



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **LMTCL3008B Set and produce digital embroidery**

**Revision Number: 1**

## **LMTCL3008B Set and produce digital embroidery**

### **Modification History**

Not applicable.

### **Unit Descriptor**

**Unit descriptor**      This unit covers the skills and knowledge to set and produce digital embroidery.

## Application of the Unit

### Application of the Unit

The unit covers the skills and knowledge to set and use digital embroidery programs and machines to produce embroidered lettering, monograms and motifs. It applies to selecting and editing stock lettering and motif designs and monograms for production of digitised embroidery effects on garments such as hats, T-shirts and other simple garments.

Work may be conducted in small to large scale enterprises and may involve individual and team activities.

The application of this unit is according to OHS practices of the enterprise and workplace practices, which may include:

- requirements prescribed by legislation, awards, agreements and conditions of employment
- standard operating procedures
- work instructions
- oral, written and visual communication
- quality practices, including responsibility for maintenance of own work quality and contribution to quality improvement of team or section output
- housekeeping
- tasks related to environmental protection, waste disposal, pollution control, and recycling

This unit requires the application of skills associated with planning and organising to complete digital embroidery. Problem solving skills are required to determine required program features to achieve specifications and identify any machining problems. Communication skills are used to refer to specifications and complete required documentation. Self management skills are used to ensure safe use of technology and conformance of own work to quality standards.

## Licensing/Regulatory Information

Not applicable.

## Pre-Requisites

### Prerequisites

## Employability Skills Information

**Employability Skills** This unit contains employability skills.

## Elements and Performance Criteria Pre-Content

Not applicable.

## Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1 Determine work requirements	1.1 <i>Specifications</i> for embroidery are determined. 1.2 Required <i>program features</i> are identified. 1.3 <i>Garment considerations</i> are identified. 1.4 <i>Machine requirements</i> are identified.
2 Select and use program features	2.1 Motif or lettering is selected from stock designs. 2.2 Designs are <i>edited</i> to achieve specifications. 2.3 Program is set for operation.
3 Prepare work pieces and workstation	3.1 Work pieces are laid out. 3.2 Backing pieces are selected to suit fabric. 3.3 Workbench and seating are set up according to <i>OHS practices</i> . 3.4 <i>Equipment and materials</i> are set up and adjusted to specifications for work. 3.5 <i>Routine minor maintenance</i> is performed according to manufacturer specifications. 3.6 Any problems are reported and recorded.
4 Produce digital embroidery	4.1 Embroidery is produced. 4.2 OHS practices are followed. 4.3 Work is assessed for compliance with quality standards and production specifications. 4.4 Machine is checked and adjusted to ensure optimum performance. 4.5 Production problems such as thread breaks are managed.
5 Despatch completed work	5.1 Completed work is checked against quality standards. 5.2 Any faults identified are reported and recorded. 5.3 Completed work is directed to next operation. 5.4 Work documentation is completed as required.

## Required Skills and Knowledge

This describes the essential skills and knowledge and their level, required for this unit.

Demonstrates knowledge of:

- digital embroidery program features
- editing tools and procedures
- operating procedures for digitising machines
- characteristics of typical fabrics, threads and other materials
- backing requirements for a range of fabrics
- quality standards and practices
- OHS practices, including hazard identification and control measures
- workplace practices
- recording and reporting practices

Demonstrates skills to:

- handle, receive and perform production tasks
- carry out machining tasks
- use required computer and program functions
- read, interpret and follow information on work specifications, standard operating procedures and work instructions, and other reference material
- maintain accurate records
- communicate within the workplace
- sequence operations
- meet specifications
- clarify and check task-related information
- carry out work according to OHS practices

## 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 Training Package.

<b>Critical aspects of evidence</b>	<p>Demonstrates skills and knowledge to:</p> <ul style="list-style-type: none"><li>• plan work tasks to achieve specifications</li><li>• prepare workstation and work before commencing operations</li><li>• use digital embroidery programs and machine</li><li>• carry out minor machine maintenance according to workplace practices</li><li>• apply OHS practices in work operations</li><li>• maintain accurate records</li></ul>
<b>Consistency in performance</b>	<p>Consistently applies skills and knowledge when:</p> <ul style="list-style-type: none"><li>• organising work</li><li>• completing tasks according to instructions</li><li>• working systematically with attention to detail</li><li>• identifying improvements and avoiding damage</li><li>• using workplace practices</li><li>• using OHS practices</li><li>• recording and reporting accidents and incidents</li><li>• assessing operational readiness of equipment</li><li>• recognising and adapting to cultural differences in the workplace, including modes of behaviour and interactions</li></ul>
<b>Resource implications</b>	<p>Access is required to real or appropriately simulated situations, including work areas, materials and equipment, and to information on workplace practices and OHS practices.</p>
<b>Context for assessment</b>	<p>Assessment may occur on the job or in an appropriately simulated environment.</p>
<b>Interdependent assessment</b>	<p>This unit may be assessed independently or in combination with other relevant units.</p>

## 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. 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.

Legislative/regulatory requirements	All work must comply with relevant Federal and State or Territory legislative or regulatory requirements.
Specifications may include:	<ul style="list-style-type: none"> <li>• content</li> <li>• colour</li> <li>• size, including width and length</li> <li>• stitch type and size</li> <li>• font</li> <li>• fill</li> </ul>
Program features may include:	<ul style="list-style-type: none"> <li>• file formats</li> <li>• image catalogues</li> <li>• program tools</li> </ul>
Garment considerations may include:	<ul style="list-style-type: none"> <li>• type of fabric</li> <li>• colour of fabric</li> <li>• positioning of design</li> <li>• suitability of size, design, colour</li> </ul>
Machine requirements may include:	<ul style="list-style-type: none"> <li>• thread type</li> <li>• needle type</li> <li>• stitch settings</li> <li>• spool requirements</li> </ul>
Edited may include:	<ul style="list-style-type: none"> <li>• manipulation of height, scale, skew, rotation, width, length, fonts, fill, baseline, envelopes, borders, spacing, needle penetration, stitch size and type, colour</li> </ul>
OHS practices	<p>OHS practices include hazard identification and control, risk assessment and implementation of risk reduction measures specific to the tasks described by this unit, and may relate to:</p> <ul style="list-style-type: none"> <li>• manual handling techniques</li> <li>• standard operating procedures</li> <li>• personal protective equipment</li> <li>• safe materials handling</li> <li>• taking of rest breaks</li> <li>• ergonomic arrangement of workplaces</li> <li>• following marked walkways</li> <li>• safe storage of equipment</li> </ul>

Equipment and materials may include:	<ul style="list-style-type: none"><li>• housekeeping</li><li>• reporting accidents and incidents</li><li>• environmental practices</li><li>• digital embroidery machine</li><li>• computer</li><li>• garment</li><li>• threads</li><li>• scissors</li><li>• tape measures</li></ul>
Minor routine maintenance may include:	<ul style="list-style-type: none"><li>• checking and replacement of needles, attachments and/or parts</li><li>• oiling of machine parts</li></ul>

## Unit Sector(s)

<b>Sector</b>	Clothing Production
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