



Australian Government

Department of Education, Employment and Workplace Relations

LMFFL3501A Adapt and apply custom designs to timber flooring

Revision Number: 1

LMFFL3501A Adapt and apply custom designs to timber flooring

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit specifies the outcomes required to prepare and present a range of design concepts as solutions to a design brief in accordance with integral design elements and principles.
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Application of the Unit

Application of the unit	This unit supports the attainment of skills and knowledge required for competent workplace performance in the wide variety of flooring technology operations. The competency applies to a work room and on site environment and involves application of skills and knowledge at a trade worker level. These skills and knowledge are to be used within the scope of the individual's job and authority.
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Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units	Nil	

Employability Skills Information

Employability skills	This unit contains employability skills.
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Elements and Performance Criteria Pre-Content

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.
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Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Select and adapt the design	1.1. Applicable <i>legislative, OHS</i> and <i>organisational</i> requirements relevant to <i>timber flooring design</i> are verified and complied with 1.2. Client design concept is matched with <i>available custom designs</i> and the preferred design selected 1.3. Design concept is adapted to suit the dimensions of the floor area 1.4. <i>Scale representations</i> of the design application are prepared
2. Select the timber	2.1. Budget and availability constraints are used to identify realistic timber options 2.2. <i>Timber options</i> are analysed on the basis of durability, longevity, aesthetics, manufacturer recommendations and client expectations 2.3. Most appropriate timber options are selected and incorporated into the <i>job specification</i>
3. Select the finishing technique and materials	3.1. <i>Effects of finishing materials</i> on the final appearance of the design are identified and analysed 3.2. <i>Effects of the finishing techniques</i> on the final appearance of the design are identified 3.3. Finishing techniques and materials which best complement the design aesthetics are selected and incorporated into the job specification
4. Finalise the job specification	4.1. Job specifications covering <i>working drawings, material specifications</i> and costs are finalised 4.2. Client approval for the job specification is obtained

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

- collect, organise and understand information related to work orders, basic plans and safety procedures
- communicate ideas and information to enable the clarification of customer requirements and the compilation/presentation of job proposals and specifications
- work with others and in a team by recognising dependencies and using cooperative approaches to optimise creativity
- use pre-checking and inspection techniques to anticipate design adaptation and application problems to avoid re-work and wastage
- recognise and respond to circumstances outside instructions or personal competence
- encourage clients to consider innovative solutions
- plan and organise activities including the preparation and layout of the worksite and the obtaining of information and planning data to avoid any back tracking, work flow interruptions or wastage
- use mathematical ideas and techniques to correctly complete measurements, calculate area and estimate other material requirements and costs
- clarify and confirm work instructions
- plan work within given task parameters
- accept responsibility for given tasks
- set, monitor and satisfy personal work goals
- satisfy the competency requirements for the job
- maintain current knowledge of:
 - materials
 - timber flooring design options
- seek learning opportunities
- use the workplace technology including design software, calculators and measuring devices.

Required knowledge

- State or Territory OHS legislation, regulations, standards and codes of practice relevant to timber flooring operations
- organisational and site standards, requirements, policies and procedures for timber flooring operations
- types, characteristics, uses and limitations of commonly used flooring timbers
- types, characteristics, uses, limitations and effects on timber of finishing materials
- availability and costs of flooring timbers
- manual and computer-aided drafting techniques

REQUIRED SKILLS AND KNOWLEDGE

- established communication channels and protocols
- problem identification and resolution
- appropriate mathematical procedures for estimation and measurement

Evidence Guide

EVIDENCE GUIDE

The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

- Comply with legislation, regulations, standards, codes of practice and established safe practices and procedures for preparing and presenting design information
- Interpret work order and locate relevant information
- Apply safe handling requirements for equipment, products and materials, including use of personal protective equipment
- Follow work instructions, operating procedures and inspection practices to:
 - prevent damage to goods, equipment and products
 - maintain required production output and product quality
 - minimise the risk of injury to self and others
- Adapt a minimum of two custom designs for timber flooring, including the preparation of detailed job specifications with:
 - one for a strip floor
 - one for a parquetry floor
- Work effectively with others
- Modify activities to cater for variations in workplace context and environment

