

## Resource List

All resources include a Learner Guide with Unit Content, Assessment Tasks, Competency Records, Benchmark Answers and Assessment Mapping. Each unit resource is provided as an editable word document.

### AHC - Agriculture, Horticulture and Conservation and Land Management Training Package



- ▶ AHCARB303 Perform pruning operations
- ▶ AHCPGD304 Implement a landscape maintenance program
- ▶ AHCARB306 Undertake aerial rescue
- ▶ AHCCHM303 Prepare and Apply Chemicals
- ▶ AHCPMG301 Control weeds
- ▶ AHCCHM304 Transport Handle and Store Chemicals
- ▶ AHCARB302 Inspect trees for access and work
- ▶ AHCARB403 Perform a ground-based tree defect evaluation
- ▶ AHCARB301 Implement a tree maintenance program
- ▶ AHCARB308 Install cable and bracing
- ▶ AHCPER215 Assist with garden soil health and plant nutrition
- ▶ AHCMOM304 Operate machinery and equipment
- ▶ AHCTRF203 Renovate grassed areas
- ▶ AHCMOM316 Refuel machinery or vehicle
- ▶ AHCWRK204 Work effectively in the industry
- ▶ AHCARB310 Perform aerial rigging
- ▶ AHCCHM201 Apply chemicals under supervision
- ▶ AHC BIO201 Inspect and clean machinery for plant, animal and soil material
- ▶ AHCARB207 Perform ground based rigging
- ▶ AHC BUS607 Implement a monitoring, evaluation and reporting program
- ▶ AHCARB309 Implement a tree protection program
- ▶ AHCNAR303 Implement revegetation works
- ▶ AHCARB313 Identify trees
- ▶ AHCARB210 Work effectively in the arboriculture industry
- ▶ AHCARB206 Operate and maintain stump grinding machines
- ▶ AHCARB305 Dismantle trees
- ▶ AHCARB311 Tie, dress, set and finish arborist knots

- ▶ AHCARB307 Use advanced climbing techniques
- ▶ AHCWRK305 Coordinate work site activities
- ▶ AHCBUS401 Administer finance, insurance and legal requirements
- ▶ AHCARB307 Use advanced climbing techniques
- ▶ AHCARB312 Use standard climbing techniques to access trees

## AHC10 - Agriculture, Horticulture and Conservation and Land Management



- ▶ AHCLPW303A Construct access tracks
- ▶ AHCOS201A Participate in OHS processes
- ▶ AHCWRK311A Conduct site inspections
- ▶ AHCOS301A Contribute to OHS processes
- ▶ AHCARB501A Assess trees
- ▶ AHCPM303A Identify plant specimens
- ▶ AHCWRK209A Participate in environmentally sustainable work practices
- ▶ AHCPM601A Develop and implement a plant health management strategy
- ▶ AHCWRK313A Implement and monitor environmentally sustainable work practices
- ▶ AHCARB503A Diagnose tree diseases
- ▶ AHCMOM302A Perform machinery maintenance
- ▶ AHCBUS504A Prepare estimates, quotes and tenders
- ▶ AHCPM201A Recognise plants
- ▶ AHCMOM209A Conduct dozer operations
- ▶ AHCWRK503A Prepare reports
- ▶ AHCWRK509A Provide specialist advice to clients
- ▶ AHCMOM207A Conduct front end loader operations
- ▶ AHCMOM301A Coordinate machinery and equipment maintenance and repair
- ▶ AHCWRK510A Audit site operations
- ▶ AHCMOM206A Conduct grader operations
- ▶ AHCMOM203A Operate basic machinery and equipment
- ▶ AHCARB502A Identify, select and specify trees
- ▶ AHCARB505A Document and audit tree work
- ▶ AHCWRK303A Respond to emergencies
- ▶ AHCARB504A Develop a tree protection program
- ▶ AHCNAR303A Implement revegetation works
- ▶ AHCSAW301A Construct conservation earthworks
- ▶ AHCMOM310A Operate land forming machinery and equipment
- ▶ AHCMOM208A Conduct excavator operations

- ▶ AHCARB302A Conduct tree inspections
- ▶ AHCLSC307A Implement a retaining wall project
- ▶ AHCTRF303A Implement a grassed area maintenance program
- ▶ AHCARB310A Perform aerial rigging
- ▶ AHCTRF201A Assist with turf construction
- ▶ AHCTRF302A Establish turf
- ▶ AHCARB206A Undertake stump removal
- ▶ AHCARB304A Fell trees with advanced techniques
- ▶ AHCARB207A Perform ground based rigging
- ▶ AHCPGD203A Prune shrubs and small trees
- ▶ AHCPGD301A Implement a plant establishment program
- ▶ AHCNSY201A Pot up plants
- ▶ AHCMOM204A Undertake operational maintenance of machinery
- ▶ AHCPGD304A Implement landscape maintenance plan
- ▶ AHCARB202A Fell small trees
- ▶ AHCIRG204A Lay irrigation and/or drainage pipes
- ▶ AHCARB306A Undertake aerial rescue
- ▶ AHCMOM304A Operate machinery and equipment
- ▶ AHCLSC301A Set out site for construction works
- ▶ AHCIRG203A Install micro-irrigation systems
- ▶ AHCWRK305A Coordinate work site activities
- ▶ AHCIRG302A Install irrigation systems
- ▶ AHCCHM201A Apply chemicals under supervision
- ▶ AHCDRG301A Install drainage systems
- ▶ AHCCHM303A Prepare and apply chemicals, AHCCHM304A Transport, handle and store chemicals AND AHCPMG301A Control Weeds [Agricultural Chemical User (Queensland) Program]
- ▶ AHCCHM303A Prepare and apply chemicals AND AHCCHM304A Transport, handle and store chemicals [Agricultural Chemical User (Victoria) Program]

## AUR - Automotive Retail, Service and Repair Training Package



- ▶ AURETR032 Diagnose and repair automotive electrical systems
- ▶ AURTTK002 Use and maintain tools and equipment in an automotive workplace
- ▶ AURLTF3001 Diagnose and repair mechanical fuel injection systems
- ▶ AURLTX001 Diagnose and repair light vehicle manual transmissions
- ▶ AURVTW003 Carry out advanced gas metal arc welding on vehicle body sections
- ▶ AURSCA007 Determine used motor vehicle stock requirements
- ▶ AURETR008 Remove and replace electrical units and assemblies

- ▶ AURETR014 Inspect, test and service starting systems
- ▶ AURETK002 Use and maintain electrical test equipment in an automotive workplace
- ▶ AURLTD005 Diagnose and repair light vehicle suspension systems
- ▶ AURTTA2005 Select and use bearings, seals, gaskets, sealants and adhesives
- ▶ AURTTX002 Inspect and service manual transmissions
- ▶ AURHTE002 Diagnose and repair heavy vehicle compression ignition engines
- ▶ AURETB001 Diagnose and repair electric braking systems
- ▶ AURLTE002 Diagnose and repair light vehicle engines
- ▶ AURHTB3002 Diagnose and repair heavy vehicle hydraulic braking systems
- ▶ AURHTQ3002 Repair final drive assemblies (heavy vehicle)
- ▶ AURETR3023 Diagnose and repair electronic spark ignition engine management systems
- ▶ AURETU004 Diagnose and repair air conditioning and HVAC systems
- ▶ AURETR027 Install ancillary electronic systems and components
- ▶ AURLTD004 Diagnose and repair light vehicle steering systems
- ▶ AURETR022 Diagnose and repair vehicle dynamic control systems
- ▶ AURHTX001 Diagnose and repair heavy vehicle manual transmissions
- ▶ AURETR020 Diagnose and repair network electronic control systems
- ▶ AURLTF001 Diagnose and repair light vehicle mechanical fuel injection systems
- ▶ AURTTE004 Inspect and service engines
- ▶ AURLTQ002 Diagnose and repair light vehicle drive shafts
- ▶ AURETU005 Retrofit and modify air conditioning and HVAC systems
- ▶ AURTTL3007 Service LPG fuel systems
- ▶ AURSBA002 Identify and match uncommon automotive parts
- ▶ AURSBA001 Carry out warehousing procedures in an automotive workplace
- ▶ AURSAA001 Process customer complaints in an automotive workplace
- ▶ AURTTB001 Inspect and service braking systems
- ▶ AURAQA2001 Contribute to quality work outcomes
- ▶ AURTTA017 Carry out vehicle safety inspections
- ▶ AURVTW008 Carry out oxyacetylene welding, thermal heating and cutting
- ▶ AURTTX2002 Inspect and service transmissions (manual)
- ▶ AURTTD004 Inspect and service suspension systems
- ▶ AURTTQ003 Inspect and service drive shafts
- ▶ AURTTB2003 Machine brake drums and brake disc rotors
- ▶ AURLTD3006 Carry out wheel alignment operations (light vehicle)
- ▶ AURTTF005 Diagnose and repair engine forced-induction systems
- ▶ AURETR043 Diagnose and repair electronic body management systems
- ▶ AURETR024 Diagnose and repair compression ignition engine management systems
- ▶ AURLTD006 Carry out light vehicle wheel alignment operations
- ▶ AURETR015 Inspect, test and service batteries
- ▶ AURLTE001 Remove and install light vehicle engine assemblies
- ▶ AURETR035 Apply knowledge of petrol and diesel engine operation
- ▶ AURTTA018 Carry out diagnostic procedures
- ▶ AURTTA004 Carry out servicing operations

