

PERFORM WORKSHOP PRACTICE

UNIT CODE: ENG/OS/RAC/CC/01/4/A

UNIT DESCRIPTION

This unit describes the competencies required to perform workshop practices. It involves preparing material, tools and equipment, performing basic bench metalwork and applying basic brazing

ELEMENTS AND PERFORMANCE CRITERIA

ELEMENT	PERFORMANCE CRITERIA
<p>These describe the key outcomes which make up workplace function.</p>	<p>These are assessable statements which specify the required level of performance for each of the elements.</p> <p><i>Bold and italicized terms are elaborated in the Range</i></p>
<p>1. Prepare materials, tools and equipment</p>	<p>1.1 Working drawings are interpreted to determine job requirements</p> <p>1.2 <i>Tools, equipment</i> and materials are identified and prepared according to job requirements</p> <p>1.3 Materials are checked according to the required specifications</p> <p>1.4 Tools and equipment conditions are checked according to the standard operating procedures (SOPs)</p>
<p>2. Perform basic bench metalwork</p>	<p>2.1 Appropriate <i>PPEs</i> and safety procedures are applied</p> <p>2.2 <i>Work instructions</i> are adhered to base on task requirements</p> <p>2.3 <i>Basic bench metal works</i> are performed according to task requirements</p> <p>2.4 <i>Dimensions</i> are marked out according to task requirements</p> <p>2.5 Dimensions are checked against the actual drawings</p> <p>2.6 Work pieces are clamped in <i>workholding device</i></p> <p>2.7 Work pieces are cut, chipped or filed according to required measurements.</p> <p>2.8 Drilling is performed according to the task requirements</p> <p>2.9 Sheet bench metal work is performed as per job requirement</p> <p>2.10 Joining is performed as per job requirements</p> <p>2.11 Proper usage of <i>materials</i> is observed</p> <p>2.12 Tools, equipment and recyclable materials are stored in accordance to work place procedures.</p> <p>2.13 Housekeeping as per work place procedure</p>
<p>3. Apply basic brazing</p>	<p>3.1 Work pieces to be brazed are identified</p> <p>3.2 Health and safety procedures are observed as per work place procedures</p>

	<p>3.3 Necessary materials, tools, equipment and instruments are identified</p> <p>3.4 Brazing is carried out as per work place procedures</p> <p>3.5 Housekeeping practices are carried out as per work place procedures</p>
--	---

RANGE

This section provides work environment and conditions to which the performance criteria apply. It allows for different work environment and situations that will affect performance.

1. Materials may include but not limited to:	<ul style="list-style-type: none"> • Steel brackets • Grinding disc • Drill bit • Flat/angle bars • Fastening screws • Sheet metal • Mild steel tubes • Rivets
2. Tools and equipment may include but not limited to:	<ul style="list-style-type: none"> • Portable grinder • Hacksaw • File • Scribers • Screw drivers • Ballpeen hammers • Measuring tapes • Steel rule • PPEs • Portable electric drill • Wire brush • Tri-square • Chisels • Snips • Mallets
3. Dimensions may include but not limited to:	<ul style="list-style-type: none"> • Measurements • Tolerances
4. Work instructions may include but not limited to:	<ul style="list-style-type: none"> • Work plans • Drawings

	<ul style="list-style-type: none"> • Manufacturer's specifications
5. Personal Protective Equipment (PPE) may include but not limited to:	<ul style="list-style-type: none"> • Safety shoes • Gloves • Goggles
6. Basic metal works may include but not limited to:	<ul style="list-style-type: none"> • Cutting • Filing • Drilling • Measuring
7. Work holding device may include but not limited to:	<ul style="list-style-type: none"> • Pliers • Vice grip
8. Manual may include but not limited to:	<ul style="list-style-type: none"> • Procedures manual • Instructional manual

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit of competency.

Required Skills

The individual needs to demonstrate the following skills:

- Cutting
- Filing
- Drilling
- Folding
- Joining
- Work safety
- Preparing materials
- Proper handling of tools and equipment

Required Knowledge

The individual needs to demonstrate knowledge of:

- Measurements
- Dimensioning
- Unit conversion
- Basic Benchwork

- Usage of PPE
- Handling of tools, materials and equipment
- Good housekeeping

EVIDENCE GUIDE

This provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge and range.

<p>1. Critical Aspects of Competency</p>	<p>Assessment requires evidence that the candidate:</p> <ul style="list-style-type: none"> 1.1 Interpreted working drawings accordingly 1.2 Identified tools, equipment and materials correctly 1.3 Checked materials accordingly 1.4 Applied PPEs and safety correctly 1.5 Followed work instructions accordingly 1.6 Performed basic metal works accordingly 1.7 Marked out dimensions accordingly 1.8 Clamped work pieces in work holding device appropriately 1.9 Cut, chipped and filed work pieces accordingly 1.10 Performed drilling accordingly 1.11 Performed sheet metal work correctly 1.12 Observed proper usage of materials appropriately 1.13 Stored tools, equipment and recyclable materials correctly 1.14 Performed housekeeping correctly
<p>2. Resource Implications</p>	<p>The following resources must be provided:</p> <ul style="list-style-type: none"> 2.1 Workplace 2.2 Drawings 2.3 Materials, tools and equipment relevant to the proposed activity
<p>3. Methods of Assessment</p>	<p>Competency may be assessed through:</p> <ul style="list-style-type: none"> 3.1 Demonstration 3.2 Direct observation with oral questioning 3.3 Written tests 3.4 Portfolios 3.5 Third party reports
<p>4. Context of Assessment</p>	<p>4.1 Competency may be assessed on the job, off the job or a combination of these. Off the job assessment must be undertaken in a closely simulated workplace environment or during industrial attachment.</p>
<p>5. Guidance information</p>	<p>Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended.</p>

for assessment	
-------------------	--

easytvvet.com