



## Higher National Graded Unit specification

### General information for centres

This Graded Unit has been validated as part of the HNC Jewellery. 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:** Jewellery: Graded Unit 1

**Graded Unit code:** F4CE 34

**Type of Graded Unit:** Project

**Assessment Instrument:** Investigation

**Credit points and level:** 1 HN credit at SCQF level 7: (8 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 National 1 to Doctorates.*

**Purpose:** This Graded Unit is designed to provide evidence that the candidate has achieved the following principal aims of the HNC Jewellery:

- ◆ to develop employment skills for a range of careers in the jewellery industry
- ◆ to complete project work involving planning, integration and application of a variety of skills within a determined time scale
- ◆ to develop specialist vocational skills for the jewellery industry
- ◆ to develop transferable skills including core skills to the levels demanded by employers and for progression to HND
- ◆ to develop study and research skills
- ◆ to enable progression with the SCQF framework
- ◆ to develop candidates knowledge and skills such as planning, analysis and synthesising
- ◆ to prepare candidates in specialist skills for progression to further studies
- ◆ to provide academic stimulus and challenge and foster an enjoyment of the subject

**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:

- ◆ F3Y7 34 *Jewellery: Manufacturing Techniques*
- ◆ F3Y3 34 *Jewellery: Design and Manufacture*
- ◆ F3Y9 34 *Jewellery: Rub-over Setting Techniques*
- ◆ DW13 34 *CAD: 3D Modelling*

## General information for centres (cont)

**Core Skills:** There are opportunities to develop the Core Skill of *Communication* at SCQF level 5, and *Problem Solving, Information Technology, Working with Others* and the *Numeracy* component Using Number at SCQF level 5 in this Unit, although there is no automatic certification of Core Skills or Core Skills components.

**Assessment:** This Graded Unit will be assessed by an Investigation. The developed Investigation 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:** F4CE 34  
**Graded Unit title:** Jewellery: Graded Unit 1  
**Original date of publication:** November 2008  
**Version:** 03

### History of changes:

Version	Description of change	Date
02	Clarification of allocation of marks for project	Sept 17
03	Update of Conditions of Assessment.	06/08/18

**Source:** SQA

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

### **Graded Unit title: Jewellery: Graded Unit 1**

#### **Conditions of assessment**

The candidate should be given a date for completion of the Investigation. 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.

Reasonable assistance is the term used by SQA to describe the difference between providing candidates with some direction to generate the required evidence for assessment and providing too much support which would compromise the integrity of the assessment. Reasonable assistance is part of all learning and teaching processes.

In relation to the assessment of Higher National Project-based Graded Units, assessors may provide advice, clarification, and guidance during the time between the distribution of the project instructions and the completion date, ie at each stage of the project.

Remediation allows an assessor to clarify candidate responses, either by requiring a written amendment or by oral questioning, where there is a minor shortfall or omission in evidence requirements. In either case, such instances must be formally noted by the assessor, either in writing or by recording, and be made available to the internal and external verifier.

In relation to Higher National Project-based Graded Units, candidates must be given the opportunity for remediation at each stage of the project.

The evidence for a Higher National Project-based Graded Unit is generated over time and involves three distinct stages, each of which has to be achieved before the next is undertaken. This means that any re-assessment of stages must be undertaken before proceeding to the next stage. The overall grade is derived from the total number of marks *across all* sections, and should reflect the ability of the candidate to work autonomously and the amount of support required. In relation to Higher National Project-based Graded Units, candidates who have failed any stage of the project and have been unable to provide the necessary evidence through remediation must be given the opportunity for re-assessment of that stage.

Any candidate who has failed their graded unit or wishes to upgrade their award must be given a re-assessment opportunity, or in exceptional circumstances, two re-assessment opportunities. In the case of project-based graded units, this must be done using a substantially different project.

The final grading given must reflect the quality of the candidate's evidence at the time of the completion of the graded unit. Candidates must be awarded the highest grade achieved — whether through first submission or through any re-assessment, remediation, and/or reasonable assistance provided.

