



**Australian Government**

# **DEFGEN017 Identify material suitable for publication within Defence**

**Release: 1**

# DEFGEN017 Identify material suitable for publication within Defence

## Modification History

| Release | Comments                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1       | <p>This unit was released in DEFTP Defence Training Package release 1.0 and meets the Standards for Training Packages.</p> <p>This unit supersedes and is equivalent to DEFPR301B Identify material suitable for publication within Defence.</p> <ul style="list-style-type: none"><li>• Unit code updated</li><li>• Content and formatting updated to comply with the new standards</li><li>• All PC transitioned from passive to active voice</li><li>• PC 2.1 and 2.2 merged</li><li>• Elements 2 and 3 merged</li></ul> |

## Application

This unit describes the skills required to identify news, features or other journalistic material for Defence publications, such as services newspapers, magazines and internet sites. The reporter can identify a story through personal initiative or following direction from the editor or sub-editor. Usually information comes from within the organisation, but occasionally material will be provided from external sources.

This unit applies to those working as Defence reporters.

The skills and knowledge described in this unit must be applied within the legislative, regulatory and policy environment in which they are carried out. Organisational policies and procedures must be consulted and adhered to.

Those undertaking this unit would work under limited supervision. They would perform complex tasks in known contexts.

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

## Competency Field

General

## 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.                                                                                                                                                                |
| <b>1. Identify/locate sources for potential stories</b> | 1.1 Obtain, read and analyse up to date material about Defence issues and current affairs from a wide variety of sources.<br>1.2 Maintain and engage with a network of contacts.<br>1.3 Maintain a library of professional publications.<br>1.4 Identify and record trends in reader interests.<br>1.5 Assess information for newsworthiness and likely reader appeal. |
| <b>2. Identify relevant public affairs objectives</b>   | 2.1 Identify and factor into planning public affairs objectives/constraints and client needs.<br>2.2 Identify relevant factors affecting research for stories.<br>2.3 Identify an approach to the potential story and obtain clearance from the supervisor.                                                                                                            |

## Foundation Skills

The foundation skills demands of this unit have been mapped for alignment with the Australian Core Skills Framework (ACSF). The following tables outline the performance levels indicated for successful attainment of the unit.

ACSF levels indicative of performance:

|             |   |   |   |   |         |   |   |   |   |         |   |   |   |   |                    |   |   |   |   |             |   |   |   |   |
|-------------|---|---|---|---|---------|---|---|---|---|---------|---|---|---|---|--------------------|---|---|---|---|-------------|---|---|---|---|
| 1           | 2 | 3 | 4 | 5 | 1       | 2 | 3 | 4 | 5 | 1       | 2 | 3 | 4 | 5 | 1                  | 2 | 3 | 4 | 5 | 1           | 2 | 3 | 4 | 5 |
| Learning NA |   |   |   |   | Reading |   |   |   |   | Writing |   |   |   |   | Oral communication |   |   |   |   | Numeracy NA |   |   |   |   |

Performance variables:

|         |   |   |   |   |         |   |   |   |   |                 |   |   |   |   |                 |   |   |   |   |
|---------|---|---|---|---|---------|---|---|---|---|-----------------|---|---|---|---|-----------------|---|---|---|---|
| 1       | 2 | 3 | 4 | 5 | 1       | 2 | 3 | 4 | 5 | 1               | 2 | 3 | 4 | 5 | 1               | 2 | 3 | 4 | 5 |
| Support |   |   |   |   | Context |   |   |   |   | Text complexity |   |   |   |   | Task complexity |   |   |   |   |

Further information on ACSF and the foundation skills underpinning this unit can be found in the Foundation Skills Guide on the GSA website.

## Unit Mapping Information

This unit supersedes and is equivalent to DEFPR301B Identify material suitable for publication within Defence.

## Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6bdbab1e-11ed-4bc9-9cba-9e1a55d4e4a9>

Companion Volume implementation guides are found in VETNet -

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# Assessment Requirements for DEFGEN017 Identify material suitable for publication within Defence

## Modification History

| Release | Comments                                                                                                                                                                                                                                                                                          |
|---------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1       | <p>These Assessment Requirements were released in DEF Defence Training Package release 1.0 and meet the Standards for Training Packages.</p> <ul style="list-style-type: none"><li>• Assessment Requirements created drawing upon specified assessment information from superseded unit</li></ul> |

## Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- making notes from spoken and written sources
- applying communications ethics that are relevant to the audience and organisation

## Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- command of language structures, registers, vocabulary and idiom required in conversational exchanges
- readers' and organisational interests
- the publication's definition of news
- the types of stories used in Defence publications
- constraints on using information
- Defence issues
- current affairs issues
- a variety of writing genres
- the Standard Operating Procedures of relevant public affairs organisations which influence parent organisation
- ADF public affairs objectives and the characteristics of Defence public affairs organisations
- Defence News Editorial Board guidelines
- Australian Journalists Association Code of Ethics

- relevant legislation

## Assessment Conditions

Competency should be assessed in an actual workplace or in a simulated environment, with access to equipment and infrastructure appropriate to the outcome. Competency should be demonstrated over time to ensure the candidate is assessed across a variety of situations.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

## Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6bdbab1e-11ed-4bc9-9cba-9e1a55d4e4a9>

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