



Australian Government

Assessment Requirements for MSTGN4014 Produce and analyse spreadsheets

Release: 1

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Modification History

Release 1. New unit

Performance Evidence

There must be evidence the candidate has completed the tasks outlined in the elements, performance criteria of this unit, and:

- produced two different spreadsheets and analysed data to describe:
- production cost, performance and activity
- mark-up, margins and profits.

Knowledge Evidence

There must be evidence the candidate has knowledge of:

- purpose of comparing cost with budget
- type of data the business uses to record performance
- key features of time series data presented in tables and graphs
- trends illustrated in tables and graphs
- methods used to calculate and analyse production and financial performance.

Assessment Conditions

Skills must have been demonstrated in the workplace or in a simulated environment that reflects workplace conditions and contingencies. The following conditions must be met for this unit:

- use of suitable facilities, equipment and resources, including computing equipment and software to produce spreadsheets.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=a203ec5c-de7d-406b-b3e1-8f1a9b76e92e>