DURATION 12 months (Combination of 3 Months Full Time In Training Includes a Nine Months Internshir	nsive VENUE	MSC SKILL CERTIFICATION SDN BHD, 36 & 38, Jalan PUJ 3/8, Bandar Putra Permai, 43300 Seri Kembangan
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MODULE NO	UNIT NO	SUBJECTS	N	MONTH, 2012	2
		SAFETY AND HYGIENE	MARCH	APRIL	MAY
	KNOWLEDGE				
	1.1	General safety Personal protective equipment			
	1.3	Fire extinguisher			
	1.4	Compressed gas			
	1.5	Care and tools maintenance			
	1.6	Personal safety in usage of Ladder			
1	1.7	Tool and equipment types and usages			
	SKILL				
	1.1	Good workplace practices			
	1.2	Proper housekeeping			
	1.3	Uses of personal protective equipment Operating of fire extinguisher			
	1.5	Operating of the extinguisher Operating compressed gas safety			
	1.6	Personal safety in confined space and on ladder			
	1.7	Method and procedure on tools / equipment care and maintenance			
	AIR CONDITI				
	KNOWLEDGE				
	2.1	Types of air conditioning system			
	2.2	Types of remote control			
	2.3	Air conditioning indoor unit components and Function			
	2.4	Air conditioning outdoor unit components and Function			
2	2.5	Operation indoor unit of air conditioning system			
2	SKILL 2.6	Operation outdoor unit of air conditioning system			
	SKILL 2.1	Identify type of air conditioning system			
	2.2	Identify and check air conditioning components functional			
	2.3	Identify and check remote control operation			
	2.4	Identify and check indoor unit operation			
	2.5	Identify and check outdoor unit operation			
	2.6	Perform inspection on air conditioning system with checklist			
		ON OF AIR CONDITIONING UNIT			
	KNOWLEDGE				
	3.1	Layout diagram of single phase wiring system			
	3.2	Layout diagram of three phase wiring system Draw an air conditioning system with symbols			
	3.4	Read air conditioning system with symbols			
	3.5	Air conditioning product specification			
	3.6	Layout diagram of water draining system			
	3.7	Layout diagram of refrigeration piping system			
	3.8	Usage of product service manual			
3	3.9	Operating line pressure			
	SKILL				
	3.1	Installation power supply and perform insulation test of single phase			
	3.2	Installation power supply and perform insulation test of three phase			
	3.3	Installation of water outlet piping and fittings Installing indoor and outdoor unit of air conditioner			
	3.4	Refrigeration piping			
	3.6	Installation of refrigeration piping and insulation material			
	3.7	Operating Air Conditioning Refrigerant recycling machine			
	3.8	Fabricate metal bracket and casing ion for outdoor unit			
	3.9	Perform measuring line pressure			
		MAINTENANCE OF AIR CONDITIONER			
	KNOWLEDGE				
	4.1	Determine room cooling efficiency			
	4.2	Identify type of air conditioning system			
	4.3	Determine types of refrigerant			
4	4.4	Determine line operation pressure Usage of service manual			
4	SKILL 4.5	Usage of service manual			
	4.1	Perform indoor unit pre-service inspection			
	4.1	Carry out indoor unit major cleaning and servicing			
	4.3	Perform outdoor unit pre-service inspection			
	4.4	Carry out outdoor unit major cleaning and servicing			
	4.5	Perform check on drainage system			

DURATION	12 months (Combination of 3 Months Full Time Intensive Training Includes a Nine Months Internship)	VENUE	MSC SKILL CERTIFICATION SDN BHD, 36 & 38, Jalan PUJ 3/8, Bandar Putra Permai, 43300 Seri Kembangan
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MODULE NO	UNIT NO	SUBJECTS	MONTH			
	DIAGNOSIS A	AIR CONDITIONER	MARCH	APRIL	MAY	
	KNOWLEDGE		WAKCH	AFKIL	IVIA I	
	5.1	Diagnosis outdoor unit malfunction				
	5.2					
	5.3	Diagnosis poor cooling efficiency				
	5.4	Diagnosis abnormal noise of outdoor unit				
	5.5	Diagnosis abnormal noise of indoor unit				
	5.6	Diagnosis poor air flow				
5	5.7	Diagnosis poor drainage system				
	SKILL					
	5.1	Carry out standard method to remedy malfunction outdoor unit				
	5.2	Carry out standard method to remedy malfunction indoor unit				
	5.3 Carry out standard method to remedy poor cooling efficiency					
	5.4					
	5.5	Carry out standard method to remedy abnormal noise of indoor unit				
	5.6	Carry out standard method to remedy poor air flow				
	5.7	Carry out standard method to remedy diagnosis poor drainage system				

QUALIFICATION : DIPLOMA IN DOMESTIC AIR CONDITIONING SERVICE AND MAINTENANCE

AWARDING BODY : CITY AND SUNDERLAND COLLEGE, UK

CANDIDATE NAME :

