

Model Answers

Domain

Furniture Making

Unit

14995 v3

Construct free-hand drawings for use
in furniture making

Level 2

Credits 2

Assessment Information

Entry Information

There are no pre-requisite requirements for this unit.

Required Evidence

This Assessment Guide, that includes the following completed assessment tasks:

- » Question
- » Observation Checklist

Appeals

The candidate must understand the appeals process before carrying out this assessment.

Information about Competenz's assessment appeals process can be found on the Assessors and Moderators page of Competenz's website www.competenz.org.nz.

Change control

The following changes have been made to 14995 v3 assessment materials.

Edition of this document	Changes made
Edition 5 February 2020	» Updated questions to allow the candidate to select items of furniture to draw in accordance with Special note 3. Furniture or furniture componentry may include but is not limited to – bedside cabinets, tables, dining chairs, chair legs, table legs, desks and beds. » Footer has been updated to reflect new Edition.
Edition 4 July 2017	» Updated to Competenz 2017 assessment templates, including the addition of a 'Candidate evidence check', legislative updates in 'Assessment requirements', and the addition of an 'Assessor final judgement' section. » Updated formatting. » Footer has been updated to reflect new Edition.
Edition 3 August 2012	No changes. Original document.

Assessment Requirements

This Assessment Guide is designed to help you provide evidence of your skills and knowledge required by this unit standard.

Before you begin

Read through the assessment requirements yourself. Talk with your Assessor if there is anything you don't understand.

Meet with your Assessor to plan your assessment. Your Assessor will:

- » talk you through this Guide and discuss when and how you will be assessed.
- » check you are ready to begin this assessment.

What you need to do

1. Complete the following assessment tasks:

Question	Answer one question about the furniture or furniture components you will draw.
Observation Checklist	Be observed off-job or on-job. This will involve: <ul style="list-style-type: none">» Selecting and preparing equipment for free hand furniture drawing» Constructing two-dimensional free hand drawings» Constructing three-dimensional free hand drawings» Storing drawings and drawing equipment.

2. **Note:** Your Assessor may choose someone to verify and/or observe your work. This person must have expertise in furniture making and could be someone you report to, your trainer, or a supervisor or manager who works with you regularly.
3. You may wish to provide additional supporting evidence that proves you have the knowledge and skills required by this unit. Additional evidence may include, for example, workplace documentation you have used and/or completed, training records, photos, screenshots, printouts, videos, voice recordings.
4. When you have completed all assessment tasks, complete the 'Candidate evidence check' at the end of this Guide.
5. When you are sure you have completed and/or attached everything, contact your Assessor or Account Manager to arrange next steps.

Conditions

- » Your evidence must clearly show your ability to construct free hand drawings for use in furniture making.
- » Complete all assessment tasks yourself. Use your own words when answering questions.
- » This is a closed book assessment. You must complete it without looking at any training material.
- » All tasks you carry out for this assessment must be completed following workplace procedures and comply with organisational and legislative (legal) requirements.
- » The drawings may be of items of furniture or furniture componentry. Furniture or furniture componentry may include but is not limited to – bedside cabinets, tables, dining chairs, chair legs, table legs, desks and beds.

Definitions

- » *Worksite policies and procedures* refer to documented policies and to documented or other directions provided to staff. These may include, but are not limited to, ways of managing health and safety, environmental considerations, quality, and production, and must conform to legislation. Examples include standard operating procedures, company health and safety plans, on-site briefings, and supervisor's instructions. For the purposes of this unit standard worksite policies and procedures may also refer to the policies and procedures of an off-job training site.

References

The assessment tasks must be completed in accordance with the following reference texts:

- » NZS/AS 1100.101:1992 Technical Drawing – General Principles, which is available at: <http://www.standards.co.nz>.

