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| Unit   | Working with IT & Telecoms hardware and equipment 1  |  |
| SSC Code   | WHE1   |  |
| SQA Code   | H3B5 04  |  |
| SCQF Level   | 5  |  |
| SCQF Credit Value  |  |  |
| Unit summary   |  |  |
| <b>Learning Outcomes</b><br>The learner will:                          | <b>Assessment Criteria</b>   |  |
| 1. Know how to work with IT and Telecoms hardware and equipment        | 1.1 State the importance of planning IT & Telecoms work activities<br>1.2 Identify available tools and their applicability to specific work activities.<br>1.3 Describe organisational procedures for working with hardware and equipment and for recording information.<br>1.4 Describe the importance of product specifications when carrying out work activities.<br>1.5 Describe the regulatory requirements which affect planned work activities.   |  |
| 2. Carry out work activities on IT and Telecoms hardware and equipment | 2.1 Interpret given work plans to identify relevant activities, hardware and equipment<br>2.2 Check that any necessary work permissions have been obtained before commencing work activities<br>2.3 Use and handle specified tools and equipment safely and in accordance with relevant guidelines and instructions when carrying out work activities<br>2.4 Set specified configurations in line with work plans<br>2.5 Accurately record information on work activities using organisational documentation<br>2.6 Communicate progress and the outcomes of work, using organisational documentation, to specified people.<br>2.7 Follow organisational procedures and relevant |  |

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|   | legislation or regulations when carrying out work activities  |
| Additional information about the unit   |   |
| Guidance on approaches to assessment  | <i>Outcome 2 must be assessed in the workplace.</i><br>Further guidance is set out in the CBQ Assessment principles developed by e-skills UK and agreed by the Joint Awarding Body Forum. |
| Details of the relationship between the unit and relevant National Occupational Standards or other professional standards | This unit is based on the e-skills UK NOS for IT professionals (PROCOM) available from <a href="http://www.e-skills.com/nos">www.e-skills.com/nos</a>                                     |
| Location of the unit within the subject/sector classification system  | IT Professional   |
| Name of the organisation submitting the unit  | e-skills UK   |