



Australian Government

## **FSK20119 Certificate II in Skills for Work and Vocational Pathways**

**Release 1**

## FSK20119 Certificate II in Skills for Work and Vocational Pathways

### Modification History

Release	Comments
Release 1	This version first released with FSK Foundation Skills Training Package Version 2.0.

### Qualification Description

This qualification is designed for individuals who require further foundation skills development to prepare for workforce entry or vocational training pathways.

It is suitable for individuals who require:

- a pathway to employment or further vocational training
- reading, writing, oral communication, learning and numeracy skills primarily aligned to the Australian Core Skills Framework (ACSF) Level 3
- entry level digital literacy and employability skills
- a vocational training and employment plan.

Foundation Skills Training Package qualifications may not be listed as an entry requirement for vocational qualifications.

#### Licensing/Regulatory Information

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

### Entry Requirements

Nil

### Packaging Rules

To achieve this qualification, competency must be demonstrated in:

- **14** units of competency
  - **1** core unit, *plus*
  - **13** elective units

The electives are to be chosen as follows:

- up to 5 units may be selected from Group A
- at least 5 units must be selected from Group B

- 3 units must be selected from any currently endorsed training package qualification or accredited course other than FSK
- remaining units may be selected from the FSK training package or any currently endorsed training package qualification or accredited course.

Elective units must be relevant to vocational pathways and not duplicate the outcomes of already selected units.

### Core Units

Unit code	Unit title
FSKLRG011	Use routine strategies for work-related learning

### Elective Units

#### Group A: Numeracy units

Unit code	Unit title
FSKNUM014	Calculate with whole numbers and familiar fractions, decimals and percentages for work
FSKNUM015	Estimate, measure and calculate with routine metric measurements for work
FSKNUM016	Interpret, draw and construct routine 2D and 3D shapes for work
FSKNUM017	Use familiar and routine maps and plans for work
FSKNUM018	Collect data and construct routine tables and graphs for work
FSKNUM019	Interpret routine tables, graphs and charts and use information and data for work
FSKNUM021	Apply an expanding range of mathematical calculations for work
FSKNUM022	Use ratios, rates and proportions for complex workplace tasks
FSKNUM023	Estimate, measure and calculate measurements for work
FSKNUM024	Use geometry to draw 2D shapes and construct 3D shapes for work
FSKNUM025	Use detailed maps to plan travel routes for work
FSKNUM026	Read, interpret and use detailed plans, drawings and diagrams for work
FSKNUM027	Collect, organise and interpret statistical data for work

<b>Unit code</b>	<b>Unit title</b>
FSKNUM028	Use routine formulas and algebraic expressions for work
FSKNUM029	Use introductory graphical techniques for work
FSKNUM030	Use common functions of a scientific calculator for work
FSKNUM031	Apply specialised mathematical calculations for work
FSKNUM032	Use and calculate with complex measurements for work
FSKNUM033	Collect, organise and analyse complex statistical data for work
FSKNUM034	Use and apply concepts of probability for work
FSKNUM035	Use algebraic and graphical techniques to analyse mathematical problems for work
FSKNUM036	Use trigonometry for work
FSKNUM037	Use introductory matrices for work
FSKNUM038	Use introductory vectors
FSKNUM039	Use introductory calculus for work
FSKNUM041	Use chance and probability calculations for work

Group B: Reading, writing, oral communication, learning and digital technology units

<b>Unit code</b>	<b>Unit title</b>
FSKDIG003	Use digital technology for non-routine workplace tasks
FSKLRG009	Use strategies to respond to routine workplace problems
FSKLRG010	Use routine strategies for career planning
FSKLRG012	Apply strategies to plan and manage complex workplace tasks
FSKLRG013	Apply strategies to respond to complex workplace problems
FSKLRG014	Manage strategies for career progression
FSKLRG015	Manage own work-related learning
FSKLRG018	Develop a plan to organise routine workplace tasks

Unit code	Unit title
FSKOCM004	Use oral communication skills to participate in workplace meetings
FSKOCM005	Use oral communication skills for effective workplace presentations
FSKOCM006	Use oral communication skills to participate in workplace teams
FSKOCM007	Interact effectively with others at work
FSKOCM008	Use oral communication skills to facilitate workplace negotiations
FSKOCM009	Use oral communication skills to facilitate workplace meetings
FSKOCM010	Use oral communication skills for complex workplace presentations
FSKOCM011	Use oral communication skills to facilitate complex workplace team interactions
FSKOCM012	Use oral communication skills to participate in workplace negotiations
FSKRDG008	Read and respond to information in routine visual and graphic texts
FSKRDG009	Read and respond to routine standard operating procedures
FSKRDG010	Read and respond to routine workplace information
FSKRDG011	Read and respond to complex workplace information
FSKRDG012	Read and respond to highly complex workplace information
FSKWTG008	Complete routine workplace formatted texts
FSKWTG009	Write routine workplace texts
FSKWTG010	Write complex workplace texts
FSKWTG011	Write highly complex workplace texts

## Qualification Mapping Information

No equivalent qualification. Supersedes but is not equivalent to FSK20113 Certificate II in Skills for Work and Vocational Pathways.

## Links

Companion Volume Implementation Guide is found on VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=f572fe10-a855-4986-9295-3852c771f178>