Assessment Requirements for TLIX0028X Develop technical publications to support integrated logistics

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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 two separate occasions and include:

- identifying, obtaining and interpreting organisational and project/contract documentation relevant to technical publications
- identifying and confirming required scope and depth of technical publication
- working collaboratively with internal/external personnel/stakeholders to compile and organise technical publication content
- accessing, verifying and validating technical information
- drafting technical publication
- moderating and actioning feedback from subject matter experts on draft publication
- generating and gaining approval for technical publication
- determining and applying security classification of technical data
- implementing agreed/approved distribution and publishing requirements for technical publications
- maintaining and amending technical publications based on in-service analysis and feedback.

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:

- organisational policies and procedures relevant to technical publications
- industry standards and conventions that technical publications must comply with
- analysis and modelling used in integrated logistics relevant to technical publication
- characteristics and purpose of different types of technical publications
- concepts and techniques used for:
  - identifying sources of technical data
  - identifying, generating and managing data requirements
  - obtaining and developing technical illustrations/diagrams
  - categorising technical data

- verifying technical data
- validating technical data
- technical writing
- generating data
- reading grade levels and language, literacy and numeracy (LLN) requirements as they apply to technical publications
- use of standardised/simplified technical English
- determining the security classification of technical data
- distributing and publishing technical information
- obtaining and applying analysis and feedback on technical publications
- version control of technical publications
- organisational policies and procedures relevant to technical publications.

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 simulations
- applicable documentation, including organisational policies and procedures, legislation, data and/or modelling applicable to integrated logistics support (ILS), industry standards and/or specifications and access to relevant organisational information management systems
- relevant materials, tools, equipment and personal protective equipment (PPE) currently used in industry.

Links

Companion Volume Implementation Guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851