Arrangements for:

HNC Furniture (G8FY 15)

HND Furniture (G8G0 16)

Validation date: December 2006

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Version: 06 (December 2021)

Acknowledgement

History of changes

It is anticipated that changes will take place during the life of the qualification and this section will record these changes. This document is the latest version and incorporates the changes summarised below. Centres are advised to check SQA's APS Navigator to confirm they are using the up to date qualification structure.

NOTE: Where a Unit is revised by another Unit:

♦   No new centres may be approved to offer the Unit which has been revised.
♦   Centres should only enter candidates for the Unit which has been revised where they are expected to complete the Unit before its finish date.

Version number	Description	Date
06	**Revision of Unit:** F0Y1 33 Furniture: Machine Function and Use has been revised by J5WM 33 Furniture: Machine Function and Use. F0Y1 33 will finish on 31/07/2022	20/12/21
05	**Revision of Unit:** DE1K 33 Workplace Communication in English has been revised by H8T2 33 and finishes on 31/07/2016.	21/05/15
04	**Revision of Units**: DK2K 34 Getting Started in Business has been revised by H7V4 34 Preparing to Start a Business. DE3N 34 Communication: Analysing and Presenting Complex Communication has been revised by H7TK 34 Communication: Business Communication. D77G 34 Communication: Practical Skills has been revised by H7MB 34 Communication: Practical Skills and will finish on 31/07/2016.	11/12/14
03	DM0W 34 *Creative Project* finish date removed and H4A2 34 *Creative Content Generation* removed from frameworks.	06/05/14
02	**Revision of Units**: DM0W 34 *Creative Project* has been revised by H4A2 34. DX2Y 35 *Creative Project for Artists and Designers* has been revised by H381 35. DV5W 35 *Art and Design Project* has been revised by H380 35 and will finish on 31/07/2015.	05/03/14

Contents

1   Introduction

This is the Arrangement Document for the revised HNC and HND in Furniture, which were validated in December 2006. This document includes: background information on the development of the Group Awards, and their aims, guidance on access, details of the Group Award structures, and guidance on delivery.

In addition, close contact was maintained throughout the development with the 3D Design group which has a Furniture specialism available as an option. Specialist design Units from the 3D Design award have been included in the structure of these awards.

The HNC and HND Furniture are designed to offer a broadly based education through establishing a balance between practical skills, Core Skills and a programme of relevant supporting Units which will help students prepare for employment and self-employment and articulate to degrees. The course content for HNC also meets the vocational needs of those already in employment in the furniture industry or those seeking to enhance their employment opportunities within their existing jobs.

2   Rationale for the revision of the award

The review of the current awards was set against a background of significant change in the furniture industry. This was coupled with a review of vocational qualifications, a review of National Qualification Group Awards, and the introduction of Skills for Work courses, all of which impact upon potential student numbers.

These Group Awards replace HNC/HND Furniture Construction and Design, and HNC/HND Furniture Restoration. At an early stage in the development, the originating colleges agreed to work together collaboratively to design one award with sufficient flexibility to meet the different specialisms of design, craftsmanship and restoration. This will be advantageous to students progressing between different specialisms within a college or for those who wish to articulate to a degree course.

The new awards take account of the following:

♦   The need for a qualification with specialist provision accommodated within a flexible structure
♦   Units which allow for progression, meet the design principles and SCQF requirements
♦   The ability to link with and articulate to other awards
♦   Units which could form part of small specialist qualifications to provide continuing professional development

2.1   Market research methodology

Market research was carried out systematically by the Qualification Design Team. This included the use of existing reports together with a survey of relevant stakeholders.

2.2 Primary market research

Direct market research was carried out with the following groups of stakeholders.

♦ local employers
♦ current and former HNC/HND students
♦ relevant universities institutions

The methods used were questionnaires, supplemented with phone calls and personal visits.

The result of the consultation gave a clear steer to the Qualification Design Team to:

♦ ensure that Core Skills were signposted at the highest level possible throughout the award
♦ ensure a flexible programme was devised which had a strong emphasis on furniture production skills
♦ ensure that there was flexibility in terms of choices available to candidates which would reflect their career choice
♦ make links with other design awards in the SQA portfolio
♦ include self employment Units as options in the course frameworks

These factors were incorporated into the HNC and HND to ensure that the awards retained the good links built up with universities as well as the skills required for employment in the furniture industry or for self employment.

2.3 Secondary market research

Futureskills Scotland Expert Briefing (The Demand for and Use of Skills in the Modern Economy — Professor Green) identified three distinct types of skills needed for employment. These are:

♦ 'Broad skills' which refer to the overall level of competence to do jobs as a result of education, training and experience.

♦ 'Technical skills' which are occupation-specific skills which are needed to be able to carry out particular jobs.

♦ 'Generic skills' which are the skills that are needed in various way in a wide range of jobs. Prominent among these, in recent years, has been IT skills but several other generic skills have been identified as potentially important such as communication, teamworking and problem-solving which are relevant in jobs at all levels. Additionally basic skills of literacy and numeracy are also important.

These awards ensure that all three types of skills are incorporated and the generic Core Skills have been signposted to ensure that those undertaking the HNC/HND Furniture have qualifications which meet the needs of Scotland's labour market in the 21st century.

FFINTO — The Furniture, Furnishings and Interiors Standard Setting and Sector Skills Body has recently published a report which reviews the occupational roles within the sector. For any one occupation, some companies employ operatives to complete narrow, discrete functions, whilst other companies may expect the same operative to perform a broader set of skills, encompassing all aspects of the

occupation — from the initial brief through to completion paperwork. Some companies also require employees to multiskill — this is particularly evident in wood machining, cabinet making, production assembly and wood finishing.

These awards ensure the flexibility to meet the needs of employers.

3　Aims of the award

The aims of both awards are shown below. They are numbered to aid referencing which is included later in the document.

3.1　General aims of the HNC award

1　To develop candidates' knowledge and skills such as planning, analysis and synthesising.

2　To enable progression within the SCQF.

3　To develop study and research skills.

4　To develop transferable skills including Core Skills to the levels demanded by employers and for progression to HND.

5　To prepare candidates in specialist skills for progression to further studies.

3.2　Specific aims of the HNC award

6　To develop employment skills for a range of careers in the furniture industry.

7　To develop a range of contemporary vocational skills within the context of Furniture Studies.

8　To conduct project work involving the planning, integration and application of a variety of skills within a determined time scale.

9　To develop specialist vocational skills for the furniture industry.

3.3　General aims of the HND award

10　To develop candidates' knowledge and skills such as planning, analysis, synthesizing and evaluating work on an on-going basis.

11　To enable progression within the SCQF.

12　To develop study and research skills appropriate to SCQF level 8.

13　To develop transferable skills including Core Skills to the levels demanded by employers and for progression to higher education institutions and degree courses.

14　To prepare candidates in specialist skills for progression to further studies in furniture and related areas.

3.4 Specific aims of the HND award

15 To develop employment skills for a range of careers in the furniture and related industries.

16 To develop a range of high level vocational skills within the context of furniture.

17 To demonstrate the ability to integrate and apply complex advance skills used in the furniture industry.

18 To carry out complex project work involving research, analysis, planning and budgeting.

19 To demonstrate the ability to manage projects effectively and evaluate their effectiveness in terms of time, budget and feasibility.

3.5 Target groups

The target groups for these awards are candidates:

♦ who have completed a locally devised National Certificate course in Furniture or a related area at SCQF level 5/6
♦ who have an NVQ/SVQ level 3 or equivalent in Furniture or a related area
♦ with Highers and Standard Grades
♦ who have work experience in the furniture industry or a related industry

3.6 Employment opportunities

Employment opportunities exist in a range of jobs, such as upholsterer, furniture restorer, cabinet maker, or furniture designer. Employment within the industry is generally in small organisations.

4 Access to awards

4.1 Access to HNC or HND Year 1

While access to these awards will be at the discretion of the centre, it would be beneficial if candidates possessed one of the following for access to the HNC Furniture or first year HND Furniture:

♦ A National Qualification in Furniture or equivalent qualification at SCQF level 5 or 6.

♦ Work experience in the furniture or related industry.

♦ SVQ/NVQ level 3 or equivalent in Furniture or a related area.

♦ Two Highers at level C or above and four Standard Grades at level 2 or above.

♦ Where English is not the first language of the candidate, it is recommended that they possess English for Speakers of Other Languages at an appropriate level.

♦ Direct entry to the programme could be offered to those applying with equivalent qualifications from other countries, providing the competencies can be identified and are appropriate.

♦ Any appropriate combination of the above qualifications.

In addition, it is recommended that candidates should possess the following Core Skills profile on entry.

