



Australian Government

Assessment Requirements for BSBOPS101

Use business resources

Release: 1

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Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 7.0.

Performance Evidence

The candidate must demonstrate the ability to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including evidence of the ability to:

- use business resources on at least two occasions, including:
 - choosing business resources required for tasks
 - operating resources according to manufacturer and organisational requirements
 - reporting shortages and faults according to organisational requirements
 - maintaining resources and records according to instructions.

Knowledge Evidence

The candidate must be able to demonstrate knowledge to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including knowledge of:

- functions of available business resources
- procedures for operating the available business resources, including safety requirements
- common faults of business resources
- procedures for maintaining and storing resources.

Assessment Conditions

Skills in this unit must be demonstrated in a workplace or simulated environment where the conditions are typical of those in a working environment in this industry.

This includes access to:

- operational and maintenance manuals
- organisational procedures related to operation and maintenance of resources
- records relating to resources.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

Links

Companion Volume Implementation Guide is found on VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10>