# Skills Assessment

**Event 2 of 3**

## Criteria

### Unit code, name and release number

MEM18001C - Use hand tools (1)

### Qualification/Course code, name and release number

MEM30305 - Certificate III in Engineering - Fabrication Trade (4)

## Student details

### Student number

### Student name

## Assessment Declaration

* This assessment is my original work and no part of it has been copied from any other source except where due acknowledgement is made.
* No part of this assessment has been written for me by any other person except where such collaboration has been authorised by the assessor concerned.
* I understand that plagiarism is the presentation of the work, idea or creation of another person as though it is your own. Plagiarism occurs when the origin of the material used is not appropriately cited. No part of this assessment is plagiarised.

### Student signature and Date

Version: *1.0*

Date created: *3 July 2018*

Date modified: *11/09/2019*

For queries, please contact:

IMRS SkillsPoint

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RTO Provider Number 90003 | CRICOS Provider Code: 00591E

This assessment can be found in the: [Learning Bank](https://share.tafensw.edu.au/share/access/searching.do?doc=%3Cxml%2F%3E&in=P7ac4831b-430a-4b8d-8b56-f7b32ed5b9cf&q=&type=standard&sort=rank&dr=AFTER)

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## Assessment instructions

Table 1 Assessment instructions

| Assessment details | Instructions |
| --- | --- |
| **Assessment overview** | The objective of this assessment is to assess your skills as would be required to be deemed satisfactory in meeting the necessary requirements as stated in The UAG for Use hand tools and covers the elements   1. Use hand tools |
| **Assessment Event number** | 2 of 3 |
| **Instructions for this assessment** | This is a skill-based assessment and will be assessing you on your ability to demonstrate skills required in the unit.  This assessment is in 2 parts:   1. Task 1: Practical – Tool gauge  * Mark out and manufacture the tool gauge as per specifications provided.  1. Assessment Feedback   The observation checklists are provided for each Task to identify the skills you are to demonstrate. Assessment Feedback is provided at the end of this document. |
| **Submission instructions** | On completion of this assessment, you are required to upload it or hand it to your assessor for marking.  Ensure you have written your name at the bottom of each page of this assessment.  It is important that you keep a copy of all electronic and hardcopy assessments submitted to TAFE and complete the assessment declaration when submitting the assessment. |
| **What do I need to do to achieve a satisfactory result?** | To successfully complete this assessment the student will be available at the arranged time to complete all the assessment criteria as outlined in the assessment instructions.  All parts of the observable task must be performed to a satisfactory level as indicated in the criteria section of the Observation Checklist.  All oral questions must be answered correctly to be deemed satisfactory in this assessment task; however, Assessors may ask questions to clarify understanding. |
| **What do I need to provide?** | Pens, PPE |
| **Due date/time allowed/venue** | *Enter date(s) of observation,*  *Venue*  Task 1: Manufacture tool gauge 60 minutes |
| **Assessment feedback, review or appeals** | Appeals are addressed in accordance with Every Students Guide to Assessment. |

## Specific task instructions

The instructions and the criteria in the tasks and activities below will be used by the assessor to determine whether the tasks and activities have been satisfactorily completed. Use these instructions and criteria to ensure you demonstrate the required skills and knowledge.

If this assessment requires you to record information, your assessor will provide you with an appropriate document/template.

## Part 1: Practical - Manufacture tool gauge

To complete this part of the assessment, you will be required to participate in a practical demonstration of how to complete a task or activity.

Your responses will be used as part of the overall evidence requirements of the unit.

You should refer to the list of criteria in the Observation Checklist to understand what you need to demonstrate in this section of the assessment. This Checklist outlines the assessment criteria used to assess your performance.

Once completed you will need to submit this assessment and the tasks and activities you are required to complete to your assessor for marking.

**Contingency Management:**

While undertaking this task a number of unforeseen circumstances may arise. The assessor will have the opportunity to question each learner to gather an understanding of how the student will respond to these events. Below is a table with examples of possible questions.

The assessor has the opportunity in the observation checklist to record relevant questions and responses in the table ***“Table 3 Additional Questions”***

Table 4 Unforeseen Circumstances

|  |  |  |
| --- | --- | --- |
| Scenario | Assessors question | Acceptable students response |
| Power failure in workshop | What is the correct action in the case of power failure? |  |
| Damage to hand tool | What do you do if a hand tool you use, breaks or sustains damage during the task? |  |
| Emergency evacuation | What do you do if an emergency evacuation drill happens during the assessment? |  |

**Task 1: Manufacture tool gauge**

Task 1 consists of three (3) steps as described below:

**Step 1:**

Refer to the specification for the tool gauge material requirements. Complete the information in ***Table 1: Material list/cutting list*** attached.

Identify all the tools and equipment required to complete Task 1: Manufacture tool gauge. Complete the information in ***Table 2: Organise tools and equipment*** attached.

**Step 2:**

Refer to the drawing and specifications to mark out the tool gauge.

