techniques to create an appropriate image.

Required Reading:VU VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

VPAU752 APPLY POSTURE AND MOVEMENT TECHNIQUES FOR MODELLING

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the outcomes required to use appropriate postural and attitudinal techniques in presenting oneself for a modelling assignment. This unit

includes only the basic techniques of posture and movement, not the more advanced techniques required for runway assignments, which are covered in VPAU747 Perform techniques for runway modelling.

Required Reading:VU VU Produced Workbooks VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

WRBBS201B PROVIDE MANICURE AND PEDICARE SERVICES

Prerequisites:Nil.

Description:Prepare client for manicure/ pedicure service; prepare a basic manicure/ pedicure service; provide aftercare advice.

Required Reading:-

Assessment:Assessment is a combination of practical and theory assessments and participation in Learning in the Workplace

WRBBS202A APPLY GEL NAIL ENHANCEMENT

Prerequisites:Nil.

Description:Prepare client; remove artificial nails; apply/ refill artificial nails; provide aftercare advice.

Assessment:Assessment is a combination of practical and theory assessments

WRBBS203A APPLY ACRYLIC NAIL ENHANCEMENT

Prerequisites:Nil.

Description:Prepare client; remove artificial nails; apply/ refill artificial nails; provide aftercare advice.

Assessment:Assessment is a combination of practical and theory assessments

WRBBS204B APPLY NAIL ART

Prerequisites:Nil.

Description:Prepare client; apply nail art; provide aftercare advice.

Assessment:Assessment is a combination of practical and theory assessments

WRBBS305B USE ELECTRICAL EQUIPMENT FOR NAILS

Prerequisites:Nil.

Description:Identify client need; use electrical equipment.

Assessment:Assessment is a combination of practical and theory assessments

WRBBS306A APPLY AIRBRUSHED NAIL ART

Prerequisites:Nil.

Description:Prepare client; apply airbrushed nail art; provide aftercare advice.

Assessment:A combination of practical and theory assessments.

WRBBS407B PROVIDE BODY TREATMENTS

Prerequisites:Nil.

Description:Confirm client treatment plan; prepare client and service area for body treatments; apply body treatment products; perform body massage; provide electrical body massage; provide aftercare advice.

Assessment:Assessment is a combination of practical and theory assessments and participation in Learning in the Workplace

WRBBS408B PROVIDE AESTHETIC AROMATIC MASSAGE

Prerequisites:Nil.

Description:Confirm treatment plan; prepare client for aesthetic aromatic treatments;

select products; perform massage techniques; apply aesthetic aromatic products; provide aftercare advice.

Assessment:Assessment is a combination of practical and theory assessments

WRBBS509A PLAN THE SPA PROGRAM

Prerequisites:Nil.

Description:Demonstrate knowledge of spa principles; consult with client; determine the spa program.

Assessment:Assessment is a combination of practical and theory assessments

WRBBS510A PROVIDE THE SPA PROGRAM

Prerequisites:Nil.

Description:Confirm spa program plan; prepare client for spa treatment/s; perform spa treatment/s perform aftercare treatment; advise on further treatments.

Assessment:Assessment is a combination of practical and theory assessments

WRBBS511A APPLY AROMATIC PLANT OIL CHEMISTRY TO BEAUTY THERAPY TREATMENTS

Prerequisites:Nil.

Description:Identify properties of a range of aromatic oils; apply organic chemistry to aromatic oil properties; evaluate properties of carrier oils; apply chemical information to beauty treatments.

Required Reading:-

Assessment:Assessment is a combination of practical and theory assessments

WRBBS512A BLEND A RANGE OF AROMATIC PLANT OILS FOR BEAUTY TREATMENTS

Prerequisites:Nil.

Description:Confirm treatment plan; blend aromatic plant oils; apply aromatic plant oil blends; provide aftercare advice.

Required Reading:-

Assessment:Assessment is a combination of practical and theory assessments

WRBBS513A USE REFLEXOLOGY RELAXATION TECHNIQUES IN BEAUTY TREATMENTS

Prerequisites:Nil.

Description:Confirm treatment plan; prepare client; apply reflexology relaxation techniques; provide aftercare advice.

Required Reading:-

Assessment:Assessment is a combination of practical and theory assessments

WRBBS514A PROVIDE SUPERFICIAL LYMPH DRAINAGE MASSAGE

Prerequisites:Nil.

Description:Confirm treatment plan; perform superficial lymph drainage massage for the face; perform superficial lymph drainage massage for the body; provide aftercare advice.

Required Reading:-

Assessment:Assessment is a combination of practical and theory assessments

WRBBS201B CONDUCT FINANCIAL TRANSACTIONS

Prerequisites:Nil.

Description:Operate point of sale equipment; perform point of sale transactions; complete sales; remove takings from register/ terminal; reconcile takings.

Assessment:Assessment may be a combination of practical and theory assessments and participation in Learning in the Workplace

WRBCS202A APPLY TECHNIQUES TO UPDATE BEAUTY INDUSTRY

KNOWLEDGE

Prerequisites:Nil.

Description:Source information on the beauty industry; source and apply information on legal and ethical issues for the beauty industry; update beauty industry knowledge.

Required Reading:-

Assessment:Assignment

WRBCS203B PROVIDE SERVICES TO CLIENTS

Prerequisites:Nil.

Description:Receive clients; deliver customer service to clients; schedule clients; respond to client complaints; identify clients' special customer service needs/equipment.

Required Reading:-

Assessment:Assessment is a combination of practical and theory assessments and participation in Learning in the Workplace

WRBCS204A APPLY KNOWLEDGE OF NAIL SCIENCE TO NAIL SERVICES

Prerequisites:Nil.

Description:Apply nail knowledge of nail science to beauty treatments; apply knowledge of the structure and function of nails to beauty treatments; provide skin health and care.

Required Reading:-

Assessment:Assessment is a combination of practical and theory assessments

WRBCS305A APPLY KNOWLEDGE OF SKIN BIOLOGY TO BEAUTY TREATMENTS

Prerequisites:Nil.

Description:Apply knowledge of skin structure and function to beauty treatments; apply knowledge of the structure and function of hair to beauty treatments; promote skin health and care.

Required Reading:-

Assessment:Assessment is via theory assessments (assessments may include assignments and tests)

WRBCS306B ADVISE ON BEAUTY SERVICES

Prerequisites:Nil.

Description:Develop product knowledge; identify beauty products and services; recommend specialised products and services.

Assessment:Assessment is a combination of practical and theory assessments

WRBCS407A DEVELOP A TREATMENT PLAN FOR BEAUTY THERAPY TREATMENTS

Prerequisites:Nil.

Description:Determine client requirements; analyse client characteristics; identify contra-indications; develop treatment plan

Required Reading:-

Assessment:Assessment is a combination of practical and theory assessments

WRBCS408A APPLY KNOWLEDGE OF ANATOMY AND PHYSIOLOGY TO BEAUTY THERAPY

Prerequisites:Nil.

Description:Apply knowledge of anatomical and physiological terminology to beauty therapy treatments; apply knowledge of anatomy and physiology to beauty therapy

treatments; apply knowledge of the body's systems to beauty therapy treatments.

Required Reading:-

Assessment:Assessment is via theory assessments (assessments may include assignments and tests)

WRBCS409A APPLY KNOWLEDGE OF SKIN SCIENCE TO BEAUTY THERAPY TREATMENTS

Prerequisites:Nil.

Description:Apply knowledge of skin science to beauty therapy treatments; apply knowledge of skin disorders to beauty therapy treatments; promote skin health and care.

Required Reading:-

Assessment:Assessment is via theory assessments (assessments may include assignments and tests)

WRBCS410A APPLY KNOWLEDGE OF ELECTRICITY TO BEAUTY THERAPY TREATMENTS

Prerequisites:Nil.

Description:Apply knowledge of electricity to beauty therapy treatments; perform beauty therapy treatments using direct and alternating current appliances; perform beauty therapy treatments using electrical muscle stimulation micro current equipment; promote electrical safety.

Required Reading:-

Assessment:Assessment is via theory assessments (assessments may include assignments and tests)

WRBCS411A APPLY KNOWLEDGE OF NUTRITION TO BEAUTY THERAPY TREATMENTS

Prerequisites:Nil.

Description:Apply knowledge of the importance of nutrition in the performance of beauty therapy treatments; apply knowledge of the body's systems to beauty therapy treatments; provide advice on dietary guidelines.

Required Reading:-

Assessment:Assessment is via theory assessments (assessments may include assignments and tests)

WRBCS412A APPLY KNOWLEDGE OF COSMETIC CHEMISTRY TO BEAUTY THERAPY TREATMENTS

Prerequisites:Nil.

Description:Apply knowledge of cosmetic chemistry to beauty therapy treatments; apply knowledge of cosmetic products to beauty therapy treatments; sell products to complement beauty therapy treatments.

