

9. PARTICIPATE IN AN AUTOMOTIVE INDUSTRY ATTACHMENT

UNIT CODE: ENG/OS/AUT/CC/2/3/A

UNIT DESCRIPTION

This unit specifies the competencies required to participate in an industry attachment. It involves preparing for an industry attachment, applying automotive mechanic level 3 competencies and preparing an industry attachment report in an automotive service environment.

ELEMENTS AND PERFORMANCE CRITERIA

ELEMENT These describe the key outcomes which make up workplace function.	PERFORMANCE CRITERIA These are assessable statements which specify the required level of performance for each of the elements. <i>Bold and italicized terms are elaborated in the Range</i>
1. Prepare for an industry attachment	1.1 Research of the selected industry is completed according institutional policy. 1.2 Letter of introduction is written according to spelling, punctuation and grammar rules. 1.3 Preparation for an interview is completed according to interview best practices.
2. Apply automotive mechanic level 3 competencies through industry attachment	2.1 Shop housekeeping is performed as per workplace SOP's. 2.2 <i>Shop tools, equipment</i> and <i>measuring devices</i> are maintained as per workplace SOP's and OS&H. 2.3 Vehicle preventative maintenance is performed as per manufacturer's service manual. 2.4 Automotive <i>steering and suspension</i> systems are inspected as per manufacturer's service manual. 2.5 Automotive <i>brake systems</i> are inspected as per manufacturer's service manual.
3. Prepare an industry attachment report	3.1 Report is written using appropriate terminology where required as per grammar and writing rules. 3.2 Skills and knowledge gained from the industry attachment are reported as per grammar and writing rules. 3.3 Report is completed and submitted within specified time as per grammar and writing rules.

RANGE

This section provides work environments and conditions to which the performance criteria apply. It allows for different work environments and situations that will affect performance.

VARIABLE	RANGE
<p>1. Shop tools, equipment may include but are not limited to:</p>	<ul style="list-style-type: none"> ● Hacksaws ● Hammers ● Punches ● Screwdrivers ● Sockets ● Wrenches ● Scrapers ● Chisels ● Gauges ● Files of all cross-sectional shapes and types ● Drills ● Grinders ● Jigsaws ● Nibblers ● Cutting saws ● Threading machine ● Sanders ● Pedestal drills ● Pedestal grinders ● Car lift ● Brake lathe ● Part cleaner ● Tire changer ● Tire balancer ● Ventilation systems ● Floor jacks ● Hydraulic press ● Service information center ● Tool boxes ● Benches ● Tool cabinet
<p>2. Measuring Devices may include but are not limited to:</p>	<ul style="list-style-type: none"> ● Feeler gauges ● Pressure gauge

	<ul style="list-style-type: none"> ● Squares ● Levels ● Thermometers ● Measuring tapes ● Protractors ● Steel rule ● Hydrometer
3. Steering may include but are not limited to:	<ul style="list-style-type: none"> ● Rack and pinion ● Parallelogram
4. Suspension may include but are not limited to:	<ul style="list-style-type: none"> ● Leaf ● Spring ● Torsion bar ● Modified strut
5. Brake systems may include but are not limited to:	<ul style="list-style-type: none"> ● Brake pedal ● Brake booster ● Master cylinder ● Brake fluid ● Hydraulic line ● Proportional valve ● Hydraulic calipers ● Disc brakes ● Brake pads ● Rotor ● Drum brakes ● Drum ● Brake shoes ● Wheel cylinder system

Required Skills

The individual needs to demonstrate the following skills:

- Problem solving
- Communication
- Listening
- Diagnostic
- Technical

- Handling/storing of tools/equipment/supplies and materials
- Cleaning grease/lubricants
- Disposing of wastes and fluid
- Completing checklists
- Leadership
- Time management
- Troubleshooting
- Planning
- Decision making
- Multitasking
- Observation
- Written
- Reading

Required Knowledge

The individual needs to demonstrate knowledge of:

- Safety requirements
- Interpret service manuals
- Select required tools and equipment
- Identify possible problems
- Vehicle safety requirements
- Workshop policies and regulations
- Personal safety procedures
- Company policies and procedures
- Statutory regulations
- OS&H

EVIDENCE GUIDE

This provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge and range.

1. Critical Aspects of Competency	Assessment requires evidence that the candidate: 1.1 Prepared for an industry attachment. 1.2 Applied automotive mechanic level 3 competencies through industry attachment. 1.3 Prepared an industry attachment report.
2. Resource Implications	The following resources must be provided: 2.1 Comprehensive set of tools to participate in industry attachment. 2.2 Materials and supplies relevant to the proposed activity or tasks during the industry attachment.

	<p>2.3 Equipment relevant to activities or tasks during the industry attachment.</p> <p>2.4 Access to relevant workplace or appropriate simulated environment where assessment can take place.</p> <p>2.5 Report template.</p>
3. Methods of Assessment	<p>Competency in this unit may be assessed through:</p> <p>3.1 Real work observation (checklist, projects, job aids, project teams)</p> <p>3.2 Simulated work</p> <p>3.3 Written tasks (multiple choice, short answers, assignments, projects, essays, true/false)</p>
4. Context of Assessment	<p>Competency may be assessed on the job, off the job or a combination of these or during Industrial Attachment. Off the job assessment must be undertaken in a closely simulated workplace environment.</p>
5. Guidance information for assessment	<p>Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended.</p>

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