



## National Unit specification

### General information

**Unit title:** Fundamentals of Floor Tiling (SCQF level 5)

**Unit code:** F50X 11

**Superclass:** TG

**Publication date:** April 2016

**Source:** Scottish Qualifications Authority

**Version:** 02

### Unit purpose

This Unit introduces learners to floor tiling. The Unit requires learners to select suitable tools and equipment, prepare the surface area and set out the surface area to receive floor tiles. Learners will be required to select and fix floor tiles, grout and finish the tiled area. Learners will be required to demonstrate their knowledge and understanding of work methods and terminology used in floor tiling. Completion of this Unit may provide further progression in the Construction Craft industry. This Unit is suitable for learners who have little or no experience of wall and floor tiling.

### Outcomes

On successful completion of the Unit the learner will be able to:

- 1 Demonstrate knowledge and understanding of the preparation methods, terminology and sequences of work used in floor tiling.
- 2 Select the correct tools and equipment required to tile the surface area.
- 3 Select tiles and set out the surface area for a given task.
- 4 Fix, grout and finish the tiled area.

### Credit points and level

1 National Unit credit at SCQF level 5: (6 SCQF credit points at SCQF level 5)

### Recommended entry to the Unit

Entry to this Unit is at the discretion of the centre.

## **National Unit specification: General information (cont)**

**Unit title:** Fundamentals of Floor Tiling (SCQF level 5)

### **Core Skills**

Opportunities to develop aspects of Core Skills are highlighted in the Support Notes for this Unit specification.

Achievement of this unit gives automatic certification of the following Core Skills component:

Complete Core Skill	None
Core Skill component	Critical Thinking at SCQF level 4 Planning and Organising at SCQF level 4

### **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.

### **Equality and inclusion**

This Unit specification has been designed to ensure that there are no unnecessary barriers to learning or assessment. The individual needs of learners should be taken into account when planning learning experiences, selecting assessment methods or considering alternative evidence.

Further advice can be found on our website [www.sqa.org.uk/assessmentarrangements](http://www.sqa.org.uk/assessmentarrangements).

## **National Unit specification: Statement of standards**

### **Unit title: Fundamentals of Floor Tiling (SCQF level 5)**

Acceptable performance in this Unit will be the satisfactory achievement of the standards set out in this part of the Unit specification. All sections of the statement of standards are mandatory and cannot be altered without reference to SQA.

#### **Outcome 1**

Demonstrate knowledge and understanding of the preparation methods, terminology and sequences of work used in floor tiling.

##### **Performance Criteria**

- (a) Explain the preparation methods used in floor tiling correctly.
- (b) Explain the terminology used in floor tiling correctly.
- (c) Explain the sequences of work used in floor tiling correctly.

#### **Outcome 2**

Select the correct tools and equipment required to tile the surface area.

##### **Performance Criteria**

- (a) Identify and select the correct tools and equipment for the given task.
- (b) Check tools and equipment are undamaged prior to use.

#### **Outcome 3**

Select tiles and set out surface area for a given task.

##### **Performance Criteria**

- (a) Identify suitable tiles to tile the surface area.
- (b) Manufacture a staff stick to given tolerances.
- (c) Set out the surface area to the required tolerances.
- (d) Strike chalk lines accurately.

#### **Outcome 4**

Fix, grout and finish the tiled area.

##### **Performance Criteria**

- (a) Fix tiles square, level and in the correct sequence.
- (a) Mix and apply floor grout according to the given instruction.
- (c) Remove grout residue from the tiled surface.
- (d) Check the tiled floor is free from grout holes and bloom.

## National Unit specification: Statement of standards (cont)

**Unit title:** Fundamentals of Floor Tiling (SCQF level 5)

### Evidence Requirements for this Unit

Learners must adhere to relevant Health and Safety regulations and legislation relating both to working practices within the construction environment, as well as those specific to any practical task they are requested to carry out (such as emphasising the importance of selecting and using the correct PPE at all times).

Evidence is required to demonstrate that learners have achieved all Outcomes and Performance Criteria.

Written and/or recorded oral evidence is required to demonstrate that the learner has achieved Outcome 1 to the standard specified in the Performance Criteria. Learners will be required to complete an assessment to demonstrate their knowledge and understanding of tools, equipment and terminology used in floor tiling.

Performance Evidence supported by a signed and completed assessor observation checklist is required to demonstrate that the learner has achieved Outcomes 2, 3 and 4 to the standard specified in the Performance Criteria.

Learners will be provided with all of the tools, materials and equipment to complete two practical tasks.

