

**Draft 0.1**

This is a draft update to CPPSIS3011 Produce basic maps:  
<https://training.gov.au/Training/Details/CPPSIS3011>

Code changed to CPPSI3011 (Surveying and Spatial Information Services) to comply with NSSC endorsement policy.

Changed PCs to active voice.

Questions for TAG.

I changed 'datums' to 'datum points' in FS (ok?)

In PE is it appropriate to refer to 'man-made'?

Replaced 'man-made' (features) to 'artificial' (features) in first dot point in PE.

Changed 'person' to 'candidate' in KE for consistency.

Range of Conditions had:

'appropriate persons'. I moved this to KE.

It also said:

Task requirements must include:

- coordinate system
- format of map
- map content
- marginal information
- spatial data to be used
- type of map.

I haven't added this anywhere. I think it's covered elsewhere, is it needed? (If it should be added back – where & how? Wording above is not very clear. )

## Unit of Competency

### CPPSSI3011 Produce basic maps

#### Modification history

Release	Comments

#### Application

This unit specifies the skills and knowledge required to use mapping software, such as geographic information system (GIS) functionality, to produce a basic map. The unit covers activities to prepare and process basic spatial data and produce a basic map, which includes simple marginal information and content, to meet task specifications.

A person who achieves this unit is able to work under supervision in a surveying and spatial information services team, in areas such as surveying, cartography, mapping, town planning and GIS.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

#### Prerequisite Unit

None

#### Unit Sector

Surveying and Spatial Information Services (SSI)

#### Elements and Performance Criteria

1. Prepare to create basic map.	1.1 Clarify task requirements with appropriate persons. 1.2 Select equipment and software according to task and organisational requirements.
2. Compile map content.	2.1 Prepare to map marginal information and content according to task specifications. 2.2 Process spatial data to prepare map content according to task specifications.
3. Finalise basic map production.	3.1 Produce map in required format and content according to task requirements. 3.2 Check map content and format against task requirements in consultation with appropriate persons. 3.3 Complete and finalise map and documentation according to organisational requirements.

#### Foundation Skills

Candidates require:

- numeracy skills to apply datum points and projections to map and to read data attributes and numerical data
- oral communication skills to ask questions to clarify task requirements
- reading skills to interpret instructions in standard operating procedures and interpret spatial data, software menus and messages
- writing skills to label marginal information and map content

- technology skills to use mapping functions of basic software to format maps that meet task specifications.

### **Unit Mapping Information**

Supersedes and is equivalent to CPPSIS3011 Produce basic maps

### **Links**

The Companion Volume Implementation Guide for the Property Services Training Package is available at: <https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=6f3f9672-30e8-4835-b348-205dfcf13d9b>

## Assessment Requirements for CPPSSI3011 Produce basic maps

### Performance Evidence

To demonstrate competency, a candidate must meet the performance criteria of this unit by using suitable software to produce two basic maps containing the following:

- two artificial features and two natural features and their symbology depicting data by points, lines and polygons
- data that has been geoprocessed from retrieved spatial data
- simple marginal information, including:
  - data sources
  - georeferencing system
  - legend
  - north point
  - scale.

While producing the above basic maps, the candidate must:

- communicate clearly when clarifying work tasks
- comply with organisational requirements regarding health and safety and completing records and documentation
- use a computer, printer and required ancillary hardware
- use basic software mapping functions to:
  - apply scale
  - change data appearance
  - change symbology
  - import simple point, line and areal data
  - label features
  - pan zoom
  - perform simple thematic mapping
  - symbolise features by attributes.

### Knowledge Evidence

To be competent in this unit, a candidate must demonstrate knowledge of:

- appropriate persons for clarifying task requirements
  - experienced colleague
  - supervisor or line manager
- functions of mapping software suitable for making basic maps
- key geographic feature types and how they are portrayed in mapping software, including using points, lines and polygons
- key features of coordinate systems, datums and projections
- common types of maps used for surveying and spatial information services
- organisational policies and guidelines relating to basic map production
- typical scales used on different types of maps
- typical spatial referencing systems used on different types of maps
- typical symbology used on different types of maps.

### Assessment Conditions

Assessors must meet the requirements for assessors contained in the Standards for Registered Training Organisations.

Assessment must be conducted in the workplace or a simulated workplace using realistic conditions, materials, activities, responsibilities, procedures, safety requirements and environmental considerations.

Candidates should work under supervision and must have access to:

- an equipped work station
- computers and software relevant to basic map production
- work task specifications
- documentation of organisational policies and procedures and documentation relating to work health and safety when using screen-based equipment

Work is to be completed within time frames as specified by task and organisational requirements.

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