Recommended Core Skills entry level

Communication	level 4
Using Number	level 4
IT	level 4
Problem Solving	level 4
Working with Others	level 4

Where candidates do not come with an existing certificated Core Skills profile, it is recommended that Centres consider carrying out a Core Skills profiling exercise and use the result of this profiling exercise to provide candidates with individualised support if required.

4.2   Access to Year 2 HND

While articulation to the second year of the HND course will be at the discretion of the centre it is envisaged that candidates would have achieved 120 SCQF credit points (15 SQA credits) before entering the 2nd year of the course. This would normally include all the mandatory Units for the HNC (including the Graded Unit). Where a full HNC Furniture or equivalent has been achieved but the candidate does not have 120 SCQF credit points (15 SQA credits), it is recommended that an individual learning plan is formulated for the student so that it is clear on entry where the student would gain the Units required to make up a full HND.

5   Awards structure

In revising these frameworks significant updating has taken place to reflect the flexibility and employability skills required by the industry, while ensuring that the major competences required for working in the Furniture industry have been overtaken within the mandatory section of each award. Specialisms can then be chosen from the optional Units.

5.1 Frameworks

The following is the framework of the **HNC Furniture**:

Mandatory Units — 6 credits needed

Unit title	Code	SCQF credit points	SCQF level	SQA credit value
Furniture: Materials	F0XJ 34	8	7	1
Furniture History	F0XY 34	8	7	1
Furniture: Workshop Practice	F0Y9 33	8	6	1
Furniture Specification	F0XP 34	8	7	1
Furniture: Machine Function and Use	J5WM 33*	8	6	1
Furniture: Graded Unit 1	F1AA 34	8	7	1
Total		**48**		**6**

Optional Units

Optional Group 1: from 2 to 6 credits needed

Unit title	Code	SCQF credit points	SCQF level	SQA credit value
Furniture: Analysis	F0XX 34	8	7	1
Furniture: Applications of Finishes	F0XD 34	8	7	1
Furniture: Industry Study	F0Y0 34	8	7	1
Furniture Manufacture	F0XH 34	8	7	1
Furniture: Modern Upholstery	F0Y3 34	8	7	1
Furniture: Surface Restoration	F0XR 34	8	7	1
Furniture: Timber Techniques	F0Y5 34	8	7	1
Furniture: Traditional Upholstery	F0XT 34	8	7	1
Furniture: Workshop Project	F0XC 34	16	7	2
Preparing to Start a Business*	H7V4 34*	8	7	1
Personal Development Planning	DE3R 34	8	7	1
Personal Enterprise Skills	DK2M 34	8	7	1
Communications: Analysing and Presenting Complex Communication	DE3N 34	8	7	1
Computer Aided Manufacture	D4FX 34	8	7	1
Furniture: Materials For Design	DW75 34	8	7	1
Developmental Drawing	DV96 34	8	7	1
Art and Design: Creative Process	DV5T 34	8	7	1
Digital Imaging	DV60 34	8	7	1
Furniture Design: Applied Decoration	DW74 34	8	7	1
3D Design: Digital Modelling	F0MC 34	8	7	1
Creative Project	DM0W 34*	16	7	2
Digital Imaging	FD69 34	8	7	1
Personal Enterprise Skills	F3HT 34	8	7	1

*Refer to History of Changes for revision changes.

Optional Units (continued)

Optional Group 2: up to 4 credits needed

Unit title	Code	SCQF credit points	SCQF level	SQA credit value
Furniture: Veneering.	F0XV 35	8	8	1
Furniture: Canework	F0XE 33	4	6	0.5
Furniture: Construction	F0XF 35	8	8	1
Furniture: Powered Equipment	F0XK 35	8	8	1
Furniture: Experimental Techniques	F0XW 35	8	8	1
Furniture: Finishing Techniques	F0XG 33	8	6	1
Furniture: Machine Woodworking	F0Y2 35	8	8	1
Furniture: Project	F0XL 35	16	8	2
Furniture: Restoration and Conservation of Materials	F0Y4 35	16	8	2
Furniture: Shaped Work	F0XN 35	16	8	2
Furniture: Reproduction	F0XM 35	16	8	2
Furniture: Timber Restoration	F0XS 35	16	8	2
Furniture: Upholstery Restoration	F0Y7 35	12	8	1.5
Workplace Communication in English	H8T2 33*	8	6	1
Job Costing and Business Calculations	F03K 33	8	6	1
Art and Design Context	FD63 35	8	8	1
Art and Design Project	H380 35*	8	8	1
3D Design: Portfolio and Presentation	F0X7 35	8	8	1
Creative Project for Artists and Designers	H381 35*	8	8	1
Art and Design Context: Personal Investigation	F0MF 35	8	8	1
Communication: Practical Skills	D77G 34	8	7	1

*Refer to History of Changes for revision changes.

Framework of HND Furniture

Mandatory Units — 12 Credits needed

Unit title	Code	SCQF credit points	SCQF level	SQA credit value
Furniture: Materials	F0XJ 34	8	7	1
Furniture History	F0XY 34	8	7	1
Furniture: Workshop Practice	F0Y9 33	8	6	1
Furniture Specification	F0XP 34	8	7	1
Furniture: Machine Function and Use	J5WM 33*	8	6	1
Furniture: Construction	F0XF 35	8	8	1
Furniture: Powered Equipment	F0XK 35	8	8	1
Furniture: Project	F0XL 35	16	8	2
Furniture: Graded Unit 1	F1AA 34	8	7	1
Furniture: Graded Unit 2	F1AB 35	16	8	2
Total		**96**		**12**

*Refer to History of Changes for revision changes.

Optional Units

Optional Group 1: from 2 to 17.5 credits needed

Unit title	Code	SCQF credit points	SCQF level	SQA credit value
Furniture: Veneering	F0XV 35	8	8	1
Furniture: Experimental Techniques	F0XW 35	8	8	1
Furniture Machine Woodworking	F0Y2 35	8	8	1
Furniture: Restoration and Conservation of Materials	F0Y4 35	16	8	2
Furniture: Shaped Work	F0XN 35	16	8	2
Furniture Reproduction	F0XM 35	16	8	2
Furniture: Timber Restoration	F0XS 35	16	8	2
Furniture: Upholstery Restoration	F0Y7 35	12	8	1.5
Art and Design Context	DV5R 35	8	8	1
Art and Design Project	H380 35*	8	8	1
Creative Project for Artists and Designers	H381 35*	8	8	1
3D Design: Portfolio and Presentation	F0X7 35	8	8	1
Art and Design Context: Personal Investigation	F0MF 35	8	8	1
Creative Project	DM0W 34*	16	7	2
Communication: Practical Skills	D77G 34	8	7	1

*Refer to History of Changes for revision changes.

Optional Group 2: Up to 16 credits needed

Unit title	Code	SCQF credit points	SCQF level	SQA credit value
Furniture: Analysis	F0XX 34	8	7	1
Furniture: Applications of Finishes	F0XD 34	8	7	1
Furniture: Canework	F0XE 33	4	6	0.5
Furniture: Finishing Techniques	F0XG 33	8	6	1
Furniture: Industry Study	F0Y0 34	8	7	1
Furniture Manufacture	F0XH 34	8	7	1
Furniture: Modern Upholstery	F0Y3 34	8	7	1
Furniture: Surface Restoration	F0XR 34	8	7	1
Furniture: Timber Techniques	F0Y5 34	8	7	1
Furniture: Traditional Upholstery	F0XT 34	8	7	1
Furniture: Workshop Project	F0XC 34	16	7	2
Preparing to Start a Business*	H7V4 34*	8	7	1
Personal Development Planning	DE3R 34	8	7	1
Personal Enterprise Skills	F3HT 34	8	7	1
Workplace Communication in English	H8T2 33*	8	6	1
Communications: Analysing and Presenting Complex Communication	DE3N 34	8	7	1
Furniture: Materials For Design	DW75 34	8	7	1

*Refer to History of Changes for revision changes.

Optional Group 2 (continued)

Unit title	Code	SCQF credit points	SCQF level	SQA credit value
Developmental Drawing	DV96 34	8	7	1
Art and Design: Creative Process	DV5T 34	8	7	1
Digital Imaging	FD69 34	8	7	1
3D Design: Digital Modelling	F0MC 34	8	7	1
Furniture Design: Applied Decoration	DW74 34	8	7	1
Computer Aided Manufacture	D4FX 34	8	7	1
Job Costing and Business Calculations	F03K 33	8	6	1
CNC	DT5P 34	8	7	1

For a candidate to achieve the HND Furniture, they would need to attain all of the mandatory Units worth 96 SCQF credit points (12 SQA credits) and Optional Units of 144 SCQF credit points (18 SQA credits). A minimum of 64 SCQF credit points of the award should be at SCQF level 8.