SUBJECT	SUMMARY OF ACHIEVEMENT IN RELATED KNOWLEDGE AND SKILL BY CANDIDATE.
Module No 01	WORKSHOP SAFETY AND HYGIENE

	Standard Task To Be Achieved		Result Of Achievement - √ In A Box (ACHIEVED – ACH / YET TO ACHIEVE – YTA)					
	Standard Task To be Achieved	Check	ACHII	EVEMENT I	RESULT	ACHIE	VEMENT R	ESULT
		By Tick						
WORKSI	HOP SAFETY AND HYGIENE	(√)		ACH	YTA		ACH	YTA
KNOWL	EDGE							
1.1	General safety							
1.2	Personal protective equipment							
1.3	Fire extinguisher							
1.4	Compressed gas		Σ					
1.5	Care and tools maintenance		KNOWLEDGE			7.0		
1.6	Personal safety in usage of Ladder		₹			SKILL		
1.7	Tool and equipment types and usages		Œ			II		
SKILL			DG			,		
1.1	Good workplace practices		Ħ					
1.2	Proper housekeeping							
1.3	Uses of personal protective equipment							
1.4	Operating of fire extinguisher							
1.5	Operating compressed gas safety							
1.6	Personal safety in confined space and on ladder							
1.7	Method and procedure on tools / equipment care and maintenance							
1.8	Usage of personal protection equipment and safety							

Assessor Name :	Signature	:	Date	:
External Verifier:	Signature	:	Date	:

QUALIFICATION : DIPLOMA IN DOMESTIC AIR CONDITIONING SERVICE AND MAINTENANCE

AWARDING BODY : CITY AND SUNDERLAND COLLEGE, UK

CANDIDATE NAME :

SUBJECT	SUMMARY OF ACHIEVEMENT IN RELATED KNOWLEDGE AND SKILL BY CANDIDATE.
Module No 02	AIR CONDITIONING UNIT

Standard Task To Be Achieved		Please	Result Of Achievement - √ In A Box (ACHIEVED – ACH / YET TO ACHIEVE – YTA) ACHIEVEMENT RESULT ACHIEVEMENT RES					,
		Check By Tick	ACHIE	EVEMENT I	RESULT	ACHIE	VEMENT R	ESULT
AIR CON	DITIONING UNIT	$\frac{\text{By lick}}{()}$		ACH	YTA		ACH	YTA
KNOWLI	EDGE							
2.1	Types of air conditioning system							
2.2	Types of remote control							
2.3	Air conditioning indoor unit components and Function							
2.4	Air conditioning outdoor unit components and Function		Ê					
2.5	Operation indoor unit of air conditioning system		VO			IS.		
2.6	Operation outdoor unit of air conditioning system					SKILL		
SKILL			KNOWLEDGE			Ţ		
2.1	Identify type of air conditioning system		GH					
2.2	Identify and check air conditioning components functional							
2.3	Identify and check remote control operation							
2.4	Identify and check indoor unit operation]		
2.5	Identify and check outdoor unit operation							
2.6	Perform inspection on air conditioning system with checklist							
2.7	Usage of personal protection equipment and safety						_	

Assessor Name :	Signature	:	Date	:
External Verifier:	Signature	:	Date	:

QUALIFICATION : DIPLOMA IN DOMESTIC AIR CONDITIONING SERVICE AND MAINTENANCE

AWARDING BODY : CITY AND SUNDERLAND COLLEGE, UK

CANDIDATE NAME :

SUBJECT	SUMMARY OF ACHIEVEMENT IN RELATED KNOWLEDGE AND SKILL BY CANDIDATE.
Module No 03	INSTALLATION OF AIR CONDITIONING UNIT

	Standard Task To Be Achieved		Result Of Achievement - √ In A Box (ACHIEVED – ACH / YET TO ACHIEVE – YTA ACHIEVEMENT RESULT ACHIEVEMENT RI					
		Check By Tick						
INSTALI	ATION OF AIR CONDITIONING UNIT	(√)		ACH	YTA		ACH	YTA
KNOWL	EDGE							
3.1	Layout diagram of single phase wiring system							
3.2	Layout diagram of three phase wiring system							
3.3	Draw an air conditioning system with symbols							
3.4	Read air conditioning system drawing with symbols							
3.5	Air conditioning product specification							
3.6	Layout diagram of water draining system		_					
3.7	Layout diagram of refrigeration piping system		Ê					
3.8	Usage of product service manual		Q			SE		
3.9	Operating line pressure					SKILL		
SKILL			KNOWLEDGE			T		
3.1	Installation power supply and perform insulation test of single phase		GE					
3.2	Installation power supply and perform insulation test of three phase							
3.3	Installation of water outlet piping and fittings							
3.4	Installing indoor and outdoor unit of air conditioner							
3.5	Refrigeration piping							
3.6	Installation of refrigeration piping and insulation material							
3.7	Operating Air Conditioning Refrigerant recycling machine							
3.8	Fabricate metal bracket and casing ion for outdoor unit							
3.9	Perform measuring line pressure							
4.0	Usage of personal protection equipment and safety							

