

Assessment Guide

Domain

Furniture Making

Unit

18918 v2

Construct a furniture carcass

Level 2

Credits 6

Candidate details

Name

Company

NSI No.

Email / Phone

Assessor details

Name

Company

Pre-requisite confirmation

I, the Assessor, can confirm that the candidate holds the pre-requisite(s) for this unit standard.

Yes

Not applicable

No

Verification details (if required)

Verifier Name and Company

Email / Phone

I confirm that the candidate's performance meets workplace requirements.

Signature

Date

Assessment result

Assessor judgement:

Achieved

Not yet achieved

Assessor stamp

Signature

Date

Candidate response

I, the Candidate:

Agree with the assessment result.

Wish to appeal the assessment result

Signature

Date

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:

Questions	Answer questions about constructing furniture carcase.
Observation Checklist	Be observed on-job or off-job. This will involve: <ul style="list-style-type: none">» Preparing to construct a furniture carcase.» Constructing a furniture carcase.

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.

1. 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.
2. When you have completed all assessment tasks, complete the 'Candidate evidence check' at the end of this Guide.
3. 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 a furniture carcass.
- » 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.
- » This unit standard may be assessed against on-job or off-job.
- » Personal protective equipment, appropriate to job requirements, is to be selected and used in accordance with worksite policies and procedures and manufacturer's instructions.

Definitions

- » *Manufacturer's instructions* are instructions provided by manufacturers of substances, equipment, and machinery used in furniture making. These instructions may include details on safe and correct handling, use and storage of substances and/or details on substance properties. Examples are labels on substance containers, product data sheets, and operator's manuals.
- » *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.

Questions

Answer the following questions about constructing furniture carcase.

Use your own words. You can answer the questions in writing, or give your answers 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.

Your name	
Workplace	
Answers written by: (Tick one)	<input type="checkbox"/> Candidate <input type="checkbox"/> Assessor <input type="checkbox"/> Other (please write):

Complete this worksheet and briefly describe the job specifications for the piece of furniture you will make in terms of each item below and give a copy to your assessor.		<input checked="" type="checkbox"/>												
1.		<input type="checkbox"/>												
	<table border="1"> <thead> <tr style="background-color: #cccccc;"> <th style="width: 40%;">Item</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>Type of product to be made</td> <td></td> </tr> <tr> <td>No. of units to be produced</td> <td></td> </tr> <tr> <td>Quantity and dimensions of timber required</td> <td></td> </tr> <tr> <td>Other i.e. details of other materials, tools, equipment etc</td> <td></td> </tr> <tr> <td>Jointing method to be used</td> <td></td> </tr> </tbody> </table>	Item	Description	Type of product to be made		No. of units to be produced		Quantity and dimensions of timber required		Other i.e. details of other materials, tools, equipment etc		Jointing method to be used		
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2. Explain your worksite requirements for the maintenance and storage of at least **three** tools or equipment used in the construction of a furniture carcass.

Tools/Equipment	Maintenance	Storage
Chisel		
Hand plane		
Folding ruler		
Scraper		
Hammer		
Sash clamp		

You have reached the end of the questions.

Observation Checklist

Carefully read through this Observation Checklist so you know exactly what is expected.

You, the candidate, must fill in Part A.

Part B will be completed by your Assessor or someone who has been approved by your Assessor.

Be observed on-job or off-job. This will involve:

- » Prepare to construct a furniture carcass.
- » Construct a furniture carcass.

You may need to be observed more than once.

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

Note to the Observer

- » Complete Part B of this checklist.
- » Watch the candidate carry out each task.
- » Note down any extra questions you ask of the candidate during the observation, and their response.

Part A: Candidate to complete this section

Your name

Workplace

Part B: Observer to complete this section

For each statement below, tick if you agree.

When demonstrating correct understanding of job specifications, the candidate:

1. Provided the completed worksheet, which explains job specifications

When selecting materials, tools and equipment, the candidate:

2. Selected correct materials for job

3. Selected correct tools and equipment (e.g. cramps, glues, hammer etc)

When selecting, fitting and wearing all appropriate safety equipment for the job, the candidate ensures:

4. Footwear, eye protection, ear protection is worn

5. Hair is out of the way / tied back

6. Clothing is fitted and not loose

When demonstrating correct construction of carcass, the candidate:

7. Laid out components (e.g. sides, top, and bottom of carcass) ready to start assembly

8. Constructed carcass to meet job specification

9. Handled all equipment, tools and glues in accordance with worksite policies and procedures and manufacturer's instructions

When carrying out quality check after construction, the candidate has ensured:

10. The carcass is square

11. No glue marks are present

12. No cramp marks are present	<input type="checkbox"/>
13. All joints are firm	<input type="checkbox"/>
When carrying out proper clean up procedure, the candidate has ensured:	<input checked="" type="checkbox"/>
14. Work area is made:	<input type="checkbox"/>
<input type="checkbox"/> Clean	
<input type="checkbox"/> Clear	
<input type="checkbox"/> Safe	
Please comment on the candidate's ability to construct furniture carcass.	
I confirm that I have directly observed the candidate carry out all the above tasks to the standard required.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Observer name and title	Signature
Phone / Email	Date

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:

- The Questions in this guide
- One** Observation Checklist completed and signed by an observer

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 final judgement

After reviewing the candidate's evidence for Unit Standard 18918 v2, it is clear that the candidate can competently:

- Prepare to construct a furniture carcass.
- Construct a furniture carcass.

Assessor feedback to the candidate

Assessor

Date