



Australian Government

CPPSIS4038 Prepare and present GIS data

Release: 1

CPPSIS4038 Prepare and present GIS data

Modification History

Release 1.

Replaces superseded equivalent CPPSIS4038A Prepare and present GIS data.

This version first released with CPP Property Services Training Package Version 3.

Application

This unit of competency specifies the outcomes required to prepare and present a range of geographic information system (GIS) data using various media. The unit covers consulting and assessing to identify display specifications, and selecting and applying appropriate data formats and presentation media. The unit also covers gathering feedback as the basis for implementing quality improvements. It requires the ability to translate client requirements into an appropriate design and layout, and to adhere to copyright requirements and drawing standards to ensure quality of output.

The unit supports those who work in technical support positions in a surveying and spatial information services team.

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

Pre-requisite Unit

Nil

Unit Sector

Surveying and spatial information services

Elements and 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.

- | | |
|-------------------------------------|--|
| 1. Prepare for display of GIS data. | 1.1. Display specifications are determined in consultation with <i>appropriate persons</i> . |
| | 1.2. Extent, content and intended use of output are assessed, and display format and medium are selected according to organisational requirements. |
| | 1.3. Hardware, software and other equipment are set up and |

checked to ensure correct operation and functionality, and that compliance requirements are met.

2. Format GIS data.
 - 2.1. Spatial datasets are accessed and compiled to meet display specifications.
 - 2.2. Data formats are transformed to meet specifications.
 - 2.3. Formatted data is checked to ensure compatibility and quality according to display specifications.
3. Display GIS data.
 - 3.1. Spatial data is presented according to display specifications and organisational requirements.
 - 3.2. Feedback on display is obtained from appropriate persons using simple question and answer process.
 - 3.3. Feedback is analysed to identify improvements, and display is rectified according to organisational requirements.

Foundation Skills

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

Skill	Performance feature
Initiative and enterprise skills to:	• translate client requirements into spatial data design and layout.
Learning skills to:	• research and source GIS data.
Oral communication skills to:	• ask questions and listen to responses provided during the feedback process.
Reading skills to:	• interpret graphical information in GIS data.

- Writing skills to:
- communicate orders for sourcing spatial data
 - record details of quality improvements.
- Technology skills to:
- use computer and software applications to access and manipulate spatial data
 - use querying commands to obtain information from databases.
- Problem-solving skills to:
- resolve problems in data compatibility.

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.

- Appropriate persons*** must include at least one of the following:
- client
 - end user
 - supervisor or line manager.

Unit Mapping Information

CPPSIS4038A Prepare and present GIS data

Links

Companion Volume implementation guides are found in VETNet -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6f3f9672-30e8-4835-b348-205dfcf13d9b>

Assessment Requirements for CPPSIS4038 Prepare and present GIS data

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Performance Evidence

A person demonstrating competency in this unit must satisfy the requirements of the elements, performance criteria, foundation skills and range of conditions of this unit. The person must also prepare and present geographic information system (GIS) data for two different projects that use different mediums.

While preparing and presenting the above GIS data, the person must:

- communicate clearly with others to negotiate client requirements, clarify work tasks, and seek feedback to improve display
- access GIS data from a range of sources
- apply data formats and media that ensure compatibility of data and comply with display specifications
- comply with administrative and legal requirements for accessing spatial data, including data privacy and information copyright
- comply with organisational requirements and manufacturer specifications when setting up and using the equipment specified in the assessment conditions
- comply with organisational requirements for:
 - health and safety when using screen-based equipment
 - recording data and completing documentation
- present GIS data that complies with quality requirements relating to:
 - accuracy
 - detail
 - format
 - information
 - meeting client requirements
 - timeframe.

Knowledge Evidence

A person demonstrating competency in this unit must demonstrate knowledge of:

- administrative and legal requirements for accessing and presenting digital and hard copy GIS data, including data privacy and information copyright
- basic purpose and use of metadata, including:

- availability
- conditions of use
- coordinate system
- currency
- custodian
- data accuracy
- data description
- date of acquisition
- licence
- quality
- source
- spatial data acquisition methodologies
- version control.
- GIS data formats, including:
 - databases
 - digital graphic output
 - hard copy
 - maps
 - nomenclature
 - plans and diagrams
 - spreadsheets
- display principles, including:
 - colour
 - composition
 - font type
 - legends
 - media
 - scale
 - size
 - symbology
 - text and line style
- organisational requirements for preparing and displaying GIS data, including:
 - accuracy and precision
 - Australian drawing standards.

Assessment Conditions

The following must be present and available to learners during assessment activities:

- equipment:
 - computer with access to suitable software

- hardware, including plotter or printer
- high resolution computer screen
- specifications:
 - organisational policies and procedures relating to:
 - work health and safety
 - data privacy and information copyright
- physical conditions:
 - access to equipped work station
- relationships with team members and supervisor:
 - working in a team.

Timeframe:

- as specified by client and project requirements.

Assessor requirements

As a minimum, assessors must satisfy the assessor requirements in the Standards for Registered Training Organisations (RTOs) current at the time of assessment.

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