

**ABSCQ MANUAL CODING SYSTEM**

**PART 6**

**SOLUTIONS TO CODING EXERCISES**



## Section 1.1

- 1) Basic word/s: Arboriculture  
Qualifying word/s: none  
Level/s: Advanced Certificate  
5821 Arboriculture/ Advanced Certificate  
**Code assigned = 5821**
- 2) Basic word/s: Care  
Qualifying word/s: Residential  
Level/s: Associate Diploma  
5429 Care, Residential/ Associate Diploma  
**Code assigned = 5429**
- 3) Basic word/s: Hairdressing  
Qualifying word/s: none  
Level/s: Trade Certificate  
6911 Hairdressing/ Trade Certificate  
**Code assigned = 6911**
- 4) Basic word/s: Relations  
Qualifying word/s: Public  
Level/s: Graduate Diploma  
2492 Relations, Public/ Graduate Diploma  
**Code assigned = 2492**
- 5) Basic word/s: Locksmithing  
Qualifying word/s: none  
Level/s: Certificate  
7648 Locksmithing/ Certificate  
**Code assigned = 7648**
- 6) Basic word/s: Reproduction  
Qualifying word/s: Graphic  
Level/s: Apprenticeship  
6662 Reproduction, Graphic/ Apprenticeship  
**Code assigned = 6662**

- 7) Basic word/s: Physics  
Qualifying word/s: none  
Level/s: Master  
1521 Physics/ Master  
**Code assigned = 1521**
- 8) Basic word/s: Librarianship  
Qualifying word/s: School  
Level/s: Graduate Diploma  
2314 Librarianship/ school/ Graduate Diploma  
**Code assigned = 2314**
- 9) Basic word/s: Operation  
Qualifying word/s: Fisheries  
Level/s: Certificate of Technology  
5891 Operation, Fisheries/ Certificate of Technology  
**Code assigned = 5891**
- 10) Basic word/s: Metallurgy  
Qualifying word/s: none  
Level/s: Bachelor  
3651 Metallurgy/ Bachelor  
**Code assigned = 3651**
- 11) Basic word/s: Studies  
Qualifying word/s: Police  
Level/s: Bachelor  
3494 Studies, Police/ Bachelor  
**Code assigned = 3494**
- 12) Basic word/s: Oceanography  
Qualifying word/s: none  
Level/s: Doctorate  
1523 Oceanography/ Doctorate  
**Code assigned = 1523**
- 13) Basic word/s: Technology  
Qualifying word/s: Dental  
Level/s: Advanced Certificate  
5243 Technology, Dental/ Advanced Certificate  
**Code assigned = 5243**

- 14) Basic word/s: Dancing  
 Qualifying word/s: none  
 Level/s: Associate Diploma

5486 Dancing/ Associate Diploma

**Code assigned = 5486**

- 15) Basic word/s: Therapy  
 Qualifying word/s: Occupational  
 Level/s: Bachelor

3233 Therapy, Occupational/ Bachelor

**Code assigned = 3233**

## Section 1.2

- 1) Basic word/s: Studies  
 Qualifying word/s: Pacific Defence  
 Level/s: Bachelor

3888 Studies, Defence/ Bachelor

*Pacific* is extraneous

**Code assigned = 3888**

- 2) Basic word/s: AFAMI  
 Qualifying word/s: none  
 Level/s: none

7132 AFAMI

**Code assigned = 7132**

- 3) Basic word/s: Science  
 Qualifying word/s: Biological  
 Level/s: Doctor of Philosophy

1511 Science, Biological/ Doctorate

Doctor of Philosophy = Doctorate

**Code assigned = 1511**

- 4) Basic word/s: Midwifery  
 Qualifying word/s: none  
 Level/s: Grad Dip

2222 Midwifery/ Graduate Diploma

Grad Dip = Graduate Diploma

**Code assigned = 2222**

- 5) Basic word/s: Science  
Qualifying word/s: Computer  
Level/s: Bachelor (Honours)  
3541 Science, Computer/ Bachelor  
*Honours* is extraneous  
**Code assigned = 3541**
- 6) Basic word/s: Geology  
Qualifying word/s: Coal  
Level/s: Graduate Diploma  
2523 Geology/ Graduate Diploma  
*Coal* is extraneous  
**Code assigned = 2523**
- 7) Basic word/s: Design  
Qualifying word/s: Interior  
Level/s: M  
1712 Design, Interior/ Master  
M = Master  
**Code assigned = 1712**
- 8) Basic word/s: AmusA  
Qualifying word/s: none  
Level/s: none  
9989 AmusA  
**Code assigned = 9989**
- 9) Basic word/s: Management  
Qualifying word/s: Office  
Level/s: Post Grad Dip  
2121 Management, Office/ Graduate Diploma  
Post Grad Dip = Graduate Diploma  
**Code assigned = 2121**
- 10) Basic word/s: CRTS  
Qualifying word/s: none  
Level/s: Trade Cert  
6888 CRTS/ Trade Certificate  
Trade Cert = Trade Certificate  
**Code assigned = 6888**