Context of, and specific resources for assessment

- The application of competency is to be assessed in the workplace or realistically simulated workplace
- Assessment is to occur under standard and authorised work practices, safety requirements and environmental constraints
- Assessment of essential underpinning knowledge, other than confirmatory questions, will usually be conducted in an off-site context
- Assessment is to comply with relevant regulatory or Australian Standards requirements
- The following resources should be made available:
 - realistic tasks covering a strip floor and parquetry floor
 - a range of custom designs
 - workplace location or simulated workplace

EVIDENCE GUIDE	
	<ul style="list-style-type: none"> • information and equipment relevant to adapting and presenting design information • a client/simulated client
Method of assessment	<p>Assessment must satisfy the endorsed assessment guidelines of the Furnishing Industry Training Package</p> <p>Assessment methods must confirm consistency and accuracy of performance (over time and in a range of workplace relevant contexts) together with application of underpinning knowledge</p> <p>Assessment methods must be by direct observation of tasks and include questioning on underpinning knowledge to ensure its correct interpretation and application</p> <p>Assessment may be applied under project related conditions (real or simulated) and require evidence of process</p> <p>Assessment must confirm a reasonable inference that competency is able not only to be satisfied under the particular circumstance, but is able to be transferred to other circumstances</p> <p>Assessment may be in conjunction with assessment of other units of competency</p>

Range Statement

RANGE STATEMENT	
<p>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, if used in the performance criteria, is detailed below. 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) may also be included.</p>	
Legislative requirements	<ul style="list-style-type: none"> are to be in accordance with applicable legislation from all levels of government that affect organisational operation. Requirements may include but not be limited to award and enterprise agreements, industrial relations, Australian Standards, confidentiality and privacy, OHS, the environment, equal opportunity, anti-discrimination, relevant industry codes of practice, duty of care and heritage
OHS requirements	<ul style="list-style-type: none"> are to be in accordance with Commonwealth, State or Territory legislation and regulations, organisational safety policies and procedures. Requirements may include but not be limited to the use of personal protective equipment and clothing, fire fighting equipment, First Aid equipment, hazard and risk control and elimination, control of hazardous materials and substances, manual handling, including lifting and carrying
Organisational requirements	<ul style="list-style-type: none"> may include but not be limited to legal, organisational and site guidelines, policies and procedures relating to own role and responsibility, quality assurance, procedural manuals, quality and continuous improvement processes and standards, OHS, emergency and evacuation, ethical standards, recording and reporting, access and equity principles and practices, equipment use, maintenance and storage, environmental management (waste disposal, recycling and re-use guidelines)
Timber flooring design	<ul style="list-style-type: none"> refers to the pattern, logo or motif that is being incorporated into the timber floor
Available custom designs	<ul style="list-style-type: none"> are those created by others, including material providers, manufacturers and professional design outlets and made available through

RANGE STATEMENT	
	complementary or commercial means
Scale representations	<ul style="list-style-type: none"> depict the adaptation of the custom design to the specific dimensions of the intended flooring coverage and may be prepared manually or using computer-aided means
Timber options	<ul style="list-style-type: none"> include those timbers which are within the cost envelope and are capable of being used to achieve the design requirements in terms of colour, texture, hardness, workability, compatibility and endurance
Job specification	<ul style="list-style-type: none"> are to include the measurements, materials to be used and the preparation and application processes/procedures to be followed
Effect of finishing materials	<ul style="list-style-type: none"> include the colour matching/contrast requirements as well as durability, moisture management and other protection control requirements
Effects of finishing techniques	<ul style="list-style-type: none"> include the impact and effects of securing filling and sanding
Working drawings	<ul style="list-style-type: none"> may include but not be limited to drafted technical drawings or drawings produced on computer using computer aided drafting software packages
Material specifications	<ul style="list-style-type: none"> are to include the materials, construction methods and procedures, finishing methods and techniques, compatibility requirements and limitations and relevant national and industry standards

Unit Sector(s)

Unit sector	Flooring Technology
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Competency field

Competency field	Timber
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Co-requisite units

Co-requisite units		