

## Work Performance

### VCE VET Scoring Criteria

Assessor:	Student:	Student number:
VCE VET program:	School number:	RTO number:

Criteria	Levels of performance				
	1 (competent)	2	3 (proficient)	4	5 (advanced)
<b>Application of underpinning knowledge</b>	Displays an understanding of the key concepts and knowledge underpinning the work task(s).		Displays a sound understanding of the key concepts and knowledge underpinning the work task(s).		Demonstrates a thorough understanding of all key concepts and knowledge underpinning the work task(s).
	Applies these understandings in the performance of work functions.		Proficiently applies these understandings in the performance of work functions.		Effectively applies these understandings in the performance of work functions.
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Communication, language and interpersonal skills</b>	Uses communication and interpersonal skills appropriate to the audience and situation.		Uses a range of communication and interpersonal skills appropriate to the audience and situation.		Effectively selects and uses a range of communication and interpersonal skills appropriate to the audience and situation.
	Displays an understanding and appropriate use of key industry and enterprise language in performance of the work task(s).		Displays a sound understanding and correct use of key industry and enterprise language in performance of the work task(s).		Demonstrates a thorough understanding and correct use of industry and enterprise language in performance of the work task(s).
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Techniques and processes</b>	Performs key technical skills/procedures to the standard required in the workplace, including correct use of any equipment.		Performs all technical skills/procedures to the standard required in the workplace, including correct use of any equipment.		Effectively performs all technical skills/procedures to the standard required in the workplace, including correct use of any equipment.
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Work organisation</b>	Demonstrates an awareness of the benefits of effective work organisation.		Demonstrates a sound understanding of the benefits of effective work organisation.		Demonstrates a thorough understanding of the benefits of effective work organisation.
	Describes the key stages in planning and organising a work function.		Describes accurately the stages in planning and organising a work function.		Clearly and accurately explains the stages in planning and organising a work function.
	Applies planning and organisational skills in the performance of work functions.		Applies sound planning and organisational skills in the performance of work functions.		Independently applies planning and organisational skills in the performance of work functions.
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Supervision and performance of work tasks</b>	Under normal workplace supervision, requires additional supervisor-initiated support to complete tasks safely in accordance with workplace requirements.		Under normal workplace supervision, seeks limited additional supervisor support to complete tasks safely in accordance with workplace requirements.		Works independently under normal workplace supervision conditions to complete tasks safely in accordance with workplace requirements.
	Demonstrates competency in all units/achievement of all learning outcomes.		Demonstrates competency in all units/achievement of all learning outcomes.		Demonstrates competency in all units/achievement of all learning outcomes.
	Work performance complies with most enterprise work standards.		Work performance complies with all key enterprise work standards.		Work performance complies with all enterprise work standards.
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>