- ▶ AURETU003 Service air conditioning and HVAC systems
- ▶ AURETR006 Solder electrical wiring and circuits
- ▶ AURAF003 Communicate effectively in an automotive workplace
- ▶ AURETR012 Test and repair basic electrical circuits
- ▶ AURSCA005 Sell automotive products and services
- ▶ AURETR028 Diagnose and repair instruments and warning systems
- ▶ AURSCA006 Promote automotive products and services
- ▶ AURLTE2001 Remove and install light vehicle engine assemblies
- ▶ AURETR023 Diagnose and repair spark ignition engine management systems
- ▶ AURASA002 Follow safe working practices in an automotive workplace
- ▶ AURAEA002 Follow environmental and sustainability best practice in an automotive workplace
- ▶ AURTTX007 Overhaul clutch assemblies
- ▶ AURTTA005 Select and use bearings, seals, gaskets, sealants and adhesives
- ▶ AURTTX003 Diagnose and repair cooling systems
- ▶ AURETR034 Develop and apply electrical system modifications
- ▶ AURASA2002 Apply safe working practices in an automotive workplace
- ▶ AURLTQ003 Analyse and evaluate faults in light vehicle transmission and driveline systems
- ▶ AURLTD007 Analyse and evaluate faults in light vehicle steering and suspension systems
- ▶ AURLTE003 Analyse and evaluate faults in light vehicle engine and fuel systems
- ▶ AURLTB002 Analyse and evaluate faults in light vehicle braking systems
- ▶ AURETX001 Analyse and evaluate electrical and electronic faults in driveline management systems
- ▶ AURAF007 Develop and document specifications and procedures
- ▶ AURTTX003 Inspect and service automatic transmissions
- ▶ AURETR013 Inspect, test and service charging systems
- ▶ AURACA2001 Establish relations with customers
- ▶ AURAEA2002 Apply environmental and sustainability best practice in an automotive workplace
- ▶ AURAEA3003 Monitor environmental and sustainability best practice in the automotive mechanical industry
- ▶ AURAF0203 Communicate effectively in an automotive workplace
- ▶ AURETR3029 Diagnose and repair charging systems
- ▶ AURAF0204 Solve routine problems in an automotive workplace
- ▶ AURTTA022 Develop and apply mechanical system modifications
- ▶ AURATA2001 Identify basic automotive faults using troubleshooting processes
- ▶ AURETK2002 Use and maintain automotive electrical test equipment
- ▶ AURETR2005 Install, test and repair electrical security systems and components
- ▶ AURETR2007 Demonstrate knowledge of automotive electrical circuits and wiring systems
- ▶ AURTTZ2001 Inspect and service emission control systems
- ▶ AURETR2009 Install, test and repair vehicle lighting and wiring systems
- ▶ AURTTZ2002 Repair exhaust system components
- ▶ AURETR2012 Test and repair basic electrical circuits
- ▶ AURETR2015 Inspect and service batteries
- ▶ AURETR3020 Repair electronic systems
- ▶ AURETR3024 Diagnose and repair electronic compression ignition management systems
- ▶ AURETR3025 Test, charge and replace batteries

- ▶ AURETR3027 Install ancillary electronic control unit systems and components
- ▶ AURTTA003 Use and maintain basic mechanical measuring devices
- ▶ AURTTA2006 Service hydraulic systems
- ▶ AURSCA2006 Promote products and services
- ▶ AURSBA3002 Apply automotive parts interpretation process
- ▶ AURAMA3004 Maintain business image
- ▶ AURSCA2003 Apply sales procedures
- ▶ AURSCA2001 Select automotive parts and products
- ▶ AURETR2006 Carry out soldering of electrical wiring and circuits
- ▶ AURTTA1003 Use and maintain basic measuring devices
- ▶ AURTTX2005 Inspect and service clutch systems
- ▶ AURLTJ2003 Remove, inspect, and refit light vehicle wheel assemblies
- ▶ AURLTJ013 Remove, inspect and refit light vehicle wheel and tyre assemblies
- ▶ AURLTX013 Diagnose and repair light vehicle clutch systems
- ▶ AURLTQ012 Diagnose and repair light vehicle drive shafts
- ▶ AURTTE1003 Remove and tag engine system components
- ▶ AURAF006 Conduct research and present technical reports
- ▶ AURHTX3001 Repair transmissions - manual (heavy vehicle)
- ▶ AURETR2010 Fabricate, test and repair wiring harnesses and looms
- ▶ AURTTQ2001 Service final drive assemblies
- ▶ AURHTX3004 Diagnose and repair heavy vehicle clutch systems
- ▶ AURLTJ2001 Select tyres and rims for specific applications (light)
- ▶ AURLTX002 Diagnose and repair light vehicle automatic transmissions
- ▶ AURHTD3003 Repair suspension systems (heavy vehicle)
- ▶ AURETU2003 Service air conditioning and HVAC systems
- ▶ AURHTB3001 Repair air braking systems
- ▶ AURHTE3002 Repair engines and associated engine components (heavy vehicle)
- ▶ AURETR3022 Diagnose and repair vehicle dynamic control systems
- ▶ AURHTZ3001 Diagnose and repair heavy vehicle emission control systems
- ▶ AURHTD3002 Repair steering systems (heavy vehicle)
- ▶ AURHTQ3003 Repair final drive - driveline (heavy vehicle)
- ▶ AURTNA001 Estimate and quote automotive vehicle or machinery modifications
- ▶ AURTTA3013 Repair hydraulic systems
- ▶ AURETR3043 Service and repair electronic body management systems
- ▶ AURLTX3001 Repair transmissions - manual (light vehicle)
- ▶ AURTTA2004 Carry out servicing operations
- ▶ AURSLA2001 Apply legal requirements relating to product sales
- ▶ AURSCA2005 Sell products
- ▶ AURSBA2001 Carry out warehousing procedures
- ▶ AURSAA2001 Process customer complaints
- ▶ AURTTA3018 Carry out diagnostic procedures
- ▶ AURETR2008 Remove and replace electrical units and assemblies
- ▶ AURTTB2001 Inspect and service braking systems

- ▶ AURLTB3003 Diagnose and repair light vehicle hydraulic braking systems
- ▶ AURLTD3004 Repair steering systems (Light Vehicle)
- ▶ AURLTD3005 Repair suspension systems (light vehicle)
- ▶ AURLTE3002 Repair engines and associated engine components (light vehicle)
- ▶ AURLTQ3001 Repair final drive assemblies (light vehicle)
- ▶ AURLTQ3002 Repair final drive - driveline (light vehicle)
- ▶ AURETR3030 Diagnose and repair starting systems
- ▶ AURLTZ3001 Diagnose and repair light vehicle emission control systems
- ▶ AURTTF2002 Service diesel fuel injection systems
- ▶ AURETR3031 Diagnose and repair ignition systems
- ▶ AURTTX2003 Inspect and service transmissions (automatic)
- ▶ AURETR3032 Repair electrical systems
- ▶ AURTTW2001 Carry out soft soldering techniques
- ▶ AURTTQ2003 Service final drive (driveline)
- ▶ AURTTK2002 Use and maintain workplace tools and equipment
- ▶ AURTTF3006 Diagnose and repair petrol carburettor systems
- ▶ AURTTA3017 Carry out vehicle safety and roadworthy inspections
- ▶ AURTTF3004 Repair diesel fuel injection systems
- ▶ AURLTX3003 Diagnose and repair light vehicle clutch systems
- ▶ AURFA004 Resolve routine problems in an automotive workplace
- ▶ AURTTF2001 Service petrol fuel systems
- ▶ AURTE2004 Inspect and service engines
- ▶ AURTTD2004 Inspect and service suspension systems
- ▶ AURTTC3003 Diagnose and repair cooling systems
- ▶ AURTTC2001 Inspect and service cooling systems
- ▶ AURTTB3005 Assemble and fit braking systems and components
- ▶ AURTTF3005 Inspect and repair forced induction systems

## AVI - Aviation Training Package



- ▶ AVIK3002 Use infotechnology devices in an aviation workplace
- ▶ AVIE0001 Operate aeronautical radio
- ▶ AVIY3073 Control remote pilot aircraft systems on the ground
- ▶ AVIY3076 Recover remote pilot aircraft systems
- ▶ AVIH3019 Navigate remote pilot aircraft systems
- ▶ AVIY3074 Launch remote pilot aircraft systems
- ▶ AVIZ3052 Apply situational awareness in remote pilot aircraft systems operations

- ▶ AVIG2002 Work effectively in the aviation industry
- ▶ AVIF3023 Apply regulations and policies during remote pilot aircraft systems operations
- ▶ AVIW3038 Operate and manage remote pilot aircraft systems
- ▶ AVIF0013 Manage human factors in remote pilot aircraft systems operations
- ▶ AVIY3078 Manage remote pilot aircraft systems energy source requirements
- ▶ AVIZ2050 Maintain security awareness and vigilance in an aviation workplace
- ▶ AVIY3077 Manage remote pilot aircraft systems in abnormal flight situations
- ▶ AVIY3075 Control remote pilot aircraft systems in normal flight
- ▶ AVIW3037 Manage remote pilot aircraft systems pre- and post-flight actions

