



**Australian Government**

**Assessment Requirements for FSKRDG011  
Read and respond to complex workplace  
information**

**Release: 1**

# Assessment Requirements for FSKRDG011 Read and respond to complex workplace information

## 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:

- analyse and evaluate information from at least one complex workplace text in order to complete workplace tasks.
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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:

- reasons for reading complex workplace texts and develop a range of questions to be answered through reading
- purpose and uses of complex workplace texts
- common features of complex workplace texts
- techniques to navigate complex workplace texts to locate information
- techniques to extrapolate information presented in graphic, diagrammatic or visual forms interpreted in the complex texts
- conventions of complex workplace texts
- strategies to maintain focus and self-monitor reading of complex workplace information
- techniques to synthesise information from complex workplace texts
- relevant techniques to critically evaluate texts
- reading strategies to support the interpretation of complex workplace texts
- vocabulary, including an increasing number of unknown, technical and specialised words
- suitable responses to complex workplace information.
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## Assessment Conditions

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

Skills must be demonstrated using complex information that reflects that typically found in a workplace.

The following resources are to be made available:

- complex workplace information
- own familiar support resources
- dictionary, thesaurus, or other references to determine the meaning of unknown words.

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, reading, 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.
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## Links

Companion Volume Implementation Guide is found on VETNet -

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