Assessor Name :	Signature	:	Date	:
External Verifier:	Signature	:	Date	:

QUALIFICATION : DIPLOMA IN DOMESTIC AIR CONDITIONING SERVICE AND MAINTENANCE

AWARDING BODY : CITY AND SUNDERLAND COLLEGE, UK

CANDIDATE NAME :

SUBJECT	SUMMARY OF ACHIEVEMENT IN RELATED KNOWLEDGE AND SKILL BY CANDIDATE.
Module No 04	SERVICE AND MAINTENANCE OF AIR CONDITIONER

Standard Task To Be Achieved		Please						A)
	Standard Task To be Achieved	Check	ACHIE	EVEMENT I	RESULT	ACHIE	VEMENT R	ESULT
SERVICI	E AND MAINTENANCE OF AIR CONDITIONER	By Tick $()$		ACH	YTA		ACH	YTA
KNOWL				71CII	1171		71011	1171
4.1	Determine room cooling efficiency							
4.2	Identify type of air conditioning system		1 _					
4.3	Determine types of refrigerant		KNOWLEDGE			1		
4.4	Determine line operation pressure		Q Q			T.S.		
4.5	Usage of service manual		Ī YL			SKILL		
SKILL			ED			Ţ		
4.1	Perform indoor unit pre-service inspection		GE			1		
4.2	Carry out indoor unit major cleaning and servicing							
4.3	Perform outdoor unit pre-service inspection							
4.4	Carry out outdoor unit major cleaning and servicing			_				_
4.5	Perform check on drainage system							
4.6	Usage of personal protection equipment and safety					1		

Assessor Name :	Signature	:	Date	:
External Verifier:	Signature	:	Date	:

QUALIFICATION : DIPLOMA IN DOMESTIC AIR CONDITIONING SERVICE AND MAINTENANCE

AWARDING BODY : CITY AND SUNDERLAND COLLEGE, UK

CANDIDATE NAME :

SUBJECT	SUMMARY OF ACHIEVEMENT IN RELATED KNOWLEDGE AND SKILL BY CANDIDATE.
Module No 05	DIAGNOSIS AIR CONDITIONER

Standard Task To Be Achieved		Please						
	Standard Task To be Achieved	Check	ACHII	EVEMENT I	RESULT	ACHIE	VEMENT R	ESULT
		By Tick						
DIAGNO	SIS AIR CONDITIONER	(√)		ACH	YTA		ACH	YTA
KNOWL	EDGE							
5.1	Diagnosis outdoor unit malfunction							
5.2	Diagnosis indoor unit malfunction							
5.3	Diagnosis poor cooling efficiency							
5.4	Diagnosis abnormal noise of outdoor unit		-					
5.5	Diagnosis abnormal noise of indoor unit		$\hat{\mathbf{z}}$					
5.6	Diagnosis poor air flow		VO			SE		
5.7	Diagnosis poor drainage system		VL.			SKILL		
SKILL			ED			T		
5.1	Carry out standard method to remedy malfunction outdoor unit		KNOWLEDGE					
5.2	Carry out standard method to remedy malfunction indoor unit							
5.3	Carry out standard method to remedy poor cooling efficiency							
5.4	Carry out standard method to remedy abnormal noise of outdoor unit							
5.5	Carry out standard method to remedy abnormal noise of indoor unit							
5.6	Carry out standard method to remedy poor air flow							
5.7	Carry out standard method to remedy diagnosis poor drainage system							
5.8	Usage of personal protection equipment and safety							

Assessor Name :	Signature	:	Date	:
External Verifier:	Signature	:	Date	:

QUALIFICATION : DIPLOMA IN DOMESTIC AIR CONDITIONING SERVICE AND MAINTENANCE

AWARDING BODY : CITY AND SUNDERLAND COLLEGE, UK

CANDIDATE NAME :

Assessor Name :

SUBJECT	SUMMARY OF ACHIEVEMENT IN RELATED KNOWLEDGE AND SKILL BY CANDIDATE.
Module No 01	WORKSHOP SAFETY AND HYGIENE

Standard Performance Criteria		Assessor's Comment On Candidate Work Done When He Was Being Assessed		
		1 ST Attempt	2 nd Attempt	
WORKSHOP SAFE	TY AND HYGIENE	A 4. 1	A 1	
KNOWLEDGE		Areas to be improved	Areas to be improved	
1.1	General safety			
1.2	Personal protective equipment			
1.3	Fire extinguisher			
1.4	Compressed gas			
1.5	Care and tools maintenance			
1.6	Personal safety in usage of Ladder			
1.7	Tool and equipment types and usages			
SKILL				
1.1	Good workplace practices			
1.2	Proper housekeeping			
1.3	Uses of personal protective equipment			
1.4	Operating of fire extinguisher			
1.5	Operating compressed gas safety			
1.6	Personal safety in confined space and on ladder			
1.7	Method and procedure on tools / equipment care and maintenance			
1.8	Usage of personal protection equipment and safety			