## BSB - Business Services Training Package



- ▶ BSBWOR204 Use business technology
- ▶ BSBPMG517 Manage project risk
- ▶ BSBPMG616 Manage program risk
- ▶ BSBPMG611 Facilitate stakeholder engagement
- ▶ BSBPMG617 Provide leadership for the program
- ▶ BSBLDR501 Develop and use emotional intelligence
- ▶ BSBMKG513 Promote products and services to international markets
- ▶ BSBPMG520 Manage project governance
- ▶ BSBPMG610 Enable program execution
- ▶ BSBPMG511 Manage project scope
- ▶ BSBCOM603 Plan and establish compliance management systems
- ▶ BSBWHS201 Contribute to health and safety of self and others
- ▶ BSBPMG516 Manage project information and communication
- ▶ BSBREL501 Build international client relationships
- ▶ BSBPMG518 Manage project procurement
- ▶ BSBPMG514 Manage project cost
- ▶ BSBPMG515 Manage project human resources
- ▶ BSBPMG615 Manage program delivery
- ▶ BSBLDR803 Develop and cultivate collaborative partnerships and relationships
- ▶ BSBPMG512 Manage project time
- ▶ BSBPMG612 Implement program governance
- ▶ BSBSMB409 Build and maintain relationships with small business stakeholders
- ▶ BSBWHS304 Participate effectively in WHS communication and consultation processes
- ▶ BSBPMG519 Manage project stakeholder engagement
- ▶ BSBPMG614 Engage in collaborative alliances

- ▶ BSBREL502 Build international business networks
- ▶ BSBPMG521 Manage project integration
- ▶ BSBMKG517 Analyse consumer behaviour for specific international markets
- ▶ BSBPMG613 Manage benefits
- ▶ BSBMKG516 Profile international markets
- ▶ BSBCUS501 Manage quality customer service
- ▶ BSBCUS402 Address customer needs
- ▶ BSBLDR403 Lead team effectiveness
- ▶ BSBINN601 Lead and manage organisational change
- ▶ BSBSUS501 Develop workplace policy and procedures for sustainability
- ▶ BSBMGT616 Develop and implement strategic plans
- ▶ BSBMGT402 Implement operational plan
- ▶ BSBINN301 Promote innovation in a team environment
- ▶ BSBINM401 Implement workplace information system
- ▶ BSBHRM405 Support the recruitment, selection and induction of staff
- ▶ BSBCUS403 Implement customer service standards
- ▶ BSBLDR402 Lead effective workplace relationships
- ▶ BSBHRM403 Support performance management process
- ▶ BSBWOR502 Lead and manage team effectiveness
- ▶ BSBLDR401 Communicate effectively as a workplace leader
- ▶ BSBSMB405 Monitor and manage small business operations
- ▶ BSBINN502 Build and sustain an innovative work environment
- ▶ BSBCUE601 Optimise customer engagement operations
- ▶ BSBITU402 Develop and use complex spreadsheets
- ▶ BSBMGT520 Plan and manage the flexible workforce
- ▶ BSBHRM602 Manage human resources strategic planning
- ▶ BSBFIA302 Process payroll
- ▶ BSBSMB401 Establish legal and risk management requirements of small business
- ▶ BSBWHS501 Ensure a safe workplace
- ▶ BSBHRM501 Manage human resource services
- ▶ BSBWHS302 Apply knowledge of WHS legislation in the workplace
- ▶ BSBINM501 Manage an information or knowledge management system
- ▶ BSBPRO301 Recommend products and services
- ▶ BSBWOR404 Develop work priorities
- ▶ BSBINM301 Organise workplace information
- ▶ BSBLS501 Develop a sales plan
- ▶ BSBHRM506 Manage recruitment selection and induction processes
- ▶ BSBMGT605 Provide leadership across the organisation
- ▶ BSBHRM507 Manage separation or termination
- ▶ BSBMGT617 Develop and implement a business plan
- ▶ BSBMGT517 Manage operational plan
- ▶ BSBFIA402 Report on financial activity
- ▶ BSBPMG513 Manage project quality

- ▶ BSBLDR502 Lead and manage effective workplace relationships
- ▶ BSBSMB301 Investigate micro business opportunities
- ▶ BSBPMG522 Undertake project work
- ▶ BSBCUE602 Manage customer engagement information
- ▶ BSBMGT615 Contribute to organisation development
- ▶ BSBWOR501 Manage personal work priorities and professional development
- ▶ BSBRISK501 Manage risk
- ▶ BSBHRM404 Review human resource functions
- ▶ BSBADM311 Maintain business resources
- ▶ BSBINM601 Manage knowledge and information
- ▶ BSBCMM401 Make a presentation
- ▶ BSBMGT516 Facilitate continuous improvement
- ▶ BSBSMB406 Manage small business finances
- ▶ BSBADM502 Manage meetings
- ▶ BSBLED501 Develop a workplace learning environment
- ▶ BSBDIV301 Work effectively with diversity
- ▶ BSBCMM301 Process customer complaints
- ▶ BSBCUS401 Coordinate implementation of customer service strategies
- ▶ BSBADM405 Organise meetings
- ▶ BSBWOR301 Organise personal work priorities and development
- ▶ BSBWRK510 Manage employee relations
- ▶ BSBWRT301 Write simple documents
- ▶ BSBLED502 Manage programs that promote personal effectiveness
- ▶ BSBSLS502 Lead and manage a sales team
- ▶ BSBWHS401 Implement and monitor WHS policies, procedures and programs to meet legislative requirements
- ▶ BSBMKG609 Develop a marketing plan
- ▶ BSBFIA401 Prepare financial reports
- ▶ BSBLED401 Develop teams and individuals
- ▶ BSBRKG601 Define recordkeeping framework
- ▶ BSBSUS401 Implement and monitor environmentally sustainable work practices
- ▶ BSBCUS301 Deliver and monitor a service to customers
- ▶ BSBMGT502 Manage people performance
- ▶ BSBITU302 Create electronic presentations
- ▶ BSBITU306 Design and produce business documents
- ▶ BSBFIM601 Manage finances
- ▶ BSBHRM512 Develop and manage performance management processes
- ▶ BSBWRT401 Write complex documents
- ▶ BSBFLM312 Contribute to team effectiveness
- ▶ BSBWRK411 Support employee and industrial relations procedures
- ▶ BSBPUR301 Purchase goods and services
- ▶ Simulated Business - Support Learner Materials for Business Services Training and Assessment
- ▶ BSBHRM513 Manage workforce planning
- ▶ BSBMGT403 Implement continuous improvement

- ▶ BSBFIM501 Manage budgets and financial plans
- ▶ BSBFLM309 Support continuous improvement systems and processes
- ▶ BSBMGT608 Manage innovation and continuous improvement
- ▶ BSBEMS404 Manage the recruitment process for client organisations
- ▶ BSBWHS404 Contribute to WHS hazard identification, risk assessment and risk control
- ▶ BSBFIA301 Maintain financial records
- ▶ BSBITU422 Use digital technologies to collaborate in the workplace
- ▶ BSBMGT803 Use financial and economic information for strategic decision making
- ▶ BSBMKG413 Promote products and services
- ▶ BSBINN801 Lead innovative thinking and practice
- ▶ BSBMGT802 Lead design and review of enterprise systems
- ▶ BSBLDR802 Lead the strategic planning process for an organisation
- ▶ BSBADV507 Develop a media plan
- ▶ BSBFLM305 Support operational plan
- ▶ BSBRES801 Initiate and lead applied research
- ▶ BSBADM503 Plan and manage conferences
- ▶ BSBPMG623 Manage benefits
- ▶ BSBWHS301 Maintain workplace safety
- ▶ BSBLDR801 Lead personal and strategic transformation
- ▶ BSBMKG526 Develop strategies to monetise digital engagement
- ▶ BSBLDR805 Lead and influence change
- ▶ BSBMKG401 Profile the market
- ▶ BSBLDR511 Develop and use emotional intelligence
- ▶ BSBLED807 Establish career development services
- ▶ BSBPMG622 Implement program governance
- ▶ BSBADM506 Manage business document design and development
- ▶ BSBPMG624 Engage in collaborative alliances
- ▶ BSBMGT801 Direct the development of a knowledge management strategy for a business
- ▶ BSBWRK520 Manage employee relations
- ▶ BSBCRT501 Originate and develop concepts
- ▶ BSBLDR806 Lead and influence ethical practice
- ▶ BSBADM504 Plan and implement administrative systems
- ▶ BSBPMG621 Facilitate stakeholder engagement
- ▶ BSBMKG502 Establish and adjust the marketing mix
- ▶ BSBRES411 Analyse and present research information
- ▶ BSB SMB412 Introduce cloud computing into business operations
- ▶ BSBLED802 Lead learning strategy implementation
- ▶ BSB SMB420 Evaluate and develop small business operations
- ▶ BSBMKG507 Interpret market trends and developments
- ▶ BSBITU401 Design and develop complex text documents
- ▶ BSBREL401 Establish networks
- ▶ BSBMKG501 Identify and evaluate marketing opportunities
- ▶ BSBIPR501 Manage intellectual property to protect and grow business

- ▶ BSBMKG506 Plan market research
- ▶ BSBMKG527 Plan social media engagement
- ▶ BSBLED809 Identify and communicate trends in career development
- ▶ BSBMKG510 Plan e-marketing communications
- ▶ BSBLED805 Plan and implement a mentoring program
- ▶ BSBMKG525 Design effective web search responses
- ▶ BSBMKG523 Design and develop an integrated marketing communication plan
- ▶ BSBMKG414 Undertake marketing activities

## BSB - Business Services Training Package/ICT - Information and Communications Technology



- ▶ Simulated Business - SimIT Information and Project Management- Organisational Profile, Policies and Procedures; Support Learner Materials for Project Management and Information and Communications Technology Training and Assessment

