

<b>LMFUP2005B</b>	<b>Develop cutting plan and cut single layer upholstery fabric</b>
<b>Unit descriptor</b>	This unit covers the competency to develop a cutting plan, measure out and cut single layer upholstery fabrics.
<b>Employability skills</b>	This unit contains employability skills.
<b>Unit sector</b>	Upholstery

<b>ELEMENT</b>	<b>PERFORMANCE CRITERIA</b>
Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.
1. Develop cutting plan	<ul style="list-style-type: none"> <li>1.1. Required fabrics, number of items to be cut and required equipment are identified</li> <li>1.2. Fabric sizes to be cut are identified from work order plus any required allowances</li> <li>1.3. Workplace health and safety requirements, including personal protection needs, are observed throughout the work.</li> <li>1.4. Suitable work area is selected, prepared and cleaned of any contaminants</li> <li>1.5. Work sequence is planned</li> </ul>
2. Prepare materials for cutting	<ul style="list-style-type: none"> <li>2.1. Suitable scissors, cutting machines, knives and/or blades are selected and checked prior to use for appropriate sharpness, set, operation and safe condition</li> <li>2.2. Fabrics are selected in accordance with work order and laid out smooth and square</li> <li>2.3. Fabrics are inspected for flaws and appropriate finish</li> <li>2.4. Nap/pile direction, pattern matches and face of the materials are identified</li> <li>2.5. Tools and equipment are checked for operation</li> <li>2.6. Fabric is measured and marked, including registration points, in accordance with workplace practices</li> <li>2.7. Cutting plan is developed in accordance with workplace procedures</li> </ul>
3. Cut fabric	<ul style="list-style-type: none"> <li>3.1. Fabric is cut in accordance with manufacturers' instructions and/or workplace procedures</li> <li>3.2. Problems are notified following workplace procedures</li> <li>3.3. Cut item is inspected against work requirement with unsatisfactory items being reprocessed in accordance with workplace procedures</li> </ul>
4. Complete work	<ul style="list-style-type: none"> <li>4.1. Cutting is completed with cut out materials top edge marked, wrapped, identified/labelled, handled and stored as required by workplace procedures</li> <li>4.2. Workplace required documentation is completed in accordance with workplace procedures</li> <li>4.3. Unused fabric and waste are collected for recycling/reuse in accordance with workplace procedures</li> <li>4.4. Tools and equipment are maintained and work area is cleaned in accordance with workplace procedures</li> </ul>

<b>REQUIRED SKILLS AND KNOWLEDGE</b>	
This describes the essential skills and knowledge and their level, required for this unit.	
<b>Required skills</b>	
<ul style="list-style-type: none"> <li>• collect, organise and understand information related to work orders, basic plans and safety procedures</li> <li>• communicate ideas and information to enable confirmation of work requirements and specifications, coordination of work with site supervisor, other workers and customers, and the reporting of work outcomes and problems</li> <li>• plan and organise activities including the preparation and layout of the worksite and the obtaining of equipment and materials to avoid any back tracking, workflow interruptions or wastage</li> <li>• work with others and in a team by recognising dependencies and using cooperative approaches to optimise workflow and productivity</li> <li>• use mathematical ideas and techniques to correctly complete measurements, estimate fabric requirements and estimate other material requirements</li> <li>• use pre-checking and inspection techniques to anticipate cutting problems, avoid re-working and wastage</li> <li>• use the limited workplace technology related to planning and cutting upholstery fabric including tools, equipment, calculators and measuring devices.</li> </ul>	
<b>Required knowledge</b>	
<ul style="list-style-type: none"> <li>• work requirements including workplace standards</li> <li>• workflow in relation to planning and cutting upholstery fabric</li> <li>• fabric types, common faults and inspection procedures</li> <li>• design features of the finished items in relation to attractive use of fabric patterns</li> </ul>	