Unit Standard Evidence Map

Unit 14995 v3		Construct free-hand drawings for use in furniture making	Level 2	Credits 2
Outcomes and Evidence Requirements			Evidence	No.
Outcome 1: Establish job requirements for free-hand furniture drawings.				
1.1	Job specifications are obtained and explained in accordance with worksite policies and procedures. Range: item to sketch, shape, dimensions.		Question	1
Outcome 2: Select and prepare equipment for free-hand furniture drawings.				
2.1	The equipment selected and prepared is in working order and of the quality required to produce the drawings required by job specifications. Range: equipment may include but is not limited to – drawing board, pencils, drawing paper, paper-fastening medium; quality required – undamaged surface of drawing board, clear and clean surface of drawing board, grade of pencil, unmarked paper.		Observation Checklist	1-2
Outcome 3: Construct free-hand drawings for use in furniture making. Range: a minimum of two drawings is required.				
3.1	Two-dimensional drawings' features are in accordance with job specifications. Range: features include – line quality, proportion.		Observation Checklist	3-5
3.2	Three-dimensional drawings' features are in accordance with job specifications Range: features include – line quality, proportion, shading, in perspective.		Observation Checklist	6-10
Outcome 4: Store drawings and equipment.				
4.1	Drawings are stored in accordance with worksite policies and procedures. Range: may include but is not limited to – drawer, folder, plastic envelope, tube.		Observation Checklist	11-14
4.2	Equipment and unused materials are stored in accordance with worksite policies and procedures.		Observation Checklist	11-14
4.3	Work area and equipment are made clean, clear, and safe in accordance with worksite policies and procedures.		Observation Checklist	11-14

Any queries, contact: Competenz, PO Box 9005, Newmarket, Auckland 1149. Ph. 0800 526 1800

Questions

Answer the following question about the furniture or furniture components you will draw.

Use your own words. You can answer the questions in writing or give your answer verbally to your Assessor who will write down what you say. You may need to arrange this in advance with your Assessor.

Draw pictures or diagrams to support your answers if you wish.

Your Assessor may ask you additional questions to check your knowledge and understanding.

Judgement statements

The candidate's written and/or verbal responses support their competency.

Job specifications must be enough to satisfy all the evidence requirements of this assessment.

Your name																	
Workplace																	
Answers written by: (Tick one)	<input type="checkbox"/> Candidate <input type="checkbox"/> Assessor <input type="checkbox"/> Other (please write):																
<input checked="" type="checkbox"/>																	
1.	<p>What two items of furniture or furniture componentry do you wish to draw? <input checked="" type="checkbox"/></p> <p>Items may include - bedside cabinets, tables, dining chairs, chair legs, table legs, desks and beds, or one of the two items you sketch may be of your own choosing.</p> <p>You will need to find the job specification for each item and enter the details below.</p> <p>Assessor</p> <p>This question supports E.R. 1.1.</p> <p>Example answers</p> <table border="1"><thead><tr><th colspan="2">Drawing 1</th></tr></thead><tbody><tr><td>Item name</td><td>Bookcase</td></tr><tr><td>Shape</td><td>Rectangular</td></tr><tr><td>Dimensions</td><td>900mm wide x 1800mm high x 300mm deep</td></tr></tbody></table> <table border="1"><thead><tr><th colspan="2">Drawing 2</th></tr></thead><tbody><tr><td>Item name</td><td>Occasional table</td></tr><tr><td>Shape</td><td>Circular</td></tr><tr><td>Dimensions</td><td>Diameter is 800mm. 450mm high.</td></tr></tbody></table>	Drawing 1		Item name	Bookcase	Shape	Rectangular	Dimensions	900mm wide x 1800mm high x 300mm deep	Drawing 2		Item name	Occasional table	Shape	Circular	Dimensions	Diameter is 800mm. 450mm high.
Drawing 1																	
Item name	Bookcase																
Shape	Rectangular																
Dimensions	900mm wide x 1800mm high x 300mm deep																
Drawing 2																	
Item name	Occasional table																
Shape	Circular																
Dimensions	Diameter is 800mm. 450mm high.																

You have reached the end of the questions.

Observation Checklist

You must be observed construction free-hand drawings for use in furniture making.

You will need to:

- » Complete Part A of the checklist. An assessor or verifier will need to complete Part B.
- » Select and prepare equipment for free hand furniture drawing
- » Construct two-dimensional free hand drawings
- » Construct three-dimensional free hand drawings
- » Store drawings and drawing equipment.
- » Attach the two, two-dimensional and two, three-dimensional free hand drawings you constructed. (Copies are acceptable).

You may be asked additional questions to check your knowledge and understanding and may need to demonstrate your skills and/or carry out tasks more than once.

Your Observer may ask you additional questions to check your knowledge and understanding.

Note to the Assessor or Verifier

- » Complete Part B of the checklist. By completing this checklist, you are confirming that you have seen the candidate complete the tasks and/or demonstrate the skills.
- » All tasks must be carried out in accordance with workplace procedures.
- » Where prompted, please record details of what you observed, e.g. comments about the candidate's performance, what the candidate did or said, and specific questions and responses.
- » Check the candidate has completed Part A and has attached any required evidence.

