



Australian Government

Assessment Requirements for SISSPAR004 Book athlete travel and accommodation

Release: 1

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Modification History

Not applicable.

Performance Evidence

Evidence of the ability to complete tasks outlined in elements and performance criteria of this unit in the context of the job role, and:

- book travel and accommodation for three sport events that involves:
 - at least one event that requires travel by aeroplane.

Knowledge Evidence

Demonstrated knowledge required to complete the tasks outlined in elements and performance criteria of this unit:

- organisational policies and procedures applicable to booking athlete travel and accommodation
- purpose of athlete travel:
 - competitions
 - conferences
 - presentations
 - media events
 - interviews
- types of travel and accommodation booking and confirmation systems
- travel options:
 - mode of travel
 - length of journey
 - price
 - baggage
- accommodation options:
 - type of accommodation
 - length of stay
 - meeting room provision
 - accessibility
 - dietary needs
 - standard of accommodation
 - price.

Assessment Conditions

Skills must be demonstrated in:

- a sport environment. This can be a workplace or a simulated environment.

Assessment must ensure access to:

- organisational policies and procedures applicable to booking travel and accommodation
- computer with access to the internet.
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- Assessment must ensure use of:
- information about three sport events requiring athlete travel.

Assessors must satisfy the Standards for Registered Training Organisations requirements for assessors.

Links

Companion Volume Implementation Guides -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=1ca50016-24d2-4161-a044-d3faa200268b>