Required Reading:-

Assessment:Assessment is via theory assessments (assessments may include assignments and tests)

WRBCS513B INVESTIGATE NEW PRODUCTS AND SERVICES

Prerequisites:Nil.

Description:Analyse market; plan product and service range; maintain supplier relations; negotiate supply of goods; monitor quality control; introduce product range; maximize profit; rationalize stock.

Assessment:Research Assignments.

WRBFS201B DEMONSTRATE RETAIL SKIN CARE PRODUCTS

Prerequisites:Nil.

Description:Prepare client for skin cleansing; cleanse face; apply skin care products; advise on further product use.

Assessment:As per accredited curriculum

WRBFS202B DESIGN AND APPLY MAKE-UP

Prerequisites:Nil.

Description:Prepare client; cleanse face; analyse face and design make-up plan; select products and equipment; apply make-up; apply false eyelashes; advise on further product use.

Assessment:Assessment is a combination of practical and theory assessments

WRBFS203B DESIGN AND APPLY MAKE-UP FOR PHOTOGRAPHY

Locations:City King St.

Prerequisites:Nil.

Description:This unit requires the operator to assess the needs of clients and/or photographers/stylists in order to design and apply make-up for a range of photographic purposes. It requires the application of a basic knowledge of photography techniques, including film stock and lighting and make-up products and application techniques. Knowledge and skill in the safe use of products and the application of legislation and policy is also required. Prepare client; cleanse face; analyse face; analyse context; apply make-up.

Required Reading:For CUF50407 Diploma of Specialist Make-up Services:School of Personal Services. (2009). Design and apply make-up for photography. Melbourne: Vic Uni

Assessment:A combination of practical and theory assessments. CUF50407 Diploma of Specialist Make-up Services: Integrated assessment with other units relevant to the industry sector, workplace and job role where the student is required to demonstrate competency to be able to analyse a range of context and technical photographic requirements to design and apply an appropriate make-up plan for different skin types to be able to evaluate a makeup and advise the photographer or stylist where applicable.

WRBFS204B DESIGN AND APPLY REMEDIAL CAMOUFLAGE

Prerequisites:Nil.

Description:Prepare client; cleanse skin; analyse treatment area; select products and equipment; apply remedial camouflage; advise on further product use.

Assessment:A combination of practical and theory assessments.

WRBFS305B PROVIDE LASH AND BROW TREATMENTS

Prerequisites:Nil.

Description:Prepare client for service; chemically treat eyelash and eyebrows; shape eyebrows; provide aftercare advice.

Assessment:Assessment is a combination of practical and theory assessments and participation in Learning in the Workplace

WRBFS406B PROVIDE FACIAL TREATMENTS

Prerequisites:Nil.

Description:Confirm treatment plan; prepare client for facial treatment; prepare treatment area; perform massage; apply skin care products; advise on further treatments.

Assessment:Assessment is a combination of practical and theory assessments and participation in Learning in the Workplace

WRBFS407B PROVIDE ADVANCED FACIAL TREATMENTS

Prerequisites:Nil.

Description:Confirm treatment plan; prepare client and work area for facial treatment; prepare treatment area; treat prematurely aged skin; treat red, flushed skin (erythema); treat mature seborrhoea and/or acne; advise on further treatments.

Assessment:Assessment is a combination of practical and theory assessments

WRBSS201B PIERCE EARS

Prerequisites:Nil.

Description:Prepare client for service; perform ear piercing; provide aftercare advice.

Assessment:Assessment is a combination of practical and theory assessments

WRBSS302B PROVIDE TEMPORARY EPILATION AND BLEACHING TREATMENTS

Prerequisites:Nil.

Description:Prepare the client for service; perform waxing treatments; perform bleaching treatments; provide aftercare advice.

Required Reading:-

Assessment:Assessment is a combination of practical and theory assessments and participation in Learning in the Workplace

WRBSS503B PROVIDE PERMANENT EPILATION

Prerequisites:Nil.

Description:Confirm treatment plan; prepare client for permanent epilation service; perform permanent hair removal patch test; perform permanent hair removal; provide aftercare advice.

Assessment:Assessment is a combination of practical and theory assessments and case studies

WRBSS504B PERFORM DIATHERMY SERVICE

Prerequisites:Nil.

Description:Confirm treatment plan; prepare client for diathermy service; perform diathermy patch test; perform diathermy service; provide aftercare advice.

Assessment:A combination of practical and theory assessments.