* Select a datum corner.
* Mark out the tool gauge as the drawing specifications
* Check marking out is correct
* Witness all marking out
* Stamp you initials in the bottom right corner of the material

**Step 3:**

Using the hand tools listed:

* Manufacture the tool gauge as per the specifications provided.
* Stamp the angles on the material as per the drawing specifications
* Submit completed task for assessment

**Note:** All cuts are to be made using hand tools only.

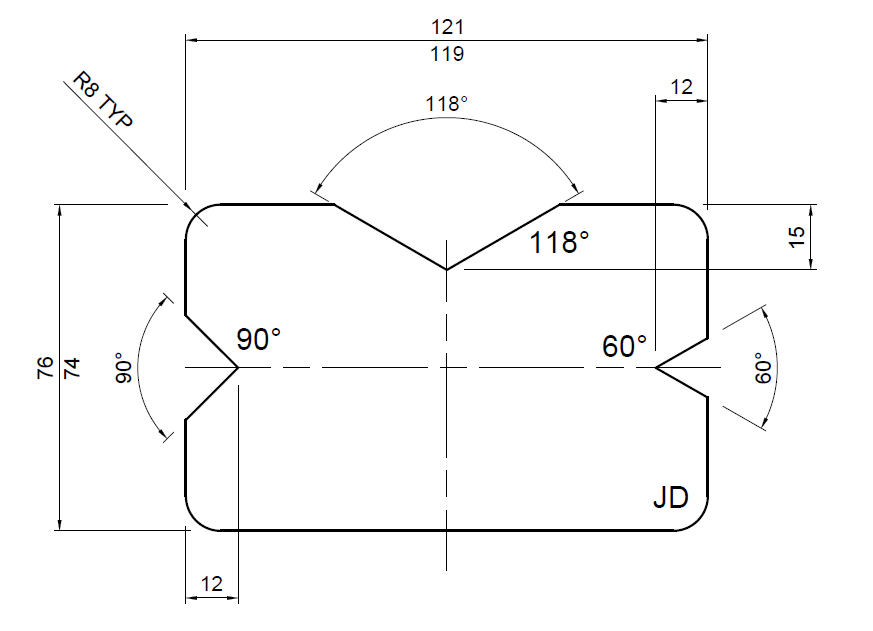
Simulated Environment Conditions

***Note: The assessor may direct you to use different equipment in different spaces to ensure competency is applied in new and different situations.***

The assessment is to be carried out in the workshop complying with all WHS requirements and compliance with Standard Operating Procedures.

The assessment should take approximately 60 minutes.

**Task 1: Tool gauge**

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|  |  |  |  |
| --- | --- | --- | --- |
| Quantity | Material | Finish | Tolerance |
| 1 | 6mm x 75mm Mild Steel Plate  Blank size 75mm x 130mm | Al corners to be square at 90 degrees  Remove all sharp edges | All dimensions +/- 1mm  All angles +/- 2 degrees |

**Table 1: Material list: Cutting list**

Complete the following table listing material required to produce the tool gauge.

|  |  |  |
| --- | --- | --- |
| Quantity | Material | Dimensions |
|  |  |  |

**Table 2: Organise tools and equipment**

Complete the following table listing all equipment required to produce the tool gauge.

|  |  |
| --- | --- |
| Step # | Tools and Equipment |
| *1* |  |
| *2* |  |
| *3* |  |
| *4* |  |
| *5* |  |
| *6* |  |
| *7* |  |
| *8* |  |
| *9* |  |
| *10* |  |

**Task 1: Observation Checklist -** Manufacture tool gauge

The Observation Checklist will be used by your assessor to mark your performance in the practical tasks. Use this Checklist to understand what skills you need to demonstrate to prepare materials and equipment before welding. The Checklist provides the assessment criteria used to determine whether you have successfully completed this assessment event. All the criteria must be met. Your demonstration will be used as part of the overall evidence requirements of the unit. You may ask questions while the demonstration is taking place or if appropriate directly after the task/activity has been completed. These questions and responses are to be documented in the “***Table 3*** ***Additional Questions”*** table following the observation checklists

Table 2 Observation Checklist

| Item # | | Manufacture tool gauge | S | U/S | Assessor Comments (Describe the student’s ability in demonstrating the required skills and knowledge) |
| --- | --- | --- | --- | --- | --- |
| 1 | Follow Standard Operating Procedure (SOP) for the Use of hand tools to produce an item.   * Wear correct PPE suitable for task * Carry out before use checks * Follow safe practices and housekeeping * Carry out after use checks | |  |  |  |
| 2 | Select the correct material for Task 1 tool gauge and complete Table 2: Cutting list/Materials list | |  |  |  |
| 3 | Select the correct tools required for Task 1 tool gauge and complete Table 2: Cutting list/Materials list | |  |  |  |
| 4 | Mark out and witness mark the tool gauge as per drawing specifications | |  |  |  |
| 5 | Use selected hand tools correctly and safely to produce the tool gauge | |  |  |  |
| 6 | Produce completed tool gauge as per drawing specifications | |  |  |  |
| 7 | Check condition of tools before, during and after tool gauge | |  |  |  |
| 8 | Return tools to correct storage on completion of task | |  |  |  |

|  |
| --- |
| Additional Questions |
| Assessors may ask additional questions to clarify student understanding. List here any additional questions that were asked during this assessment event.  *Record all additional questions that were asked of the student during the assessment event.* |
| **Student Reponses to Additional Questions** |
| List here the student responses to any additional questions that were asked during this assessment event.  *Record the student responses to any additional questions that were asked during this assessment event.* |

Table 3 Additional Questions

## Part 2: Assessment Feedback

*NOTE: This section* ***must*** *have the assessor signature and student signature to complete the feedback.*

### Assessment outcome Task 1: Manufacture tool gauge

Satisfactory

Unsatisfactory

### Assessor Feedback

Was the assessment event successfully completed?

If no, was the resubmission/re-assessment successfully completed?

Was reasonable adjustment in place for this assessment event?  
*If yes, ensure it is detailed on the assessment document.*

Comments:

### Assessor name, signature and date:

### Student acknowledgement of assessment outcome

Would you like to make any comments about this assessment?

### Student name, signature and date

***NOTE: Make sure you have written your name at the bottom of each page of your submission before attaching the cover sheet and submitting to your assessor for marking.***