The Graded Units for these awards are both Projects — Practical Assignments which will require the candidate to plan, develop, produce, and evaluate a furniture component or a complete item of furniture. The choice of a practical assignment fits well with practical awards and both the Qualifications Design Team and the employers consulted felt it was appropriate to have practical activities which reflected the content of the awards.

The balance of marks between the Planning, Development and Evaluation reflects the importance assigned to planning at both the HNC and HND stage of the Furniture awards. The relationship of the Graded Units to the aims of the award is included in the mapping information in section 5.2 below.

In addition to the recognised Core Skills, this award requires students to be able to manage their time and organise their activities. These skills are developed throughout the course and in particular are apparent in the Graded Units and project-based Units. In addition, there are embedded Core Skills in some Units and all remaining Core Skills have been signposted. Following this course will result in candidates achieving the following exit profile of Core Skills if taking the mandatory Units.

Core Skills exit information

HNC Furniture

Communication	level 6 Signposted
Numeracy	level 6 Signposted
IT	level 6 Signposted
Problem Solving	level 5 Embedded level 6 Signposted
Working with Others	level 5 Signposted

HND Furniture

Communication	level 6 Signposted
Numeracy	level 6 Signposted
IT	level 6 Signposted
Problem Solving	level 5 Embedded
	level 6 Signposted
Working with Others	level 6 Signposted

5.2 Mapping information

All mandatory Units have been mapped to the aims of the award. This is best shown in tabular format below. The aims which are numbered are shown in Section 3 of this document.

The Relationship of the individual Mandatory Units to the stated Aims

HNC

Title of Unit	Unit Code	General Aims	Specific Aims
Furniture: Materials	F0XJ 34	1, 2, 3, 4, 5	6, 7, 8, 9
Furniture: History	F0XY 34	1, 2, 3, 4, 5	6, 8, 9
Furniture: Workshop Practice	F0Y9 33	1, 2, 3, 4, 5	6, 7, 8, 9
Furniture Specification	F0XP 34	1, 2, 3, 4, 5	6, 7, 8, 9
Furniture: Machines Functions and Use	J5WM 33*	1, 2, 3, 4, 5	6, 7, 8, 9
Furniture: Graded Unit 1	F1AA 34	1, 2, 3, 4, 5	6, 7, 8, 9

HND

Title of Unit	Unit Code	General Aims	Specific Aims
Furniture: Materials	F0XJ 34	1, 2, 3, 4, 5	6, 7, 8, 9
Furniture History	F0XY 34	1, 2, 3, 4, 5	6, 8, 9
Furniture: Workshop Practice	F0Y9 33	1, 2, 3, 4, 5	6, 7, 8, 9
Furniture Specification	F0XP 34	1, 2, 3, 4, 5	6, 7, 8, 9
Furniture: Machine Function and Use	J5WM 33*	1, 2, 3, 4, 5	6, 7, 8, 9
Furniture: Graded Unit 1	F1AA 34	1, 2, 3, 4, 5	6, 7, 8, 9
Furniture: Construction	F0XF 35	10, 11, 12, 13, 14	15, 16, 17
Furniture: Powered Equipment	F0XK 35	10, 11, 12, 13, 14	15, 16
Furniture: Project	F0XL 35	10, 11, 13, 14	15, 16, 17, 18, 19
Furniture: Graded Unit 2	F1AB 35	10, 11, 12, 13, 14	15, 16, 17, 18, 19

*Refer to History of Changes for revision changes.

Additionally there are significant links to National Occupational Standards which reflect the small mandatory and wide optional routes chosen by these awards allowing candidates to specialise in a chosen area or to develop generic skills across a variety of areas.

NVQ/SVQs level 3 in Making and Repairing Hand-crafted Furniture and Furnishings:

Mandatory Units (three mandatory Units)

1   Ensure your own actions reduce risks to Health and Safety in the workplace
2   Evaluate and develop own skills and expertise
and either
3   Evaluate and specify requirements for making hand-crafted furniture and/or soft furnishings
or
4   Evaluate and specify restoration requirements

Optional Units (four Units from the following list)

1   Apply stains, sealers and primers to hand-crafted furniture
2   Prepare hand-crafted furniture for finishing
3   Develop customer relationships
4   Collect information to support furniture restoration and repair commissions
5   Construct upholstery foundations
6   Decorative veneering
7   Assemble and complete handcrafted/antique furniture
8   Finish hand-crafted furniture
9   Complete high specification hand-crafted furniture
10   Create decorative effects on hand-crafted furniture
11   Produce upholstery templates
12   Assemble and finish loose covers
13   Apply and fit top covers
14   Produce table wall and/or bed treatments
15   Produce cushions, bolsters and/or padded items
16   Install and dress soft furnishings
17   Mattress finishing operations
18   Develop and present suitable design responses
19   Clarify briefs and design information
20   Produce advanced window treatment
21   Replicate/restore wooden components of furniture
22   Improve the customer relationship

NVQ/SVQs level 3 in Making and Installing Production Furniture

Mandatory Units (one mandatory Unit)

1   Ensure you own actions reduce risks to Health and Safety in the workplace

Optional Units (Any five from the following list)

2   Improve quality and workflow in a commercial environment
3   Define and develop standard operating procedures within the furniture, furnishings and interiors industry
4   Develop customer relationships
5   Provide technical advice on furniture production operations
6   Configure furniture production equipment for operation
7   Produce and maintain jigs and templates
8   Solve and prevent furniture production problems
9   Produce furniture design prototypes

10   Produce furniture production specifications
11   Operate CAD equipment
12   Prepare specifications for furniture to be assembled in location
13   Assemble furniture in location
14   Quality assure and co-ordinate placements
15   Produce upholstery templates
16   Mattress finishing operations
17   Improve the customer relationship

While most of these areas will have been introduced to candidates who have studied locally devised courses at National Certificate level (SCQF level 5/6), the following table shows where each of the above Units has been further developed to SCQF level 7 in the HNC/HND Furniture.

Relationship of SVQs/NVQs to HN Units

Unit No	Unit Name	NVQ Unit No
F0XJ 34	Furniture Materials	2, 3, 4, 5, 8
F0XY 34	Furniture History	2, 3, 4, 8, 23
F0Y9 33	Furniture Workshop Practice	1, 2, 3, 4, 8
F0XP 34	Furniture Specification	2, 3, 4, 8, 22, 23, 27, 28, 33, 35, 36
J5WM 33*	Furniture Machines Function and Use	1, 2, 3, 28, 30, 31
F0XF 35	Furniture Construction	1, 2, 3, 4, 8,. 11, 12
F0XK 35	Furniture Powered Equipment	1, 2, 3, 4, 30, 31, 32
F0XL 35	Furniture Project	1, 2, 3, 4, 11, 12, 27, 28, 30, 33, 34, 35
F0XV 35	Furniture: Advanced Veneering	2, 3, 4, 10, 12, 14
F0XX 34	Furniture: Analysis	2, 3, 4, 8, 22, 23,
F0XD 34	Furniture: Applications of Finishes	1, 2, 3, 4, 5, 12, 14
F0XE 33	Furniture: Canework	2, 3, 4, 11, 12
F0XW 35	Furniture: Experimental Techniques	1, 2, 22, 23, 30, 31, 32, 34
F0XG 33	Furniture: Finishing Techniques	1, 2, 3, 5, 6, 12, 14
F0Y0 34	Furniture: Industry Study	2, 8, 28, 29
F0Y2 35	Furniture: Manufacture	2, 8, 28, 29
F0XH 34	Furniture: Modern Upholstery	1, 2, 3, 4, 9, 15, 16, 17
F0Y3 34	Furniture: Restoration and Conservation of Materials	1, 2, 4, 5, 6, 25
F0Y4 35	Furniture: Shaped Work	1, 2, 30, 31, 32, 34
F0XN 35	Furniture: Surface Restoration	1, 2, 4, 5, 6, 12, 14
F0XR 34	Furniture: Reproduction	1, 2, 3, 4, 8, 11, 12
F0XM 35	Furniture: Restoration Timber	1, 2, 4, 6, 11, 13, 25
F0XS 35	Furniture: Timber Techniques	1, 2, 3, 8, 11, 12
F0Y5 34	Furniture: Traditional Upholstery	1, 2, 3, 4, 9, 15, 16, 17
F0XT 34	Furniture: Upholstery Restoration	1, 2, 3, 4, 9, 15, 16, 17
F0Y7 35	Furniture: Workshop Project	1, 2, 3, 4, 11, 12, 27, 28, 30, 33, 34, 35
F0XC 34	Getting Started in Business	2, 30
DK2K 34	Personal Development Planning	2, 7, 26
DE1K 33	Workplace Communication in English	7, 26
DE3N 34	Communications: Analysing and Presenting Complex Information	2, 7, 26

Unit No	Unit Name	NVQ Unit No
DW75 34	Furniture — Materials for Design	2, 3, 4, 5, 8, 22, 23, 28, 29, 33, 35
DV96 34	Developmental Drawing	2, 3, 4, 5, 8, 22, 23, 28, 29, 33, 35
DV5R 35	Art and Design Context	2, 3, 4, 8, 22, 23
DV5W 35	Art and Design Project	2, 3, 4, 8, 22, 23, 28, 29, 33, 35
DV60 34	Digital Imaging	2, 7, 26, 29, 34, 36
DW74 34	Furniture Design Applied Decoration	2, 3, 4, 10, 12, 14
DX2Y 35	Creative Project for Artists and Designers	2, 7, 26, 29, 34, 36
F0MC 34	3D Design: Digital Modelling	2, 7, 26, 29, 34, 36
F0MF 35	Art and Design Context: Personal Investigation	2, 3, 4, 8, 22, 23

The Core Skills which are embedded and are signposted in Units have been mapped and this information is contained in Appendix 1.