Date

	•			
Internal Verifier :	Signature	:	Date	:
External Verifier:	Signature	:	Date	:

QUALIFICATION : DIPLOMA IN DOMESTIC AIR CONDITIONING SERVICE AND MAINTENANCE

AWARDING BODY : CITY AND SUNDERLAND COLLEGE, UK

CANDIDATE NAME :

Assessor Name :

SUBJECT	SUMMARY OF ACHIEVEMENT IN RELATED KNOWLEDGE AND SKILL BY CANDIDATE.
Module No 02	AIR CONDITIONING UNIT

Standard Performance Criteria		Assessor's Comment On Candidate Work Done When He Was Being Assessed			
		1 ST Attempt	2 nd Attempt		
AIR CONDITIONIN	IG UNIT	A 4. 1	A 4 . 1		
KNOWLEDGE		Areas to be improved	Areas to be improved		
2.1	Types of air conditioning system				
2.2	Types of remote control				
2.3	Air conditioning indoor unit components and Function				
2.4	Air conditioning outdoor unit components and Function				
2.5	Operation indoor unit of air conditioning system				
2.6	Operation outdoor unit of air conditioning system				
SKILL					
2.1	Identify type of air conditioning system				
2.2	Identify and check air conditioning components functional				
2.3	Identify and check remote control operation				
2.4	Identify and check indoor unit operation				
2.5	Identify and check outdoor unit operation				
2.6	Perform inspection on air conditioning system with checklist				
2.7	Usage of personal protection equipment and safety				

Date

	_			
Internal Verifier :	Signature	:	Date	:
External Verifier:	Signature	:	Date	:

:

QUALIFICATION : DIPLOMA IN DOMESTIC AIR CONDITIONING SERVICE AND MAINTENANCE

AWARDING BODY : CITY AND SUNDERLAND COLLEGE, UK

CANDIDATE NAME :

SUBJECT	SUMMARY OF ACHIEVEMENT IN RELATED KNOWLEDGE AND SKILL BY CANDIDATE.
Module No 03	INSTALLATION OF AIR CONDITIONING UNIT

Standard Performance Criteria		Assessor's Comment On Candidate V	Work Done When He Was Being Assessed
		1 ST Attempt	2 nd Attempt
INSTALLATION O	F AIR CONDITIONING UNIT		
KNOWLEDGE		Areas to be improved	Areas to be improved
3.1	Layout diagram of single phase wiring system		
3.2	Layout diagram of three phase wiring system		
3.3	Draw an air conditioning system with symbols		
3.4	Read air conditioning system drawing with symbols		
3.5	Air conditioning product specification		
3.6	Layout diagram of water draining system		
3.7	Layout diagram of refrigeration piping system		
3.8	Usage of product service manual		
3.9	Operating line pressure		
SKILL			
3.1	Installation power supply and perform insulation test of single phase		
3.2	Installation power supply and perform insulation test of three phase		
3.3	Installation of water outlet piping and fittings		
3.4	Installing indoor and outdoor unit of air conditioner		
3.5	Refrigeration piping		
3.6	Installation of refrigeration piping and insulation material		
3.7	Operating Air Conditioning Refrigerant recycling machine		
3.8	Fabricate metal bracket and casing ion for outdoor unit		
3.9	Perform measuring line pressure		
4.0	Usage of personal protection equipment and safety		

Assessor Name :	Signature	:	Date	:
Internal Verifier :	Signature	:	Date	:
External Verifier:	Signature	:	Date	:

QUALIFICATION : DIPLOMA IN DOMESTIC AIR CONDITIONING SERVICE AND MAINTENANCE

AWARDING BODY : CITY AND SUNDERLAND COLLEGE, UK

CANDIDATE NAME :

Assessor Name :

SUBJECT	SUMMARY OF ACHIEVEMENT IN RELATED KNOWLEDGE AND SKILL BY CANDIDATE.
Module No 04	INSTALLATION OF AIR CONDITIONING UNIT

Standard Performance Criteria		Assessor's Comment On Candidate W	Vork Done When He Was Being Assessed		
		1 ST Attempt	2 nd Attempt		
INSTALLATION O	F AIR CONDITIONING UNIT	A 40 ha imanana 4	A to be '		
KNOWLEDGE		Areas to be improved	Areas to be improved		
4.1	Determine room cooling efficiency				
4.2	Identify type of air conditioning system				
4.3	Determine types of refrigerant				
4.4	Determine line operation pressure				
4.5	Usage of service manual				
SKILL					
4.1	Perform indoor unit pre-service inspection				
4.2	Carry out indoor unit major cleaning and servicing				
4.3	Perform outdoor unit pre-service inspection				
4.4	Carry out outdoor unit major cleaning and servicing				
4.5	Perform check on drainage system				
4.6	Usage of personal protection equipment and safety				