- 11) Basic word/s: Care  
Qualifying word/s: Child  
Level/s: Traineeship  
7422 Care, Child/ Traineeship Certificate  
Traineeship = Traineeship Certificate  
**Code assigned = 7422**
- 12) Basic word/s: Growing  
Qualifying word/s: Small Fruits  
Level/s: Grad Dip  
2821 Growing, Fruit/ Graduate Diploma  
*Small* is extraneous  
Grad Dip = Graduate Diploma  
**Code assigned = 2821**
- 13) Basic word/s: Floristry  
Qualifying word/s: Commercial  
Level/s: Certificate  
7489 Floristry/ Certificate  
*Commercial* is extraneous  
**Code assigned = 7489**
- 14) Basic word/s: Viticulture  
Qualifying word/s: none  
Level/s: Assoc Dip  
5821 Viticulture/ Associate Diploma  
Assoc Dip = Associate Diploma  
**Code assigned = 5821**
- 15) Basic word/s: Culture  
Qualifying word/s: Islamic  
Level/s: B  
3449 Culture/ Bachelor  
*Islamic* is extraneous  
B = Bachelor  
**Code assigned = 3449**

## Section 2.2

- 1) Basic word/s: Engineering  
 Qualifying word/s: Road  
 Level/s: Graduate Diploma
- Query
- Exact match *engineering*  
 No exact match for *road* and no appropriate close match index entries
- Query**
- 2) Basic word/s: Display  
 Qualifying word/s: Advertising  
 Level/s: Certificate
- 7139 Display/ promotional/ Certificate
- Exact match *display*  
 Close match *advertising* with *promotional*
- Code assigned = 7139**
- 3) Basic word/s: Tuning  
 Qualifying word/s: Auto  
 Level/s: Apprenticeship
- 6672 Tuning/ engine/ Apprenticeship
- Exact match *tuning*  
 Close match *auto* with *engine*
- Code assigned = 6672**
- 4) Basic word/s: Inspection  
 Qualifying word/s: Aeroplane  
 Level/s: Certificate
- Query
- Exact match *inspection*  
 No exact match for *aeroplane* and no close match entries
- Code assigned = Query**
- 5) Basic word/s: Making  
 Qualifying word/s: Cast Iron Furniture  
 Level/s: Trade Cert
- 6649 Making, Furniture/ metal/ Trade Certificate
- Exact match *making*  
 Exact match *furniture*  
 Close match *cast iron* with *metal*
- Code assigned = 6649**



- 6) Basic word/s: Health  
Qualifying word/s: Environmental  
Level/s: Fellow  
3299 Health, Environmental/ Fellow  
Exact match *health* and *environmental*  
Code assigned = 3299
- 7) Basic word/s: Systems  
Qualifying word/s: Building Energy  
Level/s: Master  
1719 Systems, Building Energy/ Master  
Exact match *systems* and *building energy*  
Code assigned = 1719
- 8) Basic word/s: Surgery  
Qualifying word/s: Animal  
Level/s: Bachelor  
3251 Surgery/ veterinary/ Bachelor  
Exact match *surgery*  
Close match *animal* with *veterinary*  
Code assigned = 3251
- 9) Basic word/s: Economics  
Qualifying word/s: Agricultural  
Level/s: Diploma  
2461 Economics/ agricultural/ Diploma  
Exact match *economics*  
Match on agricultural (can match exactly even though the index entry allows for close matching if it were necessary)  
Code assigned = 2461

### Section 2.3

- 1) Basic word/s: Agriculture  
Qualifying word/s: none  
Level/s: Diploma  
4811 Agriculture/ except above/ Diploma  
Code assigned = 4811

- 2) Basic word/s: Making  
Qualifying word/s: Vehicle Body  
Level/s: none  
0675 Making, Vehicle Body/ NAI (about level)  
**Code assigned = 0675**
- 3) Basic word/s: Drafting  
Qualifying word/s: Design  
Level/s: Certificate of Technology  
5600 Drafting, Design/ NAI (about type of design drafting)/ Certificate of Technology  
**Code assigned = 5600**
- 4) Basic word/s: Administration  
Qualifying word/s: none  
Level/s: Associate Diploma  
5110 Administration/ NAI (about type of administration)/ Associate Diploma  
**Code assigned = 5110**
- 5) Basic word/s: Secretarial  
Qualifying word/s: none  
Level/s: Diploma  
7122 Secretarial/ NAI (about type of secretarial)/ Diploma/ except above  
There is no institution information given, so select *except above*  
**Code assigned = 7122**
- 6) Basic word/s: Midwifery  
Qualifying word/s: none  
Level/s: Certificate  
3222 Midwifery/ except above  
No index entry for *certificate*, so *except above* must be selected  
**Code assigned = 3222**
- 7) Basic word/s: Architecture  
Qualifying word/s: none  
Level/s: Bachelor  
3711 Architecture/ except above/ Bachelor  
No information is given about the type of architecture studied so *except above* must be selected  
**Code assigned = 3711**

