



## Higher National Graded Unit specification

### General information for centres

This Graded Unit has been validated as part of the HND Art Glass Production. Centres are required to develop the assessment instrument in accordance with this validated specification. Centres wishing to use another type of Graded Unit or assessment instrument are required to submit proposals detailing the justification for change for validation.

**Graded Unit title:** Art Glass Production: Graded Unit 2

**Graded Unit code:** F2GL 35

**Type of Graded Unit:** Project

**Assessment Instrument:** Practical Assignment

**Credit points and level:** 2 HN credits at SCQF level 8: (16 SCQF credit points at SCQF level 8\*)

*\*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.*

**Purpose:** This Graded Unit is designed to provide evidence that the candidate has achieved the following principal aims of the HND Art Glass Production:

- ◆ to develop candidates' knowledge and skills in planning, analysing, presenting and evaluating their work
- ◆ to develop transferable skills including Core Skills in Communication, IT, Problem Solving, Numeracy and Working with Others to the levels required by employers and for progression to Degree courses
- ◆ to carry out complex project work involving research, analysis, planning, production and evaluation
- ◆ to demonstrate the ability to manage projects effectively and evaluate their effectiveness in terms of time, materials and feasibility
- ◆ to develop a range of advanced vocational skills within the context of glass

**Recommended prior knowledge and skills:** It is recommended that the candidate should have completed or be in the process of completing the following Units relating to the above specific aims prior to undertaking this Graded Unit:

F1X8 34	<i>Glass Fusing Techniques</i>
F1RP 34	<i>Painting and Firing Stained Glass Panels</i>
F1WV 34	<i>Glass Slumping: An Introduction</i>
F2G6 34	<i>Art Glass Production Graded Unit 1</i>

## General information for centres (cont)

F1W4 35	<i>Glass Fusing: Advanced Techniques</i>
F1WR 35	<i>Glass Painting Advanced</i>
F1WW 35	<i>Glass Slumping: Advanced Techniques</i>

**Core Skills:** The achievement of this Unit gives automatic certification of the following: Skills of Problem Solving at SCQF level 5. There are also further opportunities to develop the Core Skills of IT, Communication, Numeracy and Working with Others at SCQF level 6 in this Unit.

**Assessment:** This Graded Unit will be assessed by the use of practical assignment. The developed practical assignment should provide the candidate with the opportunity to produce evidence that demonstrates she/he has met the aims of the Graded Unit that it covers.

## Administrative Information

**Graded Unit code:** F2GL 35  
**Graded Unit title:** Art Glass Production: Graded Unit 2  
**Original date of publication:** November 2007  
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### History of changes:

Version	Description of change	Date

**Source:** SQA

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## **Higher National Graded Unit specification: instructions for designing the assessment task and assessing candidates**

**Graded Unit title:** Art Glass Production: Graded Unit 2

### **Conditions of assessment**

The candidate should be given a date for completion of the practical assignment. However, the instructions for the assessment task should be distributed to allow the candidate sufficient time to assimilate the details and carry out the assessment task. During the time between the distribution of the assessment task instructions and the completion date, assessors may answer questions, provide clarification, guidance and reasonable assistance. The assessment task should be marked as soon as possible after the completion date. The final grading given should reflect the quality of the candidate's evidence at the time of the completion date.

The evidence for the project is generated over time and involves three distinct stages, where each stage has to be achieved before the next is undertaken. Thus any re-assessment of stages must be undertaken before proceeding to the next stage.

If a candidate fails the project overall or wishes to upgrade, then this must be done using a *substantially different* project, ie all stages are undertaken using a new project, assignment, case study, etc. In this case, a candidate's grade will be based on the achievement in the re-assessment, if this results in a higher grade.

### **Instructions for designing the assessment task**

The assessment task is a project. The project undertaken by the candidate must be a complex task which involves:

- ◆ variables which are complex or unfamiliar
- ◆ relationships which need to be clarified
- ◆ a context which may be familiar or unfamiliar to the candidate

The assessment task must require the candidate to:

- ◆ analyse the task and decide on a course of action for undertaking the project
- ◆ plan and organise work and carry it through to completion
- ◆ reflect on what has been done and draw conclusions for the future
- ◆ produce evidence of meeting the aims which this Graded Unit has been designed to cover

The project must involve a practical assignment culminating in a finished glass item and candidates must demonstrate the application of the skills and knowledge acquired during the study of the HND Art Glass Production. Additionally candidates must provide documented evidence of the development of the glass item including rough sketches, an action plan and a narrative in the form of a log book. This assessment instrument is not concerned exclusively with practical activity — candidates will be provided with a brief that allows them to prepare, plan, demonstrate practical skills and evaluate the outcome.