Date

	_			
Internal Verifier :	Signature	:	Date	:
External Verifier:	Signature	:	Date	:

QUALIFICATION : DIPLOMA IN DOMESTIC AIR CONDITIONING SERVICE AND MAINTENANCE

AWARDING BODY : CITY AND SUNDERLAND COLLEGE, UK

CANDIDATE NAME :

Assessor Name :

SUBJECT	SUMMARY OF ACHIEVEMENT IN RELATED KNOWLEDGE AND SKILL BY CANDIDATE.
Module No 05	DIAGNOSIS AIR CONDITIONER

Standard Performance Criteria		Assessor's Comment On Candidate Work Done When He Was Being Assessed				
		1 ST Attempt	2 nd Attempt			
DIAGNOSIS AIR C	ONDITIONER	A 40 ho i	A 40 ha :			
KNOWLEDGE		Areas to be improved	Areas to be improved			
5.1	Diagnosis outdoor unit malfunction					
5.2	Diagnosis indoor unit malfunction					
5.3	Diagnosis poor cooling efficiency					
5.4	Diagnosis abnormal noise of outdoor unit					
5.5	Diagnosis abnormal noise of indoor unit					
5.6	Diagnosis poor air flow					
5.7	Diagnosis poor drainage system					
SKILL						
5.1	Carry out standard method to remedy malfunction outdoor unit					
5.2	Carry out standard method to remedy malfunction indoor unit					
5.3	Carry out standard method to remedy poor cooling efficiency					
5.4	Carry out standard method to remedy abnormal noise of outdoor unit					
5.5	Carry out standard method to remedy abnormal noise of indoor unit					
5.6	Carry out standard method to remedy poor air flow					
5.7	Carry out standard method to remedy diagnosis poor drainage system					
5.8	Usage of personal protection equipment and safety					

Date

Internal Verifier :	Signature	:	Date	:	
External Verifier:	Signature	:	Date	:	

Subject : Instructor Duty Roster In Relating To Three (3) Full Time Program - Diploma In Domestic Air Conditioning System

Year : 2012

	Monday ~ Thursday				Marring Session, 1010, 1020 hrs
	Friday		0900hrs ~ 1200hrs / 1430hrs ~ 1600hrs	Tea Break	Morning Session: 1010 – 1030 hrs Afternoon Session: 1500 – 1520 hrs
Days	Monday - Friday	Time	1600 ~ 1630hrs - Workshop Maintenance		Alternoon Session. 1500 – 1520 ills
	Sunday		0930 ~ 1200hrs / 1330 – 1600hrs	-	n Relating To Program une 1 ~ Feb 28, 2013

Training S	chedule According t	o Listed Knowledg	e and Skill	Training S	chedule According t	o Listed Knowled	ge and Skill	Training S	Schedule According to	o Listed Knowled	ge and Skill
Date	Lessor	**	Module No	Date	Lessor		Module No	Date	Lesson		Module No
	Knowledge #	Skill#	Module 140		Knowledge #	Skill#	Module 110		Knowledge #	Skill#	Wodale 110
March 1, 2012				April 1, 2012				May 1, 2012			
March 2, 2012				April 2, 2012				May 2, 2012			
March 3, 2012				April 3, 2012				May 3, 2012			
March 4, 2012				April 4, 2012				May 4, 2012			
March 5, 2012				April 5, 2012				May 5, 2012			
March 6, 2012				April 6, 2012				May 6, 2012			
March 7, 2012				April 7, 2012				May 7, 2012			
March 8, 2012				April 8, 2012				May 8, 2012			
March 9, 2012				April 9, 2012				May 9, 2012			
March 10, 2012				April 10, 2012				May 10, 2012			
March 11, 2012				April 11, 2012				May 11, 2012			
March 12, 2012				April 12, 2012				May 12, 2012			
March 13, 2012				April 13, 2012				May 13, 2012			
March 14, 2012				April 14, 2012				May 14, 2012			
March 15, 2012				April 15, 2012				May 15, 2012			
March 16, 2012				April 16, 2012				May 16, 2012			
March 17, 2012				April 17, 2012				May 17, 2012			
March 18, 2012				April 18, 2012				May 18, 2012			
March 19, 2012				April 19, 2012				May 19, 2012			
March 20, 2012				April 20, 2012				May 20, 2012			
March 21, 2012				April 21, 2012				May 21, 2012			
March 22, 2012				April 22, 2012				May 22, 2012			
March 23, 2012				April 23, 2012				May 23, 2012			
March 24, 2012				April 24, 2012				May 24, 2012			
March 25, 2012				April 25, 2012	-			May 25, 2012			
March 26, 2012				April 26, 2012	-			May 26, 2012			
March 27, 2012				April 27, 2012				May 27, 2012			
March 28, 2012				April 28, 2012				May 28, 2012			
March 29, 2012				April 29, 2012				May 29, 2012			
March 30, 2012				April 30, 2012				May 30, 2012			
March 31, 2012								May 31, 2012			

