



Australian Government

MSTTF2005 Translate information into measurements or diagrams

Release: 1

MSTTF2005 Translate information into measurements or diagrams

Modification History

Release 1. Supersedes and is equivalent to LMTTF2005A Translate information into measurements or diagrams

Application

This unit of competency covers the skills and knowledge required to translate information received orally and by other means on customer requirements into hard copy form for costing and production purposes.

Work may include interaction with enterprise clients either individually or in collaboration with other personnel from the operator's enterprise.

Work may be conducted in operational indoor or outdoor workplaces

Work may be conducted in small to large scale enterprises and may involve individual and team activities. Work is performed within defined procedures under direct supervision.

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

Pre-requisite Unit

Nil

Competency Field

Textile fabrication

Unit Sector

Not applicable

Elements and Performance Criteria

Elements describe the essential outcomes.

Performance criteria describe the performance needed to demonstrate achievement of the element.

1	Prepare to translate information into measurements or	1.1	Identify customer requirements from customer information
		1.2	Review customer information to ensure all required data is available

	diagrams	1.3	Seek additional information, as needed
		1.4	Locate and interpret technical information about products, materials, equipment and operating procedures, as required, for processing customer request
		1.5	Follow workplace procedures and instructions
2	Identify components, products and services	2.1	Develop concept of completed product or service
		2.2	Determine required accessories, attachments and other components
		2.3	Determine anchor points, and types and sizes of openings
		2.4	Identify potential difficulties or hazards associated with manufacture of the product or provision of the service
		2.5	Identify environmental features, regulations, insurance requirements, legal requirements and other factors which may affect the product or service to be provided
3	Develop graphical information to help define customer requirements	3.1	Apply knowledge of customer requirements to produce freehand sketches or diagrams illustrating the customer's requirements
		3.2	Transfer dimensions and angles on to the sketch or diagram accurately
		3.3	Mark out positions of attachments, openings, fittings or inserts accurately and clearly
		3.4	Show positions of ropes, struts, retractors or supports clearly
		3.5	Develop and incorporate details of gussets, pockets, hips and other features in the sketches, diagrams or drawings
		3.6	Calculate dimensional allowances for cutting, rolled edges, joins and reinforcements, and incorporate in the sketches, diagrams or drawings
		3.7	Make provision for seams, joins and overlaps and check all dimensions and angles are accurate

		3.8	Use tools, equipment and resources to WHS practices
		3.9	
4	Finalise information	4.1	Prepare final sketches, diagrams and drawings manually or using computer-aided design (CAD) system to confirm customer requirements and provide feedback to customer
		4.2	Store information, sketches, diagrams and drawings according to workplace procedures
		4.3	Pass on graphical information to personnel within the organisation responsible for further action

Foundation Skills

This section describes those required skills (language, literacy and numeracy) that are essential to performance.

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

Range of Conditions

This field allows for different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included.

Workplace procedures include one or more of the following:

- requirements prescribed by legislation, awards, agreements and conditions of employment
- standard operating procedures (SOPs)
- 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
- WHS practices

- Australian Standards include:**
- the relevant industry or Australian Standards that are current at the time this unit is being undertaken
- Tools, equipment and resources include one or more of the following:**
- measuring equipment
 - rules
 - squares
 - protractors
 - calculators
 - computers and software ,including computer applications involving geometric constructions and surface area calculations
- WHS practices:**
- WHS practices include hazard identification and control, risk assessment and implementation of risk reduction measures specific to the tasks described by this unit, and include one or more of the following:
- manual handling techniques
 - SOPs
 - personal protective equipment (PPE)
 - 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 Mapping Information

Release 1. Supersedes and is equivalent to LMTTF2005A Translate information into measurements or diagrams

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=a203ec5c-de7d-406b-b3e1-8f1a9b76e92e>

Assessment Requirements for MSTTF2005 Translate information into measurements or diagrams

Modification History

Release 1. Supersedes and is equivalent to LMTTF2005A Translate information into measurements or diagrams

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy the requirements of the elements and performance criteria, and include:

- reading and following work instructions, standard operating procedures (SOPs), safe work practices and other reference material
- applying relevant standards
- locating and interpreting technical information about products, materials, equipment and operating procedures
- complying with all relevant safety requirements, including safe use of measuring tools (including laser devices) and other equipment
- conceptualising customer needs from customer information
- interpreting specifications and instructions for products and materials offered to customers, and translating ideas into basic 3-D sketches and drawings for at least three (3) products
- clarifying customer instructions and providing feedback to customer
- making calculations and allowances as required to create accurate final drawings and diagrams for at least two (2) products, using manual or computer-aided design (CAD) programs to produce drawings, where possible
- documenting and communicating work related information
- applying workplace procedures.

Knowledge Evidence

Evidence must be provided that demonstrates knowledge of:

- safe work practices and procedures and use of personal protective equipment (PPE)
- relevant Australian Standards
- a range of common products and services offered by the workplace
- general operating principles of common products and equipment on offer
- common types of materials used in the industry and their applications
- limitations of canvas and other materials used
- common types of strengthening and fastenings
- measuring instruments and techniques
- mathematical processes
- plane geometry and plane geometrical shapes

- mathematical formulae (e.g. areas and volumes)
- engineering drawing principles and practices
- environmental requirements of relevant industry and workplace procedures
- general industry housekeeping policies and procedures
- work health and safety (WHS) practices, including hazard identification and control measures
- quality practices
- workplace procedures
- recording and reporting practices.

Assessment Conditions

- Assessors must:
 - satisfy the assessor competency requirements that are in place at the time of the assessment, as set by the VET regulator
 - have vocational competency in translating information into measurements or diagrams, at least to the level being assessed, with relevant industry knowledge and experience.
- Assessment should occur in operational workplace situations. Where this is not possible, or where personal safety or environmental damage are limiting factors, assessment must occur in a sufficiently rigorous simulated environment reflecting realistic operational workplace conditions. This must cover all aspects of workplace performance, including environment, task skills, task management skills, contingency management skills and job role environment skills.
- Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.
- Conditions for assessment must include access to all tools, equipment, materials and documentation required, including relevant workplace procedures, product and manufacturing specifications associated with this unit.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=a203ec5c-de7d-406b-b3e1-8f1a9b76e92e>