

SATELLITE DISH INSTALLER



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ASSESSMENT PACKAGE

National Vocational Certificate Level 1

Version 1 - October, 2019

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Self-Assessment Checklist

Candidate Name	
Registration No.	
Qualification	
Competency Standards	0619001080 Maintain Tools and Equipment
Assessment Task	1. Identify appropriate tools for assembling of Dish Antenna as per given Annexure- A 2. Brief the tools for assembling as given in Annexure-B

I can.....

Performance Criteria	Yes	No
1. Identify tools and equipment as per given task.	<input type="checkbox"/>	<input type="checkbox"/>
2. Prepare list of tools and equipment as per requirement.	<input type="checkbox"/>	<input type="checkbox"/>
3. Check specifications of measuring instruments for given task/job	<input type="checkbox"/>	<input type="checkbox"/>
4. Collect tools and equipment from store as per requirement.	<input type="checkbox"/>	<input type="checkbox"/>
5. Check physical condition of tools & equipment as per given instructions/Manual	<input type="checkbox"/>	<input type="checkbox"/>
6. Perform preventive maintenance as per standards	<input type="checkbox"/>	<input type="checkbox"/>
7. Perform corrective maintenance (If required) as per standards	<input type="checkbox"/>	<input type="checkbox"/>
8. Clean Tools and equipment after use as per standards	<input type="checkbox"/>	<input type="checkbox"/>
9. Place tools and equipment at as per specified location.	<input type="checkbox"/>	<input type="checkbox"/>
10. Select insulated tools and equipment as per given job.	<input type="checkbox"/>	<input type="checkbox"/>
11. Adopt insulated tools and equipment as per standards.	<input type="checkbox"/>	<input type="checkbox"/>
12. Check calibration status of the measuring tools as per instructions	<input type="checkbox"/>	<input type="checkbox"/>
13. Perform calibration of measuring tools as per Standards.	<input type="checkbox"/>	<input type="checkbox"/>
14. Record Calibration test results as per standards	<input type="checkbox"/>	<input type="checkbox"/>
15. Check number of tools and equipment as per record	<input type="checkbox"/>	<input type="checkbox"/>
16. Report for faulty tools and equipment as per standards	<input type="checkbox"/>	<input type="checkbox"/>
17. Generate demand for defective tools and equipment as per instructions	<input type="checkbox"/>	<input type="checkbox"/>
18. Maintain record of all tools and equipment as per standards	<input type="checkbox"/>	<input type="checkbox"/>

Candidate's Signature_____

Assessor's

Signature_____

Date: _____

Instruction Sheet for the Candidate

Qualification	National Vocational Certificate level 1 to 4, in Electronics Sector (Satellite Dish Installer)
Competency Standard(s)	0619001080 Maintain Tools and Equipment

Candidate Details	Name _____ Registration/Roll Number _____
Guidance for Candidate	<p>To meet this standard, you are required to complete the following within the given time frame (for practical demonstration & assessment):</p> <ol style="list-style-type: none"> 1. Identify appropriate tools for assembling of Dish Antenna as per given Annexure- A 2. Brief the tools for assembling as given in Annexure-B
Time: min	During a practical assessment, under observation by an assessor, you are required to Identify appropriate tools for assembling of Dish Antenna as per given Annexure- A , demonstrating the following criteria:
Minimum Evidence Required	<ol style="list-style-type: none"> 1. Identify tools and equipment as per given task. 2. Prepare list of tools and equipment as per requirement. 3. Check specifications of measuring instruments for given task/job 4. Collect tools and equipment from store as per requirement. 5. Check physical condition of tools & equipment as per given instructions/Manual 6. Perform preventive maintenance as per standards 7. Perform corrective maintenance (If required) as per standards 8. Clean Tools and equipment after use as per standards 9. Place tools and equipment at as per specified location. 10. Select insulated tools and equipment as per given job. 11. Adopt insulated tools and equipment as per standards. 12. Check calibration status of the measuring tools as per instructions 13. Perform calibration of measuring tools as per Standards. 14. Record Calibration test results as per standards 15. Check number of tools and equipment as per record 16. Report for faulty tools and equipment as per given format given in Annexure-C 17. Generate demand for defective tools and equipment as per instructions 18. Maintain record of all tools and equipment as per standards.

