

Step 3: Identify existing resources

Example

Below are two examples of how resources have been identified.

| Content area | | A |
|--|---|---|
| National code of related competency | Title | Pre-existing materials used?* (yes or no) |
| FPICOR2201A | Work effectively in the forest and forest products industry | Yes – print-based learner guide developed for ForestWorks by McElvenny Ware in 2007 (equivalent to 15 hours already developed of the 35 hr competency) |
| FPICOR3202A | Implement SHE policies and procedures | Yes – ‘ForestSafe e-learning demonstration’ Flipbooks: Flexible Learning project developed in 2007 (equivalent to 40 hours already developed of the 80 hr competency) |
| FPICOR3202A | Conduct quality and product care procedures | Yes – print-based learner guide developed for ForestWorks by McElvenny Ware in 2007 (equivalent to 10 hours already developed of the 20 hr competency) |
| FPICOR3204A | Visually assess materials | Yes – print-based learner guide developed for ForestWorks by McElvenny Ware in 2007 (equivalent to 10 hours already developed of the 20 hr competency) |
| FPICOT3236A | Coordinate stock control procedures | No |
| FPICOT3204A | Prepare and interpret sketches and drawings | No |

Source: FP105 - *Forest and Forest Products (12.05)*

http://toolboxes.flexiblelearning.net.au/series12/12_05.htm

| Content area | | a |
|--|---|---|
| National code of related competency | Title | Pre-existing materials used?*(yes or no) |
| SIRXMER001A | Merchandise Products+ | No |
| SIRXSLS001A | Sell Products and Services+ | No |
| SIRXSLS002A | Advise On Products and Services+ | No |
| SIRXFIN001A | Balance point-of-sale terminal+ | No |
| SIRXMPR002A | Provide Marketing and Promotion Program Support | No |
| SIRXCCS001A | Apply point-of-sale handling procedures* | Yes (60%) |
| SIRXICT001A | Operate retail technology* | Yes (70%) |
| SIRXCCS002A | Interact with customers * | Yes (65%) |
| SIRXCOM001A | Communicate in the workplace * | Yes (70%) |
| SIRXCLM001A | Organise and maintain work areas* | Yes (60%) |
| SIRXOHS001A | Apply safe working practices* | Yes (70%) |
| SIRXRSK001A | Minimise theft* | Yes (90%) |
| SIRXINV001A | Perform stock control procedures* | Yes (60%) |
| SIRXIND001A | Work effectively in a retail environment* | Yes (35%) |

Source: SIR07 *Retail Services (12.06)*

http://toolboxes.flexiblelearning.net.au/series12/12_06.htm