



Australian Government

Department of Education, Employment and Workplace Relations

LMFSF3004B Construct roman style blinds

Revision Number: 1

LMFSF3004B Construct roman style blinds

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit covers the competency to construct and sew roman style blinds to workplace requirements.
------------------------	--

Application of the Unit

Application of the unit	
--------------------------------	--

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units	Nil	

Employability Skills Information

Employability skills	This unit contains employability skills.
-----------------------------	--

Elements and Performance Criteria Pre-Content

<p>Elements describe the essential outcomes of a unit of competency.</p>	<p>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.</p>
--	---

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Establish work requirements and prepare for work	1.1. OHS requirements, including ergonomic criteria and personal protection needs, are observed throughout the work 1.2. Work order requirements are checked and confirmed 1.3. Correct side of fabric, naps, direction of pattern and pattern matches are identified 1.4. Fabric is checked for flaws 1.5. Appropriate needle types for the fabric are selected and threaded
2. Lay out work to be sewn	2.1. Linings and interlining materials are laid out and folded ready for sewing 2.2. Lining materials patterns are matched and secured 2.3. Face fabric is folded bringing edges to be seamed together to check any pattern matching and to maintain an appropriate finished length 2.4. Pattern matches are kept uniform within drops and across matching sets of blinds 2.5. Measuring and marking out of fold or stitching lines for batten placement is even and matches the work order or workplace requirements 2.6. Fabric is held together and, where required, supported with pins or other workplace approved methods
3. Stitch seams and form corners	3.1. Fabrics are held to allow for the personal right-hand or left-hand preference of the sewer, and manipulation requirements for the bulk and slipperiness of the materials 3.2. Machine sewing operations are completed correctly 3.3. Linings and interlinings are attached to the back of blind 3.4. Finished length and width of each panel are measured and checked against work order and adjusted where required 3.5. Batten pockets are inserted and fixed following workplace procedures 3.6. Hems are completed using any required weights, stitch type and appropriate sewing method 3.7. Corners are stitched and finished and threads trimmed

ELEMENT	PERFORMANCE CRITERIA
4. Apply quality checks	4.1. Finished blinds are checked ensuring stitch length, end finishing and final length of finished blinds match work requirements 4.2. Work is pressed for the next work stage 4.3. Rings are attached 4.4. Parts of the work which do not comply with work order are repaired
5. Complete work	5.1. Headboard is painted, stained or covered with fabric fixed along the board length, corners are mitred and fixed, reducing bulk and ensuring a neat finish 5.2. Blinds are fitted to headboard or track, threading completed and blind folded using appropriate methods 5.3. Finished work is protected and dispatched to next process following workplace procedures 5.4. Workplace documentation or reporting is completed

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, plans and safety procedures
- 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
- 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
- work with others and in a team by recognising dependencies and using co-operative approaches to optimise workflow and productivity
- use mathematical ideas and techniques to correctly complete measurements, calculate area and estimate material requirements
- use pre-checking and inspection techniques to anticipate blind construction problems, avoid re-working and wastage
- use workplace technology related to the construction of roman blinds, including tools, equipment, materials and measuring devices

Required knowledge

- types, characteristics, uses and limitations of roman blinds
- design features of the roman blinds
- fabric types, common faults and inspection procedures
- identification of equipment, processes and procedures for making the blind style
- work requirements, including workplace standards
- risks to health from repetitive actions and prevention strategies

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 of evidence

- Interpret work order, locate, use information relevant to the tasks completed
- Apply safe handling practices for equipment, products and materials
- Measure accurately and construct blinds to required size and accuracy
- Construct at least two different types of roman blinds
- Identify materials used and any special sewing requirements for the roman blinds
- Follow work instructions, operating procedures and inspection practices to:
 - minimise the risk of injury to self and others
 - prevent damage to goods, equipment and products
 - maintain required production output and product quality
- Work effectively with others
- Modify activities to cater for variations in workplace contexts and environment
- Report process or materials faults, damaged products or equipment

Resource implications

Appropriate sewing machine, fabrics, work order, workplace information, including work procedures and/or equipment instructions.

Method of assessment

Assessment methods must confirm consistency of performance over time and in a range of workplace relevant contexts.

Assessment should be by direct observation of tasks and questioning on underpinning knowledge.

Assessment should be conducted over time and will generally be in conjunction with assessment of other units of competency.

Context of assessment

Assessment may occur on the job or in a workplace simulated facility with relevant process equipment, materials, work instructions and deadlines.

Range Statement

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

Unit scope

This unit covers work involving sewing and manipulation requirements for machine sewing a range of tailored blind types, including:

- straight or relaxed
- bonded
- oriental
- cascade
- staggered and kooped

Unit context

- OHS requirements may include legislation, building codes, material safety management systems, hazardous and dangerous goods codes and local safe operating procedures or equivalent
- Work is carried out in accordance with legislative obligations, environmental legislation, relevant health regulations, manual handling procedures and organisation insurance requirements
- Work requires individuals to demonstrate discretion, judgement and problem solving skills in the set up and operation of machines. This may be demonstrated either individually or in a team environment

Machine sewing operations

Machine sewing operations are to ensure:

- straight stitching along seam lines from the top to the lower edge of the material or vice versa
- securing of beginning and end of threads of the stitching with even and appropriate seam stitch type, length and visibility
- seams are flat
- finished components match work requirements

Machines may include, but are not limited to:

- industrial sewing machines
- pressing equipment

RANGE STATEMENT	
	<ul style="list-style-type: none"> • staplers • drills • saws
Materials to be machined may include but are not limited to:	<ul style="list-style-type: none"> • lining • interlining and curtain fabrics • fasteners • threads • headboard or track
Work order requirements include but are not limited to:	<ul style="list-style-type: none"> • widths and numbers of finished blinds • seam allowances and types • number and widths of panels • mounting style • headboard or track requirements • lining and any interlining • required fasteners
Personal protective equipment	Personal protective equipment is to include that prescribed under legislation, regulations and enterprise policies and practices
Information and procedures	<ul style="list-style-type: none"> • Machine manufacturer specifications and operational procedures • Workplace procedures relating to the setting and operation of machinery • Work instructions, including job sheets, cutting lists, plans, drawings and designs • Workplace procedures relating to reporting and communication

Unit Sector(s)

Unit sector	Soft Furnishing
--------------------	-----------------

Competency field

Competency field	
-------------------------	--

Co-requisite units

Co-requisite units		