## BSB07 - Business Services Training Package



- ▶ BSBSMB406A Manage small business finances
- ▶ BSBWOR402A Promote team effectiveness
- ▶ BSBITU305A Conduct online transactions
- ▶ BSBINM501A Manage an information or knowledge management system
- ▶ BSBOHS504B Apply principles of OHS risk management
- ▶ BSBSMB301A Investigate micro business opportunities
- ▶ BSBMKG413A Promote products and services
- ▶ BSBOHS603B Analyse and evaluate OHS risk
- ▶ BSBFLM312C Contribute to team effectiveness
- ▶ BSBPRO401A Develop product knowledge
- ▶ BSBWRT401A Write complex documents
- ▶ BSBMGT403A Implement continuous improvement

## CHC - Community Services



- ▶ CHCGRP001 Support group activities
- ▶ CHCCDE007 Develop and provide community projects

## Courses and Other Programs



- ▶ English for Academic Purposes (Intermediate) - English Language Program aimed at Developing English Language for Participation in Vocational Education and Training
- ▶ ESV Vegetation Management - Refresher Training - UETTDREL14A Working safely near live electrical apparatus as a non-electrical worker and CPCCCM3003A Work safely around power sources, services and assets

## CPC - Construction, Plumbing and Services Training Package



- ▶ CPCCCM3001 Operate elevated work platforms up to 11 metres
- ▶ CPCCWHS1001 Prepare to work safely in the construction industry

## CPC08 - Construction, Plumbing and Services Training Package



- ▶ CPCCBC4007A Plan building or construction work

- ▶ CPCCCO3035A Assess and specify concrete supply requirements
- ▶ CPCCBC4020A Build thermally efficient and sustainable structures
- ▶ CPCPFS3031A Fabricate and install fire hydrant and hose reel systems
- ▶ CPCCBC4021A Minimise waste on the building and construction site
- ▶ CPCCCM2001A Read and interpret plans and specifications
- ▶ CPCCWF3001A Prepare surfaces for tiling application
- ▶ CPCCCO2022A Use and maintain concreting plant, tools and equipment
- ▶ CPCCCM1015A Carry out measurements and calculations
- ▶ CPCPMS3035A Install and test ducting systems
- ▶ CPCPCM2046A Use plumbing hand and power tools
- ▶ CPCCCM1014A Conduct workplace communication
- ▶ CPCCCM1013A Plan and organise work
- ▶ CPCCWP3003A Apply waterproofing process to external wet areas
- ▶ CPCCCO2021A Handle concreting materials
- ▶ CPCCCO2013A Carry out concreting to simple forms
- ▶ CPCCCM2010B Work safely at heights
- ▶ CPCCCM2009A Carry out basic demolition
- ▶ CPCCBC4012B Read and interpret plans and specifications
- ▶ CPCPCM2055A Work safely on roofs
- ▶ CPCCWP3004A Apply waterproofing remedial processes
- ▶ CPCCCM2008B Erect and dismantle restricted height scaffolding
- ▶ CPCCWP3001A Apply waterproofing process to below ground level wet areas
- ▶ CPCCCM2006B Apply basic levelling procedures
- ▶ CPCPCM2039A Carry out interactive workplace communication
- ▶ CPCCCA3022A Install curtain walling
- ▶ CPCCBC6016A Assess construction faults in large building projects
- ▶ CPCCCM2002A Carry out excavation
- ▶ CPCCCM2007B Use explosive power tools
- ▶ CPCCOHS1001A Work safely in the construction industry
- ▶ CPCCWF3005A Carry out decorative tiling
- ▶ CPCCCM1012A Work effectively and sustainably in the construction industry
- ▶ CPCPCM2052A Weld using oxy-acetylene equipment
- ▶ CPCCCA2003A Erect and dismantle formwork for footings and slabs on ground
- ▶ CPCCBL3014A Install fire-rated masonry construction
- ▶ CPCCBL2002A Use bricklaying and blocklaying tools and equipment
- ▶ CPCCBC4004A Identify and produce estimated costs for building and construction projects
- ▶ CPCCBL3011A Construct curved walls
- ▶ CPCCBL3010A Construct masonry arches
- ▶ CPCPCM3022A Weld polyethylene and polypropylene pipes using fusion method
- ▶ CPCCBL3006A Lay multi-thickness walls and piers
- ▶ CPCCSP3001A Apply float and render to straight and curved surfaces
- ▶ CPCPCM3021A Flash penetrations through roofs and walls
- ▶ CPCCBC4003A Select and prepare a construction contract

- ▶ CPCCBL3002A Carry out masonry veneer construction
- ▶ CPCCCA3011A Refurbish timber sashes to window frames
- ▶ CPCCBL3005A Lay masonry walls and corners
- ▶ CPCCBC4002A Manage occupational health and safety in the building and construction workplace
- ▶ CPCCBL3003A Carry out cavity brick construction
- ▶ CPCCBC4001A Apply building codes and standards to the construction process for low rise building projects
- ▶ CPCCBL3004A Construct masonry steps and stairs
- ▶ CPCCBL3009A Install flashings and damp proof course
- ▶ CPCCCA3008B Construct eaves
- ▶ CPCPCM2047A Carry out levelling
- ▶ CPCCCA3014A Construct bulkheads
- ▶ CPCPCM2054A Carry out simple concreting and rendering
- ▶ CPCCWP3002A Apply waterproofing process to internal wet areas
- ▶ CPCCBC4008B Conduct on-site supervision of building and construction projects
- ▶ CPCPCM2053A Weld using manual metal arc welding equipment
- ▶ CPCCBC6018A Manage processes for complying with legal obligations of a building or construction contractor
- ▶ CPCCCA3015A Assemble partitions
- ▶ CPCCCO3050A Carry out high performance concreting
- ▶ CPCCBL2001A Handle and prepare bricklaying and blocklaying materials
- ▶ CPCPCM2050A Mark out materials
- ▶ CPCCCA3005B Construct ceiling frames
- ▶ CPCCBC4006B Select, procure and store construction materials for low rise projects
- ▶ CPCCCA3004A Construct wall frames
- ▶ CPCCBC4005A Produce labour and material schedules for ordering
- ▶ CPCCCA3003A Install flooring systems
- ▶ CPCCBC4010B Apply structural principles to residential low rise constructions
- ▶ CPCPWT3020A Connect and install storage tanks to a domestic water supply
- ▶ CPCCCA3002A Carry out setting out
- ▶ CPCPCM2045A Handle and store plumbing materials
- ▶ CPCCWF3008A Tile domestic pools and spas
- ▶ CPCCCO3046A Repair and rectify concrete
- ▶ CPCCBC4018A Apply site surveys and set-out procedures to building and construction projects
- ▶ CPCPDR4011B Design and size sanitary drainage systems
- ▶ CPCCBC4009B Apply legal requirements to building and construction projects
- ▶ CPCCBC5012A Manage the application and monitoring of energy conservation and management practices and processes
- ▶ CPCCBC5009A Identify services layout and connection methods to medium rise construction projects
- ▶ CPCCLRG3001A Licence to perform rigging basic level
- ▶ CPCCBC4011B Apply structural principles to commercial low rise constructions
- ▶ CPCCBC5007B Administer the legal obligations of a building or construction contractor
- ▶ CPCPDR4012B Design and size stormwater drainage systems
- ▶ CPCPGS4011C Design and size consumer gas installations
- ▶ CPCCLRG3002A Licence to perform rigging intermediate level
- ▶ CPCCLDG3001A Licence to perform dogging

- ▶ CPCPMS3037A Install and test split system air conditioning
- ▶ CPCPMS2021A Assemble mechanical services components
- ▶ CPCPDR4013B Design and size domestic treatment plant disposal systems
- ▶ CPCCBC4013A Prepare and evaluate tender documentation
- ▶ CPCCBC5003A Supervise the planning of on-site medium rise building or construction work
- ▶ CPCCCA3009B Construct advanced roofs
- ▶ CPCCCM1016A Identify requirements for safe tilt-up work
- ▶ CPCPGS4022A Service Type A gas appliances
- ▶ CPCCBC5002A Monitor costing systems on medium rise building and construction projects
- ▶ CPCCBC5018A Apply structural principles to the construction of medium rise buildings
- ▶ CPCCCA3006B Erect roof trusses
- ▶ CPCCCA3016A Construct timber external stairs
- ▶ CPCCCA3013A Install lining, panelling and moulding
- ▶ CPCPCM2041A Work effectively in the plumbing and services sector
- ▶ CPCCCA3010A Install and replace windows and doors
- ▶ CPCPCM2040A Read plans and calculate plumbing quantities
- ▶ CPCCBL3001A Lay paving
- ▶ CPCCCA2002B Use carpentry tools and equipment
- ▶ CPCCCM3001C Operate elevated work platforms
- ▶ CPCCCA2011A Handle carpentry materials
- ▶ CPCPCM4012A Estimate and cost work
- ▶ CPCCCA3001A Carry out general demolition of minor building structures
- ▶ CPCCCA3023A Carry out levelling operations
- ▶ CPCCCA3007C Construct pitched roofs
- ▶ CPCCBC5013A Develop professional technical and legal reports on building and construction projects
- ▶ CPCCBC5004A Supervise and apply quality standards to the selection of building and construction materials
- ▶ CPCCCM3003A Work safely around power sources, services and assets
- ▶ CPCPCM2043A Carry out WHS requirements
- ▶ CPCCDE3014A Remove non-friable asbestos
- ▶ CPCCBC4024A Resolve business disputes
- ▶ CPCSUS4001A Implement and monitor environmentally sustainable work practices
- ▶ CPCPCM4011A Carry out work-based risk control processes
- ▶ CPCCBC5010B Manage construction work
- ▶ CPCCBC5005A Select and manage building and construction contractors
- ▶ CPCCBC5001B Apply building codes and standards to the construction process for medium rise building projects
- ▶ CPCCSF2003A Cut and bend materials using oxy-LPG equipment
- ▶ CPCCBC6006A Manage the procurement and acquisition of resources for building or construction projects
- ▶ CPCSUS5001A Develop workplace policies and procedures for sustainability
- ▶ CPCPWT4023A Commission and maintain hot and heated water temperature control devices
- ▶ CPCCBC6005A Manage tender developments for major projects
- ▶ CPCCSH2001A Prepare surfaces
- ▶ CPCCSF2004A Place and fix reinforcement materials
- ▶ CPCCOHS2001A Apply OHS requirements, policies and procedures in the construction industry

