

## J2.6 File jewellery or silverware components SQA Unit Code H9W2 04

### Unit Summary

This unit covers the skills and knowledge required to use the different types of hand files appropriate to your work. You will be expected to work to instructions (drawings, verbal or written). You will be expected to check your own work to ensure it meets the required specification.

### Performance Indicators

You will be able to:

- a) Follow **instructions** for filing components
- b) Identify and use a range of **hand files** for the process to be carried out
- c) Identify and use a range of **needle files** for the process to be carried out
- d) Check that the file is in a usable condition
- e) **Carry out filing** to specification

### Knowledge and Understanding

You will know and understand:

- 1) The specific safety precautions to be taken when using files
- 2) How to follow specifications and drawings
- 3) The methods of filing flat, curved edges and even surfaces
- 4) How to check that the files are in a usable condition
- 5) How to conserve the waste filings (lemel)

### Range

**You are required to:**

- A. Following both of the following types of **instructions** related to filing components:
  - (i) Verbal
  - (ii) Visual
  
- B. Identify and describe the use of all of the following **hand files** and use 3 of them:
  - (i) Hand
  - (ii) Pillar
  - (iii) Three square
  - (iv) Four square
  - (v) Rat tail
  - (vi) Sageleaf

C. Identify and use all of the following **needle files**:

- (i) Barrette/safety back
- (ii) Round
- (iii) Three square
- (iv) Four square
- (v) Sageleaf

D. Select the appropriate files and **carry out filing** to a specified even finish, and given dimensions on:

- (i) Flat surfaces and edges
- (ii) Curved surfaces and edges
- (ii) Double curvature forms