



**Australian Government**

**Assessment Requirements for  
MSFFDT4007 Prepare and present  
furniture design information**

**Release: 1**

# Assessment Requirements for MSFFDT4007 Prepare and present furniture design information

## Modification History

Release 1 - New unit of competency

## Performance Evidence

- Collect, organise and understand information related to furnishing work instructions and work orders and safety procedures
- Apply safe handling requirements for equipment, products and materials, including use of personal protective equipment
- Identify materials used in the work process
- Follow work instructions, operating procedures and inspection processes to:
  - minimise the risk of injury to self or others
  - prevent damage to goods, equipment and products
  - maintain required production output and product quality
- Prepare and present design information in accordance with the concepts and design brief to a prospective client interested in buying a design for manufacturing purposes, and effectively apply design elements and principles to the presentation
- Use mathematical ideas and techniques to correctly complete measurements, calculate area and estimate material requirements
- Lead others and work effectively to improve production quality and outcomes
- Communicate ideas and information to enable confirmation of work requirements and specifications and the reporting of work outcomes and problems, interpret basic plans and follow safety procedures
- Use workplace technology related to the coordination, including communication equipment, time and management aids and other measuring devices
- Minimise wastage of resources, including materials, time and money
- Work with others and in a team by recognising dependencies and using cooperative approaches to optimise work flow and productivity and encourage participation of employees in the planning of work activities and changes

## Knowledge Evidence

- State or territory WHS legislation, regulations, standards and codes of practice relevant to preparing and presenting design information
- Organisational and site standards, requirements, policies and procedures for preparing and presenting design information
- Environmental protection requirements
- Established communication channels and protocols
- Relevant problem identification and resolution techniques
- Elements and principles of design

- Ergonomics and aesthetic values
- Types of tools and equipment and procedures for their safe use, operation and maintenance
- Characteristics of materials, products and defects
- Set-up and operation of equipment
- Relevant computer programs
- Presentation techniques and equipment
- Product assembly techniques
- Sketching and drawing techniques
- Storage systems and labelling
- Procedures for the recording, reporting and maintenance of workplace records and information
- Appropriate mathematical procedures for estimation and measurement

## **Assessment Conditions**

- Assessors must:
  - hold training and assessment competencies as determined by the National Skills Standards Council (NSSC) or its successors
  - have vocational competency in the furnishing industry at least to the level being assessed with broad industry knowledge and experience, usually combined with a relevant industry qualification
  - be familiar with the current skills and knowledge used and have relevant, current experience in the furnishing industry.
- Assessment methods must confirm consistency of performance over time rather than a single assessment event and in a range of workplace relevant contexts.
- Assessment must be by observation of relevant tasks with questioning on underpinning knowledge and, where applicable, multimedia evidence, supervisor's reports, projects and work samples.
- Assessment is to be conducted on single units of competency or in conjunction with other related units of competency. Foundation skills are integral to competent performance in the unit and should not be assessed separately.
- Assessment must occur on the job or in a workplace simulated facility with relevant process, equipment, materials, work instructions and deadlines.
- Access is required to materials, equipment and design specifications relevant to preparing and presenting design information.

## **Links**

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=0601ab95-583a-4e93-b2d4-cfb27b03ed73>