- ▶ CPCCBC6001B Apply building codes and standards to the construction process for large building projects
- ▶ CPCPWT3029A Install water pipe systems
- ▶ CPCPWT4011B Design and size heated and cold water services and systems
- ▶ CPCPCM2048A Cut and join sheet metal
- ▶ CPCPWT4022A Commission and maintain backflow prevention devices
- ▶ CPCCCO3052A Conduct concrete boom delivery operations
- ▶ CPCPMS3033A Install small bore heating systems
- ▶ CPCCCO3047A Cut and core concrete
- ▶ CPCCCO3043A Cure concrete
- ▶ CPCCCO3042A Finish concrete
- ▶ CPCPMS3031A Fabricate and install steel pressure piping
- ▶ CPCCCO3041A Place concrete
- ▶ CPCCCO3054A Operate concrete agitator trucks
- ▶ CPCCCO3036A Plan concrete work and brief team
- ▶ CPCCBC6014A Apply structural principles to the construction of large, high rise and complex buildings
- ▶ CPCCCA3017B Install exterior cladding
- ▶ CPCCBC6003A Establish, maintain and review contract administration procedures and frameworks
- ▶ CPCCVE1011A Undertake a basic construction project
- ▶ CPCCBC5011A Manage environmental management practices and processes in building and construction
- ▶ CPCPRF4011B Design and size roof drainage systems
- ▶ CPCCBC4017A Arrange resources and prepare for the building or construction project
- ▶ CPCCCO3048A Construct tilt panels on site
- ▶ CPCCBC5006B Apply site surveys and set-out procedures to medium rise building projects
- ▶ CPCCBC6012A Manage and administer development of documentation for building or construction projects
- ▶ CPCPSN4011B Design and size sanitary plumbing systems

## CPP - Property Services Training Package



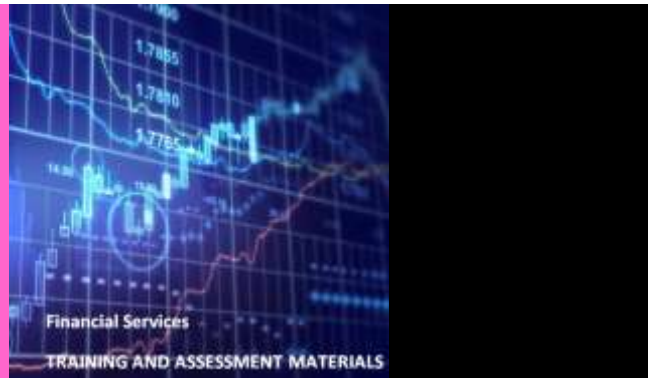
- ▶ CPPPMT3005 Manage pests without applying pesticides
- ▶ CPPPMT3018 Maintain equipment and pesticide storage area in pest management vehicles
- ▶ CPPPMT3008 Inspect for and report on timber pests
- ▶ CPPPMT3010 Control timber pests
- ▶ CPPPMT3006 Manage pests by applying pesticides

## CUA - Creative Arts and Culture Training Package



- ▶ CUAPOS201 Perform basic vision and sound editing

## FNS - Financial Services Training Package



- ▶ FNSACC624 Monitor corporate governance activities
- ▶ FNSSAM602 Identify and evaluate marketing opportunities in the financial services industry
- ▶ FNSACC311 Process financial transactions and extract interim reports
- ▶ FNSACC606 Conduct internal audit
- ▶ FNSSAM402 Implement a sales plan
- ▶ FNSACC513 Manage budgets and forecasts
- ▶ FNSACC416 Set up and operate a computerised accounting system
- ▶ FNSACC605 Implement Organisational Improvement Programs
- ▶ FNSACC511 Provide financial and business performance information
- ▶ FNSCUS501 Develop and nurture relationships with clients, other professionals and third party referrers
- ▶ FNSBKG405 Establish and maintain a payroll system
- ▶ FNSINC402 Develop and maintain in-depth knowledge of products and services used by an organisation or sector
- ▶ FNSSAM601 Monitor performance in sales of financial products or services
- ▶ FNSACC403 Make decisions in a legal context
- ▶ FNSACC604 Monitor corporate governance activities
- ▶ FNSSAM401 Sell financial products and services
- ▶ FNSACC301 Process financial transactions and extract interim reports
- ▶ FNSINC401 Apply principles of professional practice to work in the financial services industry
- ▶ FNSACC312 Administer subsidiary accounts and ledgers
- ▶ FNSSAM503 Monitor market opportunities
- ▶ FNSINC601 Apply economic principles to work in the financial services industry
- ▶ FNSACC602 Audit and report on financial systems and records
- ▶ FNSACC501 Provide financial and business performance information
- ▶ FNSACC404 Prepare financial statements for non-reporting entities
- ▶ FNSACC614 Prepare complex corporate financial reports

- ▶ FNSACC611 Implement an insolvency program
- ▶ FNSACC610 Develop and implement financial strategies
- ▶ FNSACC609 Evaluate financial risk
- ▶ FNSTPB402 Establish and maintain payroll systems
- ▶ FNSINC602 Interpret and use financial statistics and tools
- ▶ FNSACC406 Set up and operate a computerised accounting system
- ▶ FNSACC507 Provide management accounting information
- ▶ FNSACC413 Make decisions in a legal context
- ▶ FNSACC303 Perform financial calculations
- ▶ FNSACC408 Work effectively in the accounting and bookkeeping industry
- ▶ FNSTPB401 Complete business activity and instalment activity statements
- ▶ FNSACC601 Prepare and administer tax documentation for legal entities
- ▶ FNSACC607 Evaluate business performance
- ▶ FNSACC516 Implement and maintain internal control procedures
- ▶ FNSACC517 Provide management accounting information
- ▶ FNSACC613 Prepare and analyse management accounting information
- ▶ FNSBKG404 Carry out business activity and instalment activity statement tasks
- ▶ FNSORG602 Develop and manage financial systems
- ▶ FNSACC504 Prepare financial reports for corporate entities
- ▶ FNSPRM605 Establish or review marketing, client services and supplier relationships
- ▶ FNSRSK602 Determine and manage risk exposure strategies
- ▶ FNSORG501 Develop and manage a budget
- ▶ FNSACC612 Implement reconstruction plan
- ▶ FNSRSK601 Develop and implement risk mitigation plan
- ▶ FNSCRD401 Assess credit applications
- ▶ FNSACC502 Prepare tax documentation for individuals
- ▶ FNSACC302 Administer subsidiary accounts and ledgers
- ▶ FNSACC402 Prepare operational budgets
- ▶ FNSSAM501 Apply advanced selling techniques to selling of financial products and services
- ▶ FNSACC506 Implement and maintain internal control procedures
- ▶ FNSBNK501 Manage banking and service strategy for small business customers
- ▶ FNSASIC301 Establish client relationship and analyse needs
- ▶ FNSBNK402 Align banking products with the needs of small business customers
- ▶ FNSORG505 Prepare financial reports to meet statutory requirements
- ▶ FNSACC514 Prepare financial reports for corporate entities
- ▶ FNSACC608 Evaluate organisation's financial performance
- ▶ FNSASIC302 Develop, present and negotiate client solutions
- ▶ FNSBNK502 Manage services in a Business Transaction Centre
- ▶ FNSORG506 Prepare financial forecasts and projections
- ▶ FNSACC503 Manage budgets and forecasts
- ▶ FNSACC505 Establish and maintain accounting information systems
- ▶ FNSACC512 Prepare tax documentation for individuals
- ▶ FNSFMK505 Comply with financial services regulation and industry codes of practice

## FPI11 - Forest and Forest Products Training Package



- ▶ FPIHAR2206B Operate a mobile chipper/mulcher

## FWP - Forest and Wood Products Training Package



- ▶ FWPFGM3213 Fall trees manually (advanced)
- ▶ FWPCOT3238 Operate a pole saw
- ▶ FWPCOT2236 Fall trees manually (basic)
- ▶ FWPCOT2237 Maintain chainsaws
- ▶ FWPCOT2239 Trim and cut felled trees
- ▶ FWP HAR2206 Operate a mobile chipper/mulcher
- ▶ FWPFGM3212 Fall trees manually (intermediate)

