

**1. Module details****Module name****Co-ordinate work of others work performance****Module duration**

The time taken to complete this module will vary depending on the opportunities in the work place for student's to develop their skills and the method used to obtain evidence of competent performance. Where evidence is obtained through formalised assessment event(s) under simulated conditions it would normally take a student 4 hours to successfully complete the module.

**Module code****NEWP601****Discipline code****2. Module purpose**

This module provides methods and criteria for gathering evidence that shows a person has achieved the levels of performance specified in Unit NES601A "Co-ordinate work of others".

**3. Prerequisites**

This module shall be undertaken in conjunction with modules that provide the knowledge and skills underpinning performance.

**4. Relationship to competency standards**

This module supports Unit NES601A "Co-ordinate work of others" of the Electrotechnology Competency Standards.

**5. Assessment strategy****Assessment methods**

Evidence of competent performance may be gathered from real work activities, which are recorded by the use of work reports, logbooks, profiles or portfolios. The student's immediate supervisor shall confirm the accuracy of the evidence the student presents in this way. The supervisor must be competent in the area.

Alternatively, evidence may be obtained through formalised assessment events that simulate relevant work activities.

**Conditions of assessment**

Evidence of competent performance can be gathered from the workplace or a simulated work environment. A simulated environment would necessarily include equipment and wiring systems similar to those encountered in a real workplace. As well as the generic aspects of competency, assessment should take into account variations between particular industry sectors and different enterprises. For example equipment used in process industry will be different in some respects to that used in mining.

**Assessment criteria**

In judging work performance it is essential that evidence regarding the following aspects of competency is considered.

- Performance is autonomous and to requirements and occurs on **at least 3 occasions** for each of the following elements:
  - Plan and prepare to co-ordinate work of others
  - Co-ordinate work of others
  - Inspect and notify completion of work
- and where applicable, in relation and to the following enterprise/organisational arrangement
  - Documenting and recording information
  - Implementing occupational health and safety instructions
  - Time management and co-ordination processes
  - Communicating plans, information, intentions and safety criteria to others
  - Operating plant and equipment associated with a given workplace
  - Protect the environment associated with a given workplace
- Applying **techniques, procedures, information and resources** relevant to performance.

Judgement should be made on evidence gathered from a number of events and over a period showing the development of competent work performance.

**Resource requirements**

Resources should be sufficient for participants to carry out activities, from which evidence may be gathered, on an individual basis. This will include access to tools, equipment, standards and other documents that are necessary to perform the activities required.

**Occupational health and safety requirements**

A safe and healthy environment will be provided for participants and assessors as well as safety procedure with regard to assessment activity.