

PROFFI371 (SQA Unit Code - FE4C 04)

Collect and research information to support furniture restoration and repair commissions



Overview

This standard addresses the competence required to research and pull together information needed to support restoration or repair commissions. This involves:

- 1 investigating the background to and requirements for a restoration or repair
- 2 identifying techniques and materials appropriate to the item
- 3 pulling information together as a resource
- 4 identifying sources of materials and expert support needed to complete a commission

There is also a scope statement which defines the coverage of this standard

PROFFI371

Collect and research information to support furniture restoration and repair commissions

Performance criteria

Research the requirements of a commission

You must be able to:

- P1 identify and use reliable **sources of information**
- P2 build up a complete and accurate picture of the original techniques and materials that would have been used in producing the item
- P3 obtain accurate and up to date details of materials and techniques which can be successfully used to replace original features
- P4 seek expert assistance on any aspects of the information you uncover which require clarification
- P5 conduct a thorough investigation into likely problems associated with the commission
- P6 identify effective and tested solutions to any potential problems you uncover
- P7 keep a complete and accurate record of the information collected

You must be able to:

Source materials and support for a commission

- P8 obtain accurate details of the **specification** within which the commission is to be carried out
- P9 identify potential suppliers of materials and services relevant to the commission
- P10 conduct a fair and thorough assessment of the quality and costs associated with each supply source
- P11 check and confirm that the required supplies can be available within the timeframe for the job
- P12 identify the preferred suppliers for the **restoration**, so quality, cost and timings are optimised
- P13 get **customer** agreement on action to take when there are difficulties in the availability of supplies which closely match quality, time and cost criteria
- P14 keep an accurate and up to date log of material and service suppliers that could be useful for future commissions

PROFFI371 (SQA Unit Code - FE4C 04)

Collect and research information to support furniture restoration and repair commissions

Knowledge and understanding

You need to know and understand:

Research the requirements of a commission

- K1 what sources can provide valid and reliable information
- K2 why it is important to have a full understanding of the original production techniques and materials
- K3 what historical techniques and materials for furniture production are still in use today
- K4 why it is important to gather information on tried, tested and successful uses of modern materials and techniques and on solutions to potential problems
- K5 who to turn to for expert advice and assistance
- K6 what sort of problems are likely to be associated with a restoration or repair
- K7 why you should keep a record of your research and what it should contain

You need to know and understand:

Source materials and support for a commission

- K8 what sources can provide valid and reliable information about suppliers
- K9 what sorts of supplies are needed for common restoration and repair commissions
- K10 why it is important to be fair and thorough in evaluating and balancing quality, cost and availability
- K11 why you should seek customer agreement when deciding how best to respond to difficulties
- K12 what sort of information to keep on suppliers and why this needs to be kept up to date

PROFFI371 (SQA Unit Code - FE4C 04)

Collect and research information to support furniture restoration and repair commissions

Additional Information

Scope

Customer

Customers for a restoration or repair may be private or corporate (e.g. via a gallery, manufacturer or insurance company).

Restoration and repair

The return of an item of furniture to its original condition. Restoration is typically used when referring to older, traditional or antique furniture; repair is used when referring to modern furniture. Restoration and repair commissions may be small scale (e.g. a small stool or chest) or large scale (e.g. because of the number of items to be restored, or because of the condition of the item, or because of the rarity/value of the item).

Sources of information

Information sources would include documents (e.g. historical records, manufacturer's specifications), other people, and professional/trade organisations. Information sources may be accessed directly or electronically.

Specification

The specification for a restoration or repair will include details on the following:

- 1 quality criteria to be met
- 2 budgetary limits
- 3 time scale for the work

These will have been established when the commission to undertake a restoration or repair was agreed.

PROFFI371 (SQA Unit Code - FE4C 04)

Collect and research information to support furniture restoration and repair commissions

Developed by Proskills

Version number 1

Date approved April 2008

Indicative review date April 2013

Validity Current

Status Original

Originating organisation Proskills

Original URN 371

Relevant occupations Paper and wood machine operatives; Furniture maker and other craft woodworkers; Upholsterers; Labourers build and woodworking trades

Suite Furniture; Furnishings and Interiors

Key words Contemporary Furniture Making; Traditional Furniture Making; Bed Making; Frame Making; Component Manufacture; Veneering; Modern Upholstery; Traditional Upholstery; Soft Furnishing; Cutting; Sewing; Hand Finishing;