



Australian Government

UEECD0010 Compile and produce an energy sector detailed report

Release: 1

UEECD0010 Compile and produce an energy sector detailed report

Modification History

Release 1. This is the first release of this unit of competency in the UEE Electrotechnology Training Package.

Application

This unit involves the skills and knowledge required to compile and produce an energy sector detailed report.

It includes planning; identifying information sources; collecting, analysing and formatting information applicable to the electrotechnology industry in developing and obtaining approval for energy sector report.

This unit is typically for technicians working as part of a product/application/service research and/or design, development and implementation team. This generally involves working closely with a range of management and production/operations personnel and requires balancing the business and technical sides of the research process.

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

Pre-requisite Unit

Not applicable

Competency Field

Cross Discipline

Unit Sector

Electrotechnology

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

PERFORMANCE CRITERIA

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

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|---|---|
| 1 Identify energy sector report requirement | 1.1 Work health and safety (WHS)/occupational health safety (OHS) requirements and workplace procedures are identified and applied |
| | 1.2 Report writing techniques are reviewed and adopted in accordance with workplace procedures |
| | 1.3 Scope and parameters of energy sector report are evaluated and identified in accordance with workplace procedures |
| | 1.4 Criteria from other related works impacting on the report development are determined from relevant sources |
| | 1.5 Report information and sources are identified, and availability and reliability of information is assessed for relevance |
| 2 Develop energy sector report | 2.1 Scenarios/requirements identified in consultation with relevant person/s and industry regulatory and job requirements are included in report |
| | 2.2 Report is developed in collaboration with relevant person/s |
| | 2.3 Relevant person/s is identified to assist in the compilation of the report |
| | 2.4 Report is reviewed and adjusted to rectify anomalies |
| | 2.5 Report is compiled in accordance with workplace policies and procedures |
| | 2.6 Research information is analysed and compiled for the final report |
| 3 Obtain approval for final energy sector report | 3.1 Report is presented, discussed and authorised by relevant person/s |
| | 3.2 Modifications to report resulting from presentation/discussion with authorised person/s are negotiated |
| | 3.3 Final report is presented and approval obtained from authorised person/s |

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 UEE Electrotechnology Training Package Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to UEENEEE124A Compile and produce an energy sector detailed report.

Links

Companion Volume implementation guides are found in VETNet - -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=b8a8f136-5421-4ce1-92e0-2b50341431b6>

Assessment Requirements for UEECD0010 Compile and produce an energy sector detailed report

Modification History

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Performance Evidence

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

- analysing energy sector report information
- applying relevant work health and safety (WHS)/occupational health safety (OHS) requirements
- collaborating with relevant person/s in compiling report
- compiling and producing an energy sector report, including:
 - identifying workplace policies and procedures
 - developing report brief incorporating scenarios and requirements
 - communicating with relevant person/s to determine report requirements
 - identifying scope and parameters of report
 - determining impact of related works
 - developing design brief incorporating scenarios and all requirements
- identifying source, availability and reliability of information for report
- obtaining approval for final energy sector report
- presenting and discussing report with relevant person/s, including presenting final report and reviewing and adjusting report to rectify anomalies
- successfully negotiating alterations to proposed report.

Knowledge Evidence

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

- communicating with personnel, including:
 - oral communications
 - written procedures and work instructions
- communicating with suppliers
- communicating with customers
- purpose and extent of maintaining work activities records in an enterprise, including:

- types of records for maintaining work activities in an enterprise
- methods for recording and maintaining work records
- work records required by regulation requirements
- using basic computer functions including:
 - starting up
 - selecting application
 - entering information
 - saving
 - printing
- techniques of analysis, including:
 - use of appropriate sampling techniques to collect data
 - types of data and classification
 - effective questionnaire design
 - data collection errors
 - frequency tables
 - statistical diagrams drawing and interpretation
 - the general shape of a frequency distribution
 - different types of diagrams
 - mean time between failures calculations
- summary of statistics, including:
 - measures of central tendency
 - measures of dispersion
 - a 5-point summary for a given data set, box and whisker plot distribution
 - data sets comparison using measures of centre and spread
 - the effect of outliers on measures of centre and spread
 - use computer programs or calculators to simplify calculations
- correlation and regression, including:
 - bivariate data and scatter diagrams
 - product-moment correlation coefficient calculation and interpretation
 - difference between causation and correlation
 - equations of regression lines from bivariate data with a calculator and line plotting on a scatter diagram
 - using the equation of regression to make predictions in practical situations
 - investigation of practical problems using correlation and regression
- investigation and reporting, including:
 - presentation of a well formatted report with a clearly stated aim
 - using the internet to obtain relevant data
 - description of the statistical method and design chosen to meet the aim of the investigation
 - statistical analysis and results reporting

- evaluation and interpretation of the results of the investigation
- discussion of the investigation with reference to real world applications
- chronology of the investigation
- analysis techniques
- collaboration and communication techniques
- presentation and negotiation skills
- relevant job safety assessments or risk mitigation processes
- relevant WHS/OHS legislated requirements
- relevant workplace documentation
- relevant workplace policies and procedures
- report writing techniques.

Assessment Conditions

Assessors must hold credentials specified within the Standards for Registered Training Organisations current at the time of assessment.

Assessment must satisfy the Principles of Assessment and Rules of Evidence and all regulatory requirements included within the Standards for Registered Training Organisations current at the time of assessment.

Assessment must occur in workplace operational situations where it is appropriate to do so; where this is not appropriate, assessment must occur in simulated workplace operational situations that replicate workplace conditions.

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.

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 (PPE) currently used in industry
- applicable documentation, including workplace procedures, equipment specifications, regulations, codes of practice and operation manuals.

Links

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