- 8) Basic word/s: Aesthetics  
Qualifying word/s: none  
Level/s: Doctorate  
1452 Aesthetics/ except above/ Doctorate  
No information is given that suggests *art* can be selected so *except above* must be selected  
**Code assigned = 1452**
- 9) Basic word/s: Assisting  
Qualifying word/s: Survey  
Level/s: none  
0611 Assisting, Survey/ NAI (about level)  
**Code assigned = 0611**
- 10) Basic word/s: Commerce  
Qualifying word/s: none  
Level/s: Bachelor  
3100 Commerce/ NAI (about type of commerce)/ Bachelor  
**Code assigned = 3100**
- 11) Basic word/s: Officer  
Qualifying word/s: Welfare  
Level/s: none  
0420 Officer, Welfare/ NAI (about level)  
**Code assigned = 0420**
- 12) Basic word/s: Gynaecology  
Qualifying word/s: none  
Level/s: PhD  
1214 Gynaecology/ except above  
PhD = Doctorate  
No index entry for *Doctorate* so select *except above*  
**Code assigned = 1214**
- 13) Basic word/s: Pathology  
Qualifying word/s: none  
Level/s: Master  
1216 Pathology/ NAI (about type of pathology)/ Master  
**Code assigned = 1216**

## Section 2.4

- 1) Basic word/s: Algebra  
Qualifying word/s: Linear  
Level/s: Bachelor  
???? Algebra: code to Mathematics  
3531 Mathematics/ Bachelor  
**Code assigned = 3531**
- 2) Basic word/s: Instruction  
Qualifying word/s: Aerobic  
Level/s: Certificate  
???? Instruction, Aerobic: code to Fitness  
7239 Fitness/ Certificate  
**Code assigned = 7239**
- 3) Basic word/s: Painting  
Qualifying word/s: Carriage  
Level/s: none  
???? Painting, Carriage: code to Painting, Automotive  
0674 Painting, Automotive/ NAI (about level)  
**Code assigned = 0674**
- 4) Basic word/s: Japanese  
Qualifying word/s: none  
Level/s: Grad Dip  
???? Japanese: code to Languages  
2442 Languages/ Graduate Diploma  
**Code assigned = 2442**

## Section 3.1

- 1) Basic word/s: Education  
 Qualifying word/s: Physical  
 Level/s: Diploma of Teaching  
 4310 Education, Physical/ Diploma of Teaching (Dip T)  
 Both *education* and *teaching* are used  
 The basic word is the one used in the field of study i.e. *education*  
**Code assigned = 4310**
- 2) Basic word/s: Teaching  
 Qualifying word/s: Music  
 Level/s: Diploma of Education  
 2313 Teaching, Music/ Diploma of Education (Dip Ed)  
 Both *education* and *teaching* are used  
 The basic word is the one used in the field of study i.e. *teaching*  
**Code assigned = 2313**
- 3) Basic word/s: Education  
 Qualifying word/s: French, German  
 Level/s: Diploma of Education  
 2310 Education/ except above/ Diploma of Education (Dip Ed)  
 Only *education* is used so it is the basic word.  
 No match for *French* or *German* so *except above* is selected  
**Code assigned = 2310**
- 4) Basic word/s: Nursing  
 Qualifying word/s: none  
 Level/s: Enrolled  
 7221 Nursing/ NAI (about type of nursing)/ Enrolled (EN)  
**Code assigned = 7221**
- 5) Basic word/s: Nursing  
 Qualifying word/s: Psychiatric  
 Level/s: Registered  
 4224 Nursing, Psychiatric/ Registered  
**Code assigned = 4224**

- 6) Basic word/s: Nursing  
 Qualifying word/s: Midwifery  
 Level/s: Postgraduate Dip

2222 Nursing, Midwifery/ Graduate Diploma

Postgraduate Dip = Graduate Diploma

**Code assigned = 2222**

- 7) Basic word/s: Management  
 Qualifying word/s: Library Information  
 Level/s: Bachelor

3431 Management, Information/ library/ Bachelor

**Code assigned = 3431**

- 8) Basic word/s: Administration  
 Qualifying word/s: Public  
 Level/s: Bachelor

3112 Administration, Public/ Bachelor

*Administration* takes precedence over all other words except for *aide* so it is the basic word.

**Code assigned = 3112**

- 9) Basic word/s: Teacher  
 Qualifying word/s: Librarianship  
 Level/s: Dip Ed

2314 Teaching, Librarianship/ Diploma of Education (Dip Ed)

The basic word is either *teaching* or *education* as they take precedence over all other words except *aide*, and *administration* and *management* in the hierarchy of basic words

Both *education* and *teaching* are used so the basic word is the one used in the field of study, i.e. *teaching*

**Code assigned = 2314**

- 10) Basic word/s: Administration  
 Qualifying word/s: Educational  
 Level/s: PhD

1112 Administration, Educational/ Doctorate

*Administration* takes precedence over *education* in the hierarchy of basic words

