

**CUL04 MUSEUM AND LIBRARY
- INFORMATION SERVICES
TRAINING PACKAGE**

Version 2.1

WA NOMINAL HOURS GUIDE

Introduction

This Guide has been generated to enable the stakeholders in this Industry in Western Australia to participate in the managed implementation of the National CUL04 Museum and Library - Information Services Training Package.

This Guide is designed to aid Registered Training Organisations (RTOs) to convert from existing Training Package qualifications to new Training Package qualifications within the scope of their training delivery.

The Guide should be read in conjunction with the endorsed components of the Training Package

Version 2.1 of the CUL04 Museum and Library - Information Services Training Package was released by Training.Gov.Au (TGA) on the 5 April 2004

Transition Arrangements

Registered Training Organisations (RTOs) are required to deliver Training Package qualifications in accordance with the Standards for RTOs. For further information visit the Training Accreditation Council website www.tac.wa.gov.au.

Nominal Hours

Nominal hours are the hours of training notionally required to achieve the outcomes of units of competency.

Nominal hours are identified for nationally endorsed qualifications. Nominal hours may vary for a qualification depending on the selection of units of competency.

In Western Australia, nominal hours are used as a mechanism for funding allocation.

Contact Details

For Training Package content information, please contact:

Training Curriculum Services

Tel: (08) 6551 5541

Email: trainingpackages@dtwd.wa.gov.au

Qualifications and Nominal Hours

The following table provides a summary of the qualifications and nominal hours in version 2.1 of the CUL04 Museum and Library - Information Services Training Package.

National Code	National Title	Nominal Hours
CUL20104	Certificate II in Library/Information Services	335
CUL20204	Certificate II in Museum Practice	240
CUL30104	Certificate III in Library/Information Services	525
CUL30204	Certificate III in Museum Practice	360
CUL40104	Certificate IV in Library/Information Services	930
CUL40204	Certificate IV in Museum Practice	600
CUL50104	Diploma of Library/Information Services	1150
CUL50204	Diploma of Museum Practice	830
CUL60104	Advanced Diploma of Library/Information Services	1394
CUL60204	Advanced Diploma of Museum Practice	1150

Units of Competency and Nominal Hours

The following table provides a summary of the units and nominal hours in version 2.1 of the CUL04 Museum and Library - Information Services Training Package.

National Code	National Title	Nominal Hours
CULLB001A	Develop and apply knowledge of the library/information services industry	60
CULLB002A	Obtain information from external and networked sources to meet customer needs	60
CULLB003A	Research and analyse information to meet customer needs	60
CULLB004A	Process information orders	50
CULLB005A	Search databases	50
CULLB203B	Develop and use information literacy skills	60
CULLB205B	Process and maintain information resources	50
CULLB206B	Assist with circulation services	50
CULLB302B	Use cataloguing tools	50
CULLB307B	Use multimedia	50
CULLB401B	Assist customers to access information	60
CULLB412B	Undertake cataloguing activities	60
CULLB505B	Analyse and describe information materials	40
CULLB506B	Catalogue and classify material	60
CULLB508B	Monitor and enhance information access	30
CULLB509B	Select and acquire information materials	30
CULLB510B	Develop and maintain community/stakeholder relationships	50
CULLB602B	Use, evaluate and extend own information literacy skills	80
CULLB604B	Manage care & maintenance of the collection	100
CULLB605B	Manage collection development	100
CULLB701B	Analyse and describe specialist/complex material	60
CULLB708B	Manage information access	60
CULMS001A	Work with Aboriginal or Torres Strait Islander cultural material	30
CULMS002A	Research and evaluate Aboriginal or Torres Strait islander	30
CULMS003A	Move/store cultural material	50

National Code	National Title	Nominal Hours
CULMS004A	Integrate knowledge of education and learning into museum activities	80
CULMS005A	Research and generate ideas for exhibition concepts	80
CULMS006A	Develop and implement the interpretive/communication strategy for an exhibition	100
CULMS007A	Design and develop interpretive displays	100
CULMS008A	Conceive, develop and realise exhibition designs	100
CULMS009A	Implement preventative conservation activities	40
CULMS010A	Contribute to the preservation of cultural material	80
CULMS011A	Develop a disaster preparedness plan	40
CULMS012A	Plan event touring	80
CULMS013A	Implement facility maintenance programs	30
CULMS201B	Develop and apply knowledge of the museum industry	60
CULMS202A	Provide visitors with venue information and assistance	30
CULMS205B	Observe and report basic condition of collection	30
CULMS207B	Assist with the presentation of public activities and events	50
CULMS406B	Deliver information, activities and events	50
CULMS407B	Install and dismantle exhibition elements	40
CULMS411B	Prepare display accommodation for cultural material	50
CULMS412B	Record and maintain collection information	50
CULMS502B	Acquire/dispose of cultural material	50
CULMS504B	Organise and monitor exhibition installation/dismantling	55
CULMS506B	Plan and develop activities, events and programs	60
CULMS605B	Develop and implement procedures for the movement/storage of cultural material	50
CULMS609B	Develop policies and strategies	60
CULMS610B	Research, describe and document cultural material	60
CULMS611B	Lend/borrow cultural material	30

Mapping Qualifications

The following table provides an overview of the qualifications from Version 2.1 which replaces qualifications from the existing version of the CUL04 Museum and Library - Information Services Training Package.

v2.0 Current Qualification				v2.1 Replacement Qualification		
National Code	National Title	Nominal Hours	E / NE	National Code	National Title	Nominal Hours
	No changes have occurred between version 2 and 2.1					

Mapping Units of Competency

The following table provides an overview of the units from Version 2.1 which replaces units from the existing version of the CUL04 Museum and Library - Information Services Training Package.

v2.0 Current Unit				v2.1 Replacement Unit		
National Code	National Title	Nominal Hours	E / NE	National Code	National Title	Nominal Hours
	No changes have occurred between version 2 and 2.1					