Specification of Competency Standards
for the Manufacturing Technology Industry
Unit of Competency

Functional Area - Product Design and Development

Title	Compile product manual
Code	106480L4
Range	This unit of competency is applicable to the corporation of Manufacturing Technologies Industries. Practitioners should be capable to master the corporate information and records of all products and compile product manuals for all products
Level	4
Credit	3 （For Reference Only）
Competency	Performance Requirements 1. Understand the knowledge of compilation of product manual • Understand the status and history of the relevant products in the corporation • Understand the information needed for the compilation of the product manual, such as the weight, size, photograph, design drawings of the products 2. Compile product manual • Integrate the amended records and contents of all kinds of product engineering and regularly update • Integrate the information of the final version of the product design, such as the basic information of products, size, material check list (BOM), drawings, 3D images, product functional design, tuning parameters, testing results and product standards of the export region • Compile product instructions, such as recommendions of using work environment, limitations of functions and maintenance notice • Capable to compile product manuals, and base on specific requirements of different customers, compile the product manual 3. Professional handling of compilation of product manual • Ensure the content and information in the product manual file is accurate
Assessment Criteria	The integrated outcome requirements of this unit of competency are: • Capable to explain all kinds of foundation information of product design and production, including dimensions, materials, functional design of products, tuning parameters, test standards and the reference product standards • Capable to explain the recommended the using work environment, limitations of functions and maintenance notice of all kinds of products
Remark	