



Australian Government

AURBTA103 Assemble bicycles

Release: 1

AURBTA103 Assemble bicycles

Modification History

Release	Comments
Release 1	This version first released with AUR Automotive Retail, Service and Repair Training Package Version 6.0

Application

This unit describes the skills and knowledge required to assemble bicycles from a semi-assembled state. The unit involves preparing for the work, selecting and using specialist tools and equipment, selecting bicycle components, assembling bicycle frames, fitting, adjusting and testing bicycle components and accessories, and completing workplace processes and documentation.

The unit applies to those working in the bicycle retail, service and repair industry.

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

Unit Sector

Bicycle Technical

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Prepare to assemble bicycle	1.1 Determine job requirements from workplace instructions 1.2 Access and interpret bicycle manufacturer assembly specifications and the Australian Competition and Consumer Commission (ACCC) product safety standards relating to bicycles 1.3 Identify hazards associated with the work and manage risks 1.4 Select and check assembly tools and equipment, including personal protective equipment (PPE), for serviceability 1.5 Prepare work area and plan work to minimise waste and use time efficiently
2. Select components	2.1 Select components according to job specifications

ELEMENTS	PERFORMANCE CRITERIA
	2.2 Remove components from packaging and inspect for quality 2.3 List and report components identified as damaged or faulty to required personnel according to workplace procedures
3. Fit, test and adjust components	3.1 Fit components to bicycle frame according to assembly plan, manufacturer specifications, and safety and environmental requirements, without causing damage to components or systems 3.2 Lubricate components and adjust torque and tensions according to manufacturer assembly specifications 3.3 Inspect and test assembled bicycle for required tension of components and operation, and adjust as required according to workplace procedures 3.4 Check assembly to ensure it complies with ACCC product safety standards
4. Complete work processes	4.1 Conduct final inspection according to workplace procedures and confirm bicycle is ready for use 4.2 Clear work area and dispose of or recycle materials according to workplace procedures 4.3 Complete documentation according to workplace procedures

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance but not explicit in the performance criteria.

SKILL	DESCRIPTION
Learning	Locates required sources of information efficiently.
Numeracy	Interprets numerical information to match component codes, serial numbers and manufacturer specifications.
Planning and organising	- Plans own work requirements - Prioritises actions to achieve required outcomes - Ensures tasks are completed within workplace timeframes.
Technology	Uses specialist bicycle tools and equipment in line with workplace procedures.

Unit Mapping Information

Supersedes and is equivalent to AURBTA003 Assemble bicycles.

Links

Companion Volume Implementation Guide is found on VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=b4278d82-d487-4070-a8c4-78045ec695b1>

Assessment Requirements for AURBTA103 Assemble bicycles

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Performance Evidence

The candidate must demonstrate the ability to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including evidence of the ability to:

- assemble three different semi-assembled bicycles, in which the work must involve:
 - at least one bicycle with gears
 - at least one bicycle with disc brakes
 - at least one road bicycle
- fit and adjust the following components during the above assemblies:
 - head stem and bearings
 - disc and rim brakes
 - seats
 - wheels
 - pedals
 - sprockets, gears and chains.

Knowledge Evidence

The candidate must be able to demonstrate knowledge to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including knowledge of:

- methods to locate and interpret information required to assemble bicycles, including:
 - manufacturer specifications and procedures or equivalent documentation
- workplace procedures required to assemble bicycles, including:
 - establishing serviceability of tools and equipment
 - documentation procedures
 - housekeeping procedures, including:
 - examination of tools and equipment
 - storage of equipment
 - identification, tagging and isolation of faulty equipment
 - disposal of excess materials

- recycling procedures
- work health and safety (WHS) requirements relating to assembling bicycles, including procedures for manually handling bicycles
- environmental requirements, including procedures for trapping, storing and disposing of waste grease and oils
- Australian Competition and Consumer Commission (ACCC) product safety standards relating to assembling bicycles
- key bicycle component and accessory terminology
- types of bicycles and their key features
- procedures for assembling and adjusting bicycles, including:
 - types and use of bicycle assembly tools and equipment, including torque wrenches
 - bicycle measuring techniques
 - fitting and adjustment procedures for the components specified in the performance evidence, as well as:
 - accessories, including bell and reflectors
 - controls
 - handlebars
 - seat greasing and lubrication procedures
 - bicycle testing procedures, including post-assembly adjustment and safety checks.

Assessment Conditions

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

Assessment must include direct observation of tasks.

Where assessment of competency includes third-party evidence, individuals must provide evidence that links them to the bicycles that they have assembled, e.g. bicycle assembly orders.

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

The following resources must be made available:

- bicycle workplace or simulated workplace
- workplace instructions
- ACCC product safety standards relating to bicycles
- three different bicycles requiring assembly, including one bicycle with gears, one with disc brakes, and one road bicycle
- tools and equipment appropriate for assembling bicycles.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

Links

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