



Australian Government

Department of Education, Employment and Workplace Relations

MEM19014B Perform hand engraving

Release: 1

MEM19014B Perform hand engraving

Modification History

Not Applicable

Unit Descriptor

Unit descriptor	This unit covers performing basic hand engraving
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Application of the Unit

Application of the unit	<p>This unit applies to basic hand tool applications; with scorpers/gravers as the predominant hand tools, and does not include the use of any power/air driven apparatus.</p> <p>Work includes basic block/script lettering and carving techniques on mostly flat surfaces to achieve patterns in relief or intaglio.</p> <p>It applies to manufacturing jewellers or to establishments providing general engraving services.</p> <p>Where the work being performed requires the item to have shaping/drilling/contour modification using power tools, Unit MEM18002B (Use power tools/hand held operations) should also be selected.</p> <p>Use of power/air driven apparatus to perform engraving is covered by Unit MEM18002B (Use power tools/hand held operations).</p> <p>Band: A</p> <p>Unit Weight: 4</p>
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Licensing/Regulatory Information

Not Applicable

Pre-Requisites

Prerequisite units		
Path 1	MEM18001C	Use hand tools

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. Identify engraving requirements	1.1. Engraving requirements are identified from applicable documents. 1.2. Sequence of procedures is correctly identified.
2. Select and maintain engraving equipment and accessories	2.1. Appropriate equipment is selected for use. 2.2. Gravers are prepared to industry standards.
3. Perform hand engraving	3.1. Item is measured and marked out for engraving as required. 3.2. Work piece is positioned and held/clamped effectively and without damage to the work piece. 3.3. Work is undertaken according to standard work procedures and workplace/industry standards.

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

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

Required skills

Look for evidence that confirms skills in:

- reading, interpreting and following information on written job instructions, specifications, standard operating procedures, charts, lists, drawings and other applicable reference documents
- identifying the engraving sequence
- selecting and using gravers, scorpers and other applicable tools
- controlling engraving tools
- machining and sharpening graver shape and cutting angles
- using datum lines/points
- handling and securing work pieces
- maintaining points/cutting edges/polished faces

Required knowledge

Look for evidence that confirms knowledge of:

- engraving terminology
- sources of task-related information

REQUIRED SKILLS AND KNOWLEDGE

- securing methods and limitations
- different gravers, scorpers and other tools and their applications
- techniques for producing and maintaining cutting edges
- equipment used for maintaining gravers
- required industry standards
- tool maintenance
- basic hand engraving techniques
- hazards and control measures, including housekeeping
- use and application of personal protective equipment
- safe work practices and procedures

Evidence Guide

EVIDENCE GUIDE	
<p>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.</p>	
<p>Overview of assessment</p>	<p>A person who demonstrates competency in this unit must be able to perform hand engraving. Competency in this unit cannot be claimed until all prerequisites have been satisfied.</p>
<p>Critical aspects for assessment and evidence required to demonstrate competency in this unit</p>	<p>Assessors must be satisfied that the candidate can competently and consistently perform all elements of the unit as specified by the criteria, including required knowledge, and be capable of applying the competency in new and different situations and contexts.</p>
<p>Context of and specific resources for assessment</p>	<p>This unit may be assessed on the job, off the job or a combination of both on and off the job. Where assessment occurs off the job, that is the candidate is not in productive work, then an appropriate simulation must be used where the range of conditions reflects realistic workplace situations. The competencies covered by this unit would be demonstrated by an individual working alone or as part of a team. The assessment environment should not disadvantage the candidate.</p> <p>This unit could be assessed in conjunction with any other units addressing the safety, quality, communication, materials handling, recording and reporting associated with performing hand engraving or other units requiring the exercise of the skills and knowledge covered by this unit.</p>
<p>Method of assessment</p>	<p>Assessors should gather a range of evidence that is valid, sufficient, current and authentic. Evidence can be gathered through a variety of ways including direct observation, supervisor's reports, project work, samples and questioning. Questioning techniques should not require language, literacy and numeracy skills beyond those required in this unit of competency. The candidate must have access to all tools, equipment, materials and documentation required. The candidate must be permitted to refer to any relevant workplace procedures, product and manufacturing specifications, codes, standards, manuals and reference materials.</p>

EVIDENCE GUIDE

Guidance information for assessment	
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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.

Engraving requirements	Lettering / pictures, size, style
Equipment	Scorpers, gravers

Unit Sector(s)

Unit sector	
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Co-requisite units

Co-requisite units		

Competency field

Competency field	Jewellery and horological
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