



Australian Government

AUMFTA001 Document manufacturing design processes

Release: 1

AUMFTA001 Document manufacturing design processes

Modification History

Release	Comment
Release 1	Unit updated to reflect the new standards for Training Packages Replaces AUMFTA3001 Document designs

Application

This unit describes the performance outcomes required to document the design details of the production processes of vehicles and their components.

It applies to those in an automotive and related manufacturing environment and involves the application of skills and knowledge at a specialist level.

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

Competency Field

Manufacturing - Passenger Vehicle

Unit Sector

Technical

Elements and Performance Criteria

Elements	Performance Criteria
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section
1. Identify document needs	1.1 Design brief and <i>requirements</i> are identified and confirmed with appropriate personnel 1.2 Production processes, drawings, technical specifications and instructions are identified and clarified with participating personnel
2. Develop draft documents	2.1 Draft <i>documents</i> relating to the specification, costing, manufacture and assembly of products are prepared according

Elements	Performance Criteria
	to workplace procedures 2.2 Draft document content is confirmed with relevant personnel and their feedback integrated as appropriate
3. Finalise documentation process	3.1 Approved documents are communicated to relevant production, management and engineering personnel 3.2 Documents are distributed and stored according to workplace procedures

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

Skills	Description
Reading skills to:	- interpret production and work area requirements - interpret workplace procedures and product specifications - interpret design brief.
Writing skills to:	legibly complete design documents.
Oral communication skills to:	communicate and negotiate with workplace personnel on document design and content.
Numeracy skills to:	- quantify workplace document needs - determine document budget, materials and resources - produce a document with mathematical information.
Digital literacy skills to:	use workplace computer programs and design applications.
Initiative skills to:	adapt to document design requirements.
Planning and organising skills to:	manage document research, design and development time.
Problem-solving skills to:	- identify problems, particularly in production, to meet performance indicators - access, interpret and apply workplace procedures and instructions to ensure documents meet workplace template requirements and standards.
Teamwork skills to:	work in a design consultation process.

Range of Conditions

This section specifies work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included. Bold italicised wording, if used in the performance criteria, is detailed below.

<i>Requirements</i> must include:	• design quality • materials • production processes • testing and costing.
<i>Documents</i> must include:	• budgets • material requirements • production processes • resources • specified parameters • test requirements • timelines.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=bd587669-08b3-4cd5-85f0-f9fa0c6304c1>

Assessment Requirements for AUMFTA001 Document manufacturing design processes

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Performance Evidence

Before competency can be determined, individuals must have competently developed and designed workplace documents on a minimum of two occasions.

Individuals must demonstrate they can:

- comply with workplace procedures when designing production documents
- apply working knowledge of production practices and systems
- identify design requirements
- communicate with internal personnel to seek their input into and approval of documents
- design and modify documents
- incorporate design quality, materials, production processes, testing and costing into document design process
- complete, disseminate and store design documents.

Knowledge Evidence

Individuals must be able to demonstrate knowledge of:

- workplace documents covering procedures, specifications, schedules, quality instructions, procedures and performance indicators
- workplace communication protocols for developing and disseminating design documentation
- processes to identify design requirements
- processes to identify critical product quality, materials, tests and costing
- processes for developing and storing documents.

Assessment Conditions

Assessors must satisfy SNR/AQTF assessor requirements.

Competency is to be assessed in the workplace or a simulated environment that accurately reflects performance in a real workplace setting.

Where assessment of competency includes third-party evidence, individuals must provide evidence that links them to the automotive production documents that they have designed, e.g. a copy of the production documents.

Assessors must verify performance evidence through questioning on skills and knowledge to ensure correct interpretation and application.

The following resources must be made available:

- automotive manufacturing workplace or simulated workplace
- real or simulated automotive production document requirements
- automotive production document design brief and development instructions
- computer system and design software
- workplace procedures relating to the design of automotive production documents.

Links

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