

General Information and Instructions				
Competency Code & Name	MEM18001 - Use hand tools			
Candidate Name				
Position				
Trainer / Assessor				
Assessment Date	Click here to enter a date.	Attempt	<input type="checkbox"/> 1	<input type="checkbox"/> 2
Instructions				
Candidate instructions	<ul style="list-style-type: none"> Answer the questions on the answer sheet provided according to the instructions 			
Satisfactory completion requirements	<ul style="list-style-type: none"> Written assessment requires you to obtain a minimum score of 80% on the written assessment If you fail to PASS, then you will need to be reassessed. 			
Assessor Instructions	<ul style="list-style-type: none"> Assess each task based on predetermined criteria. Pay attention to the quality of work, accuracy, and adherence to instructions. Consider the organization and effectiveness of the documentation. Ensure that candidates have followed all safety instructions. 			
Assessment Result				
Assessment Results and Feedback	Memuaskan	Tidak Memuaskan	Feedback:	
	<input type="checkbox"/>	<input type="checkbox"/>		
Candidate Signature				
Assessor's Signature				


No	Multiple choice Choose the most appropriate answer to the question below!	S	NS
1.	<p>What is the primary purpose of personal protective equipment (PPE) when using hand tools?</p> <p>A) Enhancing tool performance</p> <p>B) Ensuring a comfortable working environment</p> <p>C) Minimizing the risk of injury to the user</p> <p>D) Improving the quality of work</p> <p>Answer: C) Minimizing the risk of injury to the user</p>	<input type="checkbox"/>	<input type="checkbox"/>
2.	<p>Which of the following is a safe work practice when using hand tools?</p> <p>A) Removing safety guards for better visibility</p> <p>B) Using tools for tasks they are not designed for</p> <p>C) Wearing appropriate PPE for the task</p> <p>D) Storing tools in an unorganized manner</p> <p>Answer: C) Wearing appropriate PPE for the task</p>	<input type="checkbox"/>	<input type="checkbox"/>
3.	<p>What is a key consideration for ensuring safe work practices with hand tools?</p> <p>A) Speeding up tasks for efficiency</p> <p>B) Regularly inspecting and maintaining tools</p> <p>C) Sharing tools without proper communication</p> <p>D) Using tools without considering the task at hand</p> <p>Answer: B) Regularly inspecting and maintaining tools</p>	<input type="checkbox"/>	<input type="checkbox"/>
4.	<p>Which hand tool is commonly used for shaping and smoothing materials by abrasion and comes in various cross-sectional shapes such as flat, round, and triangle?</p> <p>A) Hacksaw</p> <p>B) Hammer</p> <p>C) File</p> <p>D) Chisel</p> <p>Answer: C) File</p>	<input type="checkbox"/>	<input type="checkbox"/>
5.	<p>What is the primary application of a wood plane in a general engineering context?</p> <p>A) Cutting metal</p> <p>B) Smoothing and shaping wood surfaces</p> <p>C) Fastening materials</p>	<input type="checkbox"/>	<input type="checkbox"/>

No	Multiple choice Choose the most appropriate answer to the question below!	S	NS
	D) Removing rust from surfaces Answer: B) Smoothing and shaping wood surfaces		
6.	Which hand tool is commonly used for cutting or shaping materials such as metal, plastic, or wood by utilizing a toothed blade? A) Screwdriver B) Hacksaw C) Socket wrench D) Chisel Answer: B) Hacksaw	<input type="checkbox"/>	<input type="checkbox"/>
7.	What type of hand tool is typically used for tightening or loosening nuts and bolts and comes in various sizes, including adjustable variants? A) Hammer B) Chisel C) Wrench D) File Answer: C) Wrench	<input type="checkbox"/>	<input type="checkbox"/>
8.	Which hand tool is designed for striking or hitting materials and is available in various types, including ball-peen, claw, and sledge? A) Punch B) Gouge C) Hammer D) Scraper Answer: C) Hammer	<input type="checkbox"/>	<input type="checkbox"/>
9.	What is a potential consequence of using hand tools with blunt or dull cutting edges? A) Improved cutting efficiency B) Increased effort required for cutting C) Extended tool lifespan D) Enhanced safety during operation Answer: B) Increased effort required for cutting	<input type="checkbox"/>	<input type="checkbox"/>
10.	What is a common issue associated with hand tools if the handles are loose or grips are damaged?	<input type="checkbox"/>	<input type="checkbox"/>