5.3 Articulation, professional recognition and credit transfer

There are no formal articulation agreements in place for these awards but there is a strong history of articulation into the 2nd and 3rd year of a variety of degree courses. These arrangements have been dealt with by centres and candidates on an individual basis. Entry qualifications and articulation requirements for degree courses vary significantly and candidates should be advised by all centres to investigate articulation possibilities prior to choosing optional Units. Each centre may already have articulation opportunities with local universities which should be revisited for the new award.

It is recommended that current candidates whether part-time or full-time who are in the process of completing the old awards, complete the existing HNC or HND rather than switching to the revised awards. However there may be occasions when it is not possible for candidates to complete the existing awards, eg where they were unable to complete their studies due to ill health or difficulties with their employer, and where the centre has gone on to offer the new award and only one or two Units need to be completed. In these cases it is recommended that the following suggested Credit Transfer arrangements be considered.

Credit transfer from revised HNC/Ds to those developed under the 1988 design rules.

This situation may arise if a candidate has most of the Units for a framework developed under the 1988 design rules like HNC Furniture Restoration (1997) and HNC Furniture Construction and Design (1997) and wishes to complete this award but is unable to take the Units developed as part of these frameworks because they are no longer offered by the centre (centres need to ensure that the framework and Units developed under the 19988 rules are still current and have not lapsed).

In this case, the following course of action could be followed.

Under the 1988 design rules, candidates must be offered the opportunity to achieve merit on all Units.

If there is a broad equivalence between the Unit developed under the 2003 design principles and Unit developed under the 1988 design rules (usually indicated on the Arrangements Document) then the merit statement for the 1988 Unit should be scrutinised to ascertain whether it could be applied to the evidence generated from the 2003 Unit.

If the merit statement can be applied, then centres could teach and assess the 2003 Unit but register candidates for the 1988 Unit (and Group Award) with the appropriate result.

These Credit Transfer arrangements should be regarded as guidelines and centres should bear in mind that the award has been revised to update the skills required in the industry and these skills are considered by the Qualification Design Team to be essential to employment in the Furniture industry. This table has been compiled and scrutinised by External Verifiers.

Credit Transfer Arrangements

Old Unit Name and Number	Unit Code	New Unit Name	Unit Code	Comments
Drawing For Design	D4TS 04	Developmental Drawing	DV96 34	Full Credit Transfer
Furniture History of Design	D4TX 04	Furniture History	F0XY 34	Full Credit Transfer
Furniture: Nature and Behaviour	D4V2 04	Furniture: Materials	F0XJ 34	Full Credit Transfer
Furniture Construction: Timber	D4TR 04	Furniture Construction Furniture: Workshop Practice Furniture: Timber Techniques	F0XF 35 F0Y9 33 F0Y5 34	Full Credit Transfer if all Units are undertaken
Machine Woodworking: CNC Routing Computer Aided Programming	D60B 04	Computer Aided Manufacture	D4FX 34	Full Credit Transfer depending on the assessment instrument used
Furniture Construction: Upholstery	D4TW 04	Furniture: Modern Upholstery Furniture: Materials	F0Y3 34 F0XJ 34	Full Credit Transfer if both Units are undertaken
Furniture: Design For Manufacture	D4TY 04	Art And Design Creative Process	DV5T 34	Full Credit Transfer
Furniture: Production Practice	D4V0 04	Furniture Specification	F0XP 34	Full Credit Transfer
Furniture Construction: Finishes	D4V1 04	Furniture: Finishing Techniques	F0XG 33	Full Credit Transfer
Introduction to CAD for Construction	D60B 04	Digital Imaging	DV60 34	Full Credit Transfer depending on the assessment instrument used
Furniture Restoration Techniques — Upholstery	D4YR 04	Furniture: Modern Upholstery Furniture: Traditional Upholstery	F0Y3 34 F0XT 34	Full Credit Transfer if both Units are undertaken
Furniture Restoration Techniques — Polishing	D4YS 04	Furniture: Finishing Techniques	F0XG 33	Full Credit Transfer
Furniture Restoration Techniques — Timber	D4YP 04	Furniture: Construction Furniture Specification Furniture: Timber Techniques	F0XF 35 F0XP 34 F0Y5 34	Full Credit Transfer if all Units are undertaken
Furniture Restoration — Cabinet Benchcraft	D4YT 04	Furniture Workshop Practice	F0Y9 33	Full Credit Transfer
Furniture Reproduction	D4V5 04	Furniture: Timber Restoration	F0XS 35	Full Credit Transfer
Furniture History of Design	D4YX 04	Furniture History	F0XY 34	Full Credit Transfer

Old Unit Name and Number	Unit Code	New Unit Name	Unit Code	Comments
Furniture Restoration Practice — Upholstery	D4YV 04	Furniture: Workshop Practice	F0Y9 33	Full Credit Transfer if all Units are undertaken These Units would cover either timber or upholstery but should not be double counted to cover both
Furniture Restoration Practice — Timber	D4YW 04	Furniture Specification	F0XP 34	
Materials and Products (Traditional Upholstery)	D57V 04	Furniture Materials	F0XJ 34	Full Credit Transfer

Candidates may be given credit transfer between HNC/HND Units contained in the 1997 awards for Furniture Construction and Furniture Restoration (developed using 1988 design principles) and the new HN Units developed for this award under the 2003 design principles. It is recommended that Centres consult current SQA Credit Transfer Arrangements and the guidance given on credit transfer in Table 5 in this document.

5.4 Transition Arrangements

There may be occasions when a candidate completes the HNC Furniture Construction validated in 1997 and developed under the 1988 design rules or the HNC Furniture Restoration validated in 1997 and developed under the 1988 design rules and wishes to continue their studies by completing an HND Furniture validated in 2006 under the 2003 design principles.

A candidate who is transferring, from an award in the same subject area, must have achieved a 12 credit HNC — the HNC Furniture Construction or the HNC Furniture Restoration and should:

♦ achieve a Graded Unit(s) of 16 SCQF points at level 8.
♦ be given opportunities to develop Core Skills.
♦ be given credit for the Units achieved in the previous award.
♦ achieve the mandatory Units in this award by credit transfer or normal study.
♦ obtain the remaining SCQF credit points required at the SCQF level to gain the award (either by credit transfer or normal study).

Transition frameworks are detailed in Appendix 2.

6 Approaches to delivery and assessment

The Furniture industry is diverse and varied and this is reflected in the number of Units and specialisms. The skills developed will include planning and organisational skills, measuring, costings and wastage, craft skills in woodworking, upholstery, restoration, finishing techniques and wood machining. Additionally skills of design, research, analytical skills, communication and presentation skills and the skills of working and co-operating with others and using IT applications will be developed in these Group Awards.

One of the aims of the revision was to consolidate the various furniture specialisms into each award. This has resulted in structures which remain flexible enough to continue to offer the subjects which are fundamental to each specialism, primarily through the development of mainly single credit Units. This approach enabled the Qualifications Design Team to define the mandatory section to reflect the core subjects of all specialisms and propose a broad range of specialist Units within the optional section.

6.1 Integration between Units

Integration between Units is possible for centres who want to offer a project-based course reflecting particular specialisms.

Some suggestions are shown below.