Instructor Signature:	Dated this on:	Verified by:	Position:
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SUMMATIVE ACHIEVEMENT - DIPLOMA IN DIPLOMA IN DOMESTIC AIR CONDITIONING SYSTEM

Candidate Name:

KNOWLEDGE

SKILL

Unit No	Subject	Subject Tasks To Be Performed Are Includes: Knowledge, Skill, Attitude And Safety	Rank of Achievement in Relating subject (√) 5= Excellent, 4= Above average 3= Satisfactory 2= Unsatisfactory, 1= Very poor						
		, , , , , , , , , , , , , , , , , , , ,	5	4	3	2	1		
	KNOWLEDGE								
	1.1	General safety							
	1.2	Personal protective equipment							
	1.3	Fire extinguisher							
	1.4	Compressed gas							
	1.5	Care and tools maintenance							
	1.6	Personal safety in usage of Ladder							
	1.7	Tool and equipment types and usages							
	SKILL								
	1.1	Good workplace practices							
	1.2	Proper housekeeping							
	1.3	Uses of personal protective equipment							
	1.4	Operating of fire extinguisher							
	1.5	Operating compressed gas safety							
	1.6	Personal safety in confined space and on ladder							
	1.7	Method and procedure on tools / equipment care and maintenance							
	1.8	Usage of personal protection equipment and safety							

NRIC No:

Enrolled Year & Month: March, 2012

Assessor name: Signature: Dated this on: Verified by:

Types of air conditioning system
Types of remote control

2.1 Identify type of air conditioning system

2.3 Identify and check remote control operation2.4 Identify and check indoor unit operation2.5 Identify and check outdoor unit operation

2.3 Air conditioning indoor unit components and Function
 2.4 Air conditioning outdoor unit components and Function
 2.5 Operation indoor unit of air conditioning system
 2.6 Operation outdoor unit of air conditioning system

Identify and check air conditioning components functional

2.6 Perform inspection on air conditioning system with checklist2.7 Usage of personal protection equipment and safety

SUMMATIVE ACHIEVEMENT - DIPLOMA IN DIPLOMA IN DOMESTIC AIR CONDITIONING SYSTEM

Candidate Name : NRIC No:	Enrolled Year & Month: March, 2012
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Unit No	Subject	Tasks To Be Performed Are Includes: Knowledge, Skill, Attitude And Safety	Ra	Rank of Achievement in Relating subject ($$) 5= Excellent , 4= Above average 3= Satisfactory 2= Unsatisfactory , 1= Very poor					
			5	4	3	2	1		
	KNOWLEDGE				+				
	3.1	Layout diagram of single phase wiring system							
	3.2	Layout diagram of three phase wiring system							
	3.3	Draw an air conditioning system with symbols							
	3.4	Read air conditioning system drawing with symbols							
	3.5	Air conditioning product specification							
	3.6	Layout diagram of water draining system							
	3.7	Layout diagram of refrigeration piping system							
	3.8								
	3.9	Operating line pressure							
	SKILL								
	3.1	Installation power supply and perform insulation test of single phase							
	3.2	Installation power supply and perform insulation test of three phase							
	3.3	Installation of water outlet piping and fittings							
	3.4	Installing indoor and outdoor unit of air conditioner							
	3.5	Refrigeration piping							
	3.6	Installation of refrigeration piping and insulation material							
	3.7	Operating Air Conditioning Refrigerant recycling machine							
	3.8	Fabricate metal bracket and casing ion for outdoor unit							
	3.9	Perform measuring line pressure							
	4.0	Usage of personal protection equipment and safety							
	KNOWLEDGE								
	4.1	Determine room cooling efficiency							
	4.2	Identify type of air conditioning system							
	4.3	Determine types of refrigerant							
	4.4	Determine line operation pressure							
	4.5	Usage of service manual							
	SKILL								
	4.1	Perform indoor unit pre-service inspection							
	4.2	Carry out indoor unit major cleaning and servicing							
	4.3	Perform outdoor unit pre-service inspection							
	4.4	Carry out outdoor unit major cleaning and servicing							
	4.5	Perform check on drainage system							
	4.6	Usage of personal protection equipment and safety				1			

Assessor name:	signature:	Dated this on:	Verified by:

