



Australian Government

**Assessment Requirements for TLIK2007
Perform electronic data interchange to
transmit shipping documentation**

Release: 1

Assessment Requirements for TLIK2007 Perform electronic data interchange to transmit shipping documentation

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- adapting to differences in electronic data interchange (EDI) equipment in accordance with standard operating procedures
- applying precautions and required action to minimise, control or eliminate hazards that may exist during work activities
- applying relevant legislation and workplace procedures
- communicating and working effectively with others when performing EDI to transmit shipping documentation
- completing documentation related to work activities
- identifying and using computer equipment, software, processes and procedures relevant to the job context
- maintaining eye-hand coordination
- modifying activities depending on operational contingencies, risk situations and environments
- monitoring and prioritising work activities in terms of planned schedule
- reading, interpreting and following instructions, procedures, information and manuals relevant to the use of EDI to transmit shipping documentation
- reporting and/or rectifying identified problems, faults or malfunctions promptly, in accordance with regulatory requirements and workplace procedures
- using EDI to transmit shipping documentation to required protocol
- working systematically with required attention to detail without injury to self or others, or damage to goods or equipment.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- equipment applications, capacities, configurations, safety hazards and control mechanisms
- housekeeping standards and procedures
- relevant agreements, codes of practice or other legislative requirements including local and international freight regulations
- typical problems that can occur when performing EDI to transmit shipping documentation and related action that can be taken to prevent or solve these problems
- workplace or site layout
- workplace procedures for the transfer and storage of electronic data and the use of related computer equipment and application software.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations, current at the time of assessment.

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Assessment must occur in workplace operational situations where it is appropriate to do so; where this is not appropriate, assessment must occur in simulated workplace operational situations that replicate workplace conditions.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Resources for assessment include:

- a range of relevant exercises, case studies and/or other simulations
- relevant and appropriate materials, tools, equipment and personal protective equipment currently used in industry
- applicable documentation including workplace procedures, regulations, codes of practice and operation manuals.
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Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851>