<b>RANGE STATEMENT</b>	
The Range Statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording in the Performance Criteria is detailed below. Add any essential operating conditions that may be present with training and assessment depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts.	
<b>Unit scope</b>	<ul style="list-style-type: none"> <li>• This unit applies to the cutting of upholstered fabrics from measurements and instructions. It does not apply to cutting from patterns.</li> <li>• Fabrics may be plain or patterned and include, but are not limited to: <ul style="list-style-type: none"> <li>◦ velour</li> <li>◦ velvet</li> <li>◦ tapestry</li> <li>◦ damask</li> <li>◦ linen</li> <li>◦ cotton</li> </ul> </li> </ul>
<b>Unit context</b>	<ul style="list-style-type: none"> <li>• Workplace health and safety requirements may include OHS legislation, material safety management systems, hazardous and dangerous goods codes and safe operating procedures</li> <li>• Work is carried out in accordance with statutory requirements, relevant health regulations, environmental legislation, manual handling procedures and organisation insurance requirements</li> <li>• Work requires individuals to demonstrate some discretion, judgement and problem solving skills in the planning and the cutting of upholstery fabric</li> </ul>
<b>Tools and equipment</b>	<ul style="list-style-type: none"> <li>• cutting equipment including scissors and cutting</li> </ul>

<b>may include, but are not limited to:</b>	<p>machines; knives and/or blades</p> <ul style="list-style-type: none"> <li>• hot knife (for acrylics)</li> <li>• measuring and calculating equipment including tapes</li> <li>• rulers</li> <li>• calculators</li> <li>• computers and cutting table</li> </ul>
<b>Personal protective equipment</b>	<p>Personal protective equipment is to include that prescribed under legislation, regulations and enterprise practices and procedures. It may include:</p> <ul style="list-style-type: none"> <li>• glasses/goggles</li> <li>• hair net</li> <li>• ear muffs/plugs</li> <li>• gloves</li> <li>• footwear and protective clothing</li> </ul>
<b>Information and procedures</b>	<ul style="list-style-type: none"> <li>• Machine manufacturer specifications and operational procedures</li> <li>• Workplace procedures relating to the setting and operation of machinery</li> <li>• Work instructions. These include: <ul style="list-style-type: none"> <li>◦ job sheets</li> <li>◦ cutting lists</li> <li>◦ plans</li> <li>◦ drawings and designs</li> </ul> </li> <li>• Workplace procedures relating to reporting and communication</li> </ul>

**EVIDENCE GUIDE**

The Evidence Guide provides advice on assessment and must be read in conjunction with the Performance Criteria, Required Skills and Knowledge, the Range Statement and the Assessment Guidelines for the relevant Training Package.

<b>Critical aspects of evidence</b>	<ul style="list-style-type: none"> <li>• Interpret work order and locate and apply relevant information</li> <li>• Apply safe handling practices for equipment, products and materials</li> <li>• Identify materials used and any special marking out requirements</li> <li>• Follow work instructions, operating procedures and inspection practices to: <ul style="list-style-type: none"> <li>◦ minimise the risk of injury to self and others</li> <li>◦ prevent damage to goods, equipment and products</li> <li>◦ maintain required production output and product quality</li> </ul> </li> <li>• Develop cutting plan, measure accurately, mark out and cut upholstery fabric quantities, minimising waste and producing consistent quality items for at least five different types of material or products (at least one of which should be patterned)</li> <li>• Work effectively with others</li> <li>• Modify activities to cater for variations in workplace contexts and environment</li> </ul>
<b>Resource implications</b>	<p>Work orders, fabrics, tape measure, cutting table, cutting machines, cutting knives and blades, scissors and</p>

	workplace procedures
<b>Method of assessment</b>	<p>Assessment methods must confirm consistency of performance over time and in a range of workplace relevant contexts.</p> <p>Assessment should be by direct observation of tasks and questioning on underpinning knowledge.</p> <p>Assessment should be conducted over time and may be in conjunction with assessment of other units of competency which form a part of the job role.</p>
<b>Context of assessment</b>	<p>Assessment may occur on the job or in a workplace simulated facility with relevant resilient sheet installation equipment, materials, work instructions and deadlines.</p>