Suggested linked Units

Unit	Possible Integration
FURNITURE MATERIALS (F0XJ 34)	Furniture: Modern Upholstery (F0Y3 34) Furniture: Upholstery Restoration (F0Y7 35) Furniture: Timber Techniques (F0Y5 34) Furniture: Timber Restoration (F0XS 35) Furniture: Finishing Techniques (F0XG 35) Furniture: Surface Restoration (F0XR 34)
FURNITURE WORKSHOP PRACTICE (F0Y9 33)	Furniture: Timber Restoration (F0XS 35 Furniture: Timber Techniques (F0Y5 34) Furniture: Modern Upholstery (F0Y3 34) Furniture: Upholstery Restoration (F0Y7 35)
FURNITURE CONSTRUCTION (F0XF 35)	Furniture: Timber Techniques (F0Y5 34) Furniture: Timber Restoration (F0XS 35 Furniture: Modern Upholstery (F0Y3 34) Furniture: Upholstery Restoration (F0Y7 35)
FURNITURE SPECIFICATION (F0XP 34)	Furniture Construction (F0XF 35) Furniture Workshop Practice (F0Y9 33) Furniture: Timber Techniques (F0Y5 34) Furniture: Timber Restoration (F0XS 35 Furniture: Modern Upholstery (F0Y3 34) Furniture: Upholstery Restoration (F0Y7 35)

These suggested integrated points should not be seen as prescriptive but should be used as a guide to the scope of integration for delivering centres devising their own programmes. There are two Units which were written specifically to enable and encourage an integrative approach, these are:

♦ **Furniture Analysis (F0XX 34)**
Written to integrate with any one of the *project-based* Units, allowing the development of a technical specification as a starting point for one of several possible Units, *see table below*.

♦ **Furniture Experimental Techniques (F0XW 35)**
Written to integrate with a *process-based* Unit, offering an opportunity to explore the potential of processes through a hands-on approach, *see table below.*

Possible integration

Unit	Possible Integration
Furniture: Analysis F0XX 34	Furniture: Workshop Project F0XC 34 Furniture: Project F0XL 35 Furniture: Reproduction F0XM 35
Furniture: Experimental Techniques F0XW 35	Furniture: Machines Function and Use J5WM 33 Furniture: Modern Upholstery F0Y3 34 Furniture: Shaped Work F0XN 35

6.2 Suggested Programmes of Study

The programmes suggested in Appendix 3 indicate how skills are built up during one year and two year courses. The examples given show indicative Units for programmes specialising in Furniture Restoration, Furniture Craftsmanship and Furniture Design. These suggested delivery patterns should not be seen as prescriptive but should be used as guides for delivering centres devising their own programmes.

Part-time study opportunities can be offered on an in-fill basis in all centres but should part-time provision be expanded for delivery to full class groups, it is suggested that reference is made to the HNC provision indicated. The Units from block 1 and half of the Units from block 2 could be delivered as discrete part-time provision for year 1. Year 2 would consist of the remaining Units from block 2 and the Units from block 3.

6.3 Open learning

The delivery of the furniture craftsmanship Units in these awards is not recommended for open learning. This is due to the workshop requirements of these Units. Essentially candidates will have techniques and machinery demonstrated to them and this could not take place outside the workshop environment. However there may be opportunities to teach aspects of these Units in an open learning manner eg when there is research to be carried out or where a project has to be evaluated. Full details of the recommendations for open learning are included in each Unit specification. One of the specialist furniture Units which is a possibility for open learning is Furniture History. Some of the general Units which are part of the optional part of the framework, and could be delivered in an open learning way are:

DK2K 34   *Getting Started in Business*
DE3R 34   *Personal Development Planning*
DK2M 34   *Personal Enterprise Skills*

6.4   E-learning and e-assessment

Some aspects of the knowledge and understanding of the Units could be delivered using e-learning, in particular those aspects which require candidates to undertake research such as Furniture History. Centres should encourage the use of VLEs for storing learning information such as product information, appropriate web-sites, exercise sheets, revision questions, fact sheets and candidates notes.

Candidates should be encouraged to use digital imagery to record the design and production processes involved in workshop-based Units. Candidates should be encouraged to use e-mails and discussion forums to communicate with each other and with lecturers.

6.5   The Graded Units

The placing of the Graded Units in the overall course delivery plan is of particular importance as their placement in the academic year enables candidates to develop their craft skills as well as their knowledge and skills in using different types of materials, sourcing them and costing them before integrating their knowledge in these project-based Units. In all delivery suggestions, it is suggested that the Graded Unit is delivered in the last block which will enable candidates to take a focused approach to the planning and developing of the given task. Ideally project work should be completed by the middle of May in the standard academic year. This will allow candidates to build up the skill levels required for the Graded Unit but allow time for remediation.

The introduction of Graded Units puts a much greater emphasis on teamwork by the Course Team throughout the year. Ideally the contribution of each Unit towards the Graded Unit should be clearly stated during Unit delivery and candidate progress should be a topic of discussion throughout the delivery at Course Team meetings.

Marking schemes and their development are of particular importance so that the whole grading system is transparent to all. Good practice would be to retain evidence of candidate work at different grades to ensure that there is a point of reference for those new to marking. This could be done through keeping digital images and full notes which could be available for all staff to access. Additionally, clear marking schedules should be part of the assessments developed by centres. These should be discussed, clarified and agreed with internal verifiers.

In some cases candidates may be able to provide their own materials or items of furniture for development in the Graded Unit. For example the orthographic drawing used by a candidate following a furniture design and craftsmanship route, could have been developed and prepared by the candidate through an earlier Unit. The item of furniture being restored by a candidate specialising in restoration could have been sourced by the candidate. Where this happens, it should be fully discussed with the assessor and documentation of this discussion should be part of the evidence submitted by the candidate.

6.6 Assessment Strategy

The Assessment Strategy taken overall in these awards is towards holistic assessment within each Unit. A wide range of assessment tasks are used throughout the Units and this is detailed in Appendix 4.

A week-by-week assessment schedule should be developed by each Course Team prior to delivery to ensure that there is minimal bunching of assessments. The assessment schedule developed should include the optional Units chosen by the centre and should take into account serviced Units as well as those delivered within the Furniture area. The Assessment schedules developed should be based on the centre's delivery schedule. (Delivery schedules are suggested in Appendix 3.)

Developing Core Skills

The approach to Core Skills in these awards is largely one of signposting and integrating the development of Core Skills wholly into the vocational context of Furniture. Advice is given in individual Unit specifications but should also be discussed at Course Team Meetings. Good practice would be to retain information on ways of developing Core Skills in each master folder.

Some examples of ways of encouraging Core Skills are:

♦ When a design and make project is undertaken, candidates could be encouraged to work out wastage, costs and time taken as an integral part of the project thus developing their numerical skills.

♦ When candidates develop one chosen design they could be asked to explain why they have rejected the other alternatives in favour of the one chosen for further development. This would extend the candidate's communication skills as well as their problem solving skills.

♦ Extending IT skills by for example encouraging candidates to word process all assessment work, work planning could be recorded using project planning software, design solutions could be enhanced through the use of CAD programs and work in progress could be recorded using digital images.

♦ Throughout delivery, working in a workshop environment requires candidates to develop their skills in working with others. Co-operation in sharing the use of equipment and machinery and communication particularly in the area of Health and Safety should be encouraged at all times.

♦ Throughout their studies candidates should be encouraged to keep technical notes of the materials, tools and techniques used. This can be referred to for reference purposes throughout their course of study.

6.7 Resources

It is important that centres offering these awards should be able to offer candidates access to machinery and equipment similar to that found in the furniture industry. The following fixed machines should be available in the machine shop: Crosscut saw; Surfacer; Thicknesser; Planer; Spindle moulder; Morticer; Pillar drill; Dimension saw; Sander; Bandsaw; Circular saw. In addition to benches, there should be a supply of hand tools and materials.

An upholstery shop should have sufficient storage; tools; materials; cutting equipment; industrial sewing machines; staple guns; benches at appropriate heights; dedicated and sufficient space for furniture items.

A finishing shop should have sufficient space and storage; space and facilities for spray equipment to be used; area for hand finishing and appropriate ventilation. Facilities and appropriate licences for correct storage of materials where appropriate.

A cabinet shop should have close access to machine facility; benches; hand tools; selection of modern power tools and consumables; veneer press; premises which meet the COSHH requirements.

IT facilities should be available to candidates. This should include access to PCs, and appropriate software for WP, design, internet access and digital imaging. Additionally access to plotters, specialist printers, colour printer, scanners and digital cameras might be useful depending on the options chosen.

A design studio equipped with drawing stations; good access to IT facilities; illustrative equipment; model making equipment (desk-top facilities); appropriate storage; and a supply of consumables.

There should be facilities available in the centre for storage of timber and other materials to ensure minimum wastage and damage.

Staff should be suitably and appropriately qualified and should have experience in specialist areas as well as up-to-date knowledge of health and safety requirements.

7 General information for centres

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. Further advice can be found in the SQA document *Guidance on Assessment Arrangements for Candidates with Disabilities and/or Additional Support Needs* (**www.sqa.org.uk**).