The candidate will be asked to

- ◆ interpret a brief
- ◆ gather information in response to the brief

## **Higher National Graded Unit specification: instructions for designing the assessment task and assessing candidates (cont)**

**Graded Unit title:** Art Glass Production: Graded Unit 2

- ◆ integrate the research into the solution
- ◆ prepare proposals for alternative designs including sketches
- ◆ select a preferred proposal and justify that selection
- ◆ prepare an action plan for the manufacture of the glass artefact
- ◆ carry out the manufacturing and finishing of the glass artefact
- ◆ evaluate the planning and processes and resulting artefact

In the production of the artefact a set of generic criteria which must be met is set out below in the Evidence Requirements. However, the specific requirements of the artefact should be defined by the awarding centre in the assessment exemplar and this should reflect any specific glass skills or processes being used by the candidate. For example the candidate could be asked to produce a piece of art glass work for a specific space. This could be a moulded piece of glass or it could be a glass panel which could be leaded or it could be a painted glass panel or it could be a combination of more than one of these processes. A mentoring system as described in the conditions of assessment above, would help the candidate to fulfil the brief and ensure the candidate was carrying out appropriate preparation and planning for the task.

Not only will the candidate be required to design and make the artefact but they will require to evaluate the art glass item in the form of a presentation. This presentation should include using materials and information produced during the planning and developing process — log books, thumbnail sketches, technical notes and working drawing.

### **Guidance on grading candidates**

Candidates who meet the minimum Evidence Requirements will have their achievement graded as C — competent, or A — highly competent or B somewhere between A and C. The grade related criteria to be used to judge candidate performance for this Graded Unit is specified in the following table.

## Higher National Graded Unit specification: instructions for designing the assessment task and assessing candidates (cont)

**Graded Unit title:** Art Glass Production: Graded Unit 2

Grade A	Grade C
<p>Is a seamless, coherent piece of work which:</p> <ul style="list-style-type: none"> <li>◆ has good quality evidence gathered together in a logical way for each of the three essential phases of the project, showing clear inter-relationships</li> <li>◆ demonstrates a clear interpretation of the brief and develops thumbnail sketches with notes of practical skills and processes and techniques involved in producing the proposed designs</li> <li>◆ demonstrates a high level of competence with glass working techniques, materials and processes</li> <li>◆ effectively consolidates and integrates the required knowledge, and skills to produce a viable design and a high quality product which demonstrates a creative solution to meet the brief given</li> <li>◆ demonstrates a high level of understanding about the design process and the finished glass item in relation to evaluating the success of the project in meeting the brief</li> <li>◆ copes well with contingencies and is able to adjust plans and processes to take account of unplanned changes to the original action plan</li> </ul>	<p>Is a co-ordinated piece of work which:</p> <ul style="list-style-type: none"> <li>◆ has provided evidence for each of the three phases of the project</li> <li>◆ demonstrates an accurate interpretation of the brief and produces proposals which take account of the practical skills and techniques required to produce each of the proposed designs</li> <li>◆ demonstrates skills with glass working techniques, materials and processes</li> <li>◆ consolidates and integrates knowledge and skills to produce a viable design and a finished glass product which meets the brief given</li> <li>◆ demonstrates understanding about the design process and the finished glass item in relation to evaluating the success of the project in meeting the brief</li> <li>◆ demonstrates the ability to cope with change and adapt plans accordingly</li> </ul>

The project will be marked out of 100. Assessors will mark each stage of the project, taking into account the criteria outlined. The marks will then be aggregated to arrive at an overall mark for the project. Assessors will then assign an overall grade to the candidate for this Graded Unit based on the following grade boundaries.

A = 70% — 100%  
 B = 60% — 69%  
 C = 50% — 59%

**Note:** the candidate must achieve all of the minimum evidence specified below for each stage of the project in order to achieve the Graded Unit.

## Higher National Graded Unit specification: instructions for designing the assessment task and assessing candidates (cont)

**Graded Unit title:** Art Glass Production: Graded Unit 2

### Evidence Requirements

The project consists of three stages: planning; developing; and evaluating. The following table specifies the minimum evidence required to pass each stage.

**Note:** The candidate must achieve **all of the minimum evidence** specified below for each stage of the project in order to pass the Graded Unit.

