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UEECS0033 Use engineering applications software on personal computers

Release: 1

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Modification History

Release 1. This is the first release of this unit of competency in the UEE Electrotechnology Training Package.

Application

This unit involves the skills and knowledge required to use computer application software relevant to engineering support work functions.

It includes using computer engineering application software, menus and tools, entering and retrieving information, transferring and printing files and shutting down computer applications.

This unit applies to personnel using computer application software relevant to a workplace. Typically, this will apply to individuals working under supervision.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Not applicable

Competency Field

Computer Systems

Unit Sector

Electrotechnology

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1 Prepare to use computer application software	1.1 Work health and safety (WHS)/occupational health and safety (OHS) requirements and workplace procedures for an engineering work area are identified, obtained and

		applied
	1.2	WHS/OHS risk control measures and procedures in relation to computer and keyboard use are followed in accordance with workplace procedures
	1.3	Application software and information/instructions required for use are obtained
	1.4	On-screen instructions in relation to any anomaly are followed in accordance with workplace procedures
	1.5	Help menu is used to resolve any common start-up, access issues or anomalies
2 Use engineering software application	**2.1**	WHS/OHS risk control measures and workplace procedures for carrying out work are followed
	2.2	Techniques specific to software packages are used to produce relevant files and engineering information
	2.3	Checks are made to ensure accuracy of information produced
3 Output information from software application	**3.1**	Completed files are stored appropriately in accordance with workplace policies and procedures
	3.2	Files are printed and stored electronically as formal records and/or forwarded to relevant personnel
4 Shut down computer	**4.1**	Files are named, arranged, saved and backed up in accordance with workplace policies and procedures
	4.2	Computer shutdown procedures are followed in accordance with workplace procedures and computer powered off

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions may be found in the UEE Electrotechnology Training Package

Companion Volume Implementation Guide.

Unit demonstration must include at least two of the following types of engineering applications:

- office applications
- computer-aided design (CAD)
- engineering data analysis software
- engineering modelling
- project management
- network simulator
- protocol analyser

Unit Mapping Information

This unit replaces and is equivalent to UEENEED104A Use engineering applications software on personal computers.

Links

Companion Volume implementation guides are found in VETNet - - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=b8a8f136-5421-4ce1-92e0-2b50341431b6