

## Higher National Unit Specification

### General information for centres

**Unit title:** Furniture: Machine Function and Use

**Unit code:** F0Y1 33

**Unit purpose:** This Unit is designed to introduce candidates to the safe use and working practices involved in using a range of furniture machinery.

On completion of this Unit the candidate should be able to

1. Describe the function and use of furniture machinery.
2. Demonstrate the safe use of furniture machinery.
3. Comply with health and safety requirements within the workshop environment.

**Credit points and level:** 1 HN Credit at SCQF level 6: (8 SCQF credit points at SCQF level 6\*)

*\*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. It would be beneficial if candidates had a knowledge of power tools and furniture machinery.

**Core Skills:** There are opportunities to develop the Core Skills of IT, Communications and Problem Solving at SCQF level 5 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:** In Outcome 1 candidates will describe the functions and use of furniture machines.

In Outcomes 2 and 3 candidates will be asked to demonstrate the safe use of all the furniture machines used and will be observed using safe working practices. The candidate will produce a risk assessment for **one** of the workshop environments.

## **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**

Describe the function and use of furniture machinery

#### **Knowledge and/or skills**

- ◆ Machine types
- ◆ Machine parts
- ◆ Machine functions

#### **Evidence Requirements**

Candidates will need to provide evidence to demonstrate their knowledge and skills by showing that they can describe the function and use of a range of machines including:

- ◆ three wood machines
- ◆ one sewing machine
- ◆ one finishing machine (spraying)

Each description will include:

- ◆ name of the machine
- ◆ name and function of moving parts of the machine
- ◆ description of the function and use of each machine

#### **Assessment guidelines**

The candidate could provide written or oral evidence, naming and describing the use and function of a minimum of five machines. It is envisaged that these machines will be ones the candidate uses regularly and is familiar with. This Outcome could be linked to Outcomes 2 and 3.

## Higher National Unit specification: statement of standards (cont)

**Unit title:** Furniture: Machine Function and Use

### Outcome 2

Demonstrate the safe use of furniture machinery

#### Knowledge and/or skills

- ◆ Personal Protective Equipment (PPE)
- ◆ Safe working practices
- ◆ Use of machinery

#### Evidence Requirements

Candidates will need to provide evidence to demonstrate their knowledge and skills by showing that they can safely use a minimum of **five** machines (which must include a circular rip saw and a band saw) within a machine shop environment. Candidates will:

- ◆ demonstrate correct setting up of machines
- ◆ use each machine in a safe manner and to the required standard
- ◆ leave machinery in a safe and clean state
- ◆ adhere to health and safety requirements with regard to machine, given task and the environment

Candidates should have their performance observed and logged on an Observation Schedule.

#### Assessment guidelines

The candidates could work on practical projects to cover a range of furniture machines. These projects could cover more than one area eg small footstool — wood machines, sawing machines. This Outcome could be integrated with Outcome 3.

### Outcome 3

Comply with health and safety requirements within the workshop environment

#### Knowledge and/or skills

- ◆ Personal Protective Equipment (PPE)
- ◆ Health and safety legislation
- ◆ Good working practices
- ◆ Risk assessment
- ◆ Dedicated health and safety guidelines

#### Evidence Requirements

Candidates will need to provide evidence to demonstrate their knowledge and skills by showing that they can:

## **Higher National Unit specification: statement of standards (cont)**

### **Unit title:** Furniture: Machine Function and Use

- ◆ use Personal Protective Equipment as appropriate
- ◆ comply with health and safety legislation
- ◆ follow manufacturer's instructions for the machine in use
- ◆ employ good working practices within the workshop environment

Evidence should be generated through the use of the machines in Outcome 2 and recorded on an Observation Schedule.

A risk assessment should be produced for the workshop environment in which the candidate is working or from a case study.

### **Assessment guidelines**

This Outcome could be assessed jointly with Outcome 2 through tutor completion of an observation schedule which logs the candidate's working practices. Candidates should write at least one risk assessment for a machine-based activity. Alternatively the risk assessment evidence could be produced from a case study.