Assessors Judgment Guide

Qualification	National Vocational Certificate level 1 to 4, in Electronics Sector (Satellite Dish Installer)
Competency Standard(s)	0619001080 Maintain Tools and Equipment
Candidate Details	Name: _____ Registration/Roll Number: _____ Signature: _____
Assessment Outcome	COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> Name of the Assessor _____ Assessor's code: _____ Signature: _____

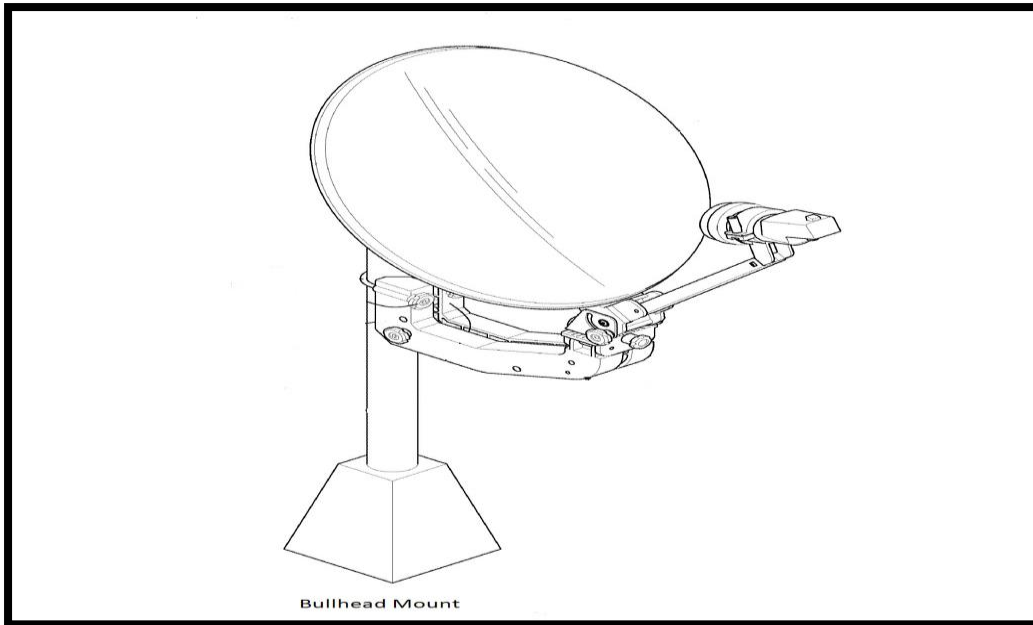
Assessment Summary (to be filled by the assessor)							
Activity	Method					Result	
Nature of Activity	Written	Oral	Observation	Portfolio	Role Play	Competent	Not Yet Competent
Practical Skill Demonstration			✓				
Knowledge Assessment		✓					
Other Requirement							

Observation Checklist

Assessment Task	1. Identify appropriate tools for assembling of Dish Antenna as per given Annexure- A 2. Brief the tools for assembling as given in Annexure-B			
During the practical assessment, candidate demonstrated the following:		Yes	No	Remarks
1.	Identify tools and equipment as per given task.			
2.	Prepare list of tools and equipment as per requirement.			
3.	Check specifications of measuring instruments for given task/job			
4.	Collect tools and equipment from store as per requirement.			
5.	Check physical condition of tools & equipment as per given instructions/Manual			
6.	Perform preventive maintenance as per standards			
7.	Perform corrective maintenance (If required) as per standards			
8.	Clean Tools and equipment after use as per standards			
9.	Place tools and equipment at as per specified location.			
10.	Select insulated tools and equipment as per given job.			
11.	Adopt insulated tools and equipment as per standards.			
12.	Check calibration status of the measuring tools as per instructions			
13.	Perform calibration of measuring tools as per standards (Check random reading).			
14.	Record Calibration test results as per standards			
15.	Check number of tools and equipment as per record			
16.	Report for faulty tools and equipment as per standards			
17.	Generate demand for defective tools and equipment as per instructions			
18.	Maintain record of all tools and equipment as per standards			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

