

## Video Guide

### AUR31120 – Certificate III in Heavy Commercial Vehicle Mechanical Technology

#### Introduction

When you apply for a Pathway 1 Skills Assessment as a Diesel Motor Mechanic (Heavy Commercial Vehicle), you must provide video evidence.

This Guide provides instructions about what types of skills to capture in your videos and how to record them.

#### Instructions

You are required to submit three (3) videos for assessment; there are five video options provided below. For each video:

- Carefully review the skills checklist for each video before filming. Your video must clearly demonstrate every skill listed for that option.
- Use the checklist as you prepare and film, ensuring all required skills are shown in your footage.
- Videos must be filmed in your current workplace or an equivalent professional environment and must reflect safe work practices, using appropriate Personal Protective Equipment (PPE) for the task.
- Do not use AI tools, avatars, simulation, or digital enhancements—all work must be your own and filmed in real time.

#### Video length

Each video should be approximately five (5) minutes long. If you require more time to demonstrate all steps, you may pause, and resume filming as needed.

#### Video safety

VETASSESS takes safety seriously and expects that all videos are recorded in a safe environment that reflects Australian workplace health and safety standards.

Your video must always demonstrate safe work practices. For guidance on safe work procedures, visit [Safe Work Australia](#).

**Videos recorded in an unsafe environment or showing unsafe practices will be deemed invalid and could result in your application being unsuccessful.**

## Video quality

Your video must clearly demonstrate that it is you that is performing the required tasks, with good visibility and clear communication.

To ensure your submission meets quality standards, please follow the guidelines below:

- Ensure your camera angle clearly captures your actions throughout the task.
- Make sure it is clearly visible that you are the person performing the work.
- Explain your actions verbally during the recording wherever possible.
- Where possible, please ensure that non-work-related noise (e.g. loud music) is avoided completely.
- If you are unable to speak while performing a task (e.g. due to a noisy workplace or complex hands-on activity), you may provide commentary in one of the following ways:
  - Add captions to the video after recording
  - Add a voiceover after the video has been recorded

Clear visibility and communication are essential for assessors to review your skills accurately.

Poor-quality footage or unclear explanations **will** affect the outcome of your application.

## Language requirements

**Your entire video must be presented in English.**

Your assessor must be able to clearly understand your spoken explanations, as this supports the assessment of your communication skills and helps prepare you for your future technical interview, which will also be conducted in English. Clear and accurate communication is essential to a successful assessment outcome.

You **must** use correct English terms when referring to:

- Tool names

- Descriptions of the tasks you are performing
- Equipment
- Measurements (e.g. numbers, colours, units)

**Important:** The use of an interpreter is not permitted. As part of this assessment, you are being evaluated on your ability to work safely and communicate effectively in an Australian workplace environment. You must demonstrate that your English skills are sufficient for safe and competent performance on the job.

## Use of Artificial Intelligence (AI)

All video submissions **must** be an authentic demonstration of your skills and work in a real-world setting. The use of Artificial Intelligence (AI) tools, avatars, simulations, or generated content is not permitted for any part of the video evidence.

Your videos must:

- Show you physically performing the tasks in your usual workplace or equivalent environment.
- Accurately reflect your capability, using fundamental tools, equipment, and materials.
- Be free of digital enhancements or manipulations that could misrepresent your performance.

Videos that show signs of being artificially generated or manipulated **will** be deemed invalid and **will** result in your application being unsuccessful.

## Next steps

You must complete and submit three (3) videos, from the five options listed below.

