

Title	Set up data capture equipment for packaging in a primary industry operation		
Level	3	Credits	5

Purpose	<p>This entry-level unit standard is for people who work in the stores area in a primary industry operation.</p> <p>People credited with this unit standard are able to: set up product specification details for packaging; set up label requirements for products; and download product information to data capture equipment, in a primary industry operation.</p>
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Classification	Primary Sector > Primary Sector Core Skills
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Available grade	Achieved
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Guidance Information

- 1 All evidence presented in this unit standard must be in accordance with:
 - Organisational requirements
 - Health and Safety at Work Act 2015.

- 2 Definitions

Customer specifications – product specifications set by clients.

Data capture equipment includes but is not limited to – scales, semi-automatic labelling equipment.

Keyboard plan – any specific mechanical, visual, or functional arrangement of the keys, legends, or key-meaning associations of a computer, or other typographic keyboard.

Organisational requirements – instructions to staff on policies and procedures which are documented in memo, electronic or manual format and are available in the workplace.

Programming faults – errors in product specification details.

- 3 Evidence for the practical components of this unit standard must be supplied from the workplace.

Outcomes and performance criteria

Outcome 1

Set up product specification details for packaging in a primary industry operation.

Performance criteria

- 1.1 Set up product order numbers in the computer system in accordance with company and customer specifications.
- 1.2 Check product details for compliance in accordance with organisational requirements and customer specifications.
- 1.3 Identify any programming faults and take corrective action.

Outcome 2

Set up label requirements for products in a primary industry operation.

Range evidence for labels for two different products in the candidate's workplace is required.

Performance criteria

- 2.1 The label set up meets legislative requirements for the product and its intended market.
- 2.2 The label set up meets company specific labelling requirements for the product and its intended market.
- 2.3 The label set up meets customer specific labelling requirements for the product and its intended market.
- 2.4 The label set up is suited to the size and type of packaging required for the product and its intended market.

Outcome 3

Download product information to data capture equipment in a primary industry operation.

Range evidence for two different types of data capture equipment used in the candidate's workplace is required.

Performance criteria

- 3.1 Download correct data to data capture equipment.
- 3.2 Download correct data to terminal equipment to meet changes in production requirements.
- 3.3 Supply keyboard plans to terminal operators.

Last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	17 September 2015	31 December 2021
Review	2	27 September 2018	31 December 2021
Review	3	24 October 2019	31 December 2021
Reinstatement	4	26 August 2021	N/A

Consent and Moderation Requirements (CMR) reference

0033

This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.