



Australian Government

Department of Education, Employment and Workplace Relations

LMTGN6003B Research and evaluate processes and products

Revision Number: 1

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Modification History

Not applicable.

Unit Descriptor

Unit descriptor This unit covers the skills and knowledge to research and evaluate processes and products.

Application of the Unit

Application of the Unit

The unit applies to researching and evaluating new processes and products within the workplace.

Work is performed under limited guidance in line with a broad plan or strategy. Significant judgement is required in planning, design, technical or supervisory activities related to products or processes. Work responsibilities will vary in scope according to size of the workplace, range of products, specialisation in the workplace and workplace quality standards

Work may be conducted in small to large scale enterprises and may involve individual and team activities.

The application of this unit is according to OHS practices of the enterprise and workplace practices, which may include:

- requirements prescribed by legislation, awards, agreements and conditions of employment
- standard operating procedures
- work instructions
- oral, written and visual communication
- quality practices, including responsibility for maintenance of own work quality and contribution to quality improvement of team or section output
- housekeeping
- tasks related to environmental protection, waste disposal, pollution control and recycling

This unit requires the application of skills associated with communication and learning to research and analyse data, consult with personnel, and present, report and document information. Initiative and enterprise, problem solving and planning and organising are used to determine capability and implications relating to research findings and develop strategic plans.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisites

Employability Skills Information

Employability Skills This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Not applicable.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1 Research global and domestic trends	1.1 Global and domestic trends are researched and forecasted in relation to processes and products. 1.2 Developments in technology are investigated to ensure all possibilities are considered. 1.3 Implications of global and domestic trends on local industry are identified.
2 Identify manufacturing capabilities or implications	2.1 Manufacturing capabilities are identified in consultation with relevant personnel on issues such as human resources, materials, financial restraints, equipment capabilities, timelines, efficiency and OHS practices. 2.2 Options or requirements for use of external resources to undertake parts of work is determined when defining production capabilities.
3 Contribute to strategic planning	3.1 Parameters are clarified, in consultation with production development, sales and marketing team, management and client where required. 3.2 A strategy plan and critical path plan is developed, when necessary. 3.3 Constraints are identified and taken into account when formulating strategic plan.
4 Prepare reports and presentations	4.1 Relevant information is identified and compiled. 4.2 Data is checked for accuracy and relevance, when required. 4.3 Reports and presentations are prepared.

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This describes the essential skills and knowledge and their level

Demonstrates knowledge of:

- industry and product processes
- product and process development procedures
- machine and equipment, resource and skill capabilities within the workplace
- links across the industry, global and local trends
- research sources
- quality standards and practices
- OHS practices, including hazard identification and control measures
- workplace practices
- recording and reporting practices

Demonstrates skills to:

- effectively evaluate processes and products
- identify constraints
- determine and recommend options
- interpret specifications
- establish availability of resources
- establish, analyse and interpret procedures, where required
- determine report requirements and present information
- read, interpret and follow information on work specifications, standard operating procedures and work instructions, and other reference material
- maintain accurate records
- communicate within the workplace
- sequence operations
- meet specifications
- clarify and check task-related information
- carry out work according to OHS practices

Evidence Guide

The Evidence Guide provides advice on assessment and must be read in conjunction with the Performance Criteria, Required Skills and Knowledge, the Range Statement and the Assessment Guidelines for the Training Package.

Critical aspects of evidence	Demonstrates skills and knowledge to: • research and forecast trends • identify manufacturing capabilities and implications • develop strategy plan and critical path plan • prepare reports and presentations
Consistency in performance	Consistently applies skills and knowledge when: • organising work • completing tasks according to instructions • working systematically with attention to detail • identifying improvements and avoiding damage • using workplace practices • using OHS practices • recording and reporting accidents and incidents • assessing operational readiness of equipment • recognising and adapting to cultural differences in the workplace, • including modes of behaviour and interactions
Resource implications	Access is required to real or appropriately simulated situations, including work areas, materials and equipment, and to information on workplace practices and OHS practices.
Context for assessment	Assessment may occur on the job or in an appropriately simulated environment.
Interdependent assessment	This unit may be assessed independently or in combination with other relevant units.

Range Statement

RANGE STATEMENT

The Range Statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the Performance Criteria, is detailed below. Add any essential operating conditions that may be present with training and assessment depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts.

Legislative/regulatory requirements	All work must comply with relevant Federal and State or Territory legislative or regulatory requirements.
Trends may include:	• global design trends • domestic design trends • forecasting • developments in technology • market forces • export and import practices • regulations • supply of raw materials
Manufacturing capabilities may refer to:	• materials • equipment • human resources • financial restraints • timelines • efficiency • production priorities
Strategic planning may include:	consultation with a range of individuals and departments, including: • production • product development • sales and marketing team • management • client
Reports may be:	• informal • formal for presentation at meetings
OHS practices	OHS practices include hazard identification and control, risk assessment and implementation of risk reduction measures specific to the tasks described by this unit, and may relate to: • manual handling techniques • standard operating procedures • personal protective equipment • safe materials handling

- taking of rest breaks
- ergonomic arrangement of workplaces
- following marked walkways
- safe storage of equipment
- housekeeping
- reporting accidents and incidents
- environmental practices

Unit Sector(s)

Sector	All
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