Assessor

This Observation Checklist supports Outcomes 2, 3 and 4.

Judgement statement

- The completed Observation Checklist supports the candidate's ability to successfully construct free-hand drawings for use in furniture making.
- The candidate has constructed two, two-dimensional free hand drawings and two, three-dimensional free hand drawings.
- The attached two and three-dimensional drawings support the candidate's competency in constructing free-hand drawings for use in furniture making.

Part A: Candidate to complete this section

Your name Candidate name provided

Workplace Workplace identified

Drawing 1 – item name Item 1 name recorded

Drawing 2 – item name Item 2 name recorded

Part B: Observer to complete this section

For each statement below, tick if you agree.

When selecting and preparing equipment for free hand furniture drawing, the candidate:

1. Selects and prepares equipment to produce drawings as required by job specification e.g. drawing board, pencils, drawing paper, fasteners.

Record details of the equipment selected and prepared by the candidate.

Assessor – Recorded information supports the candidate's ability to successfully select and prepare equipment to produce drawings to job specifications.

2. Checks selected equipment is of appropriate quality to produce drawings e.g. undamaged, clean and clear surface of drawing board, correct grade pencil, unmarked paper.

Record details of equipment quality checks made by the candidate.

Assessor – Recorded information supports the candidate's ability to successfully carryout quality checks on equipment.

When constructing two-dimensional free hand drawings, the candidate:

3. Constructs two free-hand two dimensional drawings in accordance with job specifications

Two-dimensional drawing one

Two-dimensional drawing two

4. Ensures line quality is clear, cut and dark

5. Ensures drawing is in correct proportion

When constructing three-dimensional free hand drawings, the candidate:		<input checked="" type="checkbox"/>
6.	Constructs two free-hand three dimensional drawings in accordance with job specifications <input checked="" type="checkbox"/> Three-dimensional drawing one <input checked="" type="checkbox"/> Three-dimensional drawing two	<input checked="" type="checkbox"/>
7.	Ensures line quality is clear, cut and dark	<input checked="" type="checkbox"/>
8.	Ensure drawing is in correct proportion	<input checked="" type="checkbox"/>
9.	Uses right shading to show source of light	<input checked="" type="checkbox"/>
10.	Gives most appropriate perspective view	<input checked="" type="checkbox"/>
When storing drawings and drawing equipment, the candidate:		<input checked="" type="checkbox"/>
11.	Stores drawings using appropriate storage system e.g. drawer, folder, plastic envelope tube	<input checked="" type="checkbox"/>
12.	Returns equipment to original location and stores correctly	<input checked="" type="checkbox"/>
13.	Returns and stores unused materials	<input checked="" type="checkbox"/>
14.	Leaves work area: <input checked="" type="checkbox"/> clean <input checked="" type="checkbox"/> clear <input checked="" type="checkbox"/> safe.	<input checked="" type="checkbox"/>
Please comment on the candidate's ability to construct free-hand drawings for use in furniture making		
Any comments support the candidate's successful performance in meeting the above standards.		
I confirm that I have directly observed the candidate carry out all the above tasks to the standard required.		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Observer name and title	Observer name and title recorded	Signature Observer signed
Phone / Email	Contact details recorded	Date Date recorded

Candidate evidence check

Required evidence

Use this checklist to make sure you finished the assessment tasks in full.

Clearly name and label all attachments.

I have completed and/or attached:

- One** Question in this guide
- One** Observation Checklist completed and signed by an observer
- Two** two-dimensional drawings
- Two** three dimensional drawings.

Assessor

The required evidence for each assessment has been completed and/or attached.

Additional supporting evidence

If you have any other evidence which helps prove your skills and knowledge in this unit (such as completed documents, photos, videos or voice recordings), attach it and record it below.

Clearly name and label all attachments.

I have attached the following as additional supporting evidence:

Assessor

There is no requirement to attach any additional supporting evidence.

Any additional supporting evidence is relevant and further supports the candidate's competency in this unit.

Assessor final judgement

After reviewing the candidate's evidence for Unit Standard 14995 v3, the candidate can competently:

- Establish job requirements for free-hand furniture drawings
- Select and prepare equipment for free-hand furniture drawings
- Construct free-hand drawings for use in furniture making
- Store drawings and equipment.

Assessor feedback to the candidate

Please provide specific feedback to the candidate about their performance in meeting the requirements of this unit standard.

Assessor

Assessor name recorded

Date

Date recorded