

VU22672 - Carry out basic electrotechnology project

Element/Performance criteria	Test bank	Quizzes	Case Study	Worksheets	Interactives	YouTube Playlist
1. Define the project						
1.1 Project team is selected and a team leader is appointed		6,10		1	1	
1.2 Ideas for the project are shared by team members and a short list is prepared				2	1	
1.3 Project short list is reviewed by team members and a project concept is decided				4	1	4
1.4 A broad project proposal is prepared and shared with supervisor for approval				5	1,2	
2. Develop project action plan						
2.1 Project outcome is confirmed and a draft action plan with agreed timelines is developed	3,4,5	4,5		2	2	4
2.2 Safety risks and hazards are identified and control measures determined	1	2,3,9	1,3	1		2
2.3 Working sketches and drawing are prepared to confirm the end product and guide the build process	2,7,8	1,7		3		3
2.3 Electrical components and parts required for the project are identified		8				
2.4 Tools, equipment and other resources required for the project are determined			5		3	
2.5 Budget for the project is calculated and approved by supervisor	6,9,10					4
2.6 Project action plan is confirmed and work tasks are allocated by team leader for each team member	3,4,5	4,5				4
3. Conduct the project						
3.1 Components, resources, tools and equipment are sourced in line with the action plan	7		2,3			
3.2 Project construction stage is implemented by team members in accordance with the project action plan			4			
3.3 Safe work practices are followed at all times by each member of the team	1	2,3		3		2
3.4 Project progress is monitored by team leader against agreed timelines in conjunction with team members					2	
3.5 Decisions for dealing with unexpected situations are discussed with all team members and confirmed with supervisor			6	2		
3.6 Individual components are trialled and tested before final assembly						
4. Finalise and review the project						
4.1 Final project is assembled and trialled and where necessary, adjustments and/or modifications are made to improve performance						

4.2 Final project is demonstrated by team to peers and submitted to supervisor for sign off						
4.3 Tools and equipment used for the project are checked for damage and returned to storage						
4.4 Project team in conjunction with the supervisor, reviews the project outcomes against the project action plan and area/s for possible improvement are identified					2	
Required Skills						
– work cooperatively with other team members to achieve a project outcome		6,10	6			1,4
– develop a project action plan with timelines and budget		4,5		2	1,2	4
– plan and organise project materials and resources		4,5	5		1,2	
– build a electrotechnology project in line project plan						
– apply safe work practices in an electrotechnology environment			1	3		2
– evaluate project outcomes and identify areas for improvement			4	2	2	
Required Knowledge						
– basic electrotechnology principles and practices	6,7	9		1		
– basic drawing and sketching skills	2,8	1,7,8		3		3
– safe work practices in an electrotechnology environment	1	2,3		1		2
– elements for good project planning and monitoring	3,4,5,9,10	4,5	1,3	4,2	1	1,4
– principles for working effectively with other to achieve a defined outcome	9,10	10	6	2,5		