## HLT - Health



- ▶ HLTAMB012 Communicate in complex situations to support health care
- ▶ HLTAMB001 Follow procedures for routine safe removal of patient
- ▶ HLTWHS003 Maintain work health and safety
- ▶ HLTAMB008 Assess and deliver standard clinical care
- ▶ HLTAMB011 Manage a routine non-emergency scene
- ▶ HLTAMB003 Transport emergency patients
- ▶ HLT AID004 Provide an emergency first aid response in an education and care setting
- ▶ HLT AAP001 Recognise healthy body systems
- ▶ HLTAMB013 Contribute to managing the scene of an emergency

- ▶ HLTAID002 Provide basic emergency life support
- ▶ HLTAMB002 Implement safe access and egress in an emergency
- ▶ HLTAMB007 Assess and deliver basic clinical care
- ▶ HLTWHS002 Follow safe work practices for direct client care
- ▶ HLTAID003 Provide first aid
- ▶ HLTAMB014 Transport non-emergency patients under operational conditions

## Hong Kong Specifications of Competency Standards



- ▶ AUSDCN109A Dismantle, replace and re-assemble general vehicle system components
- ▶ AUSDST203A Check and repair engines
- ▶ AUSDST208A Check and repair compressed air brake systems
- ▶ AUSDST207A Check and repair vehicle hydraulic braking systems
- ▶ AUSDST210A Check and repair vehicle suspension systems
- ▶ AUSDST206A Check and repair various types of diesel oil fuel supply systems
- ▶ AUSDST204A Check and repair various types of petrol fuel supply systems
- ▶ AUSDST209A Check and repair vehicle steering systems
- ▶ AUSDST107A Carry out simple vehicle maintenance work
- ▶ AUSDST101A Dismantle and replace various kinds of vehicle electric systems and accessories
- ▶ AUSDPS201A Identify/confirm vehicle parts and accessories
- ▶ AUSDCN212A Carry out the operation guidelines on occupational safety and health
- ▶ AUSDCN211A Vehicle body welding
- ▶ AUSDCN110A Apply the laws and regulations as well as management system of environmental protection
- ▶ AUSDCN108A Employ general vehicle servicing tools and equipment
- ▶ AUSDCN106A Know about the structure and basic operation of vehicles and components
- ▶ EMCUSH110A Safety operation in confined spaces
- ▶ AUSDST211A Check and repair vehicle transmission systems
- ▶ AUSDCN203A Receive customers
- ▶ EMCUDE311A Apply diodes and transistors in electronic control circuits
- ▶ EMCUDE109A Identify general properties of different types of typical electrical and mechanical engineering
- ▶ EMELDE414A Master the details of the electrical engineering project and communicate with the client
- ▶ AUSDST212A Check and repair vehicle battery, charging and starting systems
- ▶ AUSDST317A Conduct fault diagnosis and analysis on vehicle electronic-data control systems
- ▶ AUSDST309A Conduct fault diagnosis on vehicle transmission systems
- ▶ AUSDST305A Conduct fault diagnosis on vehicle cooling systems
- ▶ AUSDST304A Conduct fault diagnosis on various types of engine management systems
- ▶ AUSDST217A Check and repair vehicle air cooling and air-conditioning systems

- ▶ AUDST303A Conduct fault diagnosis on vehicle emission control systems
- ▶ AUDST213A Check and repair vehicle lighting and signaling systems as well as the meters and indicating systems
- ▶ AUDST215A Check and repair vehicle anti-theft, audio and video systems
- ▶ AUDST216A Check and repair vehicle electronic control systems and devices
- ▶ AUDST301A Conduct fault diagnosis on various vehicle fuel supply systems

## ICT - Information and Communications Technology



- ▶ ICTSAS601 Implement change management processes
- ▶ ICTICT517 Match ICT needs with the strategic direction of the organisation
- ▶ ICTPRG401 Maintain open-source code programs
- ▶ ICTICT419 Work effectively in the digital media industry
- ▶ ICTSAD602 Conduct knowledge audits
- ▶ ICTICT406 Build a graphical user interface
- ▶ ICTWEB516 Research and apply emerging web technology trends
- ▶ ICTPMG609 Plan and direct complex ICT projects
- ▶ ICTWEB505 Develop complex web page layouts
- ▶ ICTICT508 Evaluate vendor products and equipment
- ▶ ICTDBS602 Develop a knowledge management strategy
- ▶ ICTNWK420 Install and configure virtual machines
- ▶ ICTGAM504 Manage interactive media production
- ▶ ICTSAS517 Use network tools
- ▶ ICTDBS603 Determine suitability of database functionality and scalability
- ▶ ICTICT610 Manage copyright, ethics and privacy in an ICT environment
- ▶ ICTICT608 Interact with clients on a business level
- ▶ ICTICT501 Research and review hardware technology options for organisations
- ▶ ICTPRG406 Apply introductory object-oriented language skills
- ▶ ICTNWK527 Manage an enterprise virtual computing environment
- ▶ ICTSAD505 Develop technical requirements for business solutions
- ▶ ICTICT604 Identify and implement business innovation
- ▶ ICTPRG602 Manage the development of technical solutions from business specifications
- ▶ ICTPRG503 Debug and monitor applications
- ▶ ICTICT511 Match ICT needs with the strategic direction of the enterprise
- ▶ ICTPMG401 Support small scale ICT projects
- ▶ ICTPRG425 Use structured query language
- ▶ ICTSAS426 Locate and troubleshoot ICT equipment, system and software faults
- ▶ ICTNWK516 Determine best-fit topology for a local network

- ▶ ICTSUS402 Install and test power saving hardware
- ▶ ICTNWK602 Plan, configure and test advanced server-based security
- ▶ ICTNWK404 Install, operate and troubleshoot a small enterprise branch network
- ▶ ICTNWK402 Install and configure virtual machines for sustainable ICT
- ▶ ICTTEN611 Produce an ICT network architecture design
- ▶ ICTICT602 Develop contracts and manage contracted performance
- ▶ ICTNWK518 Design an enterprise wireless local area network
- ▶ ICTNWK601 Design and implement a security system
- ▶ ICTNWK534 Monitor and troubleshoot virtual computing environments
- ▶ ICTNWK502 Implement secure encryption technologies
- ▶ ICTSUS501 Implement server virtualisation for a sustainable ICT system
- ▶ ICTNWK509 Design and implement a security perimeter for ICT networks
- ▶ ICTNWK529 Install and manage complex ICT networks
- ▶ ICTNWK605 Design and configure secure integrated wireless systems
- ▶ ICTICT606 Develop communities of practice
- ▶ ICTICT401 Determine and confirm client business requirements
- ▶ ICTNWK535 Install an enterprise virtual computing environment
- ▶ ICTPRG405 Automate processes
- ▶ ICTWEB429 Create a markup language document to specification
- ▶ ICTICT509 Gather data to identify business requirements
- ▶ ICTNWK515 Develop configuration management protocols
- ▶ ICTSAD401 Develop and present feasibility reports
- ▶ ICTICT408 Create technical documentation
- ▶ ICTICT415 Provide one-to-one instruction
- ▶ ICTNWK403 Manage network and data integrity
- ▶ ICTNWK419 Identify and use current virtualisation technologies
- ▶ ICTICT418 Contribute to copyright, ethics and privacy in an ICT environment
- ▶ ICTNWK412 Create network documentation
- ▶ ICTICT515 Verify client business requirements
- ▶ ICTNWK411 Deploy software to networked computers
- ▶ ICTNWK608 Configure network devices for a secure network infrastructure
- ▶ ICTPRG525 Build Java applets
- ▶ ICTTEN416 Install, configure and test an internet protocol network
- ▶ ICTPRG501 Apply advanced object-oriented language skills
- ▶ ICTNWK401 Install and manage a server
- ▶ ICTPRG527 Apply intermediate object-oriented language skills
- ▶ ICTNWK410 Install hardware to a network
- ▶ ICTWEB502 Create dynamic web pages
- ▶ ICTNWK506 Configure, verify and troubleshoot WAN links and IP services in a medium enterprise network
- ▶ ICTNWK603 Plan, configure and test advanced internetwork routing solutions
- ▶ ICTPRG524 Develop high-level object-oriented class specifications
- ▶ ICTNWK510 Develop, implement and evaluate system and application security
- ▶ ICTNWK604 Plan and configure advanced internetwork switching solutions

- ▶ ICTNWK609 Configure and manage intrusion prevention system on network sensors
- ▶ ICTNWK613 Develop plans to manage structured troubleshooting process of enterprise networks
- ▶ ICTNWK505 Design, build and test a network server
- ▶ ICTDBS501 Monitor and improve knowledge management system
- ▶ ICTSAD502 Model data processes
- ▶ ICTNWK511 Manage network security
- ▶ ICTNWK614 Manage ICT security
- ▶ ICTNWK615 Design and configure desktop virtualisation
- ▶ ICTSUS601 Integrate sustainability in ICT planning and design projects
- ▶ ICTNWK525 Configure an enterprise virtual computing environment
- ▶ ICTOPN402 Use advanced optical test equipment
- ▶ ICTPRG528 Perform ICT data conversion
- ▶ ICTNWK507 Install, operate and troubleshoot medium enterprise routers
- ▶ ICTNWK616 Manage security, privacy and compliance of cloud service deployment
- ▶ ICTNWK531 Configure an internet gateway
- ▶ ICTNWK612 Plan and manage troubleshooting advanced integrated IP networks
- ▶ ICTNWK513 Manage system security
- ▶ ICTNWK607 Design and implement wireless network security
- ▶ ICTNWK503 Install and maintain valid authentication processes
- ▶ ICTNWK504 Design and implement an integrated server solution

