

## Skilled Capital Approved Foundation Skills Units of Competency – 2020

Unit Code	Competency Name	Subsidy Amount
FSKDIG001	Use digital technology for short and basic workplace tasks	\$110
FSKDIG002	Use digital technology for routine and simple workplace tasks	\$110
FSKDIG003	Use digital technology for non-routine workplace tasks	\$170
FSKLRG001	Prepare to participate in a learning environment	\$110
FSKLRG002	Identify strategies to respond to short and simple workplace problems	\$110
FSKLRG003	Use short and simple strategies for career planning	\$110
FSKLRG004	Use short and simple strategies for work-related learning	\$170
FSKLRG005	Use strategies to plan simple workplace tasks	\$110
FSKLRG006	Participate in work placement	\$110
FSKLRG007	Use strategies to identify job opportunities	\$170
FSKLRG008	Use simple strategies for work-related learning	\$170
FSKLRG009	Use strategies to respond to routine workplace problems	\$170
FSKLRG010	Use routine strategies for career planning	\$110
FSKLRG011	Use routine strategies for work-related learning	\$110
FSKLRG012	Apply strategies to plan and manage complex workplace tasks	\$170
FSKLRG013	Apply strategies to respond to complex workplace problems	\$220
FSKLRG014	Manage strategies for career progression	\$170
FSKLRG015	Manage own work-related learning	\$220
FSKLRG016	Use short and simple strategies to organise highly familiar workplace tasks	\$110
FSKLRG017	Identify simple strategies to respond to familiar workplace problems	\$110
FSKLRG018	Develop a plan to organise routine workplace tasks	\$170
FSKNUM001	Use beginning whole number skills up to 100 for work	\$110
FSKNUM002	Use beginning skills related to time and 2D shapes for work	\$110
FSKNUM003	Use whole numbers and halves for work	\$110
FSKNUM004	Use basic and familiar metric measurements for work	\$110
FSKNUM005	Use familiar 2D shapes for work	\$110
FSKNUM006	Use simple and highly familiar spatial information for work	\$110
FSKNUM007	Use simple data for work	\$110
FSKNUM008	Use whole numbers and simple fractions, decimals and percentages for work	\$170
FSKNUM009	Use familiar and simple metric measurements for work	\$170
FSKNUM010	Use common shapes for work	\$110
FSKNUM011	Use familiar and simple spatial information for work	\$110
FSKNUM012	Use familiar and simple data for work	\$110
FSKNUM013	Construct simple tables and graphs for work	\$170
FSKNUM014	Calculate with whole numbers and familiar fractions, decimals and percentages for work	\$170

