



Australian Government

Department of Education, Employment and Workplace Relations

SIRRMER509 Manufacture visual merchandising signage and support structures

Release: 1

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Modification History

The version details of this endorsed unit are in the table below. The latest information is at the top.

Release	Comments
First Release	This is a revised unit, based on and equivalent to SIRRMER006A Manufacture visual merchandising support structures. Title change but no change to unit outcomes.

Unit Descriptor

This unit describes the performance outcomes, skills and knowledge required for the safe application of a range of tools and materials to manufacture simple support elements for visual displays.

Application of the Unit

This unit applies to frontline visual merchandisers.

Licensing/Regulatory Information

No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Pre-Requisites

Nil

Employability Skills Information

This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements and Performance Criteria

Element

Performance Criteria

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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|---|---|
| 1. Follow workshop operational procedures. | <p>1.1. Maintain <i>workshop tools and equipment</i>, according to manufacturer instructions and <i>workshop work health and safety (WHS) procedures</i>.</p> <p>1.2. Report faulty tools and equipment promptly according to workshop WHS and maintenance procedures.</p> <p>1.3. Use workshop tools and equipment according to manufacturer operational and safety instructions.</p> <p>1.4. Clean and tidy workshop area and store tools, equipment and visual merchandising <i>materials stock</i> according to <i>enterprise procedures</i>.</p> <p>1.5. Monitor materials stock according to enterprise procedures.</p> |
| 2. Design and construct simple visual merchandising structures. | <p>2.1. Sketch plans of <i>simple fixed and collapsible visual merchandising structures</i>, according to <i>client or supervisor specifications</i>.</p> <p>2.2. Select appropriate card stock to achieve planned results.</p> <p>2.3. Apply appropriate card scoring and cutting techniques to achieve planned results.</p> <p>2.4. Select and use appropriate fixing methods.</p> <p>2.5. Apply paint <i>finishes</i> to achieve planned finish as required.</p> <p>2.6. Apply colour copy images to structures to achieve planned finish as required.</p> <p>2.7. Ensure finished structure matches client and supervisor specifications and meets WHS requirements.</p> |
| 3. Manufacture styrene signs. | <p>3.1. Compose presentation roughs for store signs.</p> <p>3.2. Use pinned card stencils and cut styrene, according to equipment and material manufacturers' instructions and workshop WHS procedures.</p> <p>3.3. Mount styrene shapes to achieve planned constructions.</p> <p>3.4. Apply suitable paint finishes to achieve planned results.</p> |
| 4. Construct display frames. | <p>4.1. Measure frames and cut to specifications.</p> <p>4.2. Fill corners and sand mitre to industry standard.</p> |

4.3. Apply frame finishing mediums evenly to achieve specified finish results.

Required Skills and Knowledge

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

Required skills

- communication and interpersonal skills to:
 - report faulty tools and equipment through clear and direct communication
 - share information use and interpret non-verbal communication
 - use language and concepts appropriate to cultural differences
- design skills to interpret concepts and produce signage and support structures that match planned outcomes
- technical skills to:
 - handle and store a range of tools, equipment and materials safely
 - recycle and dispose of waste safely
 - use resources efficiently

Required knowledge

- basic principles of visual merchandising
- basic design principles
- enterprise visual merchandising standards and policy
- WHS requirements related to the manufacture and loading of visual merchandising signage and support structures

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

Evidence of the following is essential:

- selects and safely uses and cares for appropriate workshop tools and equipment
- designs and produces a range of stable load-bearing fixed and collapsible cardboard visual merchandising props
- produces styrene signs.

Context of and specific resources for assessment

Assessment must ensure access to:

- a real or simulated retail visual merchandising environment
- relevant documentation, such as:
 - equipment manufacturer safety data sheets
 - WHS requirements
 - organisational visual merchandising manuals and specifications
 - industry codes of practice
- materials
- relevant products and equipment.

Method of assessment

A range of assessment methods should be used to assess practical skills and knowledge. The following examples are appropriate for this unit:

- observation of performance in the workplace
- role play
- answers to questions about specific skills and knowledge
- review of portfolios of evidence and third-party workplace reports of on-the-job performance.

Guidance information for assessment

Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended.

Range Statement

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 individual, accessibility of the item, and local industry and regional contexts) may also be included.

Workshop tools and equipment may include:

- cutting mats
- drills
- guillotines
- hammers
- hand saws
- hot wire machines
- scissors
- set squares
- paintbrushes
- power saws
- retractable knives
- screwdrivers.

Workshop work health and safety procedures may include:

- Australian standards
- enterprise standards and procedures
- manufacturer or supplier equipment and product safety data sheets.

Materials stock may include:

- cardboard of various grades
- papers
- paints
- solvents
- styrene
- timber
- varnishes.

Enterprise procedures may include:

- company operating procedures and instructions
- information in internal store and visual merchandising manuals, including safe work procedures, such as:
 - safe disposal of waste
 - selection and use of appropriate personal protective equipment
 - styrene cutting techniques
- verbal communication from a supervisor, including face-to-face and telephone communication
- written instructions and communication, such as memos and emails
- workplace signage.

Simple fixed and collapsible visual merchandising structures may include:

- collapsible factice boxes
- columns
- shelves.

Client or supervisor may include:

- client with routine or special requests
- internal and external contact
- new or repeat contact
- people from a range of social, cultural and ethnic backgrounds
- people with varying physical and mental abilities.

Finishes may include:

- papered finishes
- varnishes
- water or oil-based paints.

Unit Sector(s)

Retail

Competency Field

Merchandising