



CATAPULT

TLIA2020

Replenish stock

Table of Contents (Extract)

NOTE: This is a sample only. This cover page is not included in Catapult Smallprint's printed books.

This Table of Contents extract is taken from Catapult Smallprint's full hardcopy Trainer/Assessor Guide for the unit TLIA2020.

For more information, including using our enhanced online version of this unit in Catapult LMS, or to purchase the Learner or Trainer printed books, please see this unit on our website by clicking this link:

<https://catapultlearning.com.au/product/TLIA2020/>

Trainer/assessor guide

TLIA2020

Replenish stock

Welcome to this unit of study

This unit involves the skills and knowledge required to replenish stock in accordance with workplace requirements as part of work activities undertaken within the transport and logistics industry.

It includes applying product knowledge to participate in stock rotation activities, interpreting and filling replenishment requests, and completing all required stock replenishment tasks.

Work is performed under some supervision generally within a team environment.

It may be undertaken as:

- » part of a formal qualification nationally recognised through the Australian Qualifications Framework (AQF)
- » a stand alone unit
- » part of a formal skill set



Contents

About this trainer/assessor guide	4
Learning resource.....	5
Topic 1: Participate in stock rotation activities	5
Stock levels	5
Stock re-ordering processes.....	7
Product/ storage problems	11
Check your understanding	13
Topic 2: Interpret and fill replenishment request	15
Order request documentation.....	15
Materials handling equipment.....	19
Order movement schedules.....	24
Check your understanding	27
Topic 3: Complete stock replenishment.....	29
Sorting, assembling, consolidating.....	29
Documentation and records	31
Check your understanding	33
Assessment workbook.....	35
Unit information.....	37
What is competency-based assessment?.....	38
How will my competency be assessed?.....	39
Assessment agreement.....	40
Foundation skills checklist.....	41
Skills recognition.....	42
Topic 1: Participate in stock rotation activities	43
Topic 2: Interpret and fill replenishment request	44
Topic 3: Complete stock replenishment.....	45
Knowledge questions	46
Topic 1: Participate in stock rotation activities	47
Topic 2: Interpret and fill replenishment request	52
Topic 3: Complete stock replenishment.....	57
Topic 4: Specific knowledge evidence.....	60
Performance tasks.....	65
Third party evidence collection agreement	66
Topic 1: Participate in stock rotation activities	67
Topic 2: Interpret and fill replenishment request	68
Topic 3: Complete stock replenishment.....	69
Completion record.....	70
Unit mapping and assessment checklist	71
Trainer/ assessor user instructions.....	74

About this trainer/assessor guide

Learning resource

The learning resource is divided into the following topics:

- » Participate in stock rotation activities
- » Interpret and fill replenishment request
- » Complete stock replenishment

Each topic provides information to help you gain the skills and knowledge required to perform the work tasks to which they refer. Read the information and practise the skills described. You should also take the opportunity to undertake additional independent research. Your trainer/assessor may also provide supplementary information including interpretation of the contents of this resource.

At the end of each topic is:

- » a set of true or false questions
- » a set of multiple choice questions

These questions provide an opportunity to check your understanding and progress. They are self-marking and do not form part of the assessment for the unit.

Assessment workbook

To have this unit recognised as a formal qualification you need to have your skills and knowledge assessed. The assessment workbook provides:

- » information on competency-based assessment
- » instructions on how you will be assessed
- » assessment tools to assess your competence
- » instructions on how to complete the assessment tasks within each assessment tool

To be assessed as competent you need to provide evidence that you have the skills and knowledge to undertake the requirements of this unit. This assessment of competency is made by a qualified trainer/assessor from a registered training organisation. You must complete all the assessments as directed by your trainer/assessor to the required standard. It is not necessary to work through the guide in the order in which it is written. However this is at the discretion of your trainer/assessor.

Disclaimer

Information contained in this resource is drawn from sources believed to be reliable. The firm, its employees, agents and contractors do not warrant the correctness of the sources used and accept no responsibility to any person for any errors or omissions or for any loss or damage howsoever caused from the use of this resource.