<b>FSKNUM015</b>	Estimate, measure and calculate with routine metric measurements for work	\$110
<b>FSKNUM016</b>	Interpret, draw and construct routine 2D and 3D shapes for work	\$170
<b>FSKNUM017</b>	Use familiar and routine maps and plans for work	\$170
<b>FSKNUM018</b>	Collect data and construct routine tables and graphs for work	\$170
<b>FSKNUM019</b>	Interpret routine tables, graphs and charts and use information and data for work	\$170
<b>FSKNUM020</b>	Use familiar, routine functions of a calculator for work	\$110
<b>FSKNUM021</b>	Apply an expanding range of arithmetical calculations for work	\$170
<b>FSKNUM022</b>	Use ratios, rates and proportions for complex workplace tasks	\$170
<b>FSKNUM023</b>	Estimate, measure and calculate measurements for work	\$170
<b>FSKNUM024</b>	Use geometry to draw 2D shapes and construct 3D shapes for work	\$170
<b>FSKNUM025</b>	Use detailed maps to plan travel routes for work	\$170
<b>FSKNUM026</b>	Read, interpret and use detailed plans, drawings and diagrams for work	\$170
<b>FSKNUM027</b>	Collect, organise and interpret statistical data for work	\$170
<b>FSKNUM028</b>	Use routine formulas and algebraic expressions for work	\$170
<b>FSKNUM029</b>	Use introductory graphical techniques for work	\$170
<b>FSKNUM030</b>	Use common functions of a scientific calculator for work	\$110
<b>FSKNUM031</b>	Apply specialised mathematical calculations for work	\$220
<b>FSKNUM032</b>	Use and calculate with complex measurements for work	\$220
<b>FSKNUM033</b>	Collect, organise and analyse statistical data for work	\$220
<b>FSKNUM034</b>	Use and apply concepts of probability for work	\$220
<b>FSKNUM035</b>	Use algebraic and graphical techniques to analyse mathematical problems for work	\$220
<b>FSKNUM036</b>	Use trigonometry for work	\$220
<b>FSKNUM037</b>	Use introductory matrices for work	\$220
<b>FSKNUM038</b>	Use introductory vectors	\$220
<b>FSKNUM039</b>	Use introductory calculus for work	\$220
<b>FSKNUM040</b>	Identify and interpret common chance events for work	\$110
<b>FSKNUM041</b>	Use chance and probability calculations for work	\$220
<b>FSKOCM001</b>	Participate in highly familiar spoken exchanges	\$110
<b>FSKOCM002</b>	Engage in short and simple spoken exchanges at work	\$110
<b>FSKOCM003</b>	Participate in familiar spoken interactions at work	\$110
<b>FSKOCM004</b>	Use oral communication skills to participate in workplace meetings	\$110
<b>FSKOCM005</b>	Use oral communication skills for effective workplace presentations	\$110
<b>FSKOCM006</b>	Use oral communication skills to participate in workplace teams	\$110
<b>FSKOCM007</b>	Interact effectively with others at work	\$110
<b>FSKOCM008</b>	Use oral communication skills to facilitate workplace negotiations	\$170
<b>FSKOCM009</b>	Use oral communication skills to facilitate workplace meetings	\$170
<b>FSKOCM010</b>	Use oral communication skills for complex workplace presentations	\$170
<b>FSKOCM011</b>	Use oral communication skills to facilitate complex workplace teams	\$170
<b>FSKOCM012</b>	Use oral communication skills to participate in workplace negotiations	\$110

<b>FSKRDG001</b>	Recognise extremely short and simple workplace signs and symbols	\$110
<b>FSKRDG002</b>	Read and respond to short and simple workplace signs and symbols	\$110
<b>FSKRDG004</b>	Read and respond to short and simple workplace information	\$110
<b>FSKRDG005</b>	Read and respond to simple and familiar workplace procedures	\$110
<b>FSKRDG006</b>	Read and respond to simple informal workplace texts	\$110
<b>FSKRDG007</b>	Read and respond to simple workplace information	\$170
<b>FSKRDG008</b>	Read and respond to information in routine visual and graphic texts	\$110
<b>FSKRDG009</b>	Read and respond to routine standard operating procedures	\$110
<b>FSKRDG010</b>	Read and respond to routine workplace information	\$170
<b>FSKRDG011</b>	Read and respond to complex workplace information	\$220
<b>FSKRDG012</b>	Read and respond to highly complex workplace information	\$220
<b>FSKWTG001</b>	Complete personal details on extremely simple and short workplace forms	\$110
<b>FSKWTG002</b>	Write short and simple workplace formatted texts	\$110
<b>FSKWTG003</b>	Write short and simple workplace information	\$110
<b>FSKWTG005</b>	Write simple workplace formatted texts	\$110
<b>FSKWTG006</b>	Write simple workplace information	\$170
<b>FSKWTG008</b>	Complete routine workplace formatted texts	\$110
<b>FSKWTG009</b>	Write routine workplace texts	\$170
<b>FSKWTG010</b>	Write complex workplace texts	\$220
<b>FSKWTG011</b>	Write highly complex workplace texts	\$270