

Model Answers

Domain

Furniture Making

Unit

18918 v2

Construct a furniture carcass

Level 2

Credits 6

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:

- » Questions
- » 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 18918 v2 assessment materials.

Edition of this document	Changes made
Edition 3 August 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 2 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:

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.

Unit Standard Evidence Map

Unit 18918 v2	Construct a furniture carcase	Level 2	Credits 6
Outcomes and Evidence Requirements		Evidence	No.
Outcome 1: Prepare to construct a furniture carcase.			
1.1	Job specifications are obtained and explained in accordance with worksite policies and procedures. Range: materials, dimensions, jointing method.	Questions Observation Checklist	1 1
1.2	Material is selected in accordance with job specifications.	Observation Checklist	2-3
1.3	Tools and equipment for the job are selected in accordance with the job specifications.	Observation Checklist	2-3
1.4	Maintenance and storage requirements for tools and equipment are explained in accordance with worksite policies and procedures.	Questions	2
Outcome 2: Construct a furniture carcase.			
2.1	Components are selected and laid out for assembly in accordance with job specifications.	Observation Checklist	7-9
2.2	The carcase is constructed in accordance with job specifications.	Observation Checklist	7-9
2.3	Equipment, tools, and glues are handled during construction in accordance with worksite policies and procedures.	Observation Checklist	7-9
2.4	Finished carcase is checked for quality in accordance with job specifications. Range: square, no glue marks, no cramp marks, firm joints.	Observation Checklist	10-13
2.5	Work area is made clean, clear, and safe in accordance with worksite policies and procedures.	Observation Checklist	14

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

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.

Judgement statements

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

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.	Assessor This question supports E.R. 1.1. Example answer	<input checked="" type="checkbox"/>												
<table border="1"> <thead> <tr style="background-color: #cccccc;"> <th>Item</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>Type of product to be made</td> <td>Rimu book carcase</td> </tr> <tr> <td>No. of units to be produced</td> <td>1</td> </tr> <tr> <td>Quantity and dimensions of timber required</td> <td>1.65 high x 900 wide x 250 depth, top, bottom, 2 sides - rimu</td> </tr> <tr> <td>Other i.e. details of other materials, tools, equipment etc</td> <td>Cramps, glue, dowels, screws</td> </tr> <tr> <td>Joining method to be used</td> <td>Butt</td> </tr> </tbody> </table>			Item	Description	Type of product to be made	Rimu book carcase	No. of units to be produced	1	Quantity and dimensions of timber required	1.65 high x 900 wide x 250 depth, top, bottom, 2 sides - rimu	Other i.e. details of other materials, tools, equipment etc	Cramps, glue, dowels, screws	Joining method to be used	Butt
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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.

Assessor

This question supports E.R. 1.4.

Example answer

Tools/Equipment	Maintenance	Storage
Chisel	Regular sharpening	Return to shadow board
Hand plane	Remove wood waste	Store with blade protected
Folding ruler	Keep clean	Folded correctly after use and return to appropriate storage facility after use
Scraper	Maintain edge and keep clean	Return to appropriate storage facility after use
Hammer	Keep head clean	Return to shadow board
Sash clamp	Clean after use	Return to cramp rack

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.

Judgement statements

- The completed Observation Checklist supports the candidate's successful performance in constructing furniture carcass.

Part A: Candidate to complete this section

Your name [Candidate name provided](#)

Workplace [Workplace identified](#)

Part B: Observer to complete this section

For each statement below, tick if you agree.

When demonstrating correct understanding of job specifications, the candidate:

Assessor

[Checklist 1 supports E.R. 1.1](#)



1. Provided the completed worksheet, which explains job specifications



When selecting materials, tools and equipment, the candidate:



Assessor

[Checklist 2-3 supports E.R. 1.2, 1.3](#)

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:



Assessor

[Checklist 7-9 supports E.R. 2.1, 2.2, 2.3](#)

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:



Assessor

[Checklist 10-13 supports E.R. 2.4](#)

10. The carcass is square	<input checked="" type="checkbox"/>
11. No glue marks are present	<input checked="" type="checkbox"/>
12. No clamp marks are present	<input checked="" type="checkbox"/>
13. All joints are firm	<input checked="" type="checkbox"/>
When carrying out proper clean up procedure, the candidate has ensured: <input checked="" type="checkbox"/>	
Assessor	
Checklist 14 supports E.R. 2.5	
14. Work area is made:	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Clean	
<input checked="" type="checkbox"/> Clear	
<input checked="" type="checkbox"/> Safe	
Please comment on the candidate's ability to construct furniture carcass.	
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:

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

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 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 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

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
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