No	Multiple choice Choose the most appropriate answer to the question below!	S	NS
	<p>A) Improved control during use</p> <p>B) Enhanced user comfort</p> <p>C) Compromised control and safety</p> <p>D) Extended tool lifespan</p> <p>Answer: C) Compromised control and safety</p>		
11.	<p>Why is it important to regularly inspect hand tools for cracks or breaks?</p> <p>A) To enhance the aesthetics of the tools</p> <p>B) To reduce the need for replacement</p> <p>C) To identify potential safety hazards</p> <p>D) To extend the warranty period</p> <p>Answer: C) To identify potential safety hazards</p>	<input type="checkbox"/>	<input type="checkbox"/>
12.	<p>What is the recommended action when a hand tool is found to be unsafe or faulty during regular inspection?</p> <p>A) Continue using the tool with caution</p> <p>B) Mark the tool for repair or replacement</p> <p>C) Ignore the issue and report it later</p> <p>D) Share the tool with colleagues</p> <p>Answer: B) Mark the tool for repair or replacement</p>	<input type="checkbox"/>	<input type="checkbox"/>
13.	<p>Why is it important to mark unsafe or faulty tools for repair rather than continuing to use them?</p> <p>A) To avoid unnecessary replacement costs</p> <p>B) To maintain an organized tool storage area</p> <p>C) To prevent potential accidents or injuries</p> <p>D) To meet workplace aesthetic standards</p> <p>Answer: C) To prevent potential accidents or injuries</p>	<input type="checkbox"/>	<input type="checkbox"/>
14.	<p>What color is commonly used for marking tools that are identified as unsafe or faulty and in need of repair?</p> <p>A) Red</p> <p>B) Blue</p> <p>C) Green</p> <p>D) Yellow</p>	<input type="checkbox"/>	<input type="checkbox"/>

No	Multiple choice Choose the most appropriate answer to the question below!	S	NS
	Answer: A) Yellow		
15.	<p>What is a common routine maintenance task for hand tools to prevent rust and ensure smooth operation?</p> <p>A) Painting the tools</p> <p>B) Lubricating moving parts</p> <p>C) Exposing tools to moisture</p> <p>D) Tightening fasteners regularly</p> <p>Answer: B) Lubricating moving parts</p>	<input type="checkbox"/>	<input type="checkbox"/>
16.	<p>Why is it important to regularly tighten fasteners on hand tools as part of routine maintenance?</p> <p>A) To increase the weight of the tools</p> <p>B) To make the tools more difficult to use</p> <p>C) To prevent potential safety hazards</p> <p>D) To improve the aesthetic appearance</p> <p>Answer: C) To prevent potential safety hazards</p>	<input type="checkbox"/>	<input type="checkbox"/>
17.	<p>What is a key consideration when selecting a storage location for hand tools?</p> <p>A) Proximity to food and beverages</p> <p>B) Exposure to extreme temperatures</p> <p>C) Frequent changes in humidity</p> <p>D) Availability of natural light</p> <p>Answer: B) Exposure to extreme temperatures</p>	<input type="checkbox"/>	<input type="checkbox"/>
18.	<p>Why is it important to store hand tools in an organized manner?</p> <p>A) To increase the chances of misplacing tools</p> <p>B) To create a visually appealing workspace</p> <p>C) To promote safety and easy tool access</p> <p>D) To impress visitors to the workspace</p> <p>Answer: C) To promote safety and easy tool access</p>	<input type="checkbox"/>	<input type="checkbox"/>
19.	<p>What is a recommended practice for storing cutting tools, such as chisels and gouges, to prevent damage?</p> <p>A) Tossing them into a toolbox without organization</p>	<input type="checkbox"/>	<input type="checkbox"/>

No	Multiple choice Choose the most appropriate answer to the question below!	S	NS
	B) Storing them in a dry environment with proper protection C) Leaving them exposed to the elements for easy access D) Sharing storage space with heavy machinery Answer: B) Storing them in a dry environment with proper protection		
20.	What action should be taken immediately after marking a hand tool for repair? A) Continue using the tool with caution B) Store the tool with other marked tools C) Seek professional repair or replacement D) Share the tool with colleagues Answer: C) Seek professional repair or replacement	<input type="checkbox"/>	<input type="checkbox"/>
Score:			

