

**SVQ 3 Furniture Making Traditional at SCQF Level 6**  
Core Skills Signposting

NOS Reference (Single element)	PROFM26	PROFM27	PROFM28	PROFM29	PROFM30	PROFM35	PROFM36	PROFM37	Units	PROGEN01	Units	PROFRR2	PROFRR3	PROFRR10	PROFRR6	
<b>Communication SCQF Level 3</b>																
<b>Communication</b>																
Task 1: Read a simple document related to your work	X		X	X	X		X	X	SCQF3	Produce and respond to simple oral communication	X	SCQF3	Produce and respond to simple oral communication			
Task 2: Produce a document or related documents that convey several pieces of information, opinions, or ideas									SCQF4	Produce and respond to straightforward oral communication	X	SCQF4	Produce and respond to straightforward oral communication			X
Task 3: Take part in a simple discussion on a topic related to your work	X		X	X	X		X	X	SCQF5	Produce and respond to oral communication	X	SCQF5	Produce and respond to oral communication			
<b>Communication SCQF Level 4</b>																
<b>Communication</b>																
Task 1: Read, understand, and evaluate a straightforward document related to your work	X	X	X	X	X		X	X	SCQF4	Read, understand and evaluate straightforward written communication	X	SCQF3	Read, understand, and evaluate simple written communication	X	X	
Task 2: Produce a document or related documents that convey several items of information, opinions, or ideas.		X							SCQF5	Read, understand and evaluate written communication	X	SCQF4	Read, understand and evaluate straightforward written communication			X
Task 3: Take part in either a straightforward discussion on a topic related to your work	X	X	X	X	X		X	X	SCQF3	Produce a simple written communication		SCQF5	Read, understand and evaluate written communication	X	X	
<b>Communication SCQF Level 5</b>																
<b>Numeracy</b>																
Task 1: Read, understand, and evaluate a document related to your work	X	X	X	X	X		X	X	SCQF3	Apply simple numerical skills in everyday situations		SCQF6	Read, understand and evaluate complex written communication			
Task 2: Produce a well-structured document or a collection of related documents that convey several items of information		X							SCQF4	Apply a range of straightforward numerical skills in everyday situations		SCQF3	Produce a simple written communication			
Task 3: make a substantial contribution to a discussion on a topic related to your work	X	X	X	X	X		X	X	SCQF5	Apply a range of numerical skills in various everyday situations		SCQF4	Produce a straightforward but detailed written communication			X
<b>Communication SCQF Level 6</b>																
<b>Numeracy</b>																
Task 1: Read, understand, and evaluate a complex document related to your work		X							SCQF6	Apply in combination a wide range of numerical methods to solve complex problems in everyday and specialised situations		SCQF5	Produce well structured written communication	X	X	
Task 2: Produce a well-structured document or a collection of related documents that convey several items of complex information		X							SCQF3	Analyse a simple situation or issue	X	SCQF6	Read and use simple graphical information in familiar everyday situations			
Task 3: make a substantial contribution to a discussion on a complex topic related to your work		X							SCQF4	Analyse a straightforward situation or issue	X	SCQF3	Interpret and communicate straightforward graphical information in everyday situations			
<b>Numeracy SCQF Level 3</b>																
<b>Numeracy</b>																
Task 1: Carry out a variety of simple number tasks related to your work that involve calculations requiring one or two steps		X	X	X	X		X	X	SCQF5	Analyse a situation or issue	X	SCQF4	Interpret and communicate graphical information in everyday situations			
Task 2: Read and use a simple scale on a graph or a familiar measuring instrument		X	X	X	X		X	X	SCQF6	Analyse a complex situation or issue		SCQF5	Apply a wide range of graphical skills to interpret and present complex information in everyday situations			
Task 3: Use graphical format to find out information		X	X	X	X		X	X	SCQF3	Plan, organise and complete a simple task	X	SCQF6	Apply simple numerical skills in everyday situations			
Task 4: Use graphical format to communicate information		X							SCQF4	Plan, organise and complete a straightforward task	X	SCQF3	Apply a range of straightforward numerical skills in everyday situations	X		
<b>Numeracy SCQF Level 4</b>																
<b>Numeracy</b>																
Task 1: Carry out a variety of straightforward number tasks related to your work that involve calculations requiring a minimum of two steps		X	X	X	X		X	X	SCQF5	Plan, organise and complete a task	X	SCQF4	Apply a range of numerical skills in various everyday situations			X
