

## SELF - ASSESSMENT GUIDE

Qualification:	<b>AUTOMOTIVE WIRING HARNESS ASSEMBLY NCII</b>		
COC 1:	<b>Select and Classify Materials and Parts for Assembly of Wiring Harness</b>		
<p>Instruction:</p> <ul style="list-style-type: none"> <li>• Read each of the questions in the left-hand column of the chart.</li> <li>• Place a tick in the appropriate box opposite each question to indicate your answer.</li> </ul>			
<b>Can I?</b>	<b>YES</b>	<b>NO</b>	
<ul style="list-style-type: none"> <li>• Follow the Job sheets and manual of instructions correctly</li> </ul>			
<ul style="list-style-type: none"> <li>• Read and interpret materials/parts list is to establish requirements for the job in accordance with the instructions or job sheets to company standard operating procedures</li> </ul>			
<ul style="list-style-type: none"> <li>• Pick-up materials/parts by matching part number, appearance, color of electrical wires in the warehouse bin/container and floor stack areas</li> </ul>			
<ul style="list-style-type: none"> <li>• Ensure appropriate handling equipment are used for the safety and maintaining proper identification of materials /components when delivered to assembly line</li> </ul>			
<ul style="list-style-type: none"> <li>• Deliver materials/parts into their respective working station in accordance with the company's assembly station area/layout</li> </ul>			
<ul style="list-style-type: none"> <li>• Enumerate automotive wiring harness industry terminology</li> </ul>			
<ul style="list-style-type: none"> <li>• Collect, organize, and interpret information required for wiring harness assembly, including work instructions, plans / sketches / diagrams, safety instructions, signage, labels, quality procedures, material safety data sheets and equipment instructions</li> </ul>			
<p><b>I agree to undertake assessment in the knowledge that information gathered will only be used for professional development purposes and can only be accessed by concerned assessment personnel and my manager/supervisor.</b></p>			
<b>Candidate's Name:</b>			<b>Date:</b>

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Qualification:	<b>AUTOMOTIVE WIRING HARNESS ASSEMBLY NCII</b>		
COC 2:	<b>PERFORM CUTTING AND STRIPPING OF ELECTRICAL WIRES</b>		
Instruction: <ul style="list-style-type: none"> <li>• Read each of the questions in the left-hand column of the chart.</li> <li>• Place a tick in the appropriate box opposite each question to indicate your answer.</li> </ul>			
<b>Can I?</b>	<b>YES</b>	<b>NO</b>	
• Select tools and equipment to meet job requirements			
• Check tools and equipment to ensure they are in good working order			
• Select and use appropriate cutting/stripping machines in accordance with OH&S requirements			
• Cut electrical wires to the prescribed or specified length using cutting machines			
• Remove/strip insulators from both ends by use of stripping machine			
• Undertake inspection procedure to standard operating procedures			
• Report/record inspection results to standard operating procedures as required			
• Record and maintain workflow and production output			
• Enumerate automotive wiring harness industry terminology			
• Collect, organize, interpret and understand the information required for wiring harness assembly, including work instructions, plans / sketches / diagrams, safety instructions, signage, labels, quality procedures, material safety data sheets and equipment instructions			
<b>I agree to undertake assessment in the knowledge that information gathered will only be used for professional development purposes and can only be accessed by concerned assessment personnel and my manager/supervisor.</b>			
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Qualification:	<b>AUTOMOTIVE WIRING HARNESS ASSEMBLY NCII</b>	
COC 3:	<b>PERFORM CRIMPING AND SOLDERING OF TERMINALS</b>	
Instruction: <ul style="list-style-type: none"> <li>• Read each of the questions in the left-hand column of the chart.</li> <li>• Place a tick in the appropriate box opposite each question to indicate your answer.</li> </ul>		
<b>Can I?</b>	<b>YES</b>	<b>NO</b>
• Follow materials preparation instructions		
• Prepare materials using correct tools and equipment, materials and procedures		
• Prepare materials to specifications using instruction or standard operating procedures		
• Connect terminals of different kinds to the wire stripped by crimping parts on terminals by use of crimping machine		
• Select correct soldering techniques, procedures, materials and soldering tools		
• Specify materials to be jointed, mounted, shaped using standard operating procedure		
• Apply solder using correct and appropriate techniques		
• Undertake inspection procedure to standard operating procedures		
• Report/record inspection results to standard operating procedures as required		
• Record and maintain workflow and production output		
• Enumerate automotive wiring harness industry terminology		
• Collect, organize, and interpret information required for wiring harness assembly, including work instructions, plans / sketches / diagrams, safety instructions, signage, labels, quality procedures, material safety data sheets and equipment instructions		
<b>I agree to undertake assessment in the knowledge that information gathered will only be used for professional development purposes and can only be accessed by concerned assessment personnel and my manager/supervisor.</b>		
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Qualification:	<b>AUTOMOTIVE WIRING HARNESS ASSEMBLY NCII</b>		
COC 4:	<b>PERFORM TYING, TAPING, AND FINISHING OF ASSEMBLY WIRES</b>		
Instruction: <ul style="list-style-type: none"> <li>• Read each of the questions in the left-hand column of the chart.</li> <li>• Place a tick in the appropriate box opposite each question to indicate your answers.</li> </ul>			
<b>Can I?</b>	<b>YES</b>	<b>NO</b>	
• Follow materials preparation instructions			
• Prepare materials using correct tools and equipment, materials and procedures			
• Prepare materials to specifications using instruction or standard operating procedures			
• Select correct tying, taping and finishing procedures, materials and correct tools			
• Specify materials to be tied, taped and finished using standard operating procedures			
• Apply tying, taping and finishing of assembly wires process using correct and appropriate techniques			
• Remove excess material using correct tools and techniques where appropriate			
• Undertake inspection procedure using standard operating procedures			
• Report/record inspection results using standard operating procedures as required			
• Record and maintains workflow and production output			
• Know automotive wiring harness industry terminology			
• Collect, organize, and interpret information required for wiring harness assembly, including work instructions, plans / sketches / diagrams, safety instructions, signage, labels, quality procedures, material safety data sheets and equipment instructions			
<b>I agree to undertake assessment in the knowledge that information gathered will only be used for professional development purposes and can only be accessed by concerned assessment personnel and my manager/supervisor.</b>			
<b>Candidate's Name:</b>	<b>Date:</b>		