



Australian Government

FSKNUM008 Use whole numbers and simple fractions, decimals and percentages for work

Release: 1

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Modification History

Release	Comments
Release 1	This version first released with FSK Foundation Skills Training Package Version 2.0.

Application

This unit describes the skills and knowledge to use whole numbers into the thousands and simple fractions, decimals and percentages in familiar workplace tasks and texts. It includes identifying and interpreting mathematical information, performing simple mathematical processes and communicating familiar mathematical information.

An individual performing these tasks may work with an expert or mentor where support is available, if requested.

This unit applies to individuals who use, or are preparing to use, numeracy skills to complete workplace activities. This includes existing workers and individuals preparing for employment through vocational education and training. This unit should be integrated and contextualised with vocational training to support achievement of vocational competency.

This unit is aligned to, but does not fully address, the Australian Core Skills Framework (ACSF) numeracy core skill indicators .09, .10 and .11 at level 2 in the workplace and employment domain of communication.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Numeracy

Elements and Performance Criteria

Element	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Identify and interpret simple numbers	1.1 Identify whole numbers into the 1000s and simple, everyday fractions, decimals and percentages partially embedded in familiar

Element	Performance Criteria
	and simple oral and written workplace texts and tasks 1.2 Interpret whole numbers into the 1000s and simple, everyday fractions, decimals and percentages partially embedded in familiar and simple oral and written workplace texts and tasks
2. Use familiar arithmetical processes for workplace tasks	2.1 Select familiar arithmetical process relevant to workplace task 2.2 Estimate outcome of simple addition, subtraction, multiplication and division 2.3 Use simple addition, subtraction, multiplication and division to perform explicit, familiar and predictable workplace tasks involving more than one familiar step 2.4 Perform reasonableness check of familiar arithmetical process and outcome in relation to estimation outcomes for a workplace task
3. Communicate familiar mathematical information	3.1 Use informal and some formal mathematical written representation to write familiar arithmetical process information in simple and familiar workplace texts and tasks 3.2 Use informal and some formal mathematical oral language to discuss familiar arithmetical process information in simple and familiar workplace tasks and texts

Foundation Skills

This section describes language, literacy, numeracy and employment skills that are essential to performance but not explicit in the performance criteria.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Mapping Information

Supersedes and is equivalent to FSKNUM08 Identify and use whole numbers and simple fractions, decimals and percentages for work.

Links

Companion Volume Implementation Guide is found on VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=f572fe10-a855-4986-9295-3852c771f178>