

**SVQ 2 in Modern Upholstery at SCQF Level 5**  
**Core Skills Signposting**

NOS Reference (Single element)	PROUSF02	PROUSF07	PROUSF18	PROUSF19	PROUSF20	PROUSF24	PROUSF31	PROUSF35	PROUSF41	PROUSF45	PROUSF46	PROFRR4	PROFRR7	PROFRR9	PROHSS1
<b>Communication SCQF Level 3</b>															
Task 1: Read a simple document related to your work	X	X	X	X	X	X	X	X	X	X	X		X	X	X
Task 2: Produce a document or related documents that convey several pieces of information, opinions, or ideas		X											X	X	X
Task 3: Take part in a simple discussion on a topic related to your work	X	X	X	X	X	X	X	X	X	X	X		X	X	X
<b>Communication SCQF Level 4</b>															
Task 1: Read, understand, and evaluate a straightforward document related to your work	X	X	X	X	X	X	X	X	X	X	X				X
Task 2: Produce a document or related documents that convey several items of information, opinions, or ideas.		X													X
Task 3: Take part in either a straightforward discussion on a topic related to your work	X	X	X	X	X	X	X	X	X	X	X				X
<b>Communication SCQF Level 5</b>															
Task 1: Read, understand, and evaluate a document related to your work	X	X	X	X	X	X	X	X	X	X	X	X			X
Task 2: Produce a well-structured document or a collection of related documents that convey several items of information		X										X			
Task 3: make a substantial contribution to a discussion on a topic related to your work		X										X			X
<b>Communication SCQF Level 6</b>															
Task 1: Read, understand, and evaluate a complex document related to your work															
Task 2: Produce a well-structured document or a collection of related documents that convey several items of complex information															
Task 3: make a substantial contribution to a discussion on a complex topic related to your work															
<b>Numeracy SCQF Level 3</b>															
Task 1: Carry out a variety of simple number tasks related to your work that involve calculations requiring one or two steps	X		X	X	X	X	X	X	X	X	X				
Task 2: Read and use a simple scale on a graph or a familiar measuring instrument	X		X	X	X	X	X	X	X	X	X				
Task 3: Use graphical format to find out information	X		X	X	X	X	X	X	X	X	X				
Task 4: Use graphical format to communicate information															
<b>Numeracy SCQF Level 4</b>															
Task 1: Carry out a variety of straightforward number tasks related to your work that involve calculations requiring a minimum of two step	X		X	X	X	X	X	X	X	X	X				
Task 2: Read and use a straightforward scale either on an instrument such as a ruler or on a graph	X		X	X	X	X	X	X	X	X	X				
Task 3: Use graphical format to find out information	X		X	X	X	X	X	X	X	X	X				
Task 4: Use graphical format to communicate information															
<b>Numeracy SCQF Level 5</b>															
Task 1: Apply a wide range of numerical skills to solve work-related problems.	X		X	X	X	X	X	X	X	X	X				
Task 2: Use graphical format to find out information	X		X	X	X	X	X	X	X	X	X				
Task 3: Use graphical format to communicate information															
<b>Numeracy SCQF Level 6</b>															

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Task 1: Apply a wide range of numerical and statistical skills to solve complex work-related problems															
Task 2: Use graphical format to find out information															
Task 3: Use graphical format to communicate information															
<b>Problem Solving SCQF Level 3</b>															
Task 1: Investigate reasons why a simple problem related to your work has arisen	X		X	X	X	X	X	X	X	X	X			X	X
Task 2: Plan, organise, and carry out a simple activity to deal with the problem	X		X	X	X	X	X	X	X	X	X			X	X
Task 3: Check how well your approach to the problem-solving activity worked in practice	X		X	X	X	X	X	X	X	X	X			X	X
<b>Problem Solving SCQF Level 4</b>															
Task 1: Investigate reasons why a straightforward problem related to your work has arisen.	X		X	X	X	X	X	X	X	X	X				X
Task 2: Plan, organise, and carry out a straightforward activity to deal with the problem	X		X	X	X	X	X	X	X	X	X				X
Task 3: Check how well your approach to the problem-solving activity worked in practice	X		X	X	X	X	X	X	X	X	X				X
<b>Problem Solving SCQF Level 5</b>															
Task 1: Investigate and analyse why a non-routine problem in your workplace has arisen.	X		X	X	X	X	X	X	X	X	X	X	X		X
Task 2: Plan, organise, and carry out your suggested approach	X		X	X	X	X	X	X	X	X	X	X	X		X
Task 3: Check how well your approach to the problem-solving activity worked in practice	X		X	X	X	X	X	X	X	X	X	X	X		X
<b>Problem Solving SCQF Level 6</b>															
Task 1: Investigate and analyse a complex problem related to your work.															
Task 2: Plan, organise, and carry out your suggested approach															
Task 3: Check how well your approach to the problem-solving activity worked in practice															
<b>Working with Others SCQF Level 3</b>															
Task 1: Work co-operatively with at least one other person who may be a colleague, client or customer to achieve a common goal.	X	X	X	X	X	X	X	X	X	X	X			X	X
Task 2: Checking and evaluating. Check how well you contributed to the co-operative activity and/or activities		X												X	X
<b>Working with Others SCQF level 4</b>															
Task 1: Work co-operatively with others. Work co-operatively with at least one other person who may be a colleague, client or customer to achieve a common goal.	X	X	X	X	X	X	X	X	X	X	X				X
Task 2: Checking and evaluating Check how well you contributed to the co-operative activity and/or activities		X													X
<b>Working with Others SCQF level 5</b>															
Task 1: Work co-operatively with others Work co-operatively with at least one other person who may be a colleague, client or customer to achieve a common goal. (non-routine)	X	X	X	X	X	X	X	X	X	X	X				
Task 2: Checking and evaluating. Check how well you and others involved contributed to the co-operative activity and/or activities.		X													

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<b>Working with Others SCQF level 6</b>															
Task 1: Work co-operatively with others. Work co-operatively with at least one other person who may be a colleague ,client or customer to achieve a common goal.															
Task 2: Checking and evaluating. Check how well you and others involved contributed to the co-operative activity and/or activities.															
<b>ICT SCQF Level 3</b>															
Task 1: Carry out ICT activities related to your work that involve simple operations															
Task 2: Carry out simple ICT activities related to your work that involve using menu-based applications software.															
Task 3: Use ICT to find information relevant to your work															
Task 4: Keeping information safe															
<b>ICT SCQF Level 4</b>															
Task 1: Carry out ICT activities related to your work that involve straightforward operations.															
Task 2: Carry out a range of straightforward ICT activities related to your work that involve familiar application software															
Task 3: Use ICT to find information relevant to your work.															
Task 4: Demonstrate safe practice in using ICT to handle information															
<b>ICT SCQF Level 5</b>															
Task 1: Carry out ICT activities related to your work.															
Task 2: Carry out a range of non-routine ICT activities related to your work that involve application software.															
Task 3: Find information in different formats from a range of local or remote data sources															
Task 4: Demonstrate safe practice in using ICT to handle information															
<b>ICT SCQF Level 6</b>															
Task 1: resolve common hardware and software problems and present information in a suitable way that is helpful to others															
Task 2: Carry out a range of complex ICT activities related to your work that involve application software.															
Task 3: find information in different formats from a range of local or remote data sources															
Task 4: Demonstrate safe practice in using ICT to handle information.															