The tiled floors must include:

- ◆ one floor tiled using risbond
- ◆ one floor tiled broken bond
- ◆ the minimum floor area to be tiled should be 1.8m<sup>2</sup> for each tiling task

Tile size to be a minimum of 150 mm × 150 mm to a maximum 300 mm × 300 mm.

Learners are required to demonstrate that they are able to:

- ◆ identify and select the correct tools and equipment
- ◆ check that the tools and equipment are undamaged and suitable prior to use
- ◆ identify suitable tiles for a surface area
- ◆ manufacture a staff stick to a given tile and joint size ± 2 mm
- ◆ set out the surface area to a given drawing (± 8 mm)
- ◆ strike chalk lines accurately
- ◆ fix floor tiles to a surface area (± 8 mm in 2 m).
- ◆ fix tiles in the correct sequence
- ◆ fix tiles square
- ◆ mix and apply floor grout correctly
- ◆ remove grout residue from tiled surface
- ◆ check that the finished floor is free from grout holes and bloom
- ◆ comply with health and safety during all activities

## **National Unit specification: Statement of standards (cont)**

**Unit title:** Fundamentals of Floor Tiling (SCQF level 5)

Learners must work individually when completing all practical tasks. Assessor observation checklists must be retained as evidence of learner achievement.

Assessment should be delivered at an appropriate time when learners have developed the necessary knowledge and skills to meet the requirements of all Outcomes and Performance Criteria contained in this Unit. The learner should be given enough time to complete the practical assessment to the given specifications.

The Assessment Support Pack for this Unit provides sample assessment material. Centres wishing to develop their own assessments should refer to the Assessment Support Pack to ensure a comparable standard.



## National Unit Support Notes

**Unit title:** Fundamentals of Floor Tiling (SCQF level 5)

Unit Support Notes are offered as guidance and 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 has been developed as an optional Unit in the National Progression Award in Construction at SCQF level 5 and can also be delivered as a free-standing Unit.

This Unit is aimed at learners who are interested in pursuing a career in the craft of wall and floor tiling. Learners will be required to gain an understanding of the correct terminology, tools/equipment and sequences of floor tiling. Learners will gain practical experience of floor tiling to given tolerances with the use of working drawings. It is important that learners are taught the reasons for carrying out tasks in a particular manner and the reasons for using specific tools, materials and equipment. This will underpin the learner's practical skills

Learner will be required to gain an understanding of construction work safety practices, the correct use of Personal Protective Equipment (PPE), manual handling methods and the correct use of tools.

It is important that learners are introduced to and taught good practice that should be adopted within both workshop and work site environments. This includes keeping the working area clean, behaving in the correct manner and cleaning and storing tools safely after use.

### Guidance on approaches to delivery of this Unit

Learners should be made aware of the basic procedures used in floor tiling and the importance of correctly selecting and checking of tools and equipment prior to use selection/ checks for damage of tools/equipment. The preparations of different floor areas and the correct terminology used in floor tiling should be taught. An emphasis on careful measurement and setting out, including squaring and the accurate manufacture of a staff stick is required to ensure balanced tilework is achieved.

It is recommended that this Unit is taught after the learner has undertaken *Wall and Floor Tiling: An Introduction* (SCQF level 4)

The learning environment for this Unit should be a combination of classroom and workshop based learning. The knowledge element of this Unit could be taught in a classroom environment and put into practice in the workshop in conjunction with practical based Unit delivery.

## National Unit Support Notes (cont)

**Unit title:** Fundamentals of Floor Tiling (SCQF level 5)

Learning/teaching in this Unit should underline the importance of the correct practical sequences, fixing methods and the importance of a residue free finished grouted floor.

Learners should be made aware of the importance of wearing appropriate PPE whilst carrying out the practical activities, keep a clean working area and adopting safe working practices at all times

### Guidance on approaches to assessment of this Unit

Centres may use the method of assessment which they consider to be most appropriate but are encouraged to use the Training Assessment Programme (TAP) developed centrally by SQA. It is expected that learners will have to demonstrate current knowledge and understanding of safe working practice and risk assessment methods, etc prior to being set the assessment tasks.

Knowledge and Understanding of the processes involved in *Fundamentals of Floor Tiling (SCQF level 5)* should be assessed before any practical assignments are carried out by learners. This will include assessment of a learner's ability to prepare the work area for laying modular pavement.

