MSFID5007 Decorate for events

Release: 1

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Modification History

Release 1 - New unit of competency

Application

This unit of competency covers decorating for events in accordance with project briefs in a retail, consulting or design and decoration studio environment and involves application of skills and knowledge at a paraprofessional level.

Licensing, legislative or certification requirements may apply to this unit and relevant state/territory and local government agencies should be consulted to determine any necessary certification or licensing for undertaking interior decoration and design work. