



Australian Government

FWPCOT3204 Prepare and interpret sketches and drawings

Release: 1

FWPCOT3204 Prepare and interpret sketches and drawings

Modification History

Release	Comment
1	Replaces equivalent unit FPICOT3204B Prepare and interpret sketches and drawings, which was first released with FPI11 Forest and Forest Products Training Package Version 2.2. This is the first release of this unit in the new standards format.

Application

This unit of competency describes the outcomes required to identify, select and interpret a sketch or drawing.

This unit includes interpreting sketch and drawing details, and preparing sketches and drawings using dimensions, tolerances and notes following industry and site conventions.

Work is completed in a forest products office setting.

The unit applies to Timber Advisor, Customer Service Officer, Timber Fabricator.

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

Pre-requisite Unit

Nil

Unit Sector

Common Technical

Elements and Performance Criteria

<i>Elements describe the essential outcomes.</i>	<i>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.</i>
1. Identify and select correct sketch or drawing	1.1 Obtain initial sketches or drawings and confirm work order requirements with appropriate personnel. 1.2 Interpret, check and validate notes, sketches and drawings, to determine correct application.

2. Interpret basic sketch or drawing detail	2.1 Identify and interpret basic sketch and drawing features to provide a three-dimensional picture of components, assemblies or structures. 2.2 Use sketches and drawings to orientate and fit components or assemblies. 2.3 Interpret dimensions and tolerances to correctly measure, select, mark or set up items or equipment. 2.4 Identify areas of insufficient detail and report in line with organisational procedures.
3. Prepare sketch or drawing	3.1 Identify items for drawing to ensure clear communication of requirements. 3.2 Select drawing views to present required information with minimal drawing complexity. 3.3 Develop clear and accurate production sketches or drawings in line with customer expectations, organisational procedures and industry standards. 3.4 Incorporate explanatory notes within sketches and drawings. 3.5 Record and report sketch and drawing interpretation and preparation activities to appropriate personnel.

Foundation Skills

This section describes those core and employment skills that are essential to performance and are not explicit in the performance criteria.

Numeracy skills to:	interpret numerical data from basic sketches and drawings to calculate dimensions for product components and clearly represent these in production sketches and drawings.
Oral communication skills to:	ask open and closed probe questions and actively listen to clarify types of drawings and sketches to be completed.
Reading skills to:	- interpret: - organisational procedures - work orders - notations on initial sketches and drawings.
Writing skills to:	- incorporate clear unambiguous explanatory notes within drawings - complete accurate basic records for sketching and drawing outcomes.
Planning and	plan processing of drawings in a logical sequence and manage own timing and productivity to complete drawings within deadlines.

organising skills to:	
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Range of Conditions

Not Applicable

Unit Mapping Information

FPICOT3204B Prepare and interpret sketches and drawings

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=0d96fe23-5747-4c01-9d6f-3509ff8d3d47>