

91 FSK Foundation Skills Training Package (Release 1.1) units of competency

- FSKDIG01 Use digital technology for basic workplace tasks
- FSKDIG02 Use digital technology for simple workplace tasks
- FSKDIG03 Use digital technology for routine workplace tasks
- FSKLRG01 Prepare to participate in a learning environment
- FSKLRG02 Identify strategies to respond to basic workplace problems
- FSKLRG03 Use basic strategies for career planning
- FSKLRG04 Use basic strategies for work-related learning
- FSKLRG05 Use strategies to plan simple workplace tasks
- FSKLRG06 Participate in work placement
- FSKLRG07 Use strategies to identify job opportunities
- FSKLRG08 Use simple strategies for work-related learning
- FSKLRG09 Use strategies to respond to routine workplace problems
- FSKLRG10 Use routine strategies for career planning
- FSKLRG11 Use routine strategies for work-related learning
- FSKLRG12 Apply strategies to plan and manage complex workplace tasks
- FSKLRG13 Apply strategies to respond to complex workplace problems
- FSKLRG14 Manage strategies for career progression
- FSKLRG15 Manage own work-related learning
- FSKNUM01 Use beginning whole number skills and money up to one hundred for work
- FSKNUM02 Use beginning skills related to time and 2D shapes for work
- FSKNUM03 Use whole numbers and money up to one thousand for work
- FSKNUM04 Locate, compare and use highly familiar measurements for work
- FSKNUM05 Identify and use some common 2D shapes for work
- FSKNUM06 Use highly familiar maps and diagrams for work
- FSKNUM07 Locate specific information in highly familiar tables, graphs and charts for work
- FSKNUM08 Identify and use whole numbers and simple fractions, decimals and percentages for work
- FSKNUM09 Identify, measure and estimate familiar quantities for work
- FSKNUM10 Identify and describe common 2D and some 3D shapes for work
- FSKNUM11 Read and use familiar maps, plans and diagrams for work
- FSKNUM12 Identify and interpret information in familiar tables, graphs and charts for work
- FSKNUM13 Construct simple tables and graphs for work using familiar data
- FSKNUM14 Calculate with whole numbers and familiar fractions, decimals and percentages for work
- FSKNUM15 Estimate, measure and calculate with routine metric measurements for work
- FSKNUM16 Interpret, draw and construct 2D and 3D shapes for work
- FSKNUM17 Use routine maps and plans for work
- FSKNUM18 Collect data and construct routine tables and graphs for work
- FSKNUM19 Interpret routine tables, graphs and charts for work
- FSKNUM20 Use basic functions of a calculator

FSKNUM21 Apply an expanding range of mathematical calculations for work

FSKNUM22 Use and apply ratios, rates and proportions for work

FSKNUM23 Estimate, measure and calculate measurements for work

FSKNUM24 Use geometry to draw 2D shapes and construct 3D shapes for work

FSKNUM25 Use detailed maps to plan travel routes for work

FSKNUM26 Read, interpret and use detailed plans, drawings and diagrams for work

FSKNUM27 Collect, organise and interpret statistical data for work

FSKNUM28 Use routine formulas and algebraic expressions for work

FSKNUM29 Use introductory graphical techniques for work

FSKNUM30 Use common functions of a scientific calculator for work

FSKNUM31 Apply a wide range of mathematical calculations for work

FSKNUM32 Use and calculate with complex measurements for work

FSKNUM33 Collect, organise and analyse statistical data for work

FSKNUM34 Use and apply concepts of probability for work

FSKNUM35 Use algebraic and graphical techniques to analyse mathematical problems for work

FSKNUM36 Use trigonometry for work

FSKNUM37 Use introductory matrices for work

FSKNUM38 Use introductory vectors for work

FSKNUM39 Use introductory calculus for work

FSKOCM01 Participate in highly familiar spoken exchanges

FSKOCM02 Engage in basic spoken exchanges at work

FSKOCM03 Participate in simple spoken interactions at work

FSKOCM04 Use oral communication skills to participate in workplace meetings

FSKOCM05 Use oral communication skills for effective workplace presentations

FSKOCM06 Use oral communication skills to participate in workplace teams

FSKOCM07 Interact effectively with others at work

FSKOCM08 Use oral communication skills to facilitate workplace negotiations

FSKOCM09 Use oral communication skills to facilitate workplace meetings

FSKOCM10 Use oral communication skills for complex workplace presentations

FSKOCM11 Use oral communication skills to facilitate workplace teams

FSKRDG01 Recognise highly familiar workplace signs and symbols

FSKRDG02 Read and respond to basic workplace signs and symbols

FSKRDG03 Read and respond to basic workplace instructions

FSKRDG04 Read and respond to basic workplace information

FSKRDG05 Read and respond to simple workplace procedures

FSKRDG06 Read and respond to simple informal workplace texts

FSKRDG07 Read and respond to simple workplace information

FSKRDG08 Read and respond to routine visual and graphic texts

FSKRDG09 Read and respond to routine standard operating procedures

FSKRDG10 Read and respond to routine workplace information

FSKRDG11 Read and respond to complex workplace information

FSKRDG12 Read and respond to highly complex workplace information

FSKWTG01 Write personal details on basic workplace forms

FSKWTG02 Write basic workplace formatted texts

FSKWTG03 Write basic workplace information

FSKWTG04 Write simple informal workplace texts

FSKWTG05 Complete simple workplace formatted texts

FSKWTG06 Write simple workplace information

FSKWTG07 Write routine formal workplace texts

FSKWTG08 Complete routine workplace formatted texts

FSKWTG09 Write routine workplace texts

FSKWTG10 Write complex workplace texts

FSKWTG11 Write highly complex workplace texts