



**Australian Government**

# **Assessment Requirements for FSKOCM02 Engage in basic spoken exchanges at work**

**Release: 1**

## Assessment Requirements for FSKOCM02 Engage in basic spoken exchanges at work

### Modification History

| Release   | Comments                                                                                                 |
|-----------|----------------------------------------------------------------------------------------------------------|
| Release 1 | This streamlined version first released with <i>FSK Foundation Skills Training Package version 1.0</i> . |

### Performance Evidence

Evidence of the ability to:

- participate in basic spoken exchanges appropriate to audience and purpose.

For individuals competent in this unit long pauses and numerous repetitions may be evident in spoken exchanges.

Evidence must be collected using spoken exchanges typically found in the workplace.

Note: Where a specific volume and/or frequency is not specified, evidence must be provided at least once.

### Knowledge Evidence

Evidence of the following knowledge must be demonstrated:

- oral communication strategies for basic spoken exchanges
- non-verbal communication for basic spoken exchanges
- grammar, vocabulary and pronunciation for basic spoken exchanges.

## **Assessment Conditions**

Assessment texts and tasks reflect those typically found in the workplace.

Advice and support is available.

Culturally appropriate processes and techniques suited to the language, literacy and numeracy capacity of individuals and the work being performed must be used.

Reasonable adjustments can be made to ensure equity in assessment for people with disabilities.

Assessors must satisfy NVR/AQTF assessor requirements, have sound knowledge of the ACSF and have demonstrable expertise in the vocational contextualisation and assessment of the core skill – oral communication.

## **Links**

Companion volumes from the IBSA website - <http://www.ibsa.org.au>