



**Australian Government**

# **Assessment Requirements for FSKNUM012**

## **Use familiar and simple data for work**

**Release: 1**

# Assessment Requirements for FSKNUM012 Use familiar and simple data for work

## Modification History

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

## 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 familiar data handling processes to perform a workplace task with familiar data, including:
  - interpreting familiar data partially embedded in familiar oral and written workplace texts comparing familiar data in a simple graph
  - sorting and ordering familiar data in a table
  - comparing familiar data in a table
  - checking reasonableness of the data handling process and outcome in relation to the workplace context
  - using relevant technology, such as calculators or spreadsheets.
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## 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:

- methods to identify simple tables, graphs and charts partially embedded in workplace materials
- key features of simple tables, graphs and charts
- techniques and language to locate, interpret and describe information in tables, graphs and charts
- purposes and uses of different graphs, including:
  - pictograph
  - column graph or bar graph
- methods to perform reasonableness check of processes and outcomes in relation to the workplace context
- informal and some formal mathematical written and oral language and symbolism

- relevant technology, such as calculators or spreadsheets.
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## Assessment Conditions

Competency is to be assessed in the workplace, a workplace simulated environment or a vocational training context.

Assistive technologies can be utilised to assist with oral and written communication.

Skills must be demonstrated using familiar texts and tasks with a clear purpose that reflect those typically found in a workplace.

The following resources are to be made available:

- an expert or mentor to provide support to learner if requested
- simple tables, graphs and charts for workplace tasks.

Assessors must:

- satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards, and
- have sound knowledge of the ACSF and performance features of the ACSF level being assessed, and
- have demonstrable expertise, knowledge and skills in the vocational contextualisation and assessment of the core skill, numeracy, and
- have completed the following or equivalent:
  - TAESS00009 Address Foundation Skills in Vocational Practice Skill Set; or
  - a higher level education qualification, such as:
    - TAE80113 Graduate Diploma of Adult Language, Literacy and Numeracy Practice (and its equivalent TAE70111); or
    - Bachelor of Education, Graduate Certificate or Graduate Diploma of Education, or higher. This may include qualifications relating to TESOL, adult education or vocational education.

## Links

Companion Volume Implementation Guide is found on VETNet -

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