



**Australian Government**

# **AURBTv101 Remove, refit and adjust bicycle accessories**

**Release: 1**

# AURBTV101 Remove, refit and adjust bicycle accessories

## 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 remove, refit and adjust electrical and non-electrical bicycle accessories. The unit involves preparing for the work, selecting and using specialist tools and equipment, inspecting, removing and replacing bicycle accessories according to fitting instructions and manufacturer specifications, 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 - Accessories

## 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 remove, refit and adjust bicycle accessories | 1.1 Determine job requirements from workplace instructions<br>1.2 Interpret bicycle accessory removal and fitting instructions and check accessory specifications against customer requirements<br>1.3 Inspect accessories for quality and compare with customer requirements<br>1.4 Identify hazards associated with the work and manage risks<br>1.5 Select and check tools and equipment for serviceability<br>1.6 Prepare work area and plan work to avoid damage to bicycle, minimise waste and use time efficiently |
| 2. Remove accessories                                      | 2.1 Identify and check accessories to be removed or repaired                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

| ELEMENTS                            | PERFORMANCE CRITERIA                                                                                                                                                                                                                                                                                                                                                                                      |
|-------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                     | <p>according to manufacturer specifications</p> <p>2.2 Remove accessories in line with planned sequence according to workplace instructions and without causing damage to bicycle frame, other components and accessories</p>                                                                                                                                                                             |
| 3. Fit, test and adjust accessories | <p>3.1 Determine required positioning of new or repaired accessories regard to operational requirements, aesthetics and customer requirements</p> <p>3.2 Refit bicycle accessories according to job requirements, workplace procedures, and safety and environmental requirements</p> <p>3.3 Test and adjust refitted accessories as required according to job requirements and customer requirements</p> |
| 4. Complete work processes          | <p>4.1 Conduct final inspection according to workplace procedures and confirm bicycle is ready for use</p> <p>4.2 Clear work area and dispose of or recycle materials according to workplace procedures</p> <p>4.3 Complete documentation according to workplace procedures</p>                                                                                                                           |

## 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                                                                                                                          |
|--------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| Numeracy           | <ul style="list-style-type: none"> <li>Completes measurements for accessory fitting.</li> </ul>                                      |
| Oral communication | <ul style="list-style-type: none"> <li>Asks questions to clarify instructions and requirements, including with customers.</li> </ul> |
| Technology         | <ul style="list-style-type: none"> <li>Uses specialist bicycle tools and equipment in line with workplace procedures.</li> </ul>     |

## Unit Mapping Information

Supersedes and is equivalent to AURBTV001 Remove, refit and adjust bicycle accessories.

## 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 AURBTV101 Remove, refit and adjust bicycle accessories

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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:

- remove, refit and adjust the following bicycle accessories on different bicycles:
  - at least one bicycle computer
  - at least two different accessories from the following:
    - seat
    - bicycle carrier
    - pedals water bottle frame.

## 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 remove, refit and adjust bicycle accessories, including:
  - information provided by customer and supervisors
  - manufacturer specifications and procedures or equivalent documentation
- workplace procedures required to remove, refit and adjust bicycle accessories, 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 removing, refitting and adjusting bicycle accessories, including procedures for:
  - manually handling bicycles
  - identifying workplace hazards
  - using materials, tools and equipment, including personal protective equipment (PPE)
- environmental requirements, including procedures for disposing of waste materials
- key bicycle and accessory terminology
- purpose of bicycle accessories and their relationship to safe bicycle use
- types and key features of bicycle accessories, including:
  - bicycle computers
  - seats
  - bicycle carriers
  - pedals
  - water bottle frames
- types and use of tools and equipment used to remove, refit and adjust bicycle accessories
- techniques and processes for removing, refitting and adjusting bicycle accessories, including:
  - selection and checking of personal protective equipment
  - fitting instructions
  - fault identification
  - removal instructions
  - measuring techniques
  - adjustment techniques
  - testing procedures.

## 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 bicycle accessories that they have removed, refitted and adjusted, e.g. work 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 detailing job requirements
- technical specifications and fitting instructions for bicycle accessories
- PPE required to remove, refit and adjust bicycle accessories
- range of accessories specified in the performance evidence to be fitted on bicycles

- three different bicycles requiring accessories
- tools and equipment appropriate for removing, refitting and adjusting bicycle accessories.

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

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