## MEM05 - Metal and Engineering Training Package



- ▶ MEM05050B Perform routine gas metal arc welding
- ▶ MEM10010B Install pipework and pipework assemblies
- ▶ MEM18038B Maintain wheels and tyres
- ▶ MEM07028B Operate computer controlled machines/processes
- ▶ MEM18086B Test, recover, evacuate and charge refrigeration systems
- ▶ MEM18001C Use hand tools
- ▶ MEM05049B Perform routine gas tungsten arc welding
- ▶ MEM05004C Perform routine oxy acetylene welding
- ▶ MEM05012C Perform routine manual metal arc welding
- ▶ MEM05003B Perform soft soldering

## MSA07 - Manufacturing Training Package



- ▶ MSAPMOHS217A Gas test atmospheres
- ▶ MSAPMPER300C Issue work permits

## MSF - Furnishing Training Package



- ▶ MSFFM3019 Set up, operate and maintain automated edge banding machines
- ▶ MSFID4004 Research and recommend furniture and accessories
- ▶ MSFID4005 Research and recommend soft furnishings for interiors

## MSM - Manufacturing Training Package



- ▶ MSMOPS200 Operate equipment
- ▶ MSMWHS217 Gas test atmospheres
- ▶ MSMENV472 Implement and monitor environmentally sustainable work practices
- ▶ MSAENV672B Develop workplace policy and procedures for environmental sustainability
- ▶ MSMPER200 Work in accordance with an issued permit

## New Zealand Standards



- ▶ 6080 Build a curved brick wall
- ▶ 13041 Set out buildings on site
- ▶ 13042 Set up levelling equipment and take levels on construction sites
- ▶ 12027 Fix reinforcing steel for concrete construction on site
- ▶ 6079 Build a straight brick wall with a return corner

## PMC - Manufactured Mineral Products



- ▶ PMC552061 Deliver concrete to site

## PSP - Public Sector Training Package



- ▶ PSPPCM027 Evaluate and improve strategic procurement performance
- ▶ PSPPCM026 Establish the strategic procurement context
- ▶ PSPMGT006 Develop a business case
- ▶ PSPPCM025 Influence and define strategic procurement direction

## PSP12 - Public Sector Training Package



- ▶ PSPMNGT607B Develop a business case

## PUA12 - Public Safety Training Package



- ▶ PUAWER005B Operate as part of an emergency control organisation
- ▶ PUAOHS002B Maintain safety at an incident scene
- ▶ PUAFIR215 Prevent injury

## Recreational Vehicle Service and Repair



- ▶ MEM18038B Maintain wheels and tyres
- ▶ AURTTA017 Carry out vehicle safety inspections [RV]
- ▶ MSMRVT201 Apply technical knowledge of recreational vehicle manufacturing to work activities
- ▶ AURETR015 Inspect, test and service batteries [RV]
- ▶ AURETB001 Diagnose and repair electric braking systems [RV]
- ▶ AURETR012 Test and repair basic electrical circuits [RV]
- ▶ MSMOPS200 Operate equipment
- ▶ AUMGTT001 Apply trim to vehicle components
- ▶ AURTTD004 Inspect and service suspension systems [RV]
- ▶ CPCPCM2043A Carry out WHS requirements [RV]
- ▶ MSMRV365 Remove and refit body moulding
- ▶ AURTTY001 Repair vehicle chassis, frame and associated components
- ▶ MSMRV362 Install and repair battery systems in a recreational vehicle

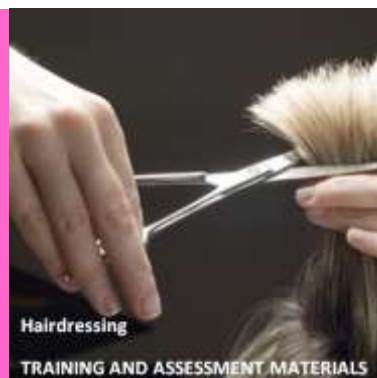
- ▶ AURTTJ002 Remove, inspect and refit wheel hubs and associated brake components [RV]
- ▶ MSMRV355 Remove and replace a camper/pop-top roof
- ▶ MSMRV315 Construct and fit slide out in a recreational vehicle
- ▶ MSMRV324 Conduct final quality inspection for a recreational vehicle
- ▶ MSMRV313 Fit 12 V cable systems in a recreational vehicle
- ▶ MSMRV320 Fit windows and doors to a recreational vehicle
- ▶ MSMRV364 Hand over a recreational vehicle to a customer
- ▶ AURTTB001 Inspect and service braking systems [RV]
- ▶ MSMRV363 Complete pre-delivery check of a recreational vehicle
- ▶ MSMRV317 Install solar equipment on a recreational vehicle
- ▶ MEM12002B Perform electrical/electronic measurement
- ▶ MSMRV360 Service camper wind up systems
- ▶ MSMRV323 Fit required internal items to a recreational vehicle
- ▶ MSMRV321 Fit required external items to a recreational vehicle
- ▶ MEM10002B Terminate and connect electrical wiring
- ▶ MSMRV319 Fit front and rear moulds to a recreational vehicle
- ▶ MSMRV356 Remove and replace gas struts and roof lifting equipment on a recreational vehicle
- ▶ MSMRV351 Remove and replace a recreational vehicle floor
- ▶ AURVTS004 Repair vehicle composite material components
- ▶ MSMPER200 Work in accordance with an issued permit
- ▶ MSMRV358 Modify the body of a recreational vehicle
- ▶ MSMRV310 Fit recreational vehicle floor
- ▶ MSMRV312 Fit water systems in a recreational vehicle
- ▶ MSMRV3202 Repair/service LPG systems in a recreational vehicle
- ▶ MSMRV316 Fit appliances in a recreational vehicle
- ▶ MSMRV353 Remove and replace a recreational vehicle shower cubicle
- ▶ MSMRV318 Fit cladding to a recreational vehicle
- ▶ MSMRV366 Fit transfers and decals to a recreational vehicle
- ▶ MSMRV314 Construct and fit roof to a recreational vehicle
- ▶ MSMRVG201 Tow a recreational vehicle safely
- ▶ TLID2010 Operate a forklift
- ▶ MSMRV354 Remove and replace a recreational vehicle shower walls
- ▶ MSMRV322 Fit required external electrical components to a recreational vehicle
- ▶ MSMRV359 Install additional appliances in a recreational vehicle
- ▶ MSMRV325 Fabricate a chassis and suspension for a recreational vehicle
- ▶ MSMRV352 Remove and replace a recreational vehicle sidewall cladding
- ▶ CPCPGS3046A Install LPG systems in caravans, mobile homes and mobile workplaces
- ▶ MSMRV350 Remove and replace a recreational vehicle roof
- ▶ MEM07028B Operate computer controlled machines/processes
- ▶ MSMRV311 Fit furniture in a recreational vehicle
- ▶ MSMRV361 Repair dry rot in a recreational vehicle



- ▶ RIIBEF201D Plan and organise work
- ▶ RIICOM301D Communicate information
- ▶ RIIMPO301D Conduct hydraulic excavator operations
- ▶ RIIMPO323D Conduct civil construction dozer operations
- ▶ RIICRC203D Install sub-soil drainage
- ▶ RIICRC309D Conduct stabiliser operations
- ▶ RIIRIS202D Respond to site based spills
- ▶ RIICTC301D Install tunnelling construction services
- ▶ RIIENV201D Identify and assess environmental and heritage concerns
- ▶ RIIMPO337E Conduct articulated haul truck operations
- ▶ RIIHAN210D Perform intermediate rigging operations
- ▶ RIICRC201D Repair potholes
- ▶ RIIRIS201D Conduct Local Risk Control
- ▶ RIIRIS402D Carry out the risk management process
- ▶ RIIWHS202D Enter and work in confined spaces
- ▶ RIIWHS201D Work safely and follow WHS policies and procedures
- ▶ RIICRC315D Use concreting materials and equipment
- ▶ RIIRIS301D Apply risk management processes
- ▶ RIIMG301D Maintain site records
- ▶ RIIGOV201D Comply with work processes and procedures
- ▶ RIIWHS204D Work safely at heights
- ▶ RIIERR302D Respond to local emergencies and incidents
- ▶ RIIQUA201D Maintain and monitor site quality standards
- ▶ RIIMPO315D Conduct tractor operations
- ▶ RIIMPO308D Conduct tracked dozer operations
- ▶ RIIMPO304D Conduct wheel loader operations
- ▶ RIICWM402D Supervise civil works contractors
- ▶ RIIHAN308A Load and unload plant
- ▶ RIICRC304D Maintain sealed roads
- ▶ RIIMPO208D Operate support equipment
- ▶ RIICSG405D Carry out inspections of civil structures
- ▶ RIIVEH304D Conduct tip truck operations
- ▶ RIIMPO304E Conduct wheel loader operations
- ▶ RIIVEH307D Operate heavy rigid vehicle