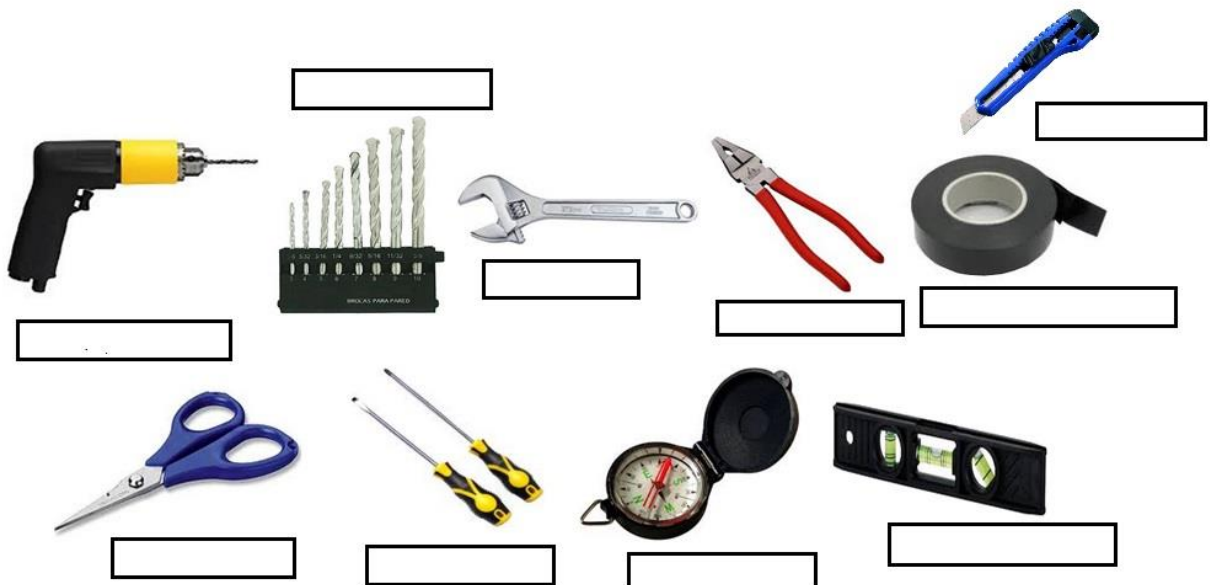
Feedback to the Candidate	
Candidate's Signature _____	Assessor's Signature _____

Annexure -A



Annexure -B





Identification of Tools for Dish Antenna Assembly and Installation

Annexure -C

Report Proforma for Faulty items

Name of Tools required	Quantity		Specs / Size	
Condition of Tools reported by student	Faulty	Satisfactory	Good	
Demand by Student against faulty items	Provided by new	Provided after repair	No replacement	

Knowledge Assessment

Qualification	National Vocational Certificate level 1 to 4, in Electronics Sector (Satellite Dish Installer)
Competency Standard(s)	0609001080 Maintain Tools and Equipment
Candidate Details	Name: _____ Registration/Roll Number: _____ Candidate Signature: _____
Assessment Outcome	<div style="display: flex; justify-content: space-around; align-items: center;"> COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> </div> Name of the Assessor: _____ Assessor's code: _____ Signature of the Assessor: _____

Candidate's response is not required to be identical, but similar concepts and/or keywords must be used. Oral questioning may be used to clarify candidate understanding of topic and its application.

Questions (Candidate confidently answered questions correctly and demonstrated understanding of the topics and their application)		Satisfactory	Not Satisfactory
1.	Question		
	Candidate's response		
2.			
3.			
4.			
5.			

6.			
7.			
8.			

Self-Assessment Checklist

Candidate Name	
Registration No.	
Qualification	0619 ICT 004
Competency Standards	<ol style="list-style-type: none"> 1. Comply with Work Health and Safety Policies 2. Obey the Workplace Policies and Procedures 3. Follow Basic Communication Skills (General) 4. Operate Computer Functions(General) 5. Demonstrate Basic Literacy Skills 6. Maintain Tools and Equipment
Assessment Task	<ol style="list-style-type: none"> 1. Demonstrate work health safety rules in accordance with the actual work place scenario to maintain tools and equipment. 2. Generate a report establishing necessary steps from start to end of the task.

I can.....

Performance Criteria	Yes	No
1. Categorize tools and equipment as per requirements	<input type="checkbox"/>	<input type="checkbox"/>
2. Follow established safety procedures during work activities	<input type="checkbox"/>	<input type="checkbox"/>
3. Eliminate workplace hazards regarding personal safety	<input type="checkbox"/>	<input type="checkbox"/>
4. Identify damaged items and equipment for personal safety	<input type="checkbox"/>	<input type="checkbox"/>
5. Report work-related incidents and accidents to supervisor	<input type="checkbox"/>	<input type="checkbox"/>
6. Raise work health and safety issues with supervisor	<input type="checkbox"/>	<input type="checkbox"/>
7. Make suggestions for improving work health and safety practices	<input type="checkbox"/>	<input type="checkbox"/>
8. Document the incident regarding personal safety at work place	<input type="checkbox"/>	<input type="checkbox"/>
9. Adopt flexibility in behavior to accept the resistance	<input type="checkbox"/>	<input type="checkbox"/>
10. Ensure proper implementation of policies	<input type="checkbox"/>	<input type="checkbox"/>
11. Receive and follow instructions as given by supervisor	<input type="checkbox"/>	<input type="checkbox"/>
12. Participate within Peers within given group	<input type="checkbox"/>	<input type="checkbox"/>
13. Convey message using Phone calls/messages	<input type="checkbox"/>	<input type="checkbox"/>
14. Convey message using Face to face	<input type="checkbox"/>	<input type="checkbox"/>
15. Convey message using Social Media	<input type="checkbox"/>	<input type="checkbox"/>