Project stage	Minimum Evidence Requirements
Stage 1 — Planning 15%	<p>The candidate must produce evidence of research and design development and an Action Plan for the planning stage which details:</p> <ul style="list-style-type: none"> <li>◆ the candidate’s interpretation of the brief</li> <li>◆ information gathered in response to the brief including a minimum of three sketches with design proposals which include:               <ul style="list-style-type: none"> <li>— indicative colours and materials</li> <li>— notes on the processes and techniques involved in each proposal</li> </ul> </li> <li>◆ selection and justification for choosing one design</li> <li>◆ an action plan which includes               <ul style="list-style-type: none"> <li>— identification of the stages involved in the development of the selected design</li> <li>— identification of the timelines for completion of each stage of the project</li> <li>— notes on the processes and equipment which will be used in each stage of the manufacturing process</li> <li>— identification of timelines for each stage of the manufacturing process</li> <li>— timelines for mentoring meetings</li> <li>— indication of quantities of materials required to complete the chosen item and notes of any limited supply times</li> <li>— accurate indication of costs for the chosen design</li> </ul> </li> </ul> <p><i>The candidate must achieve all of the minimum evidence specified above in order to pass the Planning stage and must achieve a minimum of 8 out of the 15 marks allocated.</i></p>

**Higher National Graded Unit specification: instructions for designing the assessment task and assessing candidates (cont)**

**Graded Unit title:** Art Glass Production: Graded Unit 2

Project stage	Minimum Evidence Requirements
Stage 2 — Developing 70%	<p>The candidate must produce a glass artefact and a record of the processes undertaken to develop the product in the form of a log book, working drawings and technical notes in the form of a portfolio and a client presentation.</p> <p>The client presentation must include:</p> <ul style="list-style-type: none"> <li>◆ the development of one thumbnail sketch to a working drawing indicating scale and technical notes</li> <li>◆ incorporation of research into the finished product</li> <li>◆ information on materials, costs and colours</li> <li>◆ the main aspects of the design development and a justification for the choice of solution</li> <li>◆ a clear indication of the timelines involved in manufacturing and finishing the item</li> </ul> <p>The portfolio must include:</p> <ul style="list-style-type: none"> <li>◆ materials specification including information on colours, costs and quantities</li> <li>◆ research and development information including sources of information on sourcing materials, costs, availability, types of glass, feasibility, moulds and other materials used in the glass artefact.</li> <li>◆ indicative information on health and safety requirements of the materials and manufacturing processes used</li> <li>◆ the action plan with any amendments and annotations</li> <li>◆ all records of the design development</li> <li>◆ mentoring feedback</li> <li>◆ samples of materials and alternative colour combinations</li> </ul> <p>The product The candidate must:</p> <ul style="list-style-type: none"> <li>◆ produce a finished glass artefact which meets the brief, is blemish free and meets the requirements of the brief and matches the working drawings</li> <li>◆ make appropriate use of materials and resources</li> <li>◆ use safe working practices throughout the manufacturing process</li> </ul> <p><i>The candidate must achieve all of the minimum evidence specified above in order to pass the Developing stage and should achieve 35 out of the 70 marks allocated.</i></p>



## Higher National Graded Unit specification: instructions for designing the assessment task and assessing candidates (cont)

**Graded Unit title:** Art Glass Production: Graded Unit 2

Project stage	Minimum Evidence Requirements
Stage 3 — Evaluating  15%	<p>The Evaluation stage must include an evaluation report which must include visuals and:</p> <ul style="list-style-type: none"> <li>◆ an outline of the Practical Assignment</li> <li>◆ an updated reviewed action plan with notes of any deviations from the original plan or design and explanations</li> <li>◆ a summary of any unforeseen problems and how they were handled</li> <li>◆ an assessment of the strengths and weaknesses of the finished artefact in terms of materials, processes and techniques used</li> <li>◆ a summary of the extent to which the brief has been met.</li> <li>◆ an identification of any new knowledge or skills which have been gained</li> </ul> <p>The Report should be the equivalent of 1000 words</p> <p><i>The candidate must achieve all of the minimum evidence specified above in order to pass the Evaluating stage and should achieve 8 out of the 15 marks allocated.</i></p>

### Support notes

It is envisaged that this Graded Unit is started approximately half way through the candidate's studies with an increasing amount of time available for the Graded Unit towards the end of the Course. Centres should consider timing delivery of this Unit to ensure that sufficient time is allowed for any remediation and re-assessment and subsequent internal and external verification. The emphasis should be on the integration and application of existing knowledge and skills. Candidates will be developing their planning and organisational skills in this Unit.

The following Units should have already been completed or nearly completed:

F1X8 34	<i>Glass Fusing Techniques</i>
F1RP 34	<i>Painting and Firing Stained Glass Panels</i>
F1WV 34	<i>Glass Slumping: An Introduction</i>
F2G6 34	<i>Art Glass Production Graded Unit 1</i>
F1W4 35	<i>Glass Fusing: Advanced Techniques</i>
F1WR 35	<i>Glass Painting: Advanced</i>
F1WW 35	<i>Glass Slumping: Advanced Techniques</i>

Candidates will also benefit from having completed or be in the process of completing Optional Units which have allowed them to develop expertise in specialist areas such as moulding and forming or painting or leaded glass work.