**Review each skills checklist carefully before filming to ensure you demonstrate every required skill in your submission.**

Upload your videos via the VETASSESS online portal, following file-naming and format requirements

## Video Evidence Summary

**Option 1:** Oil change and basic safety inspection

In this video, I have clearly demonstrated the following skills:

Selected and used correct tools to safely drain and refill engine oil

Replaced the oil filter and checked for leaks after refilling

Performed a basic visual inspection of brakes, tyres, and steering components

Checked and topped up other essential fluids (coolant, brake, transmission)

Recorded actions and explained safety considerations using correct industry terminology

Selected and used correct tools to safely drain and refill engine oil

**Option 2:** Electrical fault diagnosis and repair

In this video, I have demonstrated the following skills:

Used a scan tool or multimeter to test a vehicle electrical circuit (e.g., lighting or starting system)

Identified and located a fault (e.g., blown fuse, faulty relay, corroded connector)

Replaced or repaired the faulty component or wiring	
Retested the circuit to confirm correct operation after repair	
Described safe tool use and key steps in the diagnosis process using correct industry terminology	
<b>Option 3:</b>	Brake system checks and minor adjustment
In this video, I have demonstrated the following skills:	
Accessed and inspected a brake system (e.g., drum or disc brakes) for lining/pad thickness	
Checked the condition of drums, discs, and brake hoses for wear or damage	
Performed a minor brake adjustment (e.g., setting slack adjuster or adjusting drum clearance)	
Looked for leaks or abnormal wear and reported findings	
Briefly described and documented any issues observed and outlined next steps using industry terminology	
<b>Option 4:</b>	Engine performance and minor repair
In this video, I have demonstrated the following skills:	
Connected diagnostic equipment to retrieve engine fault codes or live data	
Inspected air, fuel, and exhaust systems for visible issues	

Adjusted or replaced a minor component (e.g., air filter, sensor, hose)	
Started and checked engine operation for improvements	
Explained findings and recommended any further repairs or diagnosis using industry terminology	
<b>Option 5:</b>	Final safety check and documentation
In this video, I have demonstrated the following skills:	
Performed a short roadworthiness or safety check (e.g., lights, indicators, horn, wipers)	
Checked vehicle exterior for safety (tyres, mirrors, windows, reflectors)	
Ensured all dashboard warning lights and gauges were functioning	
Completed a pre-trip or post-repair checklist/documentation	
Explained the safety significance of each check using industry terminology to a supervisor or “customer”	

**To create the videos, we recommend you follow these steps.**

### Step 1: Preparation

1. Find a time and place to film the videos without disruption – you are strongly encouraged to film the videos in your workplace.
2. Organise the area, then organise all the equipment and resources you will need to complete the task.

## Step 2: Filming

3. If you do not have another person to operate the camera, put your camera on a stable surface such as a table or a tripod. This will help keep your video steady.
4. Put the camera **sideways (landscape mode)** so it captures the entire work area where you will be performing the task. Remember, you will need to be clearly seen in the video as the person doing the work.
5. Do a 'trial check' to see if the video is being recorded correctly. To do this, film 10– 20 seconds, then view the video and check that it is in focus, the lighting is good, and your voice can clearly be heard.
6. If the trial is successful, film your complete video.
7. At the start of the video, clearly state the task you are going to perform.
8. While completing the task, speak clearly and slowly, describing what you're doing.

**IMPORTANT: If there are any risks to health and safety, you must stop filming.**

## Step 3: Save and upload

1. When you have finished filming, watch the video to make sure you have filmed everything you want.
2. Save and name the video files:
3. The file size for each video must not exceed 500mb

Accepted video file formats include:

- MP4 (.mp4)

- M4V (.m4v)
- OGV (.ogv)
- WEBM (.webm)

4. Video files must be named using the following format: 'Surname\_First Name\_Video\_number'. For example: 'Smith\_Peter\_Video\_1'

5. Upload your videos via the VETASSESS online portal when submitting your application.

**Note: Your assessor will request additional videos or photos if your videos do not provide evidence of you safely demonstrating your skills as a skilled tradesperson.**

## Confidentiality

Any videos submitted to VETASSESS will be used for the sole purpose of skills assessment. All video recordings are held securely and will not be reproduced or shared for public use. Our [Privacy Statement](#) explains how we handle your personal information.

If you require any further information, please contact us at [tradeassess@vetassess.com.au](mailto:tradeassess@vetassess.com.au).