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

**Graded Unit title:** Jewellery: Graded Unit 1

### **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 that are presented in the form of a brief.
- ◆ relationships which need to be clarified in relation to the design, the material used and the techniques or manufacturing processes that may be used.
- ◆ a context which may be familiar or unfamiliar to the candidate. The context will be a client brief that requires candidates to investigate design solutions to the brief in order to produce a design solution.

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 an investigation that requires candidates to investigate possible design solutions using different sources eg internet, textbooks, journals. This must include an investigation of possible manufacturing techniques and materials appropriate to the brief. From their investigations, candidates must consider at least three design solutions with a view to choosing one final solution for further development. Candidates will demonstrate the application of the skills and knowledge acquired during the HNC Jewellery; primarily the relationship between design and manufacture, knowledge of manufacturing techniques and processes of claw and/or rub over settings. It is expected that the design will include stone setting and candidates will need to show their understanding of the techniques within their design and their reason for choosing one setting technique over another.

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

Each candidate must provide their individual responses to the given brief and assessors must be satisfied that the work has been completed by the individual candidate. The results of the investigation must include possible design solutions, consideration of materials and consideration of manufacturing techniques include rub-over setting. The results of the investigation should be presented in the form of a work book or equivalent. The candidates are expected to present their findings.

### **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.

Grade A	Grade C
<p>Is a seamless, coherent piece of work which:</p> <ul style="list-style-type: none"> <li>◆ demonstrates research approaches that provide a range of sources of information</li> <li>◆ demonstrates an accurate, insightful, interpretation of the investigation</li> <li>◆ demonstrates critical and evaluative approaches to the investigation process</li> <li>◆ displays initiative in investigating at least three design solutions</li> <li>◆ chooses a design solution that is appropriate to the brief that demonstrates innovation and creativity</li> <li>◆ produces clear, accurate and detailed drawings that support the chosen design that highlight the key factors identified from the brief and provide a strong representation of the final design</li> <li>◆ deploys the use of diagrams and illustrations to support work. Illustrations are clear and provide a strong representation of the final designs</li> <li>◆ describes various manufacturing approaches in detail showing a good understanding of the advantages and disadvantages of the approach</li> <li>◆ considers a range of solutions to possible problems that demonstrates insight into the manufacturing of the product</li> <li>◆ has a high visual impact</li> <li>◆ shows effective time management that demonstrates effective planning and sequencing throughout the investigation</li> <li>◆ demonstrates a high degree of professionalism</li> <li>◆ evaluates the work done with a clear focus on lessons learned and how these lessons provide steps for the future development</li> </ul>	<p>Is a co-ordinated piece of work which:</p> <ul style="list-style-type: none"> <li>◆ demonstrates research approaches using at least two separate sources of information</li> <li>◆ demonstrates an interpretation that is appropriate to the project brief presented</li> <li>◆ displays analysis of key factors in the brief</li> <li>◆ displays at least three design solutions</li> <li>◆ chooses a design solution that is appropriate to the brief</li> <li>◆ produces drawings that support the chosen design and that are clear and appropriate to the brief skills</li> <li>◆ supports material through the use of diagrams or illustrations</li> <li>◆ identifies different manufacturing approaches</li> <li>◆ identifies solutions to possible problems</li> <li>◆ is well presented</li> <li>◆ demonstrates planning and sequencing for most areas of the investigation</li> <li>◆ demonstrates professionalism</li> <li>◆ identifies lessons learned with some indication of future development</li> </ul>

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

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.

