



Australian Government

FSKNUM011 Use familiar and simple spatial information for work

Release: 1

FSKNUM011 Use familiar and simple spatial information for work

Modification History

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

Application

This unit describes the skills and knowledge required to use familiar workplace maps, plans and diagrams in familiar workplace tasks and texts. It includes identifying and interpreting directional information, performing simple spatial process and communicating familiar spatial information.

An individual performing these tasks may work with an expert or mentor where support is available, if requested.

This unit applies to individuals who use, or are preparing to use, numeracy skills to complete workplace activities. This includes existing workers and individuals preparing for employment through vocational education and training. This unit should be integrated and contextualised with vocational training to support achievement of vocational competency.

The unit is aligned to, but does not fully address, the Australian Core Skills Framework (ACSF) numeracy core skill indicators .09, .10 and .11 at level 2 in the workplace and employment domain of communication.

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

Unit Sector

Numeracy

Elements and Performance Criteria

Element	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Identify familiar spatial information	1.1 Identify and interpret common items, places, symbols and keys partially embedded in familiar workplace maps, plans and diagrams

Element	Performance Criteria
	1.2 Identify and interpret common locations described orally, that are partially embedded in familiar workplace maps, plans and diagrams
2. Use familiar spatial processes	2.1 Select familiar spatial process relevant to workplace task 2.2 Follow familiar and simple oral instructions involving more than one familiar step to locate workplace objects 2.3 Give familiar and simple oral instructions of more than one familiar step to direct others to workplace objects 2.4 Use familiar and simple workplace maps and diagrams and step-by-step instructions to locate workplace objects 2.5 Perform reasonableness check of familiar spatial process and outcome in relation to workplace context
3. Communicate simple spatial information	3.1 Use informal and some formal mathematical written representation to write familiar spatial process information in simple and familiar workplace texts and tasks 3.2 Use informal and some formal mathematical oral language to discuss familiar spatial process information in simple and familiar workplace tasks and texts

Foundation Skills

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

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Mapping Information

Supersedes and is equivalent to FSKNUM11 Read and use familiar maps, plans and diagrams for work.

Links

Companion Volume Implementation Guide is found on VETNet -

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

Assessment Requirements for FSKNUM011 Use familiar and simple spatial information for work

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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:

- use each of the following familiar spatial processes to complete a workplace task:
 - identifying simple spatial information partially embedded in at least two familiar workplace texts
 - describing the direction and location of an object or familiar place using the cardinal directions and simple coordinates
 - using a familiar map, plan or diagram and oral directions to locate a familiar object or place
 - giving oral directions to support the location of an object or place on a map, plan or diagram
 - checking reasonableness of the spatial process and outcome in relation to the workplace context
 - using relevant technology, such as GPS systems or map applications.
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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:

- familiar spatial processes
- recognition of commonly used keys and symbols on maps, plans and diagrams
- the cardinal directions: north, south, east and west
- methods to interpret and use map coordinates to locate items and places
- simple sequencing of instructions
- relationship between maps and/or diagrams and real life
- methods to perform reasonableness check of processes and outcomes in relation to the workplace context
- informal and some formal mathematical written and oral language and symbolism

- relevant technology, such as GPS systems or map applications.
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Assessment Conditions

Competency is to be assessed in the workplace, a workplace simulated environment or a vocational training context.

Assistive technologies can be utilised to assist with oral and written communication.

Skills must be demonstrated using familiar texts and tasks with a clear purpose that reflect those typically found in a workplace.

The following resources are to be made available:

- an expert or mentor to provide support to learner if requested
- maps, plans and diagrams for familiar workplace tasks.

Assessors must:

- satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards, and
- have sound knowledge of the ACSF and performance features of the ACSF level being assessed, and
- have demonstrable expertise, knowledge and skills in the vocational contextualisation and assessment of the core skill, numeracy, and
- have completed the following or equivalent:
 - TAESS00009 Address Foundation Skills in Vocational Practice Skill Set; or
 - a higher level education qualification, such as:
 - TAE80113 Graduate Diploma of Adult Language, Literacy and Numeracy Practice (and its equivalent TAE70111); or
 - Bachelor of Education, Graduate Certificate or Graduate Diploma of Education, or higher. This may include qualifications relating to TESOL, adult education or vocational education.
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