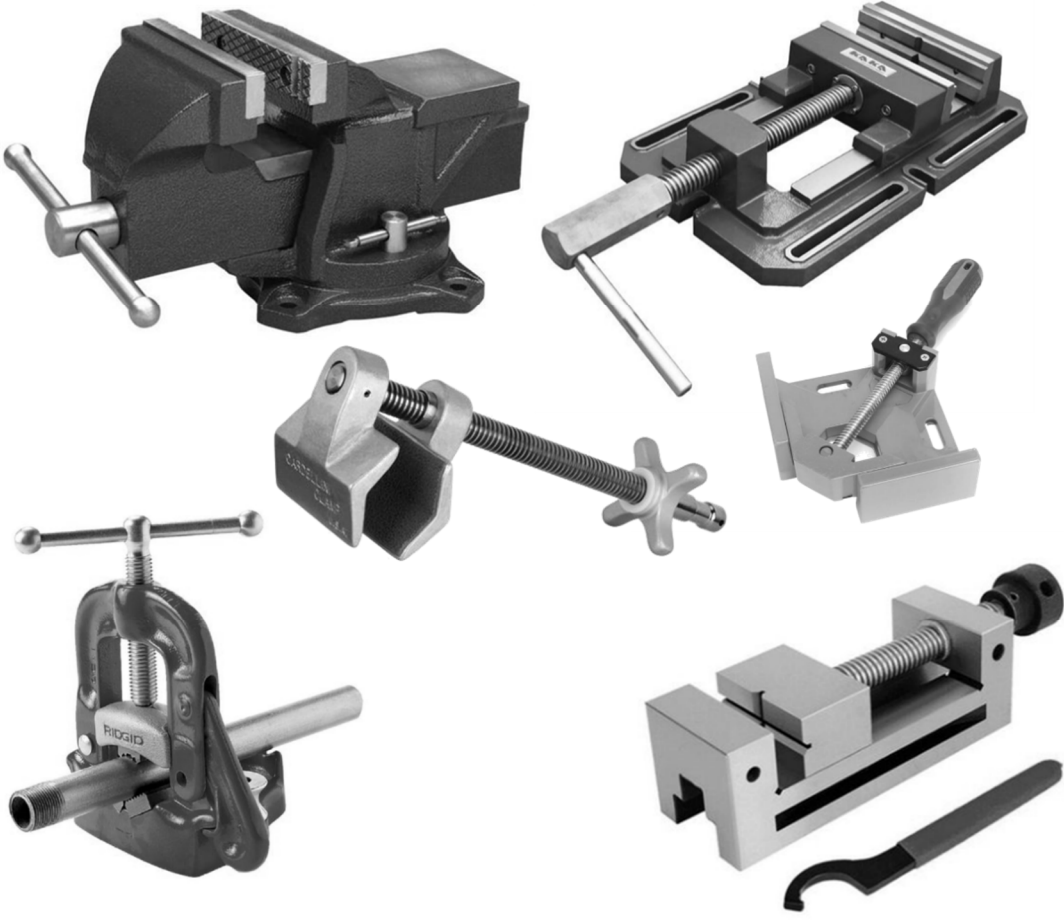
No	Essay Answer the question below as the instruction given!	S	NS
21.	<p>Provide examples of potential hazards and injuries that may arise from unsafe hand tool practices and explain how these risks can be mitigated through proper safety measures.</p> <p>Answer:</p> <p>Examples of potential hazards include:</p> <ul style="list-style-type: none"> • Incorrect tool use: Using a screwdriver as a chisel can lead to the tool slipping and causing injuries. • Poorly maintained tools: A rusty and dull blade on a saw can result in uneven cuts and potential accidents. • Lack of PPE: Not wearing safety glasses when using a grinder may lead to eye injuries from flying debris. <p>To mitigate these risks:</p> <ul style="list-style-type: none"> • Training programs: Provide comprehensive training on the proper use of each tool and the importance of safety measures. • Regular toolbox talks: Conduct regular safety meetings to discuss potential hazards and reinforce safe practices. • Reporting system: Establish a clear process for reporting unsafe conditions or tools for prompt resolution. 	<input type="checkbox"/>	<input type="checkbox"/>
22.		<input type="checkbox"/>	<input type="checkbox"/>


No	<p>Essay</p> <p>Answer the question below as the instruction given!</p>	S	NS
	<p>Name fastening tools in the above pictures.</p> <p>a.</p> <p>b.</p> <p>c.</p> <p>d.</p> <p>e.</p> <p>f.</p> <p>g.</p> <p>h.</p> <p>i.</p> <p>j.</p> <p>k.</p> <p>l.</p>		
23.	<div data-bbox="188 891 1257 1780"> </div> <p>Name screwdrivers tools in the above pictures.</p> <p>a.</p> <p>b.</p> <p>c.</p> <p>d.</p> <p>e.</p>	<input type="checkbox"/>	<input type="checkbox"/>