**Code assigned = 1112**

- 11) Basic word/s: Nurse  
 Qualifying word/s: Dental  
 Level/s: Registered

7242 Nursing, Dental/ Registered

**Code assigned = 7242**

- 12) Basic word/s: Nursing  
Qualifying word/s: History of  
Level/s: PhD  
1414 Nursing, History of/ Doctorate  
**Code assigned = 1414**
- 13) Basic word/s: Aide  
Qualifying word/s: Nursing  
Level/s: none  
7221 Aide, Nursing  
*Aide* takes precedence over *nursing* in the hierarchy of basic words  
**Code assigned = 7221**
- 14) Basic word/s: Education  
Qualifying word/s: Nursing  
Level/s: Bachelor  
3322 Education, Nursing/ Bachelor  
*Education* takes precedence over *nursing* in the hierarchy of basic words  
**Code assigned = 3322**
- 15) Basic word/s: Aide  
Qualifying word/s: Teachers  
Level/s: none  
9989 Aide, Teachers  
*Aide* takes precedence over *teaching* in the hierarchy of basic words  
**Code assigned = 9989**
- 16) Basic word/s: Administration  
Qualifying word/s: Nursing  
Level/s: Graduate Diploma  
2112 Administration, Nursing/ Graduate Diploma  
*Administration* takes precedence over *nursing* in the hierarchy of basic words  
**Code assigned = 2112**
- 17) Basic word/s: Education  
Qualifying word/s: Sociology of  
Level/s: MA  
1412 Education, Sociology of/ Master  
**Code assigned = 1412**

- 18) Basic word/s: Management  
 Qualifying word/s: Office  
 Level/s: Certificate

7121 Management, Office/ Certificate

Both *management* and *administration* are used so the basic word is the one used in the field of study, i.e. *management*

**Code assigned = 7121**

### Section 3.2

- 1) Basic word/s: Surveying  
 Qualifying word/s: Quantity  
 Level/s: Bachelor

3793 Surveying/ quantity/ Bachelor

*Applied Science* is vague

**Code assigned = 3793**

- 2) Basic word/s: Finance  
 Qualifying word/s: none  
 Level/s: Master

1142 Finance/ Master

*Commerce* is vague

**Code assigned = 1142**

- 3) Basic word/s: Literature  
 Qualifying word/s: none  
 Level/s: Master

1441 Literature/ Master

*Humanities* is vague

**Code assigned = 1441**

- 4) Basic word/s: Relations  
 Qualifying word/s: Public  
 Level/s: Assoc Dip

5492 Relations, Public/ Associate Diploma

*Business* is vague

**Code assigned = 5492**



- 5) Basic word/s: Leadership  
 Qualifying word/s: Recreation  
 Level/s: Associate Diploma  
 5493 Leadership/ recreation/ Associate Diploma

*Arts* is vague

**Code assigned = 5493**

- 6) Basic word/s: Science  
 Qualifying word/s: Numerical  
 Level/s: Bachelor  
 3531 Science, Numerical/ Bachelor

*Science* is not vague as it is qualified by another word and forms a legitimate field of study

**Code assigned = 3531**

- 7) Basic word/s: MEng  
 Qualifying word/s: Civil Engineering  
 Level/s: M  
 1621 Engineering, Civil/ Master

*Eng* is a common abbreviation for *engineering*

*Engineering* is not vague as it is qualified by another word and forms a legitimate field of study

**Code assigned = 1621**

### Section 3.3

- 1) Basic word/s: Education  
 Qualifying word/s: Secondary  
 Level/s: Bachelor & Trade Certificate

Query

No level *trade certificate* for *secondary education*

Query

- 2) Basic word/s: Engineering  
 Qualifying word/s: Steam  
 Level/s: Apprenticeship & Trade Certificate

6672 Engineering, Steam/ Apprenticeship

6672 Engineering, Steam/ Trade Certificate

Match both levels

**Code assigned = 6672**

- 3) Basic word/s: Electrician  
 Qualifying word/s: Auto  
 Level/s: Advanced Certificate & Trade Certificate

5634 Electrician/ Automotive/ Advanced Certificate

6634 Electrician/ Automotive/ Trade Certificate

Close match *auto* with *automotive*

Match both levels and code to highest qualification (i.e lowest first digit)

**Code assigned = 5634**

- 4) Basic word/s: Leadlighting  
 Qualifying word/s: none  
 Level/s: Certificate & Trade Certificate

Query

There is no index entry *certificate* for *leadlighting*

**Query**

- 5) Basic word/s: Mechanics  
 Qualifying word/s: none  
 Level/s: Trade Certificate

6600 Mechanics/ NAI (about type of mechanics)/ Trade Certificate

*Engineering* is vague so *mechanics* is used as the basic word

No level is stated but there is a *yes* for the trade qualification question = *trade certificate*

**Code assigned = 6600**

- 6) Basic word/s: Technician  
 Qualifying word/s: Electronic Instrument  
 Level/s: Certificate & Trade Certificate

7638 Technician, Electronic Instrument/ Certificate

6638 Technician, Electronic Instrument/ Trade Certificate

Match both levels and code to highest qualification

**Code assigned = 6638**

- 7) Basic word/s: Sheetmetal  
 Qualifying word/s: none  
 Level/s: 1st Class Certificate & Trade Certificate

6644 Sheetmetal/ Trade Certificate

6644 Sheetmetal/ 1st Class

1st Class Certificate = 1st Class

Match both levels

**Code assigned = 6644**

- 8) Basic word/s: Fabrication  
 Qualifying word/s: Metal  
 Level/s: City and Guilds & Trade Certificate