WRBSS505B DESIGN AND PERFORM COSMETIC TATTOOING/ MICROPIGMENTATION PROCEDURES

Prerequisites:Nil.

Description:Confirm treatment plan; prepare client for service; perform patch test; perform cosmetic tattooing/ micro pigmentation service; provide aftercare advice.

Required Reading:-

Assessment:As per accredited curriculum

WRBSS506A PROVIDE UPPER BODY PIERCING

Prerequisites:Nil.

Description:Confirm treatment plan; prepare client for service; perform body piercing; provide aftercare advice.

Assessment:As per accredited curriculum

WRHCL201A APPLY TEMPORARY HAIR COLOUR AND REMOVE RESIDUAL COLOUR PRODUCTS

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to apply temporary colour products and remove residual product under the direction of a senior operator. This unit of competency will apply to a range of hairdressing services and roles in the workplace.

Required Reading:-

Assessment:Combination of practical and theory assessments and participation in Learning in the Workplace

WRHCL302A COLOUR AND LIGHTEN HAIR

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to select products and perform hair colour and lightening services. This unit of competency will apply to a range of hairdressing services and roles in the workplace.

Assessment:Assessment is a combination of practical and theory assessments

WRHCL302B COLOUR AND LIGHTEN HAIR

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to select products and perform hair colour and lightening services. This unit of competency will apply to a range of hairdressing services and roles in the workplace.

Required Reading:VU 2008 Provide Services to Clients VU

Assessment:Assessment is a combination of practical and theory assessments

WRHCL303B DESIGN AND PERFORM FULL AND PARTIAL HIGHLIGHTING TECHNIQUES

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to design and apply foiling and quick colour full and partial highlighting applications for current commercial colour and lightening effects.

Required Reading:VU 2008 Provide Services to Clients VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

WRHCL304A PERFORM COLOUR CORRECTION

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to select and apply techniques to change unwanted hair colour and tones to achieve the desired base colour and tone. This unit of competency will apply to a range of hairdressing services and roles in the workplace.

Required Reading:-

Assessment:Assessment is a combination of practical and theory assessments

WRHCL305A PERFORM ON SCALP FULL HEAD AND RE-TOUCH BLEACH SERVICES

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to select products and perform on scalp and re-touch bleach services. This unit of competency will apply to a range of hairdressing services and roles in the workplace.

Required Reading:-

Assessment:Assessment is a combination of practical and theory assessments

WRHCL305B PERFORM ON SCALP FULL HEAD AND RE-TOUCH BLEACH SERVICES

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to select products and perform on scalp and re-touch bleach services. This unit of competency will apply to a range of hairdressing services and roles in the workplace.

Required Reading:VU 2008 Provide Services to Clients VU

Assessment:Assessment is a combination of practical and theory assessments

WRHCL406A SOLVE COMPLEX COLOUR PROBLEMS

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to design and perform corrective hair colour services, and/or provide advice to other operators performing those services, to resolve complex colour problems. This unit of competency will apply to experienced hairdressers playing a technical leadership and/or support role in the workplace.

Required Reading:-

Assessment:Assessment is a combination of practical and theory assessments

WRHCL406B SOLVE COMPLEX COLOUR PROBLEMS

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to design and perform corrective hair colour services, and/or provide advice to other operators performing those services, to resolve complex colour problems. This unit of competency will apply to experienced hairdressers playing a technical leadership and/or support role in the workplace.

Required Reading:VU 2008 Provide Services to Clients VU

Assessment:Assessment is a combination of practical and theory assessments

WRHCR201A RINSE AND NEUTRALISE CHEMICALLY CURLED OR VOLUMISED HAIR

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to apply the rinsing and neutralising process to chemically curled or volumised hair under the direction of a senior operator. This unit of competency will apply to a range of chemical reformation services and roles in the workplace.

Required Reading:-

Assessment:A combination of practical and theory assessments.

WRHCR302A PERFORM CHEMICAL CURLING AND VOLUMISING SERVICES

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to design and perform chemical curling and volumising services to add curl or body to short or medium length hair. This unit of competency will apply to a range of chemical reformation services and roles in the workplace.

Required Reading:-

Assessment:Assessment is a combination of practical and theory assessments

WRHCR302B PERFORM CHEMICAL CURLING AND VOLUMISING SERVICES

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to design and perform chemical curling and volumising services to add curl or body to short or medium length hair. This unit of competency will apply to a range of chemical reformation services and roles in the workplace.

