

Draft 0.1

This is a draft update to CPPSIS3019 Produce basic plans of surveys:

<https://training.gov.au/Training/Details/CPPSIS3019>.

Code changed to CPPSI3019 to comply with NSSC endorsement policy.

Changed PCs to active voice.

Changed 'person' to 'candidate' in PE.

Range of Conditions added to Knowledge Evidence.

Mapping information added.

TAG will need to reassess this as unit is redeveloped.

DRAFT

Unit of Competency

CPPSI3019 Produce basic plans of surveys

Modification history

Release	Comments
1	Replaces superseded equivalent CPPSIS3019A Perform basic drafting. This version first released with CPP Property Services Training Package Version 3.
	Replaces superseded equivalent CPPSIS3019 Produce basic plans of surveys

Application

This unit specifies the skills and knowledge required to use suitable computer software to produce basic plans of a survey from surveying field data. The unit covers setting up equipment and software, establishing surveying data and dimensions, processing data, and producing basic plans to meet task specifications. It requires an ability to read and understand surveying data, and technology skills to manipulate, import and export data using software applications.

A person who achieves this unit is able work under supervision in a surveying and spatial information services team.

No licensing, legislative, regulatory, or certification requirements apply to this unit of competency at the time of publication.

Prerequisite Unit

None

Unit Sector

Surveying and Spatial Information Services (SIS)

Elements and Performance Criteria

1. Prepare to create basic plan of survey.	1.1 Clarify task requirements with appropriate persons. 1.2 Set up and check hardware, software and other equipment to ensure requirements are met. 1.3 Establish dimensions and data for required plan according to task requirements. 1.4 Identify and retrieve required data according to task requirements.
2. Compile plan content.	2.1 Use basic software functions to process surveying data to prepare plan of survey according to task requirements. 2.2 Prepare plan marginal information according to task requirements.
3. Finalise basic plan production.	3.1 Review and check preliminary plan of survey against task requirements in consultation with appropriate persons. 3.2 Make adjustments to plan in consultation with appropriate persons. 3.3 Store data files according to organisational requirements.

Foundation Skills

This section describes the language, literacy and employment skills essential for performance in this unit of competency which are not explicit in the performance criteria. Candidates require:

- numeracy skills to:
 - measure bearings, angles, distances, coordinates, perimeter and area within plans
- oral communication skills to:
 - ask questions to clarify work task requirements
- reading skills to:
 - interpret plan requirements
 - understand technical terminology in help files and prompts
- technology skills to:
 - import and export data into software applications
 - manipulate screen-based information
- problem-solving skills to:
 - identify errors by checking plans against given data.

Unit Mapping Information

Supersedes and is equivalent to CPPSIS3019 Produce basic plans of surveys.

Links

The Companion Volume Implementation Guide for the Property Services Training Package is available at: <https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=6f3f9672-30e8-4835-b348-205dfcf13d9b>

Assessment Requirements for CPPSSI3019 Produce basic plans of surveys

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Performance Evidence

To demonstrate competency, a candidate must meet the performance criteria of this unit by using suitable software to produce basic plans of surveys for two different tasks.

While producing the above plans, the candidate must:

- include content data obtained from collected field surveying data
- produce the plan content and marginal information
- take measurements of bearings, angles, distances, coordinates, perimeter and area from a digital plan
- communicate clearly with others to clarify work tasks
- comply with organisational requirements relating to work health and safety, completing records and documentation, privacy of information, and data storage
- use a computer, printer and required ancillary hardware.

Knowledge Evidence

To be competent in this unit, a candidate must demonstrate knowledge of:

- basic drafting design principles
- key features of coordinate systems
- industry-accepted standards relating to preparing and producing plans using appropriate software
- methods for checking and validating drawing accuracy
- software functions to produce basic plans
- typical content of plans of a survey
- appropriate persons:
 - experienced colleague
 - supervisor or line manager.

Assessment Conditions

Assessors must meet the requirements for assessors contained in the Standards for Registered Training Organisations.

Assessment must be conducted in the workplace or a simulated workplace using realistic conditions, materials, activities, responsibilities, procedures, safety requirements and environmental considerations.

Candidates must have access to:

- equipment:
 - ancillary hardware necessary to prepare and print plans of a survey
 - computer software suitable for preparing and producing plans of a survey

- specifications:
 - design specifications
- organisational policies, procedures and documentation relating to:
 - work health and safety
 - data privacy and information copyright
- physical conditions:
 - access to equipped work station
- relationships with team members and supervisor:
 - working under supervision.

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