6645 Fabrication, Metal/ City and Guilds  
 6645 Fabrication, Metal/ Trade Certificate

Match both levels

**Code assigned = 6645**

- 9) Basic word/s: Plotting  
 Qualifying word/s: Radar  
 Level/s: Associate Diploma & Trade Certificate

5930 Plotting, Radar/ Associate Diploma  
 6930 Plotting, Radar/ Trade Certificate

Match both levels and code to the highest qualification

**Code assigned = 5930**

- 10) Basic word/s: Bookbinder  
 Qualifying word/s: none  
 Level/s: Trade Certificate

6664 Bookbinding/ Trade Certificate

Bookbinder = bookbinding

No level is stated but there is a *yes* for the trade qualification question = *trade certificate*

**Code assigned = 6664**

- 11) Basic word/s: Refrigeration  
 Qualifying word/s: none  
 Level/s: Trade Certificate

6635 Refrigeration/ Trade Certificate

*Trade* does not necessarily mean *trade certificate* but this respondent also answered *yes* to the trade qualification question

**Code assigned = 6635**

- 12) Basic word/s: Therapy  
 Qualifying word/s: Beauty  
 Level/s: Diploma & Trade Certificate  
 Institution: Tas TAFE

4912 Therapy, Beauty/ Diploma/ from a TAFE or technical college  
 6912 Therapy, Beauty/ Trade Certificate

Match both levels and code to highest qualification

Institution information is used to select the correct entry for *diploma*

**Code assigned = 4912**

- 13) Basic word/s: Signwriting  
Qualifying word/s: none  
Level/s: Pre-apprenticeship & Trade Certificate

7724 Signwriting/ Pre-apprenticeship

6724 Signwriting/ Trade Certificate

Match both levels and code to highest qualification

**Code assigned = 6724**

- 14) Basic word/s: Setting  
Qualifying word/s: Die  
Level/s: Trade Certificate

6643 Setting, Die/ Trade Certificate

No level is stated but there is a *yes* for the trade qualification question = *trade certificate*

**Code assigned = 6643**

## Section 4.1

- 1) Basic word/s: Fabrication and Welding  
Qualifying word/s: none  
Level/s: Pre-apprenticeship Certificate

7645 Fabrication + Welding/ Pre-apprenticeship

**Code assigned = 7645**

- 2) Basic word/s: Tiling and Slating  
Qualifying word/s: none  
Level/s: Apprenticeship

6727 Tiling + Slating/ Apprenticeship

**Code assigned = 6727**

- 3) Basic word/s: Secretarial and Reception  
Qualifying word/s: none  
Level/s: none

7120 Secretarial + Reception

Level is extraneous

**Code assigned = 7120**

- 4) Basic word/s: Pastry and Cake  
Qualifying word/s: none  
Level/s: Trade Certificate

6922 Cake + Pastry/ Trade Certificate

Not in index under *Pastry + Cake* so reverse the order

**Code assigned = 6922**

- 5) Basic word/s: Speech and Drama  
Qualifying word/s: none  
Level/s: Graduate Diploma

2486 Speech + Drama/ Graduate Diploma

**Code assigned = 2486**

## Section 4.2

- 1) Basic word/s: Accounting, Administration  
 Qualifying word/s: Personnel (for *administration*)  
 Level/s: Bachelor
- 3141 Accounting/ except above/ Bachelor  
 3113 Administration, Personnel/ Bachelor
- Business* is vague  
 Same broad field but different narrow field, therefore, code to broad field
- Code assigned = 3100**

- 2) Basic word/s: Drafting  
 Qualifying word/s: Jig, Tool  
 Level/s: Certificate
- 7642 Drafting, Jig/ Certificate  
 7642 Drafting, Tool/ Certificate
- Both fields of study lead to same code
- Code assigned = 7642**

- 3) Basic word/s: Engineering  
 Qualifying word/s: Civil, Computer  
 Level/s: Diploma
- 4621 Engineering, Civil/ Diploma  
 No level for diploma under computer engineering  
 As one level is not in the index the response must be queried
- Query**

- 4) Basic word/s: Administration, Policy  
 Qualifying word/s: Public (for *policy*)  
 Level/s: Graduate Diploma
- 2112 Policy, Public/ Graduate Diploma  
 2110 Administration/ NAI (about type of administration)/ Graduate Diploma
- Fields of study are nested, therefore, assign the more detailed code
- Code assigned = 2112**

- 5) Basic word/s: Planning  
 Qualifying word/s: Urban, Regional  
 Level/s: Postgraduate Dip
- 2499 Planning, Urban/ Graduate Diploma  
 2499 Planning, Regional/ Graduate Diploma
- Both fields of study lead to same code
- Code assigned = 2499**

- 6) Basic word/s: Relations, Reception  
 Qualifying word/s: Public (for *relations*)  
 Level/s: Certificate

7492 Relations, Public/ Certificate

7129 Reception/ Certificate

Different broad fields but same level of attainment, code to first named field of study

**Code assigned = 7492**

- 7) Basic word/s: Science, Medicine  
 Qualifying word/s: Sports  
 Level/s: Bachelor