Internal and external verification

All instruments of assessment used within this/these Group Award(s) should be internally verified, using the appropriate policy within the centre and the guidelines set by SQA.

External verification will be carried out by SQA to ensure that internal assessment is within the national guidelines for these qualifications.

Further information on internal and external verification can be found in SQA's *Guide to Assessment and Quality Assurance for Colleges of Further Education* (**www.sqa.org.uk**).

8   General information for candidates

The HNC and HND in Furniture have been designed for those interested in designing, making and restoring furniture. Both awards have mandatory and optional Units. The mandatory Units reflect the essential skills needed for working in the furniture industry and the options available will allow you and your centre to specialise in different aspects of the furniture industry — Design, Craft or Restoration.

Both the HNC and the HND have Graded Units which will test your ability to integrate the knowledge and skills you have gained throughout your studies. Both the Graded Units are practical projects and you will develop your project planning skills as you work through these Units. You will not only plan but you will develop, produce and evaluate an item of furniture or furniture components. If you pass the Graded Unit, this Unit will be graded A, B or C.

Who should apply for this course?

This course would suit you if you:

♦   are creative and enjoy restoration, design and/or production
♦   already have NVQ or SVQ at level 3 or a college devised National Certificate programme at SCQF level 5 or 6 in furniture or a related area
♦   wish to work in the furniture industry
♦   currently work in the furniture industry
♦   currently work or have ambitions to work in a supervisory capacity within the furniture trade
♦   are seeking a career change

You will usually be interviewed before you are accepted on to a HNC/HND course. This interview will help you decide if this course is suitable for you, allow you to discuss options available and any support needs you might have.

What kind of study is involved?

Both the HNC and the HND course comprise a series of Scottish Qualifications Authority Higher National Units devised to reflect the needs of the furniture industry. The content of each Unit will be delivered through a series of lectures, practical workshops and activities which will be carried out in the college and in some cases in your own time. You will be expected to be committed to the idea of self directed study — meaning you take responsibility for your own learning — if you undertake this course.

The main topics of study include:

♦   Furniture construction
♦   Furniture materials
♦   Furniture workshop practices
♦   Furniture equipment and machinery
♦   Specialist aspects in cabinet making, upholstery, wood finishing, design studies, restoration techniques

Although delivery through Open Learning may be available or suitable for some aspects of the course, opportunities for this type of learning will be limited due to the number of workshop based subjects.

A full-time HNC course will require approximately 33 weeks of study within one academic year and you will have to successfully complete 96 SCQF credit points (12 SQA credits) to achieve the HNC award. The course might also be delivered on a part-time basis and this should be discussed with the individual college.

A full-time HND course requires approximately 66 weeks of study, usually over two academic years, to complete 240 SCQF credit points (30 SQA credits) to achieve the HND qualification.

Colleges are keen to help you in your studies and they will do this by setting up tutorial sessions to support you through your chosen programme. This will help build your confidence as you progress through your programme of study.

Although each Unit has been written so that it can be individually assessed, there may be occasions when Units are assessed jointly. You will be assessed in many different ways during your studies. The most common types of assessment in these awards are:

♦ Research tasks
♦ Practical tasks — making individual pieces and parts of furniture, including upholstery and applying finishes, decoration and stains
♦ Evaluating what you have done or made
♦ Preparing technical specifications
♦ Producing drawings
♦ Describing your work or proposals
♦ Making a presentation and
♦ Gathering information of different types into a portfolio

You will be expected to hand in work on set dates and it is important to keep to these dates. Meeting hand-in dates and deadlines is an essential element of the course. During your studies you will develop skills in the following areas:

♦ Organising
♦ Communicating
♦ Information collection or research
♦ Logical and analytical thinking
♦ Decision making
♦ Problem Solving
♦ Co-operating with others (Teamwork)
♦ Producing and working from diagrams and drawings and
♦ Calculating materials required and costs

In addition you will develop Core Skills in Problem Solving, IT, Working with Others, Communication and Numeracy as you study.

9   Glossary of terms

SCQF: This stands for the Scottish Credit and Qualification Framework, which is a new way of speaking about qualifications and how they inter-relate. We use SCQF terminology throughout this guide to refer to credits and levels. For further information on the SCQF visit the SCQF website at **www.scqf.org.uk**.

SCQF credits: One HN credit is equivalent to 8 SCQF credit points. This applies to all HN Units, irrespective of their level.

SCQF levels: The SCQF covers 12 levels of learning. HN Units will normally be at levels 6– 9. Graded Units will be at level 7 and 8.

Subject Unit: Subject Units contain vocational/subject content and are designed to test a specific set of knowledge and skills.

Graded Unit: Graded Units assess candidates' ability to integrate what they have learned while working towards the Units of the Group Award. Their purpose is to add value to the Group Award, making it more than the sum of its parts, and to encourage candidates to retain and adapt their skills and knowledge.

Dedicated Core Skill Unit: This is a Unit that is written to cover one or more particular Core Skills, e.g. HN Units in Information Technology or Communications.

Embedded Core Skills: This is where the development of a Core Skill is incorporated into the Unit and where the Unit assessment also covers the requirements of Core Skill assessment at a particular level.

Signposted Core Skills: This refers to the opportunities to develop a particular Core Skill at a specified level that lie outwith automatic certification.

Qualification Design Team: The QDT works in conjunction with a Qualification Manager/Development Manager to steer the development of the HNC/HND from its inception/revision through to validation. The group is made up of key stakeholders representing the interests of centres, employers, universities and other relevant organisations.

Consortium-devised HNCs and HNDs are those developments or revisions undertaken by a group of centres in partnership with SQA.

Specialist single centre and specialist collaborative devised HNCs and HNDs are those developments or revisions led by a single centre or small group of centres who provide knowledge and skills in a specialist area. Like consortium-devised HNCs and HNDs, these developments or revisions will also be supported by SQA.

10   Appendices

See following pages for appendices.

Core Skills Mapping

HNC/HND Furniture

Unit No	Unit Name	Written Comms – Reading	Written Comms – Writing	Oral Comms	Using Graphical Info	Using Number	Using IT	Problem Solving – C T	Problem Solving – P & O	Problem Solving – R & E	WWO
F0XJ 34	**Furniture: Materials**					level 5 S	level 5 S	level 5 S	level 5 S	level 5 S	
F0XY 34	**Furniture History**	level 5 S	level 5 S	level 5 S			level 5 S	level 5 S	level 5 S	level 5 S	
F0Y9 33	**Furniture: Workshop Practice**			level 5 S	level 5 S	level 5 S		level 5 S	level 5 S	level 5 S	level 5 S
F0XP 34	**Furniture Specification**	level 6 S	level 6 S	level 6 S	level 6 S	level 6 S	level 6 S	level 6 S	level 6 S	level 6 S	
J5WM 33	**Furniture: Machine Function and Use**		level 5 S	level 5 S			level 5 S	level 5 S	level 5 S	level 5 S	
F1AA 34	**Graded Unit 1**	level 5 S	level 5 S	level 5 S	level 5 S	level 5 S	level 5 S	level 5 E	level 5 E	level 5E	level 5 S
F0XF 35	**Furniture: Construction**	level 5 S	level 5 S	level 5 S			level 5 S				
F0XK 35	**Furniture: Powered Equipment**	level 5 S	level 5 S	level 5 S			level 5 S	level 5 S	level 5 S	level 5 S	
F0XL 35	**Furniture: Project**	level 6 S	level 6 S	level 6 S			level 6 S	level 6 S	level 6 S	level 6 S	
F1AB 35	**Graded Unit 2**	level 6 S	level 6 S	level 6 S	level 6 S	level 6 S	level 6 S	level 6 S	level 6 S	level 6 S	level 6 S

Unit No	Unit Name	Written Comms – Reading	Written Comms – Writing	Oral Comms	Using Graphical Info	Using Number	Using IT	Problem Solving – C T	Problem Solving – P & O	Problem Solving – R & E	WWO
F0XV 35	**Furniture: Veneering**		level 5 S				level 5 S	level 5 S			
F0XH 34	**Furniture Manufacture**		level 5 S	level 5 S			level 5 S	level 5 S	level 5 S	level 5 S	level 5 S
F0XM 35	**Furniture: Reproduction**		level 6 S				level 5 S	level 6 S	level 6 S	level 6 S	
F0Y2 35	**Furniture: Machine Woodworking**	level 6 S	level 6 S	level 6 S	level 6 S	level 6 S		level 6 S	level 6 S	level 6 S	
F0XG 33	**Furniture: Finishing Techniques**		level 5 S	level 5 S			level 5 S	level 5 S	level 5 S	level 5 S	
F0XW 35	**Furniture: Experimental Techniques**		level 5 S	level 5 S		level 5 S		level 5 S	level 5 S	level 5 S	
F0XX 34	**Furniture: Analysis**	level 5 S	level 5 S	level 5 S	level 5 S		level 5 S	level 5 S	level 5 S	level 5 S	
F0XD 34	**Furniture Application of Finishes**	level 5 S	level 5 S	level 5 S			level 5 S	level 5 S	level 5 S	level 5 S	
F0XE 33	**Furniture: Canework**					level 5 S	level 5 S				
F0XR 34	**Surface Restoration**							level 5 S	level 5 S	level 5 S	
F0Y4 35	**Furniture: Restoration & Conservation of Materials**							level 6 S	level 6 S	level 6 S	
F0XN 35	**Furniture: Shaped Work**	level 5 S	level 5 S	level 5 S			level 5 S	level 6 S	level 6 S	level 6 S	