Candidate's Signature _____
Signature_____

Assessor's

Date: _____

Instruction Sheet for the Candidate

Qualification	National Vocational Certificate level 1 in Electronics Sector (Satellite Dish Installer) 0619 ICT 004
Competency Standard(s)	<ol style="list-style-type: none"> 1. Comply with Work Health and Safety Policies 2. Obey the Workplace Policies and Procedures 3. Follow Basic Communication Skills (General) 4. Operate Computer Functions(General) 5. Demonstrate Basic Literacy Skills 6. Maintain Tools and Equipment

Candidate Details	Name _____ Registration/Roll Number _____
Guidance for Candidate	<p>To meet this standard, you are required to complete the following within the given time frame (for practical demonstration & assessment):</p> <ol style="list-style-type: none"> 1. Demonstrate work health safety rules in accordance with the actual work place scenario to maintain tools and equipment. 2. Generate a report establishing necessary steps from start to end of the task.
Time: min	<p>During a practical assessment, under observation by an assessor, you are required to</p> <ol style="list-style-type: none"> 1. Demonstrate work health safety rules in accordance with the actual work place scenario to maintain tools and equipment. 2. Generate a report establishing necessary steps from start to end of the task.
Minimum Evidence Required	<p>demonstrating the following criteria:</p> <ol style="list-style-type: none"> 1. Categorize tools and equipment as per requirements 2. Follow established safety procedures during work activities 3. Eliminate workplace hazards regarding personal safety 4. Identify damaged items and equipment for personal safety 5. Report work-related incidents and accidents to supervisor 6. Raise work health and safety issues with supervisor 7. Make suggestions for improving work health and safety practices 8. Document the incident regarding personal safety at work place 9. Adopt flexibility in behavior to accept the resistance 10. Ensure proper implementation of policies 11. Receive and follow instructions as given by supervisor 12. Participate within Peers within given group 13. Convey message using different communication plate forms <ul style="list-style-type: none"> • Face to face • Phone calls/messages • Social Media

Assessors Judgment Guide

Qualification	National Vocational Certificate level 1 , in Electronics Sector (Satellite Dish Installer)
Competency Standard(s)	1. Comply with Work Health and Safety Policies 2. Obey the Workplace Policies and Procedures 3. Follow Basic Communication Skills (General) 4. Operate Computer Functions(General) 5. Demonstrate Basic Literacy Skills 6. Maintain Tools and Equipment
Candidate Details	Name: _____ Registration/Roll Number: _____ Signature: _____
Assessment Outcome	<div style="display: flex; justify-content: space-between; align-items: center;"> COMPETENT <input type="checkbox"/> NOT YETCOMPETENT <input type="checkbox"/> </div> Name of the Assessor _____ Assessor's code: _____ Signature: _____

Assessment Summary (to be filled by the assessor)							
Activity	Method					Result	
Nature of Activity	Written	Oral	Observation	Portfolio	Role Play	Competent	Not Yet Competent
Practical Skill Demonstration			✓				
Knowledge Assessment		✓					
Other Requirement							

Observation Checklist

Assessment Task	1. Demonstrate work health safety rules in accordance with the actual work place scenario to maintain tools and equipment. 2. Generate a report establishing necessary steps from start to end of the task.			
During the practical assessment, candidate demonstrated the following:		Yes	No	Remarks
1.	Categorize tools and equipment as per requirements			
2.	Follow established safety procedures during work activities			
3.	Eliminate workplace hazards regarding personal safety			
4.	Identify damaged items and equipment for personal safety			
5.	Report work-related incidents and accidents to supervisor			
6.	Raise work health and safety issues with supervisor			
7.	Make suggestions for improving work health and safety practices			
8.	Document the incident regarding personal safety at work place			
9.	Adopt flexibility in behavior to accept the resistance			
10.	Ensure proper implementation of policies			
11.	Receive and follow instructions as given by supervisor			
12.	Participate within Peers within given group			
13.	Convey message using Phone calls/messages			
14.	Convey message using Face to face			
15.	Convey message using Social Media			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

Feedback to the Candidate	
Candidate's Signature _____	Assessor's Signature _____