Required Reading:VU 2008 Provide Services to Clients VU

Assessment:Assessment is a combination of practical and theory assessments

WRHCR303A PERFORM CHEMICAL STRAIGHTENING AND RELAXING SERVICES

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to design and perform chemical straightening and relaxing services to reform natural curl or wave in the hair. This unit of competency will apply to a range of chemical reformation services and roles in the workplace.

Required Reading:-

Assessment:Assessment is a combination of practical and theory assessments

WRHCR303B PERFORM CHEMICAL STRAIGHTENING AND RELAXING SERVICES

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to design and perform chemical straightening and relaxing services to reform natural curl or wave in the hair. This unit of competency will apply to a range of chemical reformation services and roles in the workplace.

Required Reading:VU 2008 Provide Services to Clients VU

Assessment:Assessment is a combination of practical and theory assessments

WRHCR404A APPLY CHEMICAL REFORMATION TECHNIQUES TO ENHANCE HAIR DESIGNS

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to design and apply creative chemical reformation techniques to a range of haircut structures and long hair. This unit of competency will apply to a range of chemical reformation services and roles in the workplace.

Required Reading:-

Assessment:Assessment is a combination of practical and theory assessments

WRHCR404B APPLY CHEMICAL REFORMATION TECHNIQUES TO ENHANCE HAIR DESIGNS

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to design and apply creative chemical reformation techniques to a range of haircut structures and long hair. This unit of competency will apply to a range of chemical reformation services and roles in the workplace.

Required Reading:VU 2008 Provide Services to Clients VU

Assessment:Assessment is a combination of practical and theory assessments

WRHCS201A PREPARE CLIENTS FOR SALON SERVICES

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to prepare clients for a range of salon services. This unit of competency may apply to a range of roles in the workplace.

Assessment:Combination of practical and theory assessments and participation in Learning in the Workplace

WRHCS202A MAINTAIN TOOLS AND EQUIPMENT

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to care for and maintain workplace hairdressing tools and equipment.

Assessment:Theory assessments which may include assignments, tests and salon checklists

WRHCS202B MAINTAIN TOOLS AND EQUIPMENT

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to care for and maintain workplace hairdressing tools and equipment.

Required Reading:VU Apply Safe Work Practices VU

Assessment:Theory assessments which may include assignments, tests and salon checklists

WRHCS203A HONE AND STROP STRAIGHT RAZORS

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to sharpen and prepare a straight (cut-throat) razor for use in facial shaving or haircutting services.

Required Reading:-

Assessment:As per accredited curriculum

WRHCS204A MAINTAIN AND ORGANISE WORK AREAS

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to maintain and organise work areas in service environments.

Assessment:Theory assessments which may include assignments, tests and salon checklists

WRHCS205A FOLLOW PERSONAL HEALTH AND SAFETY ROUTINES AT WORK

Prerequisites:Nil.

Description:This unit describes the self-care skills and knowledge involved in developing and integrating personal health and safety measures as part of routine work practices in a hairdressing salon environment.

Required Reading:-

Assessment:Combination of practical and theory assessments and participation in Learning in the Workplace

WRHCS206A PERFORM HEAD, NECK, AND SHOULDER MASSAGE

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to provide a head, neck and shoulder massage as an enhancement prior to the salon shampoo service.

Required Reading:-

Assessment:Assessment is a combination of practical and theory assessments

WRHCS207A DEVELOP HAIRDRESSING INDUSTRY KNOWLEDGE

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to access information on the hairdressing industry and relevant industry legislation. The unit may apply to a range of roles in the workplace.

Assessment:Assessment is via theory assessment (which includes an integrated assignment) and participation in Learning in the Workplace

WRHCS308A PLAN SERVICES FOR SPECIAL EVENTS

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to consult with clients to plan for the provision of a complete hair and beauty service for special

events. This unit may apply to a range of roles in the workplace.

Required Reading:-

Assessment:A combination of practical and theory assessments.

WRHHC301A DESIGN HAIRCUT STRUCTURES

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required in the two-dimensional application of interior and exterior lines and angles to develop visual representations and plans for haircut structures.

Assessment:Assessment is a combination of practical and theory assessments

WRHHC302A APPLY ONE LENGTH/SOLID HAIRCUT STRUCTURES

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to design and apply one length/solid haircut structures.

Required Reading:-

Assessment:Assessment is a combination of practical and theory assessments

WRHHC303A APPLY GRADUATED HAIRCUT STRUCTURES

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to design and apply graduated haircut structures.