SUMMATIVE ACHIEVEMENT - DIPLOMA IN DIPLOMA IN DOMESTIC AIR CONDITIONING SYSTEM

Unit No Subject Tasks To Be Performed Are Includes: Knowledge, Skill, Attitude And Safety 5			ove average ory	: (v)
Unit No Subject Knowledge, Skill, Attitude And Safety	2= Unsat	tisfactory , 1:		
5	4	3		
	_		2	1
KNOWLEDGE				+
5.1 Diagnosis outdoor unit malfunction				1
5.2 Diagnosis indoor unit malfunction				
5.3 Diagnosis poor cooling efficiency				1
5.4 Diagnosis abnormal noise of outdoor unit				1
5.5 Diagnosis abnormal noise of indoor unit				1
5.6 Diagnosis poor air flow				
5.7 Diagnosis poor drainage system				
SKILL				
5.1 Carry out standard method to remedy malfunction outdoor unit				
5.2 Carry out standard method to remedy malfunction indoor unit				
5.3 Carry out standard method to remedy poor cooling efficiency				
5.4 Carry out standard method to remedy abnormal noise of outdoor unit				
5.5 Carry out standard method to remedy abnormal noise of indoor unit				
5.6 Carry out standard method to remedy poor air flow				
5.7 Carry out standard method to remedy diagnosis poor drainage system				
5.8 Usage of personal protection equipment and safety				
Assessor name: signature: Dated this on:	Verified by:			
General Comment if any:				
				

SUMMATIVE ATTENDANCE RECORD: DIPLOMA IN DIPLOMA IN DOMESTIC AIR CONDITIONING SYSTEM

Candidate Name:	NRIC No:	Enrolled Year & Month: March, 2012
canalaate Manie .	TWICTO.	Emoned Tear & Month. March, 2012

				Mo	ONTHS (Delet	e As Appropriat	e)	1			
Jan, Feb, Mac, Apr, May, June, July, Aug, Sept, Oct, Nov, Dec		t, Nov, Dec	Jan, Feb, Ma	ac, Apr, May, June,	July, Aug, Sept, Oct	t, Nov, Dec	Jan, Feb, Mac, Apr, May, June, July, Aug, Sept, Oct, Nov, Dec				
ъ.	Sess	sion	Instructor	ъ.	Ses	sion	Instructor	ъ.	Ses	ssion	Instructor
Date	Morning	Afternoon	Signature	Date	Morning	Afternoon	Signature	Date	Morning	Afternoon	Signature
March 1, 2012				April 1, 2012				May 1, 2012			
March 2, 2012				April 2, 2012				May 2, 2012			
March 3, 2012				April 3, 2012				May 3, 2012			
March 4, 2012				April 4, 2012				May 4, 2012			
March 5, 2012				April 5, 2012				May 5, 2012			
March 6, 2012				April 6, 2012				May 6, 2012			
March 7, 2012				April 7, 2012				May 7, 2012			
March 8, 2012				April 8, 2012				May 8, 2012			
March 9, 2012				April 9, 2012				May 9, 2012			
March 10, 2012				April 10, 2012				May 10, 2012			
March 11, 2012				April 11, 2012				May 11, 2012			
March 12, 2012				April 12, 2012				May 12, 2012			
March 13, 2012				April 13, 2012				May 13, 2012			
March 14, 2012				April 14, 2012				May 14, 2012			
March 15, 2012				April 15, 2012				May 15, 2012			
March 16, 2012				April 16, 2012				May 16, 2012			
March 17, 2012				April 17, 2012				May 17, 2012			
March 18, 2012				April 18, 2012				May 18, 2012			
March 19, 2012				April 19, 2012				May 19, 2012			
March 20, 2012				April 20, 2012				May 20, 2012			
March 21, 2012				April 21, 2012				May 21, 2012			
March 22, 2012				April 22, 2012				May 22, 2012			
March 23, 2012				April 23, 2012				May 23, 2012			
March 24, 2012				April 24, 2012				May 24, 2012			
March 25, 2012				April 25, 2012				May 25, 2012			
March 26, 2012				April 26, 2012				May 26, 2012			
March 27, 2012				April 27, 2012				May 27, 2012			
March 28, 2012				April 28, 2012				May 28, 2012			
March 29, 2012				April 29, 2012				May 29, 2012			
March 30, 2012				April 30, 2012				May 30, 2012			
March 31, 2012								May 31, 2012			
		nce In Percent (%)				nce In Percent (%)				nce In Percent (%)	
	A Total of Attend	led day / A Total of				led day / A Total of A				ded day / A Total of	Actual Day x 100
		P = Pu	nctual L =	Late >15 minutes	SL = Sic	k Leave	AL = Approved Le	eave $Ab =$	Absent		

Instructor Name:	Signature:	Dated This On:	Verified By:

LOG BOOK TO BE WRITEN BY CANDIDATE Began From June 1, 2012 ~ February 28, 2013

CANDIDATE / IC NO							
QUALIFICATION	DIPLOMA IN DOMESTIC AIR CONDITIONING SERVICE AND MAINTENANCE						
LEVEL / DURATION	DIPLOMA / 1	DIPLOMA / 1 YEARS					
MODULE NO	01	WORKSHOP	SAFETY AND HY	GIENE			
		AIR CO	NDITIONER PARTI	CULAR	RS		
SERIAL NO	HORSE	POWER	MAKE		MODEL		
JOB STARTED ON	1	JOB	FINISHED ON		TOTAL HOURS		
SYMPTOM IF ANY :							
OB DONE REPORT							
COACH COMMENT IF ANY							
CANDIDATE SIGNATURE			CE	RTIFIE	ED BY: COACH SIGNATURE		
ANDIDATE SIGNATURE			CI	A(111 11.	DI. COACH SIGNATURE		
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/ERIFIED BY: TECHNICAL SUI	PPORT		VE	ERIFIET	D BY: EXTERNAL VERIFIER		
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			•••				
AME :			NA.	AME	:		
DATE ·			DA	ATE			

CANDIDATE / IC NO						
	DIPLOMA IN DOMESTIC AI	IR CONDITIONIN	G SERVICE AND N	MAINTI	ENANCE	
LEVEL / DURATION	DIPLOMA / 1 YEARS					
MODULE NO	02 AIR CONDITIONING UNIT					
SERIAL NO	HORSE P		IDITIONER PARTI MAKE	CULAF	MODEL	
SERVEDINO	HORSET	OWER	W W		MODEL	
JOB STARTED ON		JOB I	FINISHED ON		TOTAL HOURS	
SYMPTOM IF ANY :						
JOB DONE REPORT						
COACH COMMENT IF ANY						
						—
CANDIDATE SIGNATURE			CI	ERTIFII	ED BY: COACH SIGNATURE	
NAME :			NA	AME	:	
DATE :			Da	ATE	:	
VERIFIED BY: TECHNICAL SUPP	ORT		VI	ERIFIEI	D BY: EXTERNAL VERIFIER	
NAME :			N/	AME	:	
DATE :			D	ATE	:	

CANDIDATE / IC NO						
	DIPLOMA IN DOMESTIC AIR CONDITIONING SERVICE AND MAINTENANCE					
LEVEL / DURATION	DIPLOMA / 1 YEARS					
MODULE NO	03 INSTALLATION OF AIR CONDITIONING UNIT					
		AIR CO	ONDITIONER PAR	TICULAI	RS	
SERIAL NO	HORSE	POWER	MAKI	E	MODEL	
JOB STARTED ON		JOB	3 FINISHED ON		TOTAL HOURS	
SYMPTOM IF ANY :						
JOB DONE REPORT						
COACH COMMENT IF ANY						
CANDIDATE SIGNATURE				CERTIFI	ED BY: COACH SIGNATURE	
NAME :						
			1	NAME	:	
DATE :			1	NAME		
VERIFIED BY: TECHNICAL SUPP	ORT		1	NAME DATE VERIFIE	: : D BY: EXTERNAL VERIFIER	
DATE : VERIFIED BY: TECHNICAL SUPP	ORT			NAME DATE VERIFIE	:	

		-5uii 1 10111 Julii	c 1, 2012 - 1 colu	y 20,	2013		
CANDIDATE / IC NO							
	DIPLOMA IN DOMESTIC AI	R CONDITIONIN	NG SERVICE AND M	IAINTEN	ANCE		
LEVEL / DURATION	DIPLOMA / 1 YEARS						
MODULE NO	04 SERVICE AND MAINTENANCE OF AIR CONDITIONER						
		AIR CON	NDITIONER PARTIC	CULARS			
SERIAL NO	NO HORSE POWER			MAKE			
JOB STARTED ON		JOB	FINISHED ON		TOTAL HOURS		
SYMPTOM IF ANY : _							
JOB DONE REPORT							
COACH COMMENT IF ANY							
CANDIDATE SIGNATURE			CE	RTIFIED	BY: COACH SIGNATURE		
NAME :			NA	ME :			
DATE :							
VERIFIED BY: TECHNICAL SUPF	'ORT		VE	RIFIED I	3Y: EXTERNAL VERIFIER		
NAME :			NA	ME :			
DATE :			DA	ATE :			

CANDIDATE / IC NO								
	DIPLOMA IN DOMESTIC AIR CONDITIONING SERVICE AND MAINTENANCE							
LEVEL / DURATION	DIPLOMA / 1 YEARS							
MODULE NO	05 DIAGNOSIS AIR CONDITIONER							
		AIR COM	NDITIONER PARTIC	CULAR	S			
SERIAL NO	HORSE I	MAKE		MODEL				
JOB STARTED ON		JOB	FINISHED ON		TOTAL HOURS			
SYMPTOM IF ANY :	<u> </u>				1			
JOB DONE REPORT								
COACH COMMENT IF ANY								
CANDIDATE SIGNATURE			CE	CERTIFIED BY: COACH SIGNATURE				
NAME :			NA	ME	:			
DATE :			NA.					
				TE	:			
	ORT		DA VE	RIFIED	BY: EXTERNAL VERIFIER			
VERIFIED BY: TECHNICAL SUPP	ORT		DA VE 	RIFIED				