Practical assignments should be carried out under supervised conditions and recorded in an assessor observation/operational checklist. Assessments should confirm that a learner has the ability to safely lay modular pavement using designated machinery or equipment correctly and safely, whilst adhering to current statutory Health and Safety regulations and legislation.

Adherence to current statutory working regulations and Health and Safety procedures will be observed during the practical exercise carried out by the learner towards all Outcomes.

Detailed assessment material for this Unit will be found in the relevant Training and Assessment Programme (TAP). Centres may use the instruments of assessment which they consider to be most appropriate but are advised to use the TAP which has been developed centrally by SQA. Any other instruments of assessment used must be comparable to the TAP and have been prior verified.

### Opportunities for e-assessment

E-assessment may be appropriate for some assessments in this Unit. By e-assessment we mean assessment which is supported by Information and Communication Technology (ICT), such as e-testing or the use of e-portfolios or social software. Centres which wish to use e-assessment must ensure that the national standard is applied to all learner evidence and that conditions of assessment as specified in the Evidence Requirements are met, regardless of the mode of gathering evidence. The most up-to-date guidance on the use of e-assessment to support SQA's qualifications is available at [www.sqa.org.uk/e-assessment](http://www.sqa.org.uk/e-assessment).

## National Unit Support Notes (cont)

**Unit title:** Fundamentals of Floor Tiling (SCQF level 5)

### Opportunities for developing Core and other essential skills

Components of the Core Skill of *Problem Solving*, such as Planning, Organising and Critical Thinking will be developed as learners undertake this Unit. Learners will need to plan the task to be completed, organise their time and materials and take account of a range of factors in order to work efficiently and safely.

*Numeracy* skills will be enhanced through the interpretation of information from working drawings and the practical use of calculation in setting out, measuring and cutting of tiles required in Outcomes 3 and 4.

As learners complete practical tasks, they should be expected to communicate with others using the correct terminology, tone and style.

This Unit has the Critical Thinking and Planning and Organising components of Problem Solving embedded in it. This means that when learners achieve the Unit, their Core Skills profile will also be updated to show they have achieved Critical Thinking at SCQF level 4 and Planning and Organising at SCQF level 4.



## History of changes to Unit

Version	Description of change	Date
02	Clarification of Standards and updated to new Unit Specification Standard.  Core Skills Components Critical Thinking and Planning and Organising at SCQF level 4 embedded.	29/04/16

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## General information for learners

### Unit title: Fundamentals of Floor Tiling (SCQF level 5)

This section will help you decide whether this is the Unit for you by explaining what the Unit is about, what you should know or be able to do before you start, what you will need to do during the Unit and opportunities for further learning and employment.

This Unit will enable you to select suitable tools and equipment, prepare the surface area and set out the surface area to receive floor tiles. You will learn how to select and fix floor tiles, grout and finish the tiled area.

You will also develop your knowledge and understanding of work methods and terminology used in Wall and Floor Tiling. The Unit may provide further progression in the Construction Craft industry.

You will also be provided with the knowledge to allow you to appreciate the reasons for carrying out the practical work in the manner directed and the reasons for using specific tools, materials, components and equipment.

Health and Safety and Sustainability are integral and key to the Construction Industry therefore throughout the Unit emphasis will be placed where appropriate on the application of Health and Safety and Sustainability. Safety working practices will be looked at in accordance with current safety codes of practice and regulations.

There will be a series of training exercises followed by some practical task based assessment and multi choice knowledge assessment. Completion of the Unit will provide you with the basic skills necessary to enable you to progress to more complex aspects of Carpentry and Joinery which in turn will further develop your skills and knowledge.

The elements of the Core Skill of *Problem Solving*, such as Planning and Organising and Critical Thinking will be developed and enhanced as you undertake this Unit. You will need to take account of a range of factors in order to work efficiently and safely, such as the choice of tools, appropriate materials, safety issues, safety equipment and sustainability.

There are opportunities to develop co-operative working skills. You will also be required to comply fully with health and safety requirements which gives you opportunities to develop awareness of the safety of others.

Opportunities also arise to develop the Core Skill of *Information and Communication Technology (ICT)* by researching Health and Safety.

*Numeracy* skills will be naturally enhanced through the practical use of calculation and measuring scales and although *Communication* skills are not formally assessed, as you complete practical tasks, you may be expected to communicate with others using the correct terminology, tone and style suited to the workplace.

This Unit has the Critical Thinking and Planning and Organising components of Problem Solving embedded in it. This means that when you achieve the Unit, your Core Skills profile will also be updated to show you have achieved Critical Thinking at SCQF level 4 and Planning and Organising at SCQF level 4.