### 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>A work book that contains evidence of the candidate's:</p> <ul style="list-style-type: none"> <li>◆ interpretation and exploration of the brief including identification of the key factors within the brief.</li> <li>◆ objectives for the study. At least four objectives must be set and the objectives should be specific, measurable, achievable, realistic, timebound.</li> <li>◆ use of source and or reference material. At least two separate sources of information must be used.</li> <li>◆ consideration of different materials that could be identified in the design and are appropriate to the brief.</li> <li>◆ consideration of manufacturing techniques within the possible design solutions and their appropriateness to the brief.</li> <li>◆ time management</li> <li>◆ action planning. The action plan must include the objectives, timescales and any resources required to meet the requirements of the project.</li> </ul> <p><i>The candidate must achieve all of the minimum evidence specified above in order to pass the Planning stage.</i></p>

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

Project stage	Minimum Evidence Requirements
Stage 2 — Developing 70%	<p>The development stage of the Investigation should contain evidence in a work book of the following:</p> <ul style="list-style-type: none"> <li>◆ findings from the investigation.</li> <li>◆ consideration of at least three designs. This must include manufacturing techniques, materials and appropriateness to the brief.</li> <li>◆ chose one design from the three designs considered with reasons. The design must be appropriate to the brief and include materials, stone setting and manufacturing techniques.</li> <li>◆ developed designs. The developed design must include:               <ul style="list-style-type: none"> <li>— the production of technical drawings to support discussion.</li> <li>— identification of suitable materials and supporting reasoning.</li> <li>— identification of tools and equipment required.</li> <li>— planning manufacture and techniques to be used.</li> <li>— identification of any problems that may arise.</li> <li>— solutions.</li> <li>— awareness of health and safety issues.</li> </ul> </li> <li>◆ present the final design choice for item of jewellery in form of presentational drawing.</li> </ul> <p><i>The candidate must achieve all of the minimum evidence specified above in order to pass the Developing stage.</i></p>
Stage 3 — Evaluating 15%	<p>Candidates must present an evaluation that:</p> <ul style="list-style-type: none"> <li>◆ briefly outlines the investigation</li> <li>◆ reflects on the work undertaken by               <ul style="list-style-type: none"> <li>— identifying any knowledge and skills which have been gained and/or developed</li> <li>— assessing the strengths and weaknesses of the investigation</li> <li>— determining the extent to which the investigation met the original brief and objectives set</li> <li>— determine whether the action plan created had been adhered to</li> <li>— identifying lessons learned</li> </ul> </li> <li>◆ consider steps for individual improvement ie development objectives</li> </ul> <p><i>The candidate must achieve all of the minimum evidence specified above in order to pass the Evaluating stage.</i></p>



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

### Support notes

It is envisaged that this Graded Unit would be started just after the halfway stage of candidates studies with an increasing amount of the time available for the Graded Unit being spent towards the end of the Group Award. It should not be seen as a repeat of previous Unit assessments. It is not intended that any new knowledge or skills are taught during delivery of the Graded Unit, however, candidates may require direction in managing the investigation and in project management. It is anticipated that tutor time may be spent discussing individual candidate work and supporting candidates through the Unit.

The brief must follow the guidance in the *Instructions for designing the assessment task* and should incorporate the key elements of the HNC Jewellery framework with knowledge and skills gained and found in the following Units:

- ◆ F3Y7 34 *Jewellery: Manufacturing Techniques*
- ◆ F3Y3 34 *Jewellery: Design and Manufacture*
- ◆ F3Y9 34 *Jewellery: Rub-over Setting Techniques*
- ◆ DW13 34 *CAD: 3D Modelling*

Time management is an important aspect of planning, developing and evaluating a project and in order to help candidates manage their time effectively, lecturers should consider setting up individual progress reviews with candidates at the start of the Unit delivery time. Lecturers may consider developing a centre pro forma to record their discussions with candidates. These discussions or support activities are an essential part of the Graded Unit and should help ensure that candidates keep to timelines and should be included in their portfolio. The grade finally achieved by the candidate depends on the work submitted. It is therefore very important that lecturers do not give undue assistance to candidates. The level of assistance should be fully discussed and any assistance given should be logged in candidates' mentoring records.

The amount of time spent planning the investigation is seen as critical to the development of skills which are transferable in the jewellery industry. Part of the planning may require candidates to negotiate use of resources eg internet, textbooks, design sources and to co-operate with others in the class group. However, it is important to ensure that candidates' work is authentic. While it is not essential that all work takes place within the jewellery class areas, lecturers should endeavour to ensure a flexible approach to facilities. Computers are required for research purposes, accessing the internet, word processing, working with visuals/design, and possible PowerPoint.

