

1. Module details**Module name****Introduction to the Electrotechnology Industry****Module duration**

It is expected that students with the appropriate entry knowledge and skills will successfully complete this module in 18 – 20 hours.

Module code

NUE050

Discipline code

0703101

2. Module purpose

This module is intended to provide students with knowledge of the electrotechnology industry in preparation for entry into the electrotechnology industry and related occupations to help ensure a sound foundation for further education and training. It provides an overview of the industries activities and role and responsibilities of those engaged in the industry. Students develop the abilities in effective communication expected in the industry and learn about the training arrangements, work site expectations and EEO policy and practice.

3. Prerequisites

Nil.

4. Relationship to competency standards

This module partly supports the achievement competency in in the National Electrotechnology Standards. Full competence is achieved through additional off-job and on-job training prescribed by the industry and in Contract of Training.

5. Content**The electrotechnology industry**Organisation of work
Role and responsibilities**Effective communication****Training in the electrotechnology industry**Arrangements
Roles and responsibilities**Preparing for work at a new site****Equal employment opportunity policy and practice**

6. Assessment strategy

Assessment methods

Assessment should be progressive reflecting an holistic approach to ensure the module purpose is met and students are well prepared for work placement. To assist in ensuring validity, reliability and fairness assessment instruments should include practical exercises, assignments and written tests. Written tests should include multiple choice, short answer and problem type items.

Conditions of assessment

Normally learning and assessment will take place in a classroom and / or simulated workplace environment.

7. Learning outcome details

Learning outcome 1

Demonstrate a knowledge of how work is organised in the electrotechnology industry and the role and responsibilities of those working in the industry.

Assessment criteria

- 1.1 List the types of operations covered in the electrotechnology trades industry.
- 1.2 Identify the unions, employer organisations, industrial tribunals, workplace committees and government departments (state and Federal) associated with the industry.
- 1.3 Describe the functions of the various bodies identified in 1.2.

Learning outcome 2

Demonstrate an ability to communicate effectively with co-workers and customers.

Assessment criteria

- 2.1 Identify the need for the right approach to effective communications with co-workers and customers (attitude, conduct, dress).
- 2.2 Identify the types of communications used by tradesmen.
- 2.3 Communicate technical information to the group or on the telephone with respect to a work order.

Learning outcome 3

List the various arrangements for training the electrotechnology industry and responsibilities

Assessment criteria

- 3.1 Identify career paths available to electrotechnology trade employees.
- 3.2 List training and education opportunities available to employees in the industry.
- 3.3 Outline the conditions employment and award system for employees in the industry.

Learning outcome 4

Demonstrate how to prepare for work on anew job or at a new work site.

Assessment criteria

- 4.1 List contact and customer details (name and address of employer, job site details supervisor transport arrangements)
- 4.2 Outline OH&S requirements, (protective clothing, boots safety helmet, safety glasses).
- 4.3 List tools required / supplied.
- 4.4 List employment conditions (working hours, starting time, job sheets, expectations).

Learning outcome 5

Demonstrate a knowledge equal employment opportunity policy and how it relates to the electrotechnology industry.

Assessment criteria

- 5.1 Outline the EEO policy as it relates to the electrotechnology industry.
- 5.2 Discuss the implications of the EEO policy.

8. Delivery of the module

Delivery strategy

Delivery strategies must be suitable for both theoretical and / or practical learning and address the module purpose. It is recommended that learning and assessment be facilitated in a holistic manner which may require a learning outcome sequence other than that indicated in the body of the module. Also an integrated theory/practice approach should be used where students learn by experimentation and through practical application.

Resource requirements

Resources should be sufficient for students to carry out experiments on an individual basis. This will require a range of supporting materials to simulate workplace scenarios. Trainers/teachers/facilitators must have qualifications in the relevant subject area they are engaged to deliver, recognised trainer and assessment training and at least five years relevant work experience

Useful references include:

Class notes

Material from a variety of organisations, industry magazines and journals should be available.

Occupational health and safety requirements

A safe and healthy environment will be provided for students and teachers as well as safety procedure with regard to learning/teaching activity.