



Australian Government

MSTTX2005 Access and use information resources for textile production operations

Release: 1

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Modification History

Release 1. Supersedes and is equivalent to LMTTX2017B Access and use information resources for textile production operations

Application

This unit of competency covers the skills and knowledge required to access and use information resources for textile production operations.

The unit of competency applies to identifying and using relevant industry information to assist in carrying out textile production activities.

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

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

Pre-requisite Unit

Nil

Competency Field

Textile production

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 Determine job requirements

- | | |
|-----|---|
| 1.1 | Follow standard operating procedures (SOPs) |
| 1.2 | Comply with work health and safety (WHS) requirements at all times |
| 1.3 | Use appropriate personal protective equipment (PPE) in accordance with SOPs |
| 1.4 | Identify job requirements from specifications, drawings, |

job sheets or work instructions

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|---|--|-----|--|
| 2 | Prepare to use information resources | 2.1 | Identify information needs and confirm with appropriate personnel |
| | | 2.2 | Identify and locate workplace information resources to assist in textile production operations |
| | | 2.3 | Seek advice from appropriate personnel, where required, to locate and obtain information |
| | | 2.4 | Check that information resources appropriate to work requirements and/or application are current and authentic |
| | | | |
| 3 | Access textile production information | 3.1 | Locate relevant information using simple search techniques |
| | | 3.2 | Interpret symbols, codes, legends, abbreviations and textile production terminology correctly |
| | | 3.3 | Access and interpret information and apply it appropriately |
| | | 3.4 | Seek and obtain clarification or further explanation of information where required |
| | | 3.5 | Note and summarise information, if necessary, for subsequent use |
| | | | |
| 4 | Use and store information resources | 4.1 | Use information resources to assist in textile production operations |
| | | 4.2 | Where applicable, undertake work according to acquired information |
| | | 4.3 | Store information resources appropriately to ensure security, prevention of damage, and retrieval |
| | | 4.4 | Maintain currency of documentation |

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
- SOPs
- work instructions
- PPE
- 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

Information resources include one or more of the following:

- SOPs
- safety procedures
- job lists
- manufacturer manuals
- specifications
- textile production patterns and machine settings
- international and Australian Standards
- trade journals
- quality system documentation customer requirements
- workplace and site procedures and manuals
- industry manuals
- codes of practice
- awards

- legislation
- plans and diagrams
- log books
- hard copy or electronic data
- key personnel, supervisors, trainers and colleagues

Simple search techniques include one or more of the following:

- using index, table of contents, numbering and classification systems, computer database search or look-up, questioning and cross-referencing
- basic techniques to identify relevant information, including skimming and scanning, and identifying key words and ideas

Unit Mapping Information

Release 1. Supersedes and is equivalent to LMTTX2017B Access and use information resources for textile production operations

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 MSTTX2005 Access and use information resources for textile production operations

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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
- locating relevant standards
- locating and accessing sources of information to extend own skills and knowledge of textile production operations on at least two (2) occasions
- using a range of at least five (5) information resources
- checking currency and authenticity of information resources
- applying basic scanning techniques to locate required information
- seeking advice from appropriate personnel, where required, to locate, obtain or clarify information
- interpreting textile production terminology, symbols, abbreviations, codes and information relevant to work requirements
- applying information to own work
- storing information resources appropriately for retrieval and to ensure security, and prevention of damage
- maintaining currency of documentation.

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
- information resources available in the workplace
- range of formats in which information is presented
- organisation of information by classification and cataloguing systems
- own work role and activities
- operating procedures for production machines or processes
- expertise of key personnel
- location of information resources
- quality standards and 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 accessing and using information resources for textile production operations, 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.

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