

Title	Program a sales terminal in a retail or distribution facility		
Level	2	Credits	3

Purpose	People credited with this unit standard are able to program a sales terminal in a retail or distribution facility.
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Classification	Retail, Distribution, and Sales > Stock Control
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Available grade	Achieved
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Explanatory notes

Definitions

Distribution facility refers to a workplace where the primary focus is on storage and distribution of stock.

Organisational procedures referred to in this unit standard may include but are not limited to the applicable procedures found in the following: organisational performance guidelines and standards; Government and local body legislation.

Retail facility refers to workplaces where the primary focus is on customers purchasing goods or services.

Outcomes and evidence requirements

Outcome 1

Program a sales terminal in a retail or distribution facility.

Evidence requirements

1.1 Sales terminal programming procedures are identified and demonstrated in accordance with organisational procedures.

Range programming procedures – goods information – product code, unit price, description.

1.2 Goods information required for sales terminal operation is identified and described.

1.3 Security requirements for programming sales terminals are identified and demonstrated.

Range security requirements may include but are not limited to – use of passwords, pin numbers, security keys.

1.4 Goods information recorded on sales documentation matches scanned or entered product.

Range sales documentation – sales dockets, till tapes.

1.5 Documentation related to sales terminal programming is filed in accordance with organisational procedures.

Planned review date	31 December 2021
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	31 October 1997	31 December 2018
Review	2	16 December 2005	31 December 2018
Review	3	8 December 2016	N/A

Consent and Moderation Requirements (CMR) reference	0225
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Please note

Providers must be granted consent to assess against standards (accredited) by NZQA, before they can report credits from assessment against unit standards or deliver courses of study leading to that assessment.

Industry Training Organisations must be granted consent to assess against standards by NZQA before they can register credits from assessment against unit standards.

Providers and Industry Training Organisations, which have been granted consent and which are assessing against unit standards must engage with the moderation system that applies to those standards.

Requirements for consent to assess and an outline of the moderation system that applies to this standard are outlined in the Consent and Moderation Requirements (CMR). The CMR also includes useful information about special requirements for organisations wishing to develop education and training programmes, such as minimum qualifications for tutors and assessors, and special resource requirements.

Comments on this unit standard

Please contact ServicelQ qualifications@ServicelQ.org.nz if you wish to suggest changes to the content of this unit standard.