3239 Science, Sport/ Bachelor

3219 Medicine, Sports

Same broad field but different narrow field, therefore, code to broad field

**Code assigned = 3200**

- 8) Basic word/s: Environment, Architecture  
 Qualifying word/s: Built (for *environment*)  
 Level/s: B

3710 Environment, Built/ Bachelor

3711 Architecture/ except above/ Bachelor

Fields are nested, therefore, code to the more detailed field

**Code assigned = 3711**

- 9) Basic word/s: Fitting, Mechanics  
 Qualifying word/s: Fuel Injection (for *fitting*)  
 Level/s: Trade Certificate

6672 Fitting, Fuel Injection/ Trade Certificate

6600 Mechanics/NAI (about type of mechanics) Trade Certificate

Fields are nested, code to the more detailed field of study

**Code assigned = 6672**

- 10) Basic word/s: Science, Husbandry  
 Qualifying word/s: Veterinary (for *science*), Animal (for *husbandry*)  
 Level/s: Bachelor

3251 Science, Veterinary/ Bachelor

3813 Husbandry, Animal/ Bachelor

Different broad fields, therefore, code to first named qualification

**Code assigned = 3251**

## Section 4.3

- 1) Basic word/s: Design, Teaching  
 Qualifying word/s: Wood, Secondary School  
 Level/s: Associate Diploma, Dip T

5482 Design, Wood/ Associate Diploma

4313 Teaching, Secondary/ Diploma of Teaching (Dip T)

*Applied design* is a vague field of study, use the more detailed field of study for the first qualification, i.e. *wood design*

School is extraneous

Match both levels and code to the highest qualification

**Code assigned = 4313**

- 2) Basic word/s: Literature, Research  
 Qualifying word/s: English, Social  
 Level/s: Bachelor, Grad Dip

3441 Literature/ Bachelor

2400 Research, Social/ Graduate Diploma

Match both levels and code to the highest qualification

**Code assigned = 2400**

- 3) Basic word/s: Management, Orchardring  
 Qualifying word/s: Agricultural (for *management*)  
 Level/s: Grad Dip, Certificate

2811 Management, Agricultural/ Graduate Diploma

7821 Orchardring/ Certificate

Match both levels and code to highest qualification

**Code assigned = 2811**

- 4) Basic word/s: Studies, Psychology  
 Qualifying word/s: Drug Dependence (for *studies*)  
 Level/s: G Dip, M

2429 Studies, Drug Dependence/ Graduate Diploma

1411 Psychology/ Master

Match both levels and code to highest qualification

**Code assigned = 1411**



- 5) Basic word/s: Studies, Education  
Qualifying word/s: Renaissance (for *studies*), philosophy of (for *education*)  
Level/s: MA, Ph.D

1449 Studies, Renaissance/ Master

1452 Education, Philosophy of/ Doctorate

Two qualifications but have the same level code - assign that level

Same broad field, different narrow field, code to broad field

**Code assigned = 1400**

## Section 5.1

- 1) Basic word/s: Doctoring  
 Qualifying word/s: Saw  
 Level/s: none

6648 Doctoring/ Saw

Level is extraneous

**Code assigned = 6648**

- 2) Basic word/s: Logic  
 Qualifying word/s: none  
 Level/s: none

Need a qualifying word to select appropriate field of study, therefore cannot code this response

**Query**

- 3) Basic word/s: Administration  
 Qualifying word/s: Insurance  
 Level/s: none

No *NAI* or *except above* entry, use field of study code '143' and assign zero '0' for level

**Code assigned = 0143**

- 4) Basic word/s: Technology  
 Qualifying word/s: Welding  
 Level/s: none

Cannot assign field of study code without level information, therefore cannot code this response

**Query**

- 5) Basic word/s: Tectonics  
 Qualifying word/s: none  
 Level/s: none

No *NAI* or *except above* entry, use field of study code '523' and assign zero '0' for level

**Code assigned = 0523**

- 6) Basic word/s: Planning  
 Qualifying word/s: Social  
 Level/s: none

No *NAI* or *except above* entry, use field of study code '499' and assign zero '0' for level

**Code assigned = 0499**

- 7) Basic word/s: Medicine  
Qualifying word/s: Renal  
Level/s: Fellow  
1218 Medicine, Renal  
Level information is extraneous  
**Code assigned = 1218**
- 8) Basic word/s: Nursing  
Qualifying word/s: Critical Care  
Level/s: Certificate  
3229 Nursing, Critical Care  
Level information is extraneous  
**Code assigned = 3229**
- 9) Basic word/s: Making  
Qualifying word/s: Hat  
Level/s: none  
6682 Making, Hat  
Level information is extraneous  
**Code assigned = 6682**
- 10) Basic word/s: Science  
Qualifying word/s: Animal  
Level/s: none  
Cannot select field of study without level information  
**Query**

**Section 5.2**

- 1) Basic word/s: Certificate  
Qualifying word/s: Pre-vocational  
7000 Certificate, Pre-vocational  
**Code assigned = 7000**
- 2) Basic word/s: Pre-apprenticeship  
Qualifying word/s: none  
7000 Pre-apprenticeship  
**Code assigned = 7000**