Unit No	Unit Name	Written Comms – Reading	Written Comms – Writing	Oral Comms	Using Graphical Info	Using Number	Using IT	Problem Solving – C T	Problem Solving – P & O	Problem Solving – R & E	WWO
F0Y7 35	**Furniture: Upholstery Restoration**							level 5 S	level 5 S	level 5 S	
F0XT 34	**Furniture: Traditional Upholstery**							level 5 S	level 5 S	level 5 S	
F0Y5 34	**Furniture: Timber Techniques**		level 5 S					level 5 S	level 5 S	level 5 S	
F0XS 35	**Furniture: Timber Restoration**							level 5 S	level 5 S	level 5 S	
F0Y0 34	**Furniture: Industry Study**	level 5 S	level 5 S				level 5 S	level 5 S	level 5 S		level 5 S
F0Y3 34	**Furniture: Modern Upholstery**							level 5 S	level 5 S	level 5 S	
F0XC 34	**Furniture: Workshop Project**	level 6 S	level 6 S	level 6 S			level 6 S	level 6 S	level 6 S	level 6 S	
DW75 34	**Furniture: Materials for Design**	level 6 S	level 6 S	level 6 S		level 6 S		level 6 S	level 6 S	level 6 S	
DV96 34	**Developmental Drawing**					level 6 S		level 6 S	level 6 S	level 6 S	
F0X7 35	**3D Design Portfolio and Presentation**	level 6 S	level 6 S	level 6 S			level 6 S	level 6 S	level 6 S	level 6 S	
DE1K 33	**Workplace communication in English**	level 5E	level 5E	level 5E							

Unit No	Unit Name	Written Comms – Reading	Written Comms – Writing	Oral Comms	Using Graphical Info	Using Number	Using IT	Problem Solving – C T	Problem Solving – P & O	Problem Solving – R & E	WWO
DE3N 34	**Comms Analysing & Presenting complex Info**	level 6 E	level 6 E	level 6 E							
DV5R 35	**Art and Design Context**	level 6 S	level 6 S	level 6 S			level 6 S				
DV5T 34	**Art and Design: Creative Process**	level 6 S	level 6 S	level 6 S			level 6 S	level 6 S	level 6 S	level 6 S	
DV5W 35	**Art and Design Project**	level 6 S	level 6 S	level 6 S	level 6 S	level 6 S	level 6 S	level 6 S	level 6 S	level 6 S	level 6 S
DV60 34	**Digital Imaging**						level 6 S	level 6 S	level 6 S	level 6 S	
F0MC 34	**3D Design Digital Modelling**				level 6 S	level 6 S	level 6 S				
DX2Y 35	**Creative Project for Artists and Designers**	level 6 S	level 6 S	level 6 S			level 6 S				
Other Units do not have Core Skills mapping identified. Enter level and S for signposted and E for Embedded											

Appendix 2

Transition arrangements

Transferring from HNC/HND Furniture Construction and Design validated in 1997 and the HNC/HND Furniture Restoration validated in 1997 to the revised HNC/D Furniture developed under 2003 Design Principles.

The following routes to certification are only open to continuing candidates and are not available to new candidates.

Candidates who possess HNC Furniture Construction and Design validated in 1997 would have the following mandatory Units

Unit name	Unit Code	SQA credits
Furniture Construction — Timber	D4TR 04	3
Furniture-Drawing for Design	D4TS 04	1.
Machine Woodworking Routing Computer Aided Programming	D4TV 04	0.5
Furniture Construction — Upholstery	D4TW 04	1.5
Furniture-Design for Manufacture	D4TY 04	2
Furniture-Production Practice	D4VO 04	2
Furniture Construction-Finishes	D4V1 04	1.5
	Total	**12**

The achievement of this group of mandatory Units is considered to reflect the main aims of the HNC award in Furniture and the projects involved in assessments to reflect the skills encapsulated in the Graded Unit 1.

For a candidate who has completed a 12 credit HNC Furniture Construction and Design (1997) to complete an HND Furniture (2006), the candidate would have to complete the Graded Unit 2 F1AB 35 plus the mandatory Units:

F0XF 35   *Furniture: Construction*
F0XK 35   *Furniture: Powered Equipment*
F0XL 35   *Furniture: Project*

at SCQF level 8 in the HND award and an appropriate number of optional Units to make up 240 SCQF points a minimum of 64 of which should be at SCQF level 8. Each candidate should be advised individually and an individual learning plan set up to take account of the candidate's needs.

Candidates who possess HNC Furniture Restoration validated in 1997 would normally have the following units.

Unit name	Unit Code	SQA credits
Furniture Restoration Techniques — Polishing	D4YS 04	2
Furniture Restoration Techniques — Upholstery	D6YR 04	2
Furniture Restoration Techniques — Timber	D4YP 04	2
Furniture Restoration — Cabinet Benchcraft	D4YT 04	1
Furniture Restoration Practice Upholstery	D4YV 04	1.5
Furniture Restoration Practice Timber	D4YW 04	1.5
Furniture Restoration — History of Con	D4YX 04	1
	Total	**11**

Plus one credit from

Unit name	Unit Code	SQA credits
Furniture Nature and Behaviour of Wood	D4V2 04	1
Materials and Products (traditional upholstery)	D57V 04	1

The achievement of this group of mandatory Units is considered to reflect the main aims of the HNC award in Furniture and the projects involved in assessments to reflect the skills encapsulated in the Graded Unit 1.

For a candidate who has completed a 12 credit HNC Furniture Restoration (1997) to complete an HND Furniture (2006), the candidate would have to complete the Graded Unit 2 F1AB 35 plus the mandatory Units:

F0XF 35   *Furniture: Construction*
F0XK 35   *Furniture: Powered Equipment*
F0XL 35   *Furniture: Project*

at SCQF level 8 in the HND award and an appropriate number of optional Units to make up 240 SCQF points a minimum of 64 of which should be at SCQF level 8. Each candidate should be advised individually and an individual learning plan set up to take account of the candidate's needs.

Transition frameworks have been set up to take account of these transition arrangements.

Appendix 3

Suggested Delivery Programmes

Name of course HND FURNITURE CRAFT

Year of study 1st YEAR   Mode of study FULL-TIME

Unit No	Unit Name	level	M/O	No of SCQF points	No of SQA credits	Hours per block		
						Block 1	Block 2	Block 3
F0XJ 34	Furniture Materials	7	M	8	1	20	10	10
F0XF 35	Furniture Construction	8	M	8	1	20	10	10
F0XY 34	Furniture History	7	M	8	1		20	20
F0Y9 33	Furniture Workshop Practice	6	M	8	1	40		
F0XP 34	Furniture Specification	7	M	8	1		40	
J5WM 33	Furniture Machine Function And Use	6	M	8	1	40		
F1AA 34	Graded Unit 1	7	M	8	1			40
F0Y3 34	Furniture: Modern Upholstery	7	O	8	1		40	
F0XT 34	Furniture: Traditional Upholstery	7	O	8	1			40
F0Y5 34	Furniture: Timber Techniques	7	O	8	1	40		
F0XG 33	Furniture: Finishing Techniques	7	O	8	1		40	
F0XM 35	Furniture Reproduction	8	O	16	2	40	40	
DV96 34	Developmental Drawing	7	O	8	1			40
DV60 34	Digital Imaging	7	O	8	1			40
Totals					**15**	**200**	**200**	**200**