Dedicated health and safety guidelines should include specific information accompanying tools and equipment

## Administrative Information

**Unit code:** F0Y1 33

**Unit title:** Furniture: Machine Function and Use

**Superclass category:** WK

**Original date of publication:** November 2006

**Version:** 01

### History of Changes:

Version	Description of change	Date

**Source:** SQA

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## **Higher National Unit specification: support notes**

### **Unit title:** Furniture: Machine Function and Use

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 40 hours.

### **Guidance on the content and context for this Unit**

This Unit is mandatory within the HNC/HND Furniture Group Award. It should be delivered in conjunction with other appropriate workshop based Units and is integral to the awards of HNC/HND Furniture.

All Outcomes require a knowledge and understanding of a range of furniture machines, which could include:

- ◆ Sewing machines
- ◆ Laser cutters
- ◆ Foam cutter
- ◆ Spraying machines
- ◆ Hot wire cutters
- ◆ All wood machines used for projects, such as saws, planers etc

This list is not exhaustive.

#### **Outcome 1**

Candidates should learn about the different types of furniture machines available to them and should reflect on the nature and type of work to be undertaken. The study of furniture machines, tooling and attachment catalogues and internet retailers should be positively encouraged.

#### **Outcome 2**

Demonstrations of different methods of using furniture machines should take place in the workshops. Candidates should be encouraged to work in pairs or on their own as appropriate.

#### **Outcome 3**

Current and emerging legislation should be studied and risk assessments used for the appropriate area and machine.

### **Guidance on the delivery and assessment of this Unit**

This is a SCQF level 6 Unit and could be integrated with the Unit Furniture Workshop Practice as part of the initial Units to be delivered in a Furniture course.

All Outcomes should be taught in an integrated way so that the candidates become familiar with the machines, their parts and their function at the same time as working on the machine and following all health and safety features required for operation of the machine. Observation forms an important part of this Unit.

## Higher National Unit specification: support notes (cont)

### Unit title: Furniture: Machine Function and Use

Outcome 3 requires knowledge and understanding of current legislation applied to the selected machines and also asks the candidate to write risk assessments for the workshop areas.

#### *Opportunities for developing Core Skills*

Candidates could develop their IT skills to SCQF level 5, when in Outcome 1 and Outcome 3 they will be encouraged to use the internet to undertake their research into machinery and into health and safety requirements. Additionally where the candidate has to submit written work word processed work would be encouraged.

Problem solving could be covered to SCQF level 5 in Outcome 2, where candidates are asked to demonstrate the use of furniture machines for given tasks. This would require the candidate to plan, develop and evaluate their solution in terms of suitability and use.

Additionally candidates could develop their communications skills to SCQF level 5, as they are required to describe the functions of machines for Outcome 1. This could be assessed through written evidence or oral evidence. For Outcome 1 candidates will also be expected to research information on the Internet and will require summarising and extracting relevant information for the machines they are using or are asked to describe as part of their assessment.

### Open learning

Due to the practical nature and health and safety requirements this Unit is not suitable for open learning.

For further information and advice, please refer to the SQA guide *Assessment and Quality Assurance for Open and Distance Learning* [www.sqa.org.uk](http://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](http://www.sqa.org.uk).

## **General information for candidates**

### **Unit title:** Furniture: Machine Function and Use

This is an introductory Unit, designed to introduce you to machinery you will find in a furniture workshop. During the course of this Unit you will be introduced to the machines that you will use when making furniture or components. You will become familiar with the machines and will learn what they do and how to use them safely. Throughout this Unit it is likely that your lecturer will demonstrate the safe use of these machines to you and you will get the opportunity to use them yourself.

It is important that when you use machines of any type that you pay close attention to the health and safety requirements and that you follow safe working practices in the workshop.

The aim of this Unit is to give you confidence in using machines and confidence in working in a furniture workshop. As you progress through this Unit, not only will you develop skills in dealing with different types of machinery, but you will develop your IT, Communication and Problem Solving skills.