- 3) Basic word/s: Degree  
Qualifying word/s: Bachelor  
3000 Degree, Bachelor  
**Code assigned = 3000**
- 4) Basic word/s: HNC  
Qualifying word/s: none  
5000 HNC  
**Code assigned = 5000**
- 5) Basic word/s: PhD  
Qualifying word/s: none  
1000 PhD  
**Code assigned = 1000**

## Section 6

- 1) Basic word/s: Composing  
 Qualifying word/s: Music  
 Level/s: Bachelor  
 ??? Composing: code to Composition  
 3481 Composition/ musical/ Bachelor  
 Close match *music* with *musical*  
**Code assigned = 3481**
- 2) Basic word/s: Div  
 Qualifying word/s: none  
 Level/s: D  
 ??? Div: code to Divinity  
 1451 Divinity/ Doctorate  
 D = Doctorate  
**Code assigned = 1451**
- 3) Basic word/s: Sport, Exercise  
 Qualifying word/s: none  
 Level/s: Assoc Dip  
 5239 Sport/ Associate Diploma  
 5239 Exercise/ Associate Diploma  
*Applied Science* is vague  
 Both basic words lead to the same code  
**Code assigned = 5239**
- 4) Basic word/s: Teaching  
 Qualifying word/s: Primary School  
 Level/s: Dip Ed  
 2312 Teaching, Primary/ Diploma of Education (Dip Ed)  
*School* is extraneous  
*Both teaching and education* are used. The basic word is the one used in the field of study, i.e. *teaching*  
**Code assigned = 2312**
- 5) Basic word/s: Engineering  
 Qualifying word/s: Medical  
 Level/s: Master  
 There is no qualifying word *medical* for *engineering*  
 All entries are exact match entries, (i.e. all have commas ',' before the qualifying words) and so cannot be closely matched  
**Query**

- 6) Basic word/s: Arts  
 Qualifying word/s: Visual, Fine  
 Level/s: Master  
 1482 Arts, Fine/ Master  
 1480 Arts, Visual/ Master  
 Fields of study are nested, therefore, assign the more detailed code  
**Code assigned = 1482**
- 7) Basic word/s: Bricklaying  
 Qualifying word/s: none  
 Level/s: City & Guilds, Trade Certificate  
 6723 Bricklaying/ City and Guilds  
 6723 Bricklaying/ Trade Certificate  
 Match both levels  
**Code assigned = 6723**
- 8) Basic word/s: Architecture  
 Qualifying word/s: Gardens and grounds  
 Level/s: Certificate  
 6719 Architecture/ landscape/ Certificate  
 Close match *gardens and grounds* with *landscape*  
**Code assigned = 6719**
- 9) Basic word/s: Technology, Practice  
 Qualifying word/s: Architectural (for both)  
 Level/s: Associate Diploma  
 5700 Technology, Architectural/ Associate Diploma  
 5711 Practice, Architectural/ Associate Diploma  
 Fields are nested, therefore, assign the more detailed code  
**Code assigned = 5711**
- 10) Basic word/s: Studies  
 Qualifying word/s: Secretarial  
 Level/s: Diploma  
 Institution: Footscray TAFE College  
 7122 Studies, Secretarial/ Diploma/ except above  
*Commerce* is vague  
 Qualification was not gained from a University or CAE , i.e. *except above* must be selected from the *Diploma* entries  
**Code assigned = 7122**

- 11) Basic word/s: Engineering  
 Qualifying word/s: Safety  
 Level/s: none  
 0693 Engineering, Safety/ NAI (about level)  
**Code assigned = 0693**
- 12) Basic word/s: Teacher  
 Qualifying word/s: Nursing  
 Level/s: Dip  
 4322 Teaching, Nursing/ Diploma  
*Teacher* can be matched with *teaching*  
*Teaching* takes precedence over *nursing* in the hierarchy of basic words  
**Code assigned = 4322**
- 13) Basic word/s: Nursing  
 Qualifying word/s: Intensive Care  
 Level/s: Certificate  
 3229 Nursing, Intensive Care  
 Level is extraneous  
**Code assigned = 3229**
- 14) Basic word/s: Nursing  
 Qualifying word/s: Gerontological, Community Health  
 Level/s: Certificate  
 3229 Nursing, Gerontological/ except above  
 3225 Nursing, Community Health/ except above  
 Code both fields of study  
 Same broad and narrow field but different detailed fields, therefore, code to the narrow field  
 Level is extraneous  
**Code assigned = 3220**
- 15) Basic word/s: Studies  
 Qualifying word/s: Multicultural  
 Level/s: Graduate Diploma  
 2499 Studies, Multicultural/ Graduate Diploma  
**Code assigned = 2499**

- 16) Basic word/s: Adjusters  
 Qualifying word/s: Loss  
 Level/s: Fellow  
 Institution: Chartered Institute of Loss Adjusters

8143 Adjusters, Loss/ Chartered Institute/ Fellow

Institution information is needed to code the response

**Code assigned = 8143**

- 17) Basic word/s: Moulding  
 Qualifying word/s: Iron  
 Level/s: Trade Certificate

