# Assessment Mapping (for traditional units from old Training Packages)

*This document is used to demonstrate content validity of the assessment tool*

Table 1 Main details

| Details | Unique description |
| --- | --- |
| **Unit Code, name and release number** | MEM11011B - Undertake manual handling (1) |
| **Skills Team** |  |
| **Region/Campus** |  |
| **SkillsPoint (owned by)** | Innovative Manufacturing, Robotics and Science |

*NOTES:*

* *Event columns can be added or deleted as required*
* *Rows for elements and performance criteria, etc. can be added or deleted as required*
* *Each component of the unit must be mapped to at least* ***one assessment criteria*** *or* ***question*** *in one or more assessment events*
* *Do NOT delete the section labelled Employability Skills. If the Employability Skills ARE EXPLICIT in the performance criteria, they do not need to be listed. However, if the Employability Skills ARE NOT incorporated in the performance criteria they must be listed and mapped.*
* *Dimensions of Competency must be considered when selecting assessment types to ensure that the range of tasks you have chosen cover the following:*
  + *Task Skills*
  + *Task Management Skills*
  + *Contingency Planning Skills*
  + *Job Role Environment Skills*

## Unit component mapping to assessment event/s

Table 2 Unit component mapping to assessment event/s

| Element number | Element name | Performance criteria number | Performance criteria description | Learning resources | Project Assessment  1 of 2 | Skills  Assessment  2 of 2 |
| --- | --- | --- | --- | --- | --- | --- |
| 1 | Lift materials manually | 1.1 | Material weight is determined correctly utilising most appropriate technique, and risks associated with lifting are assessed. |  | Task 1: Table 6.0, Task 2: Table 17.0, 18.0, 19.0 | Task 1, Task 3 |
|  |  | 1.2 | \*Lifting techniques are undertaken to National Occupational Health and Safety Commission (NOHSC) and standard operating procedures. Types of movement, methods, storage, height and position are considered. |  | Task 1: Table 2.0, Task 2: Table 20.0 | Task 1, Task 2, Task 3, Task 5 |
| 2 | Move/shift materials manually | 2.1 | Appropriate equipment is selected where required |  | Task 2: Table 18.0, 19.0, Task 2: Table 20.0 | Task 4, |
|  |  | 2.2 | Material is placed safely and securely on moving equipment. |  |  | Task 5 |
|  |  | 2.3 | Material is relocated ensuring safety of personnel and security of material. |  | Task 2: Table 19.0 | Task 6, |
|  |  | 2.4 | Material is unloaded from moving equipment and placed in a safe and secure manner. |  |  | Task 7 |
| \* PC 1.2 refers to National Occupational Health and Safety Commission (NOHSC). This commission no longer exists.  To remain relevant, assessment questions and tasks have been mapped to the Work Health and Safety Act (2011) Section 274 and the Model Code of Practice: Hazardous Manual Tasks (26 October 2018). | | | | | | |

## Employability skills NOT explicit in the performance criteria

Table 3 Employability skills NOT explicit in the performance criteria

| Employability skills | Description | Learning resources | Project Assessment  1 of 2 | Skills Assessment 2 of 2 |
| --- | --- | --- | --- | --- |
| Employability skills are explicit in the performance criteria | | | | |

## Required skills

Table 4 Required skills

| Required skills | Description | Learning resources | Project Assessment  1 of 2 | Skills  Assessment  2 of 2 |
| --- | --- | --- | --- | --- |
|  | Look for evidence that confirms skills in: |  |  |  |
| RS1 | Identifying relevant standards and lifting techniques |  | Task 1: Table 2.0, Table 5.0, Task 2: Table 20.0 | Task 2, Task 3, |
| RS2 | Assessing weight of material |  | Task 2: Table 17.0, 18.0, 19.0 | Task 1 |
| RS3 | Selecting lifting equipment |  | Task 2: Table 18.0, 19.0, 20.0 | Task 4 |
| RS4 | Working and communicating in teams |  |  | Task 2, 3, 4, 5, 6, 7 |
| RS5 | Assessing risks |  | Task 1: Table 6.0, 10.0, 12.0 | Task 3 |
| RS6 | Planning |  | Task 2: Table 19.0, 20.0, 21.0 | Task 2, |
| RS7 | Reading and interpreting routine information on written job instructions, specifications and standard operating procedures. May include drawings |  | Task 2: Table 18.0, 19.0, 20.0 | Task 1 |
| RS8 | Following oral instructions |  |  | Task 1 |

## Required knowledge

Table 5 Required knowledge

| Required knowledge | Description | Learning resources | Project  Assessment  1 of 2 | Skills  Assessment  2 of 2 |
| --- | --- | --- | --- | --- |
|  | Look for evidence that confirms knowledge of: |  |  |  |
| RK1 | Manual handling techniques |  | Task 1: Table 14.0, 15.0 |  |
| RK2 | Hazards of incorrect procedures |  | Task 1: Table 3.0, 4.0, 6.0, 7.0, 8.0, 9.0, 10.0, 11.0, 13.0, Task 2: Table 21.0, 22.0, 23.0 |  |
| RK3 | \*NOHSC standards for manual handling |  | Task 1: Table 2.0, Table 5.0, Task 2: Table 20.0 |  |
| RK4 | Safe work practices and procedures |  | Task 1: Table 14.0, 15.0, Table 16.0 |  |
| \* RK3 refers to National Occupational Health and Safety Commission (NOHSC). This commission no longer exists.  To remain relevant, assessment questions and tasks have been mapped to the Work Health and Safety Act (2011) Section 274 and the Model Code of Practice: Hazardous Manual Tasks (26 October 2018). | | | | |

## Critical aspects

Table 6 Critical aspects

| Critical aspects | Description | Learning resources | Insert name & type of event | Insert name & type of event |
| --- | --- | --- | --- | --- |
| CA1 | Assessors must be satisfied that the candidate can competently and consistently perform all elements of the unit as specified by the criteria, including required knowledge, and be capable of applying the competency in new and different situations and contexts. |  |  | All Practical Tasks |
|  |  |  |  |  |