## **Higher National Graded Unit specification: instructions for designing the assessment task and assessing candidates (cont)**

**Graded Unit title:** Art Glass Production: Graded Unit 2

The Unit is designed to meet the main aims of the award which are:

- ◆ to develop candidates' knowledge and skills in planning, analysing, presenting and evaluating their work
- ◆ to develop transferable skills including Core Skills in Communication, IT, Problem Solving, Numeracy and Working with Others to the levels required by employers and for progression to degree courses
- ◆ to carry out complex project work involving research, analysis, planning, production and evaluation
- ◆ to demonstrate the ability to manage projects effectively and evaluate their effectiveness in terms of time, materials and feasibility
- ◆ to develop a range of advanced vocational skills within the context of glass

Throughout the Unit reference is made to allowing the centre and the candidate flexibility in choosing the artefact to be made. This will allow candidates to use any chosen specialisms such as fusing, painting, slumping or moulding or to combine these skills and techniques. Throughout it is envisaged that candidates will be able to look back at previous technical information they have gathered and use this to help create a better end product.

Additionally candidates would be expected to be self-directed in their approach to developing their product and in their approach towards their final report which could be given orally or in written form.

During the course of the Graded Unit, candidates will develop their Core Skills in the area of Problem Solving as they will be required to plan, carry out and evaluate the task in hand and will need to evaluate the quality of the product on an on-going basis, making corrective alterations to the product and to the plan as the product is made.

The Core Skill of Numeracy will be developed through estimating and costing the material requirements, estimating the time involved and calculating kiln times and COEs.

The Core Skills of Communication is developed through research activities where candidates will have to read and extract relevant information on processes, temperatures and health and safety requirements, through keeping a log book and technical notes on processes, the production of the evaluation report and through the mentoring sessions where candidates are required to meet and discuss their progress with their tutor.

When working in a workshop, candidates would be using limited equipment and machinery and would require to Work with Others to negotiate the use of the equipment and machinery.

The Core Skill of IT will be developed through researching health and safety requirements, materials and costs using internet sources and suppliers. Additionally, candidates should be encouraged to use word processing software for their portfolio and technical notes, as such information can be researched easily. Presentation software or word processing software could be used for the evaluation report. Visuals required for the report could be produced using digital imaging software. Candidates could be encouraged to use CAD software for the production of the thumbnail sketches and the working drawing.

## **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 assessment arrangements. For information on these, please refer to the SQA document *Guidance on Assessment Arrangements for Candidates with Disabilities and/or Additional Support Needs*, which is available on SQA's website: **[www.sqa.org.uk](http://www.sqa.org.uk)**.

## General information for candidates

This Unit is designed to test your ability to integrate the knowledge and skills you have learnt in your study of Glass. You will undertake this Unit after you have completed, or when you are in the process of completing the following Units:

F1X8 34 Glass Fusing Techniques  
F1RP 34 Painting and Firing Stained Glass Panels  
F1WV 34 Glass Slumping: An Introduction  
F2G6 34 Art Glass Production Graded Unit 1  
F1W4 35 Glass Fusing: Advanced Techniques  
F1WR 35 Glass Painting: Advanced  
F1WW 35 Glass Slumping: Advanced Techniques

This Graded Unit also reflects the main aims of the HND Art Glass Production. These aims are

- ◆ to develop candidates' knowledge and skills in planning, analysing, presenting and evaluating their work
- ◆ to develop transferable skills including Core Skills in Communication, IT, Problem Solving, Numeracy and Working with Others to the levels required by employers and for progression to Degree courses
- ◆ to carry out complex project work involving research, analysis, planning, production and evaluation
- ◆ to demonstrate the ability to manage projects effectively and evaluate their effectiveness in terms of time, materials and feasibility
- ◆ to develop a range of advanced vocational skills within the context of glass

Although there is no new knowledge and skills involved in this Unit, you will find that it will help you to develop a much more independent approach to working with glass and producing a final finished article. You will also develop your project management skills. Additionally you will develop Core Skills — your problem solving skills, numeracy skills, communication skills, IT skills and the skill of working with others will be developed as you undertake this practical project.

You will be given a design brief by your lecturer and you will make a glass item. As part of this process you will be expected to show several possible different designs. You will then decide which of the design possibilities you are going to develop and produce a working drawing, cost it and work out the materials required to make the item. You will produce an action plan for completing the project and at the end you will evaluate not only the item you produced but how you met your timelines and you will evaluate what you learnt out of doing the project.

You will have to pass all three parts of the project – the planning, the developing and making and the evaluation to pass the project itself. Your overall grading depends on the marks you gain, and grading is as follows:

A = 70% — 100%  
B = 60% — 69%  
C = 50% — 59%

If you pass, you will not only achieve the Unit but also the Core Skill of Problem Solving at SCQF level 6. Throughout the Unit you will have regular meetings with your tutor who will make sure you are making progress. It is important that you try to stick to any deadlines and keep within your timescales. This is all part of managing your project — just as it would be important if you were producing a piece of glasswork for a client.