Assessment:Assessment is a combination of practical and theory assessments

WRHHC304A APPLY LAYERED HAIRCUT STRUCTURES

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to design and apply layered haircut structures.

Assessment:Assessment is a combination of practical and theory assessments

WRHHC305A APPLY OVER-COMB TECHNIQUES

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to apply over-comb techniques.

Assessment:Assessment is a combination of practical and theory assessments

WRHHC306A COMBINE HAIRCUT STRUCTURES ON WOMEN

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to combine haircut structures for finished haircut designs on women.

Assessment:Assessment is a combination of practical and theory assessments and participation in Learning in the Workplace

WRHHC306B COMBINE HAIRCUT STRUCTURES ON WOMEN

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to combine haircut structures for finished haircut designs on women.

Required Reading:VU 2008 Provide Services to Clients VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

WRHHC307A COMBINE HAIRCUT STRUCTURES FOR TRADITIONAL AND CLASSIC DESIGNS ON MEN

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to combine haircut structures for traditional and classic finished haircut designs on men.

Required Reading:-

Assessment:Assessment is a combination of practical and theory assessments

WRHHC307B COMBINE HAIRCUT STRUCTURES FOR TRADITIONAL AND CLASSIC DESIGNS ON MEN

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to combine haircut structures for traditional and classic finished haircut designs on men.

Required Reading:VU 2008 Provide Services to Clients VU

Assessment:Assessment is a combination of practical and theory assessments

WRHHC308A DESIGN AND MAINTAIN BEARDS AND MOUSTACHES

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to design and apply a range of beard and moustache styles and also to maintain existing beards and/or moustaches.

Required Reading:-

Assessment:As per accredited curriculum

WRHHC308B DESIGN AND MAINTAIN BEARDS AND MOUSTACHES

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to design and apply a range of beard and moustache styles and also to maintain existing beards and/or moustaches.

Required Reading:VU 2008 Provide Services to Clients VU

Assessment:Assessment tasks will be designed to reinforce and extend knowledge and skill competence within set and controlled parameters in accordance with each competency unit's learning outcomes and performance criteria requirements, including the setting of project and work based practical application tasks designed to provide evidence of competence outcomes, within periodic and scheduled timelines.

WRHHC309A PERFORM FACE AND HEAD SHAVES

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to perform face shaves and head shaves.

Required Reading:-

Assessment:As per accredited curriculum

WRHHC410A DESIGN AND PERFORM CREATIVE HAIRCUTS

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to combine haircut structures in the performance of creative haircuts on a range of clients.

Assessment:Assessment is a combination of practical and theory assessments

WRHHC410B DESIGN AND PERFORM CREATIVE HAIRCUTS

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to combine haircut

structures in the performance of creative haircuts on a range of clients.

Required Reading:VU 2008 Provide Services to Clients VU

Assessment:Assessment is a combination of practical and theory assessments

WRHHD201A DRY HAIR TO SHAPE

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to dry hair to shape, as directed by a senior operator.

Assessment:Assessment is a combination of practical work and participation in the Workplace

WRHHD202A APPLY SINGLE, TWO AND THREE STRAND BRAIDING TECHNIQUES

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to apply single, two and three strand braiding techniques to achieve quick service designs.

Required Reading:-

Assessment:Combination of practical work and participation in Learning in the Workplace

WRHHD303A DESIGN AND APPLY SHORT TO MEDIUM-LENGTH HAIR DESIGN FINISHES

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to apply the elements and principles of design to create classic and current short to medium-length hair design finishes on a range of clients. This unit of competency will apply to a range of hairdressing services and roles in the workplace.

Required Reading:-

Assessment:Assessment is a combination of practical and theory assessments and participation in Learning in the Workplace

WRHHD304A DESIGN AND APPLY LONG HAIR FINISHES

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to apply the elements and principles of design to create classic and current long hair design finishes on a range of clients. The unit will apply to a range of hairdressing services and roles in the workplace.

Required Reading:-

Assessment:Assessment is a combination of practical and theory assessments

WRHHD405A SELECT AND APPLY HAIR EXTENSIONS

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to select hair type and apply appropriate hair extensions. This unit of competency will apply to a range of hairdressing services and roles in the workplace.