Task 2: Read and use a straightforward scale either on an instrument such as a ruler or on a graph		X	X	X	X		X	X	SCQF6	Plan, organise and complete a complex task		SCQF5	Apply in combination a wide range of numerical methods to solve complex problems in everyday and specialised situations			
Task 3: Use graphical format to find out information		X	X	X	X		X	X	SCQF3	Review and evaluate a simple problem solving activity	X	SCQF6	Problem Solving			
Task 4: Use graphical format to communicate information		X							SCQF4	Review and evaluate a straightforward problem solving activity	X	SCQF3	Analyse a simple situation or issue			
<b>Numeracy SCQF Level 5</b>																
<b>Numeracy</b>																
Task 1: Apply a wide range of numerical skills to solve work-related problems.		X	X	X	X		X	X	SCQF5	Review and evaluate a problem solving activity	X	SCQF4	Analyse a straightforward situation or issue			X
Task 2: Use graphical format to find out information		X	X	X	X		X	X	SCQF3	In simple interactions, work with other co-operatively on an activity and/or activities	X	SCQF5	Analyse a situation or issue			X
Task 3: Use graphical format to communicate information		X							SCQF4	In straightforward interactions, work with other co-operatively on an activity and/or activities	X	SCQF6	Analyse a complex situation or issue	X	X	
Task 4: Use graphical format to communicate information		X							SCQF5	In interactions, work with other co-operatively on an activity and/or activities	X	SCQF3	Plan, organise and complete a simple task			X
<b>Numeracy SCQF Level 6</b>																
<b>Numeracy</b>																
Task 1: Apply a wide range of numerical and statistical skills to solve complex work-related problems									SCQF6	In complex interactions, work with other co-operatively on an activity and/or activities	X	SCQF4	Plan, organise and complete a task	X	X	
Task 2: Use graphical format to find out information									SCQF3	Use ICT within simple tasks, to access information		SCQF5	Plan, organise and complete a complex task			X
Task 3: Use graphical format to communicate information									SCQF4	Use ICT effectively to access information within a range of straightforward tasks		SCQF6	Review and evaluate a simple problem solving activity			
<b>ICT SCQF Level 3</b>																
<b>ICT</b>																
Task 1: Carry out ICT activities related to your work that involve simple operations									SCQF5	Use ICT independently, effectively and responsibly to access information within a range of tasks		SCQF3	Review and evaluate a straightforward problem solving activity			
Task 2: Carry out simple ICT activities related to your work that involve using menu-based applications software.									SCQF6	Use ICT independently to carry out complex searches across a range of tasks		SCQF4	Review and evaluate a problem solving activity	X	X	
Task 3: Use ICT to find information relevant to your work									SCQF3	Use ICT to perform simple processing tasks		SCQF5	Review and evaluate a complex problem solving activity			
Task 4: Keeping information safe									SCQF4	Use ICT effectively to perform a range of straightforward processing tasks		SCQF6	Review and evaluate a straightforward problem solving activity			
<b>ICT SCQF Level 4</b>																
<b>ICT</b>																
Task 3: Use ICT to find information relevant to your work									SCQF5	Use ICT independently, effectively and responsibly to carry out a range of processing tasks		SCQF3	In simple interactions, work with other co-operatively on an activity and/or activities			X
Task 4: Keeping information safe									SCQF6	Use ICT independently to carry out a range of processing tasks		SCQF4	In interactions, work with other co-operatively on an activity and/or activities	X	X	
<b>ICT SCQF Level 4</b>																
<b>ICT</b>																
Task 3: Use ICT to find information relevant to your work									SCQF3	Use ICT to perform simple processing tasks		SCQF5	In complex interactions, work with other co-operatively on an activity and/or activities			

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Task 1: Carry out ICT activities related to your work that involve straightforward operations.										SCQF3	Review own work with others in a co-operative activity and/or activities				
Task 2: Carry out a range of straightforward ICT activities related to your work that involve familiar application software										SCQF4	Review work with others in a co-operative activity and/or activities				X
Task 3: Use ICT to find information relevant to your work.										SCQF5	Review work with others in a co-operative activity and/or activities				