Name of course HND FURNITURE CRAFT

Year of study 2nd YEAR   Mode of study FULL-TIME

Unit No	Unit Name	level	M/O	SCQF credit points	No of SQA credits	Hours per block		
						Block 1	Block 2	Block 3
F0XK 35	Furniture Powered Equipment	8	M	8	1	40		
F0XL 35	Furniture Project	8	M	16	2	80		
F1AB 35	Graded Unit 2	8	M	16	2			80
F0XN 35	Furniture: Shaped Work	8	O	16	2	40	40	
F0XW 35	Furniture Experimental Techniques	8	O	8	1			40
F0XD 34	Furniture: Application Of Finishes	7	O	8	1		40	
F0XV 35	Furniture: Veneering	8	O	8	1	40		
DW74 34	Furniture Design Applied Decoration	7	O	8	1		40	
F0Y2 35	Furniture: Machine Woodworking	7	O	8	1		40	
D4FX 34	CAM	7	O	8	1		40	
F0XC 34	Furniture Workshop Project	8	O	16	2			80
	Totals				**15**	**200**	**200**	**200**

Name of course HND FURNITURE DESIGN

Year of study 1st YEAR   Mode of study FULL-TIME

Unit No	Unit Name	level	M/O	SCQF credit points	No of SQA credits	Hours per block		
						Block 1	Block 2	Block 3
F0XJ 34	Furniture Materials	7	M	8	1	20	20	
F0XF 35	Furniture Construction	8	M	8	1	20	20	
F0XY 34	Furniture History	7	M	8	1		20	20
F0Y9 33	Furniture Workshop Practice	6	M	8	1	40		
F0XP 34	Furniture Specification	7	M	8	1		40	
J5WM 33	Furniture Machine Function And Use	6	M	8	1	40		
F1AA 34	Graded Unit 1	7	M	8	1			40
DV96 34	Developmental Drawing	7	O	8	1	40		
DV5R 35	Art and Design Context	8	O	8	1	40		
DV5W 35	Art and Design Project	8	O	8	1			40
DV5T 34	Art and Design: Creative Process	7	O	8	1		40	
DV60 34	Digital Imaging	7	O	8	1		40	
F0Y3 34	Furniture: Modern Upholstery	7	O	8	1			40
F0Y5 34	Furniture: Timber Techniques	7	O	8	1		20	20
F0XG 33	Furniture: Finishing Techniques	6	O	8	1			40
	Totals				**15**	**200**	**200**	**200**

Name of course HND FURNITURE DESIGN

Year of study 2nd YEAR   Mode of study FULL-TIME

Unit No	Unit Name	level	M/O	SCQF credit points	No of SQA credits	Hours per block		
						Block 1	Block 2	Block 3
F0XK 35	Furniture Powered Equipment	8	M	8	1	40		
F0XL 35	Furniture Project	8	M	16	2		80	
F1AB 35	Graded Unit 2	8	M	16	2			80
F0MC 34	3D Design: Digital Modelling	8	O	8	1		40	
D4FX 34	CAM	7	O	8	1	40		
DX2Y 35	Creative Project for Artists and Designers	8	O	8	1			40
DV9C 34	Portfolio Production	7	O	8	1			40
F0MF 35	Art and Design Context: Personal Investigation	8	O	8	1		40	
F0XN 35	Furniture: Shaped Work	8	O	16	2	40	40	
F0XC 34	Furniture Workshop Project	7	O	16	2	80		
F0Y2 35	Furniture: Machine Woodworking	7	O	8	1			40
	Totals				15	200	200	200

Name of course HNC Furniture

Year of study 1   Mode of study Full-time

Unit No	Unit Name	level	M/O	SCQF credit points	No of SQA credits	Hours per block		
						Block 1	Block 2	Block 3
F0XJ 34	Furniture Materials	1	M	8	1	20	20	
F0XY 34	Furniture History	7	M	8	1	20	20	
F0Y9 33	Furniture Workshop Practice	6	M	8	1	40		
F0XP 34	Furniture Specification	7	M	8	1		40	
J5WM 33	Furniture: Machine Function and Use	6	M	8	1	40		
DV5W 35	Art and Design Project	8	O	8	1			40
DV5T 34	Art and Design: Creative Process	7	O	8	1	40		
DV60 34	Digital Imaging	7	O	8	1	40		
F0Y3 34	Furniture: Modern Upholstery	7	O	8	1		40	
F0Y5 34	Furniture: Timber Techniques	7	O	8	1		40	
F0XG 33	Furniture: Finishing Techniques	6	O	8	1		40	
F1AA 34	Graded Unit 1	7	M	8	1			40
	Totals				**12**	**200**	**200**	**80**

Name of course HNC FURNITURE CRAFTMANSHIP AND RESTORATION

Year of study 1   Mode of study FULL-TIME

Unit No	Unit Name	level	M/O	SCQF credit points	No of SQA credits	Hours per block		
						Block 1	Block 2	Block 3
F0XJ 34	Furniture Materials	7	M	8	1	40		
F0XY 34	Furniture History	7	M	8	1			40
F0Y9 33	Furniture Workshop Practice	6	M	8	1	40		
F0XP 34	Furniture Specification	7	M	8	1		40	
J5WM 33	Furniture: Machine Function and Use	6	M	8	1	40		
F0Y3 34	Furniture: Modern Upholstery	7	O	8	1		40	
F0XT 34	Furniture: Traditional Upholstery	7	O	8	1			40
F0Y5 34	Furniture: Timber Techniques	7	O	8	1		40	
F0XG 33	Furniture: Finishing Techniques	6	O	8	1	40		
F0XM 35	Furniture: Reproduction	7	O	16	2	40	40	
F1AA 34	Graded Unit 1	7	M	8	1			40
	Total				**12**	**200**	**160**	**120**

Name of course HND FURNITURE RESTORATION

Year of study 1   Mode of study FULL-TIME

Unit No	Unit Name	level	M/O	SCQF credit points	No of SQA credits	Hours per block		
						Block 1	Block 2	Block 3
F0XJ 34	Furniture Materials	7	M	8	1	20	10	10
F0XF 35	Furniture Construction	8	M	8	1	20	10	10
F0XY 34	Furniture History	7	M	8	1		20	20
F0Y9 33	Furniture Workshop Practice	6	M	8	1	40		
F0XP 34	Furniture Specification	7	M	8	1		40	
J5WM 33	Furniture: Machine Function and Use	6	M	8	1	40		
F1AA 34	Graded Unit 1	7	M	8	1			40
F0Y3 34	Furniture: Modern Upholstery	7	O	8	1		40	
F0XT 34	Furniture: Traditional Upholstery	7	O	8	1			40
F0Y5 34	Furniture: Timber Techniques	7	O	8	1	40		
F0XS 35	Furniture: Timber Restoration	8	O	16	2			80
F0XG 33	Furniture: Finishing Techniques	6	O	8	1		40	
F0XM 35	Furniture: Reproduction	8	O	16	2	40	40	
	Totals				**15**	**200**	**200**	**200**

Name of course HND FURNITURE RESTORATION

Year of study 2   Mode of study FULL-TIME

Unit No	Unit Name	level	M/O	SCQF credit points	No of SQA credits	Hours per block		
						Block 1	Block 2	Block 3
F0XK 35	Furniture Powered Equipment	8	M	8	1	40		
F0XL 35	Furniture Project	8	M	16	2	40	40	
F1AB 35	Graded Unit 2	8	M	16	2			80
F0Y7 35	Furniture: Upholstery Restoration	7	O	12	1.5	40	20	
F0XN 35	Furniture: Shaped Work	8	O	16	2	40	40	
F0XR 34	Furniture: Surface Restoration	7	O	8	1		40	
F0XW 35	Furniture Experimental Techniques	8	O	8	1			40
F0XD 34	Furniture: Application of Finishes	7	O	8	1		40	
F0XV 35	Furniture: Advanced Veneering	8	O	8	1	40		
F0Y4 35	Furniture: Restoration and Conservation of Materials	8	O	8	1			40
F0XE 33	Furniture: Canework	6	O	4	0.5		20	
DW74 34	Furniture Design: Applied Decoration	7	O	8	1			40
	Total				**15**	**200**	**200**	**140**

Appendix 4

Assessment Summary of Mandatory Units

Unit Title	Unit Code	Assessment
Furniture: Materials	F0X5 34	Portfolio of materials, descriptions and technical information. Selection and estimate of quantity and prices of materials for a project.
Furniture History	F0XY 34	Research, describe and evaluate historical factors.
Furniture Specification	F0XP 34	Produce a furniture specification Use, maintain and evaluate a furniture specification.
Furniture Machines Function and Use	J5WM 33	Description and practical task.
Furniture Workshop Practice	F0Y9 33	A practical task
Furniture: Construction	F0XF 35	Description, comparison and analysis of furniture construction methods.
Furniture: Powered Equipment	F0XK 35	Description, application and practical task.
Furniture: Project	F0XL 35	Produce a furniture specification A practical task and an evaluation of task.
Graded Unit 1	F1AA 34	A practical task involving the making of a furniture component.
Graded Unit	F1AB 35	A practical task involving the making of an item of furniture/furniture components.