



Australian Government

Assessment Requirements for DEFGEN019

Write material suitable for publication within Defence

Release: 1

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Modification History

Release	Comments
1	These Assessment Requirements were released in DEF Defence Training Package release 1.0 and meet the Standards for Training Packages. Assessment Requirements created drawing upon specified assessment information from superseded unit

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.

- using appropriate information technology and software
- producing stories that are accurate, with minimal possibility of misinterpretation
- producing stories that conform to government and Defence policies
- demonstrating an awareness of current affairs and Defence issues
- 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.

- various types and styles of stories used in Defence publications
- content of the style manual that is relevant to Defence publications
- proofreading and clearance procedures
- standard newspaper proofing symbols
- implications of security, privacy and libel provisions
- Defence public information and security policies
- types of stories
- constraints on using information
- Defence issues
- current affairs issues
- a variety of writing genres

- standard operating procedures of relevant public affairs organisations which influence parent organisation
- ADF public affairs objectives and the characteristics of Defence public affairs organisations
- relevant legislation
- Defence News Editorial Board guidelines
- Australian Journalists Association Code of Ethics
- when to check, verify and attribute information

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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