No	Essay	S	NS
	Answer the question below as the instruction given!		
	f.		
24.	<div data-bbox="221 387 1287 1317"> </div> <p>Name screwdrivers tools in the above pictures.</p> <p>a.</p> <p>b.</p> <p>c.</p> <p>d.</p> <p>e.</p> <p>f.</p> <p>g.</p> <p>h.</p>	<div data-bbox="1347 1032 1370 1055"></div>	<div data-bbox="1447 1032 1471 1055"></div>

No	<p>Essay</p> <p>Answer the question below as the instruction given!</p>	S	NS
25.	<div data-bbox="261 338 1235 1346"> </div> <p>Name punches tools in the above pictures.</p> <p>a.</p> <p>b.</p> <p>c.</p> <p>d.</p> <p>e.</p> <p>f.</p> <p>g.</p> <p>h.</p> <p>i.</p> <p>j.</p> <p>k.</p> <p>l.</p>	<input data-bbox="1347 1111 1374 1137" type="checkbox"/>	<input data-bbox="1445 1111 1473 1137" type="checkbox"/>

No	Essay	S	NS
	Answer the question below as the instruction given!		
26.	<div data-bbox="199 313 1284 1339"> </div> <p>Name plier tools in the above pictures.</p> <div data-bbox="183 1429 215 1993"> <p>a. b. c. d. e. f. g. h. i. j. k. l. m. n.</p> </div>	<div data-bbox="1348 1142 1372 1164"> <input type="checkbox"/> </div>	<div data-bbox="1444 1142 1468 1164"> <input type="checkbox"/> </div>

No	Essay Answer the question below as the instruction given!	S	NS
27.	 <p>Name clamping tools in the above pictures.</p> <p>a. b. c. d. e. f.</p>	<input type="checkbox"/>	<input type="checkbox"/>

No	<p>Essay</p> <p>Answer the question below as the instruction given!</p>	S	NS
28.	 <p>Name marking/ measuring tools in the above pictures.</p> <ol style="list-style-type: none"> 	<input type="checkbox"/>	<input type="checkbox"/>
29.	<p>Discuss the common faults and defects that can occur in hand tools, and outline the corrective actions that should be taken when faults are identified.</p> <p>Answer:</p> <p>Common Faults and Defects:</p> <p>Blunt or Dull Cutting Edges: Regularly sharpen cutting edges using appropriate tools.</p> <p>Loose Handles or Grips: Tighten fasteners, replace handles, or use appropriate adhesives.</p> <p>Cracks or Breaks: Regularly inspect for cracks, replace damaged tools promptly.</p> <p>Corrosion and Rust: Clean and remove rust, apply rust inhibitor, store tools in a dry environment.</p>	<input type="checkbox"/>	<input type="checkbox"/>

No	Essay Answer the question below as the instruction given!	S	NS
	<p>Worn Joints and Hinges: Lubricate joints, replace worn-out parts.</p> <p>Missing or Damaged Fasteners: Regularly check and tighten fasteners, replace damaged ones.</p> <p>Inaccurate Measurements: Calibrate measuring tools regularly.</p> <p>If a tool is found to have severe defects that cannot be safely repaired, it should be immediately replaced. Tools with specific faults, such as loose handles or worn-out components, should be repaired or have the faulty parts replaced.</p>		
30.	<p>Explain 5S cultures that related to hand tools usage.</p> <p>Answer:</p> <p>Seiri (Sort): The first step involves sorting and eliminating unnecessary items from the workplace. Identify and remove items that are not needed for the current operation. This reduces clutter and ensures that only essential tools and materials are present.</p> <p>Seiton (Set in Order): Arrange the remaining items in a systematic and organized manner. Designate specific locations for tools, equipment, and materials so that they are easily accessible when needed. This step aims to reduce searching time and improve efficiency.</p> <p>Seiso (Shine): Clean and maintain the workplace regularly. This includes daily cleaning routines to ensure that the workspace is free from dirt, dust, and debris. Regular cleaning helps identify potential issues and maintains a safe and pleasant working environment.</p> <p>Seiketsu (Standardize): Establish standardized procedures and practices for maintaining the organized and clean workplace. Develop and implement consistent processes to sustain the improvements made in the first three steps. Standardization helps create a stable and efficient work environment.</p> <p>Shitsuke (Sustain): Sustain the 5S practices by creating a culture of continuous improvement. Encourage employees to adhere to the established standards and promote a sense of responsibility for maintaining a clean and organized workplace. Regular audits and reviews can help ensure that the 5S practices are consistently followed.</p>	<input type="checkbox"/>	<input type="checkbox"/>
Score:			
-END-			