6646 Moulding/ metal/ Trade Certificate

Close match *iron* with *metal*

**Code assigned = 6646**

- 18) Basic word/s: Making  
 Qualifying word/s: Metal Pattern  
 Level/s: Certificate, Trade Certificate

7646 Making, Pattern/ except above/ Certificate

6646 Making, Pattern/ except above/ Trade Certificate

*Metal* does not match with either *clothing* or *fashion* so *except above* is selected

Match both levels and code to highest qualification

**Code assigned = 6646**

- 19) Basic word/s: Therapy  
 Qualifying word/s: Manipulative  
 Level/s: Post Grad Dip

2232 Therapy, Manipulative/ Graduate Diploma

**Code assigned = 2232**

- 20) Basic word/s: Education  
 Qualifying word/s: Deafness  
 Level/s: Dip T

4392 Education, Deafness/ Diploma of Teaching (Dip T)

Both *education* and *teaching* are used. The basic word is the one used in the field of study i.e. *education*

**Code assigned = 4392**



- 21) Basic word/s: Broadcasting, Journalism  
 Qualifying word/s: none  
 Level/s: Advanced Cert  
 ???? Broadcasting + Journalism: code to Broadcasting  
 5492 Broadcasting/ Advanced Certificate  
**Code assigned = 5492**
- 22) Basic word/s: Conservation, Management  
 Qualifying word/s: Natural Resource (for *management*)  
 Level/s: Assoc Dip  
 5512 Conservation/ NAI (about type of conservation)/ Associate Diploma  
 5512 Management, Natural Resource/ Associate Diploma  
 Both fields of study lead to the same code  
**Code assigned = 5512**
- 23) Basic word/s: Management  
 Qualifying word/s: Nursing  
 Level/s: Bachelor  
 3112 Management, Nursing/ Bachelor  
*Administration* and *management* take precedence over *nursing* in the hierarchy of basic words  
 As both are used, the basic word is the one used in the field of study i.e. *management*  
**Code assigned = 3112**
- 24) Basic word/s: BSc, LLB  
 Qualifying word/s: none  
 Level/s: B  
 3500 BSc  
 3471 LLB  
 Different broad fields, therefore, code to first qualification named  
**Code assigned = 3500**
- 25) Basic word/s: Stud  
 Qualifying word/s: Env  
 Level/s: B  
 ???? Stud: code to Studies  
 3512 Studies, Environmental/ Bachelor  
*Sc* = *science* and is a vague basic word  
*Env* is a common abbreviation for *environmental*  
**Code assigned = 3512**

- 26) Basic word/s: Studies, Chemistry  
 Qualifying word/s: Technology (for *studies*)  
 Level/s: B

3500 Studies, Technology/ Bachelor

3522 Chemistry/ Bachelor

*App Sc = Applied Science* and is vague

Fields are nested, therefore, assign the more detailed code

**Code assigned = 3522**

- 27) Basic word/s: Decorating  
 Qualifying word/s: Patisserie  
 Level/s: Certificate

7922 Decorating/ cake/ Certificate

Close match *patisserie* with *cake*

**Code assigned = 7922**

- 28) Basic word/s: Nursery  
 Qualifying word/s: Hothouse Plant  
 Level/s: Dip, Trade Certificate

4821 Nursery/ horticulture/ Diploma

6821 Nursery/ horticulture/ Trade Certificate

Close match *hothouse plant* with *horticulture*

Match both levels and code to highest qualification

**Code assigned = 4821**

- 29) Basic word/s: Management  
 Qualifying word/s: none  
 Level/s: Assoc Dip
- 5110 Management/ NAI (about type of management)/ Associate Diploma

**Code assigned = 5110**

- 30) Basic word/s: Catering  
 Qualifying word/s: none  
 Level/s: Adv Cert, Trade Certificate

No index entry for *advanced certificate*

**Query**

- 31) Basic word/s: Nursing  
 Qualifying word/s: none  
 Level/s: B  
 3221 Nursing/ NAI (about type of nursing)/ Bachelor  
*Health Science* is vague  
**Code assigned = 3221**
- 32) Basic word/s: Accounting, Finance  
 Qualifying word/s: none  
 Level/s: Bachelor  
 3140 Accounting + Finance/ Bachelor  
*Commerce* is vague  
**Code assigned = 3140**
- 33) Basic word/s: Reserves, Wildlife  
 Qualifying word/s: Wilderness (for *reserves*)  
 Level/s: Associate Diploma  
 5512 Reserves + Wildlife/ Associate Diploma  
*Applied Science* is vague  
*Wilderness* is extraneous  
**Code assigned = 5512**
- 34) Basic word/s: Statistics, Research  
 Qualifying word/s: Operations (for *research*)  
 Level/s: Grad Dip  
 2532 Statistics/ Graduate Diploma  
 2531 Research, Operations/ Graduate Diploma  
 Same broad and narrow field but different detailed fields, therefore, code to narrow field  
**Code assigned = 2530**
- 35) Basic word/s: Apiculture  
 Qualifying word/s: none  
 Level/s: none  
 No *NAI* or *except above* entry, so use the field of study code '813' and assign a zero '0' for level  
**Code assigned = 0813**



Recommended retail price: \$30.60



2012650012911

ISBN 0 642 18611 1