Task 4: Demonstrate safe practice in using ICT to handle information										SCQF6	Review work with others in a co-operative activity and/or activities				
<b>ICT SCQF Level 5</b>															
Task 1: Carry out ICT activities related to your work.										SCQF3	Use ICT within simple tasks, to access information				
Task 2: Carry out a range of non-routine ICT activities related to your work that involve application software.										SCQF4	Use ICT effectively to access information within a range of straightforward tasks				
Task 3: Find information in different formats from a range of local or remote data sources										SCQF5	Use ICT independently, effectively and responsibly to access information within a range of tasks	X	X		
Task 4: Demonstrate safe practice in using ICT to handle information										SCQF6	Use ICT independently to carry out complex searches across a range of tasks				
<b>ICT SCQF Level 6</b>															
Task 1: resolve common hardware and software problems and present information in a suitable way that is helpful to others										SCQF3	Use ICT to perform simple processing tasks		X		
Task 2: Carry out a range of complex ICT activities related to your work that involve application software.										SCQF4	Use ICT effectively to perform a range of straightforward processing tasks				
Task 3: find information in different formats from a range of local or remote data sources										SCQF5	Use ICT independently, effectively and responsibly to carry out a range of processing tasks				
Task 4: Demonstrate safe practice in using ICT to handle information.										SCQF6	Use ICT independently to carry out a range of processing tasks				
<b>Problem Solving SCQF Level 3</b>															
Task 1: Investigate reasons why a simple problem related to your work has arisen		X	X	X	X			X	X						
Task 2: Plan, organise, and carry out a simple activity to deal with the problem		X	X	X	X			X	X						
Task 3: Check how well your approach to the problem-solving activity worked in practice		X	X	X	X			X	X						
<b>Problem Solving SCQF Level 4</b>															
Task 1: Investigate reasons why a straightforward problem related to your work has arisen.		X	X	X	X			X	X						
Task 2: Plan, organise, and carry out a straightforward activity to deal with the problem		X	X	X	X			X	X						
Task 3: Check how well your approach to the problem-solving activity worked in practice		X	X	X	X			X	X						
<b>Problem Solving SCQF Level 5</b>															
Task 1: Investigate and analyse why a non-routine problem in your workplace has arisen.		X	X	X	X	X	X	X	X						
Task 2: Plan, organise, and carry out your suggested approach		X	X	X	X	X	X	X	X						
Task 3: Check how well your approach to the problem-solving activity worked in practice		X	X	X	X	X	X	X	X						
<b>Problem Solving SCQF Level 6</b>															
Task 1: Investigate and analyse a complex problem related to your work.															
Task 2: Plan, organise, and carry out your suggested approach															
Task 3: Check how well your approach to the problem-solving activity worked in practice															
<b>Working with Others SCQF Level 3</b>															
Task 1: Work co-operatively with at least one other person who may be a colleague, client or customer to achieve a common goal.		X	X	X	X	X	X	X	X						
Task 2: Checking and evaluating. Check how well you contributed to the co-operative activity and/or activities		X													
<b>Working with Others SCQF level 4</b>															
Task 1: Work co-operatively with others. Work co-operatively with at least one other person who may be a colleague, client or customer to achieve a common goal.		X													
Task 2: Checking and evaluating. Check how well you contributed to the co-operative activity and/or activities		X													
<b>Working with Others SCQF level 5</b>															
Task 1: Work co-operatively with others Work co-operatively with at least one other person who may be a colleague, client or customer to achieve a common goal. (non-routine)															
Task 2: Checking and evaluating. Check how well you and others involved contributed to the co-operative activity and/or activities															
<b>Working with Others SCQF level 6</b>															
Task 1: Work co-operatively with others. Work co-operatively with at least one other person who may be a colleague, client or customer to achieve a common goal.															
Task 2: Checking and evaluating. Check how well you and others involved contributed to the co-operative activity and/or activities															

\* Imported into another SVQ qualification