Required Reading:CUF50407 Diploma of Specialist Make-up Services:School of Personal Services. (2009). Select and apply hair extensions. Melbourne: Vic Uni

Assessment:Assessment is a combination of practical and theory assessments. CUF50407 Diploma of Specialist Make-up Services: Holistic assessment for a person who demonstrates competency and is able to consistently communicate, analyse, plan the selected hair type, prepare materials, safely apply hair extensions to create finished hair designs. They must demonstrate knowledge of human and synthetic hair types, hair mixing and application techniques whilst implementing safe workplace practices in regard to workplace safety and hygiene.

WRHHD405B SELECT AND APPLY HAIR EXTENSIONS

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to select hair type and apply appropriate hair extensions. This unit of competency will apply to a range of hairdressing services and roles in the workplace.

Required Reading:CUF50407 Diploma of Specialist Make-up Services:School of Personal Services. (2009). Select and apply hair extensions. Melbourne: Vic Uni

Assessment:Assessment is a combination of practical and theory assessments. CUF50407 Diploma of Specialist Make-up Services: Holistic assessment for a person who demonstrates competency and is able to consistently communicate, analyse, plan the selected hair type, prepare materials, safely apply hair extensions to create finished hair designs. They must demonstrate knowledge of human and synthetic hair types, hair mixing and application techniques whilst implementing safe workplace practices in regard to workplace safety and hygiene.

WRHHD406A WORK AS A SESSION STYLIST

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to create finished hair designs especially applicable to events, film sets, photographic studios or platform work. This unit will apply to hairdressers who work in fashion parades, hair shows, hairdressing technical seminars, demonstrations, training sessions and on fashion shoots.

Required Reading:-

Assessment:Assessment is a combination of practical and theory assessments

WRHHD406B WORK AS A SESSION STYLIST

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to create finished hair designs especially applicable to events, film sets, photographic studios or platform work. This unit will apply to hairdressers who work in fashion parades, hair shows, hairdressing technical seminars, demonstrations, training sessions and on fashion shoots.

Required Reading:VU 2008 Provide Services to Clients VU

Assessment:Assessment is a combination of practical and theory assessments

WRHHD407A APPLY AND MAINTAIN WIGS AND HAIRPIECES

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to select and apply hairpieces to complement a hair design, and to carry out the cleaning and maintenance of wigs and hairpieces. This unit of competency will apply to hairdressers who work as session stylists, use hairpieces to enhance hair designs, and provide a service to clients who regularly wear wigs or hairpieces.

Required Reading:-

Assessment:Assessment is a combination of practical and theory assessments

WRHHD408A MAKE WIGS AND HAIRPIECES

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to select hair type and hand make wigs and hairpieces. This unit of competency will apply to a range of hairdressing services and roles in the workplace.

Required Reading:-

Assessment:Assessment is a combination of practical and theory assessments

WRHHS301A APPLY THE PRINCIPLES OF HAIRDRESSING SCIENCE

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to apply the principles of skin and hair biology and cosmetic chemistry to hairdressing services. This unit of competency will apply to a range of hairdressing services and roles in the workplace.

Required Reading:-

Assessment:Assessment is via theory assessments (assessments may include assignments and tests)

WRHHS302A CONSULT WITH CLIENTS AND TREAT HAIR AND SCALP CONDITIONS

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to apply and interpret skin test reactions prior to colour and lightening services, to recognise a range of normal and abnormal conditions of the hair and scalp, and to propose and perform treatments from the salon range.

Required Reading:-

Assessment:Assessment is via theory assessments (assessments may include assignments and tests)

WRHHS403A APPLY KNOWLEDGE OF HAIR AND SCALP PROBLEMS TO TRICHOLOGICAL CONSULTATIONS

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to apply the principles of hair and scalp science and disorders to trichological consultations. The unit of competency will apply to a range of trichological consultations and roles in the workplace.

Required Reading:-

Assessment:As per accredited curriculum

WRHHS404A PERFORM TRICHOLOGICAL ASSESSMENTS

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to establish a rapport with the patient, and interact with and examine the patient to determine the scope of the assessment and the patient's needs. This unit of competency may apply to a number of roles in the workplace.

Required Reading:-

Assessment:As per accredited curriculum

WRHHS405A APPLY THE PRINCIPLES OF NUTRITION

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to apply the principles of nutrition in trichological clinical practice.

Required Reading:-

Assessment:As per accredited curriculum

WRHHS406A DEVELOP AND APPLY SCALP TREATMENT THERAPIES

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to develop and apply scalp treatment therapies for single or multiple treatment sessions.

Required Reading:-

Assessment:As per accredited curriculum

WRHSM501A MANAGE HAIRDRESSING SERVICES AND SALES DELIVERY

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to develop and integrate a range of operational management strategies to resource, monitor, maintain and improve the delivery of hairdressing services and associated sales.