- ▶ RIICCM208D Carry out basic levelling
- ▶ RIIWHS301D Conduct safety and health investigations
- ▶ RIIMPO206D Conduct bulk water truck operations
- ▶ RIIMPO301E Conduct hydraulic excavator operations
- ▶ RIIMPO330D Conduct bucket-wheel operations
- ▶ RIIMPO338E Conduct rigid haul truck operations
- ▶ RIIUND304D Recover equipment
- ▶ RIIHAN301E Operate elevating work platform
- ▶ RIICCM210D Install trench support
- ▶ RIICCM203D Read and interpret plans and job specifications
- ▶ RIISAM202D Isolate and access plant
- ▶ RIIHAN208D Perform dogging
- ▶ RIIVEH307E Operate heavy rigid vehicle
- ▶ RIIMCO201D Conduct spreader operations
- ▶ RIIHAN308E Load and unload plant
- ▶ RIIMPO309D Conduct wheeled dozer operations
- ▶ RIICRC301D Maintain drainage systems
- ▶ RIIHAN209D Perform basic rigging
- ▶ RIISAM205D Cut, weld and bend materials
- ▶ RIIHAN211D Conduct basic scaffolding operations
- ▶ RIICOM302D Communicate workplace information
- ▶ RIIMPO334D Conduct skid steer loader operations using attachments
- ▶ RIIMPO335D Conduct skid steer loader operations without attachments
- ▶ RIIMPO326E Conduct water vehicle operations

## SHB - Hairdressing and Beauty Services Training Package



- ▶ SHBBAS001 Provide shampoo and basin services

## SIH11 - Hairdressing Training Package



- ▶ SIHHCS301A Design haircut structures

- ▶ SIHHRS201A Rinse and neutralise chemically restructured hair
- ▶ SIHHIND201A Maintain and organise tools equipment and work areas
- ▶ SIHHBAS201A Perform shampoo and basin services

## SIR07 - Retail Services Training Package



- ▶ SIRXINV001A Perform stock control procedures
- ▶ SIRXMER201 Merchandise products
- ▶ SIRXINV002A Maintain and order stock

## SIT - Tourism, Travel and Hospitality Training Package



- ▶ SITXEBS001 Use social media in a business
- ▶ SITXCRI001 Respond to a customer in crisis
- ▶ SITXMGTO01 Monitor work operations

## TAE10 - Training and Education



- ▶ TAEDEL402A Plan, organise and facilitate learning in the workplace
- ▶ TAEDEL401A Plan, organise and deliver group-based learning
- ▶ TAEASS403B Participate in assessment validation
- ▶ TAEASS402B Assess competence
- ▶ TAEDES402A Use training packages and accredited courses to meet client needs
- ▶ TAEASS401B Plan assessment activities and processes
- ▶ TAEELLN411 Address adult language, literacy and numeracy skills
- ▶ TAEDES401A Design and develop learning programs

## TLI - Transport and Logistics Training Package



- ▶ TLIC3045 Operate road-rail vehicle
- ▶ TLIE2008 Process workplace documentation
- ▶ TLIF0001 Apply chain of responsibility legislation, regulations and workplace procedures
- ▶ TLIJ2001 Apply quality procedures
- ▶ TLIB3015 Undertake site inspection
- ▶ TLIE2007 Use communications systems
- ▶ TLID2004 Load and unload goods/cargo
- ▶ TLIB2004 Carry out vehicle inspection
- ▶ TLIL1001 Complete workplace orientation/induction procedures
- ▶ TLIC3071 Operate an agitator
- ▶ TLIH2001 Interpret road maps and navigate pre-determined routes
- ▶ TLIF1001 Follow work health and safety procedures
- ▶ TLIB2029 Use and maintain minor mechanical equipment
- ▶ TLIF2010 Apply fatigue management strategies
- ▶ TLIC3005 Drive heavy combination vehicle
- ▶ TLIE1005 Carry out basic workplace calculations
- ▶ TLILIC3006 Licence to operate a non-slewing mobile crane (greater than 3 tonnes capacity)
- ▶ TLID1001 Shift materials safely using manual handling methods

## TLI10 - Transport and Logistics Training Package



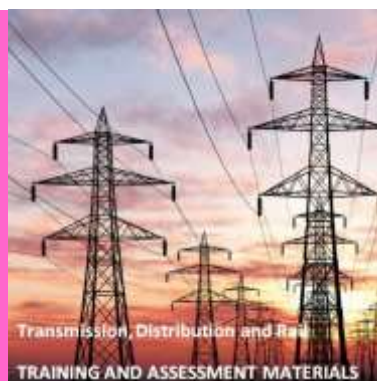
- ▶ TLIC3089A Operate a side loading mobile compaction/collection vehicle
- ▶ TLIA2013A Receive goods
- ▶ TLIA3015A Complete Receival-Despatch Documentation
- ▶ TLIA2012A Pick and process orders
- ▶ TLIB2084A Carry out routine maintenance of structures
- ▶ TLIF3003A Implement and monitor occupational health and safety procedures



- ▶ UEENEEC004B Prepare specifications for the supply of materials and equipment for electrotechnology projects
- ▶ UEENEEH114A Troubleshoot resonance circuits in an electronic apparatus
- ▶ UEENEEA102A Select electronic components for assembly
- ▶ UEENEEH182A Develop engineering solutions to RF amplifiers problems
- ▶ UEENEEE161A Analyse static and dynamic parameters of electrical equipment
- ▶ UEENEEH178A Diagnose and rectify faults in camera circuits and equipment
- ▶ UEENEEK142A Apply environmentally and sustainable procedures in the energy sector
- ▶ UEENEEH148A Design and develop advanced digital systems
- ▶ UEENEEA101A Assemble electronic components
- ▶ UEENEEED102A Assemble, set-up and test computing devices
- ▶ UEENEEA106A Use lead-free soldering techniques
- ▶ UEENEEED143A Install and configure a client computer operating system and software
- ▶ UEENEEI155A Develop structured programs to control external devices
- ▶ UEENEEE114A Supervise and coordinate energy sector work activities
- ▶ UEENEEE124A Compile and produce an energy sector detailed report
- ▶ UEENEEE072B Write specifications for electronics and communications engineering projects
- ▶ UEENEEJ106A Install refrigerant pipe work, flow controls and accessories
- ▶ UEENEEH168A Modify-redesign of electronics and communications systems
- ▶ UEENEEJ108A Recover, pressure test, evacuate, charge and leak test refrigerants
- ▶ UEENEEK145A Implement and monitor energy sector environmental and sustainable policies and procedures
- ▶ UEENEEE118A Establish, maintain and evaluate energy sector OHS systems
- ▶ UEENEEH111A Troubleshoot single phase input d.c. power supplies
- ▶ UEENEEE110A Develop and implement energy sector maintenance programs
- ▶ UEENEEC021B Participate in electronics and communications work and competency development activities
- ▶ UEENEEC006B Prepare tender submissions for electrotechnology projects
- ▶ UEENEEE101A Apply Occupational Health and Safety regulations, codes and practices in the workplace
- ▶ UEENEEG122A Conduct compliance inspection of single phase LV electrical installations
- ▶ UEENEEE015B Develop design briefs for electrotechnology projects
- ▶ UEENEEE102A Fabricate, assemble and dismantle utilities industry components
- ▶ UEENEEE104A Solve problems in d\_c\_circuits
- ▶ UEENEEE105A Fix and secure electrotechnology equipment
- ▶ UEENEEH169A Solve problems in basic electronic circuits
- ▶ UEENEEH139A Troubleshoot basic amplifier circuits
- ▶ UEENEEH113A Troubleshoot amplifiers in an electronic apparatus

- ▶ UEENEEE117A Implement and monitor energy sector OHS policies and procedures
- ▶ UEENEEH138A Fault find and repair complex power supplies
- ▶ UEENEEC005B Estimate electrotechnology projects
- ▶ UEENEEH112A Troubleshoot digital sub-systems
- ▶ UEENEEH102A Repairs basic electronic apparatus faults by replacement of components
- ▶ UEENEEE160A Provide engineering solutions for uses of materials and thermodynamic effects
- ▶ UEENEEE137A Document and apply measures to control OHS risks associated with electrotechnology work
- ▶ UEENEEH167A Commission electronics and communications systems
- ▶ UEENEEG175A Develop compliance policies and plans to conduct a electrical contracting business
- ▶ UEENEEE163A Analyse materials for suitability in electrical equipment
- ▶ UEENEEH146A Solve fundamental electronic communications system problems
- ▶ UEENEEH118A Fault find and repair electronic apparatus
- ▶ UEENEEG123A Conduct compliance inspection of LV electrical installations with demand exceeding 100 A per phase

## UET12 - Transmission, Distribution and Rail Sector Training Package



- ▶ UETTDRRF09B Apply access procedures to work on or near electrical network infrastructure
- ▶ UETTDRCV26A Cut vegetation at ground level near live electrical apparatus
- ▶ UETTDRCV32A Use specialised plant to cut vegetation above ground level near live electrical apparatus
- ▶ UETTDRCV27A Monitor safety compliance for vegetation control work in an ESI environment
- ▶ UETTDRRF10B Provide first aid in an ESI environment
- ▶ UETTDRRF01B Apply ESI safety rules, codes of practice and procedures for work on or near electrical apparatus
- ▶ UETTDREL13A Comply with sustainability, environmental and incidental response policies and procedures
- ▶ UETTDREL14A Working safely near live electrical apparatus as a non-electrical worker
- ▶ UETTDRRF06B Perform rescue from a live LV panel

## Victorian Curriculum



- ▶ VU22328 Investigate the local industry
- ▶ 22311VIC Course in Retrofitting for Energy and Water Efficiency - VU21858 Minimise health and safety risk when retrofitting for energy and water efficiency, VU21859 Undertake retrofitting to improve energy and water efficiency
- ▶ VU20966 Bricklaying basic skills

- ▶ VU20965 Bricklaying hand tools
  - ▶ VU21512 Read and write complex texts for further study
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Total Count

1074

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