The Core Skill of *Problem Solving* at SCQF level 5 may be developed in this Unit and is clearly seen in the planning, development and evaluation process. Additionally the Core Skill of *Communication* at SCQF level 5 is signposted. Candidates will demonstrate communication skills in their workbooks with their evidence of research. Candidates will also be required to present information to show evidence of meeting the client brief. This could include information researched online or using other media, dedicated jewellery technology software, books and journals that include sources of information on manufacturing techniques, manufacturing specifications, health and safety, details of materials, tools and equipment. In preparing this work candidates may show evidence of using I.T. skills in researching information, in using word processing or in using presentation software. This may provide opportunity to develop the Core Skill *Information Technology*. Candidates may also demonstrate their skills in interpreting specifications and technical drawings and will be required to measure and calculate material usage. This may demonstrate the Using Number component of the Core Skill of *Numeracy*.

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

The task undertaken for this Unit is to explore and research a brief to design and plan the manufacture of a jewellery item that incorporates a stone setting. The work produced should be presented in the form of a workbook containing all working notes, research and drawings.

Candidates are required to produce an evaluation report for their project which can include evidence gained from research carried out earlier and from the records of discussions with their lecturers at various stages throughout the duration of the project. The evaluation report will form part of the final workbook.

### **Equality and inclusion**

This graded unit specification has been designed to ensure that there are no unnecessary barriers to learning or assessment. For information on these, please refer to the SQA document *Guidance on Assessment Arrangements for Equality and inclusion*, which is available on SQA's website: [www.sqa.org.uk](http://www.sqa.org.uk).

## General information for candidates

It is likely that midway through your course of study you will begin work on the Graded Unit. The purpose of this Graded Unit is to bring together many of the skills, techniques and knowledge that you have been studying across the Jewellery HNC.

You will already have completed or be in the process of completing the following Units:

- ◆ F3Y7 34 *Jewellery: Manufacturing Techniques*
- ◆ F3Y3 34 *Jewellery: Design and Manufacture*
- ◆ F3Y9 34 *Jewellery: Rub-over Setting Techniques*
- ◆ DW13 34 *CAD: 3D Modelling*

The Graded Unit also reflects the main aims of the HNC Jewellery course. These are:

- ◆ to develop employment skills for a range of careers in the Jewellery industry
- ◆ to complete project work involving planning, integration and application of a variety of skills within a determined time scale
- ◆ to develop specialist vocational skills for the jewellery industry
- ◆ to develop transferable skills including Core Skills to the levels demanded by employers and for progression to HND
- ◆ to develop study and research skills
- ◆ to enable progression with the SCQF Framework
- ◆ to develop candidates knowledge and skills such as planning, analysis and synthesising
- ◆ to prepare candidates in specialist skills for progression to further studies
- ◆ to provide academic stimulus and challenge and foster an enjoyment of the subject

You will be asked to apply some of the skills and knowledge you have learned in these Units to an Investigation. This should be in the form of a workbook and will demonstrate how you investigate, plan, develop, finalise and evaluate a specific design project as you would for a customer. This will be for a stone set piece of jewellery. The Investigation will be marked out of 100 and is made up of three stages; Planning, Developing and Evaluating. You will have to pass each of these three stages of the Investigation to gain a pass in this Unit. The marks you gain for each part of the Investigation will be added up and you will be given a final grade for the Unit.

The grade you receive is based on the following grade boundaries

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

You will develop the Core Skill of *Communication* through discussion with your lecturer, making a customer presentation and writing up your workbook. There may also be opportunities to develop IT skills, Numeracy skills and skills in Working with Others.

At each of the three stages of the Unit you should meet with your lecturer who will advise you and help ensure you are able complete the Unit within the agreed timescale. As part of your assessment, you will present your ideas and how you developed your solution, as you would to a customer.