Required Reading:-

Assessment:Assessment is a combination of practical and theory assessments

WRHSM502B PROMOTE A HAIRDRESSING BUSINESS

Locations:City King St.

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to develop and implement marketing strategies, and monitor the improvement of the market performance of a hairdressing business, to expand both the client base and business turnover.

Required Reading:-

Assessment:Assessment is a combination of practical and theory assessments

WRHWP201A ASSIST COLLEAGUES PROVIDING MULTIPLE SALON SERVICES AS TEAM MEMBER

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to assist colleagues who are involved in the provision of multiple services in a hairdressing services environment.

Required Reading:-

Assessment:Assessment is participation in Learning in the Workplace

WRHWP302A OPERATE EFFECTIVELY AS A HAIRDRESSER IN A SALON WORK TEAM

Prerequisites:Nil.

Description:This unit describes the skills and knowledge required to effectively integrate and perform a full range of tasks and hairdressing services when working as part of a team in a hairdressing workplace environment.

Required Reading:-

Assessment:Assessment is a combination of practical and theory assessments

WRO3B PROVIDE A SAFE WORKING ENVIRONMENT

Prerequisites:Nil.

Description:This unit is based on the National Occupational Health and Safety Commission (NOHSC) guidelines for occupational health and safety. It encompasses the competencies involved in developing and implementing policies and procedures relating to occupational health and safety issues. It involves consulting with staff, assessing and controlling risks, establishing and maintaining record systems and evaluating policies and procedures.

Required Reading:-

Assessment:Assessment is via theory assessments (assessments may include assignments and tests)

WRO7A PROFILE A RETAIL MARKET

Prerequisites:Nil.

Description:This unit encompasses the skills and knowledge required to profile a retail market. It involves reviewing the image of the store, researching market demands, profiling store customers and implementing methods to attract customers to the store.

Required Reading:-**Assessment:**This unit may be assessed by assignments, projects, presentations.**Assessment:**Assessment may be a combination of practical and theory assessments and participation in Learning in the Workplace**WRR08A DEVELOP INNOVATIVE IDEAS AT WORK****Prerequisites:**Nil.**Description:**This unit covers the skills required to systematically generate and develop ideas for workplace improvement. It involves interpreting or observing the need for improvement and developing a detailed idea.**Required Reading:-****Assessment:**This unit may be assessed by tests, assignments, classwork.**WRR11B PERFORM STOCK CONTROL PROCEDURES****Prerequisites:**Nil.**Description:**This unit encompasses the skills, knowledge and attitudes required to handle stock in a retail environment. It involves receiving and processing incoming goods, rotating stock, participating in stocktakes, reordering stock and dispatching goods.**Required Reading:-****Assessment:**This unit may be assessed by tests, assignments, classwork.**WRRCS1B COMMUNICATE IN THE WORKPLACE****Prerequisites:**Nil.**Description:**Establish contact with customers; Process information; Work in a team; Maintain personal presentation; Follow routine instructions; Read and interpret retail documents; Use numbers in the workplace.**Assessment:**Assessment may be a combination of practical and theory assessments and participation in Learning in the Workplace**WRRER2B CO-ORDINATE WORK TEAMS****Prerequisites:**Nil.**Description:**Monitor and organise staffing levels; Inform team members; Coach on the job; Motivate the team; Maintain staffing records.**Required Reading:-****Assessment:**Assessment is a combination of practical and theory assessments**WRRLP1B APPLY SAFE WORKING PRACTICES****Prerequisites:**Nil.**Description:**Observe basic safety procedures; Observe emergency procedures.**Assessment:**Assessment is via theory assessments (assessments may include assignments and tests)**WRR08A DEVELOP INNOVATIVE IDEAS AT WORK****Prerequisites:**Nil.**Description:**This unit covers the skills required to systematically generate and develop ideas for workplace improvement. It involves interpreting or observing the need for improvement and developing a detailed idea. This requires the creative generation and discussion of a number of ideas or solutions and accepting positive and negative feedback. Ideas should be tested in order to establish and present a workable outcome which meets the needs of the end user.**Assessment:**This unit may be assessed by tests, assignments, classwork, project, presentation.**WRRS1B SELL PRODUCTS AND SERVICES****Prerequisites:**Nil.**Description:**Apply product knowledge; Approach customer; Gather information; Sell benefits; Overcome objections; Close sale; Maximise sales opportunities.

