

Higher National Unit Specification

General information for centres

Unit title: Furniture: Workshop Project

Unit code: F0XC 34

Unit purpose: This Unit is designed to enable candidates to manage a production project with the use of a specification. Candidates will develop time and resource management skills in relation to a furniture making or restoration project.

On completion of the Unit the candidate should be able to:

- 1 Produce a furniture specification from a set of drawings.
- 2 Make or restore an item of furniture to an agreed specification.
- 3 Evaluate the implementation of a furniture specification against predetermined tolerances.

Credit points and level: 2 HN Credits at SCQF level 7: (16 SCQF credit points at SCQF level 7*)

**SCQF credit points are used to allocate credit to qualifications in the Scottish Credit and Qualifications Framework (SCQF). Each qualification in the Framework is allocated a number of SCQF credit points at an SCQF level. There are 12 SCQF levels, ranging from Access 1 to Doctorates.*

Recommended prior knowledge and skills: Access to this Unit is at the discretion of the centre. Previous knowledge of production specifications is required for this Unit. This could be evidenced by possession of the HN Unit: Furniture Specification, similar qualifications or relevant work experience.

Core Skills: There are opportunities to develop the Core Skill(s) of Communication, Information Technology and Problem Solving at SCQF level 6 in this Unit, although there is no automatic certification of Core Skills or Core Skills components.

Context for delivery: If this Unit is delivered as part of a Group Award, it is recommended that it should be taught and assessed within the subject area of the Group Award to which it contributes.

Assessment: Candidates will be asked to develop a production specification based on a set of orthographic drawings or assessment of a restoration project.

The specification should incorporate a production plan and schedule of work, material requisition and costing. Candidates should produce or restore an item of furniture from the specification, maintaining and editing the document throughout production. An evaluation should be produced on the effectiveness of this document.

Higher National Unit specification: statement of standards

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The sections of the Unit stating the Outcomes, knowledge and/or skills, and Evidence Requirements are mandatory.

Where evidence for Outcomes is assessed on a sample basis, the whole of the content listed in the knowledge and/or skills section must be taught and available for assessment. Candidates should not know in advance the items on which they will be assessed and different items should be sampled on each assessment occasion.

Outcome 1

Produce a furniturespecification from a set of drawings

Knowledge and/or skills

- ◆ Interpretation of orthographic and assembly drawings
- ◆ Production plan
- ◆ Schedule of work
- ◆ Material requisition and costing

Evidence Requirements

Candidates will need to provide evidence to demonstrate their knowledge and skills by showing that they can prepare a furniture production specification from a set of drawings or assessment of a restoration project.

The furniture specification will include:

- ◆ a production plan
- ◆ a related schedule of work with estimated timelines
- ◆ material requisition
- ◆ costing

Candidates should explain the purpose of each element of the specification.

Assessment guidelines

This Outcome could be assessed by the candidate producing appropriate documentation which would make up a furniture production specification for a workshop project. The specification details could be recorded in a standardised centre-devised format.

Higher National Unit specification: statement of standards (cont)

Unit title: Furniture: Workshop Project

Outcome 2

Make or restore an item of furniture to an agreed specification

Knowledge and/or skills

- ◆ Production planning
- ◆ Techniques of working to a schedule
- ◆ Use of a production specification
- ◆ Time and resource management
- ◆ Materials and tools
- ◆ Safe working practices

Evidence Requirements

Candidates will need to provide evidence to demonstrate their knowledge and skills by showing that they can manufacture or restore of an item of furniture to an agreed specification.

Evidence should be recorded on an observation schedule, for each candidate, and include:

- ◆ production processes to meet the specification
- ◆ appropriate use of materials and tools
- ◆ work produced
- ◆ use of resources and time
- ◆ maintenance of a production specification
- ◆ safe working practices

The candidate will maintain a workshop log throughout the manufacture or restoration of an item of furniture to record edits/changes to the production specification.

Assessment guidelines

This assessment could be linked with Outcomes 1 and 3. The artefacts created will be assessed continuously throughout production.

Higher National Unit specification: statement of standards (cont)

Unit title: Furniture: Workshop Project

Outcome 3

Evaluate the implementation of a furniture specification against predetermined tolerances

Knowledge and/or skills

- ◆ Evaluation techniques
- ◆ Production sequences
- ◆ Material use and estimated costing
- ◆ Specified tolerances

Evidence Requirements

Candidates will need to provide evidence of their knowledge and skills by showing that they can evaluate the effectiveness of the specification produced.

The evaluation will include reference to:

- ◆ comparison of estimated and actual production time
- ◆ calculations and comparisons of estimated materials used with actual materials used
- ◆ calculation and comparisons of estimated and actual costs

The evaluation will be supported by a completed production specification with log showing details of edits.

Assessment guidelines

This assessment could be linked with Outcome 2. The artefacts created could be assessed against the original specification. This should be assessed continuously throughout production, and finally with the use of a maintained workshop log.

