



Australian Government

TLIK0001 Using telematics and technology data effectively in transport scheduling

Release: 1

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Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Application

This unit involves the skills and knowledge required to use telematics and technology data effectively.

It includes identifying and preparing information technology systems and devices, accessing and operating the equipment and systems, analysing data and information, identifying and rectifying system and processing errors, managing and securing data and shutting the system down.

Work is performed under minimal supervision.

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

Pre-requisite Unit

Not applicable.

Competency Field

K - Technology

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

1 Identify and prepare information technology systems and devices

PERFORMANCE CRITERIA

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

1.1 Types of information technology equipment including telematics and In Vehicle Monitoring Systems (IVMS) used in the transport industry are identified for use in

		accordance with workplace procedures
	1.2	Functionality and application of different information technology equipment and systems for delivery service activities are identified in accordance with workplace procedures
	1.3	Information technology equipment is checked and prepared for use in accordance with manufacturer information and workplace procedures
2	Access and operate information technology equipment and systems	
	2.1	Relevant data is entered using appropriate equipment in accordance with manufacturer specifications and workplace procedures
	2.2	Retrieval of data and information is carried out accurately according to workplace procedures and manufacturer specifications
	2.3	Data is transmitted according to electronic data interchange (EDI), workplace procedures and manufacturer specifications
	2.4	Telematics system is navigated and customised efficiently and effectively to locate displays and information relevant to role in accordance with manufacturer specifications and workplace procedures
	2.5	Telematic system is accessed to optimise planning and determine schedule integrity in accordance with cost reduction targets and workplace procedures
3	Analyse data and information	
	3.1	Inappropriate driver behaviour including excessive idling, speeding breaches, fatigue breaches and unauthorised vehicle use is identified and reported in accordance with work health and safety (WHS)/occupational health and safety (OHS)/occupational safety and health (OSH) requirements, Heavy Vehicle National Law (HVNL) and workplace procedures
	3.2	Relevant data is collated according to purpose and nature in accordance with workplace procedures.
	3.3	Relevant data is exported for further analysis in appropriate analytical software program in accordance with workplace procedures

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| | 3.4 | Conclusions and recommendations consistent with the information available are formulated and reported to relevant person/s and actioned to the level of authority in accordance with workplace procedures |
| 4 Identify and rectify system and processing errors | 4.1 | Routine faults in operating systems, software applications and operator errors are identified and rectification is arranged in accordance with manufacturer instructions and workplace procedures |
| | 4.2 | Stakeholders are informed of job completion status and errors, and necessary action is taken to rectify errors in accordance with workplace procedures |
| | 4.3 | Equipment hardware, software faults and potential viruses are identified and rectified where possible within scope of own role, or reported to relevant person/s according to workplace procedures |
| 5 Manage and secure data | 5.1 | Data security is followed in accordance with workplace procedures and regulatory compliance |
| | 5.2 | Preventative measures on the loss and corruption of data are followed in accordance with workplace procedures |
| | 5.3 | Saving and backing-up of data is carried out regularly in accordance with workplace procedures and manufacturer specifications |
| | 5.4 | Data including customer specific information is updated and checked for accuracy and completeness in accordance with workplace procedures |
| | 5.5 | Security of data including customer specific information is maintained in accordance with relevant privacy requirements and workplace procedures |
| | 5.6 | System is shut down correctly in accordance with manufacturer specifications and workplace procedures |

Foundation Skills

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

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions may be found in the Companion Volume Implementation Guide.

Unit Mapping Information

This is a new unit. No equivalent unit.

Links

Companion Volume Implementation Guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851>

Assessment Requirements for TLIK0001 Using telematics and technology data effectively in transport scheduling

Modification History

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Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all the requirements of the elements and performance criteria on at least one occasion and include:

- accessing and navigating screens within relevant telematic system
- accessing appropriate device and obtaining relevant data
- analysing data output from telematics to determine answers to queries
- checking and analysing data for completeness and accuracy
- completing back-up procedures in a timely manner
- conducting pre-operational checks of equipment and preparing it for use
- conveying appropriate information in relation to job/task status
- customising screen flows and displays within relevant telematic system
- exporting data to relevant analytical software program for analysis
- following security procedures in relation to information on resources, cargo and individuals
- formulating answers to queries and reporting and making recommendations to relevant person/s
- identifying and reporting breaches of relevant procedure or regulations including:
 - excessive idling
 - speeding breaches
 - fatigue breaches
 - unauthorised vehicle access
- identifying faults in equipment
- monitoring unauthorised access and maintaining security of data in system
- navigating and setting geo fencing for:
 - vehicle operator to reduce fuel wastage and enable improved fuel efficiency and reduced emissions
 - determining schedule integrity
 - vehicle monitoring
- navigating screens in device and displaying relevant data
- recording data appropriately in relevant device
- reporting faults and rectifying according to workplace procedures
- reporting issues to relevant person/s
- shutting down system in correct order as per manufacturer specifications

- sorting, collating and prioritising data
- transmitting data using appropriate Bluetooth or electronic data interchange (EDI) methodology
- utilising relevant keyboard, mouse, bar code reader and touch screen to operate the system effectively.

Knowledge Evidence

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

- fuel efficiency parameters of fleet and impact on cost reduction to business
- geo fencing application
- information technology equipment utilised in industry
- manufacturer instructions and specifications
- privacy legislation
- problem solving techniques
- relevant data analysis applications and techniques
- relevant National Heavy Vehicle Law (NHVL)
- Environmental regulations relating to vehicle emissions
- relevant work health and safety (WHS)/occupational health and safety (OHS)/occupational safety and health (OSH) requirements
- relevant workplace intellectual property policy
- telematics and data management systems back-up method
- workplace procedures
- workplace reporting procedures.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

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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.

Assessment must occur in workplace operational situations. Where this is not appropriate, assessment must occur in simulated workplace operational situations that reflect workplace conditions.

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or other simulations
- relevant and appropriate materials, tools, equipment and personal protective equipment

currently used in industry

- applicable documentation including workplace procedures, regulations, codes of practice and operation manuals

Links

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