The evaluation could be a written/visual or oral presentation. A written report (minimum 300–500 words) should include work generated in the workshop log. An oral/visual presentation to peer group should be approximately 5 minutes. Presentations should be aided by analytical and evaluative evidence generated throughout the Unit.

Administrative Information

Unit code: F0XC 34
Unit title: Furniture: Workshop Project
Superclass category: WK
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History of Changes:

Version	Description of change	Date

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Higher National Unit specification: support notes

Unit title: Furniture: Workshop Project

This part of the Unit specification is offered as guidance. The support notes are not mandatory.

While the exact time allocated to this Unit is at the discretion of the centre, the notional design length is 80 hours.

Guidance on the content and context for this Unit

This Unit is an optional Unit within the Group Award of HNC/D Furniture. This Unit is intended to develop the candidate's ability to manage project work. The Unit should follow the Unit: Furniture Specification in the programme. However, this Unit offers more guidance than the mandatory Unit: Furniture Project and could be taught and assessed early in the programme

Outcome 1

Candidates will develop a production specification based on a set of orthographic drawings or assessment of a restoration project. These drawings/instructions may be presented in the form of existing furniture drawings or may be developed by the candidate through research based activity or as the Outcome of design activity, at the centre's discretion.

Outcome 2

Candidates should be able to produce an artefact in line with an agreed specification. This Outcome develops the candidate's knowledge of the various elements of a production specification during the production of an artefact. Candidates should be encouraged to record the processes of production and amend or adjust specified techniques throughout production.

Outcome 3

Candidates will be expected to follow and maintain a furniture specification throughout the manufacture or restoration of an item of furniture, and using records generated in Outcome 2, evaluate the effectiveness of this specification on completion.

Guidance on the delivery and assessment of this Unit

Outcome 1 generates evidence in the form of a production specification, as defined above. Outcomes 2 and 3 could be integrated by assessing the evaluative work generated throughout the production of the artefact.

Outcome 1

Candidates should be directed in the exploration of a range of production approaches in the manufacture or restoration of an item of furniture. The proposed production methods should be agreed at the outset of the project. It would be beneficial for centres to produce a standard format/structure of a furniture specification.

Higher National Unit specification: support notes (cont)

Unit title: Furniture: Workshop Project

Outcome 2

The maintenance of a workshop log throughout the manufacture or restoration of an item of furniture should be encouraged, enabling the candidate to evaluate and amend a production specification as required.

Outcome 3

A final evaluation will be made by the candidate. This could be a written/visual or oral presentation, 300–500 words or equivalent, inclusive of work generated in the workshop log, or 5–10 minute oral/visual presentation to peer group, aided by analytical and evaluative evidence generated throughout the Unit.

Opportunities for developing Core Skills

Communication skills are not formally assessed, they will be developed throughout the Unit by the candidates completing and maintaining a workshop log as well as written or oral communication skills being developed in Outcome 3 where candidates will either prepare an oral presentation or a written report.

All elements of the Core Skill of Problem Solving, namely Planning and Organising, Critical Thinking, and Reviewing and Evaluating could be developed and enhanced as candidates undertake the Unit. Candidates need to analyse and seek solutions to a range of theoretical and practical problems and issues. Formative work in which they identify and consider the variables in situations, including all available resources, and analyse the significance of each before exploring their responses to a given instruction. Identifying and applying an appropriate strategic approach will provide opportunities to develop problem solving skills. Evaluation which examines all stages of proposed production processes and their actual impact will be on-going and formally assessed in Outcome 3.

Open learning

This Unit is not appropriate for Open Learning. This Unit is not suitable for distance learning as a large proportion of the content is practical work that could involve the use of electrical power tools and will be carried out in a workshop environment. This has health and safety implications that cannot be monitored from distance.

For further information and advice, please refer to the SQA guide *Assessment and Quality Assurance for Open and Distance Learning* www.sqa.org.uk.

Candidates with disabilities and/or additional support needs

The additional support needs of individual candidates should be taken into account when planning learning experiences, selecting assessment instruments or considering alternative Outcomes for Units. For information on these, please refer to the SQA document *Guidance on Alternative Assessment Arrangements for Candidates with Disabilities and/or Additional Support Needs*, which is available on SQA's website: www.sqa.org.uk.

General information for candidates

Unit title: Furniture: Workshop Project

In this Unit you will learn how to manage the production of a furniture project. You will prepare a production specification from a set of instructions. This may be a set of drawings which you have developed in a previous Unit, or a survey of a restoration project.

In Outcome 1 you will be required to produce all aspects of a production specification from a given brief, produce a production plan and schedule of work and source estimated costings for materials etc.

In Outcome 2 you will follow and maintain a production specification throughout the manufacture or restoration of an item of furniture. This means that you will be required to produce component parts as specified in your plan and to alter and implement, estimated and actual specifications as required, through the maintenance of a workshop log.

In Outcome 3 you are required to evaluate the effectiveness of your production specification. This may be a written/visual or oral presentation.

On completion of this Unit you will have developed your understanding of the management of time and resources in the process of furniture making or restoration.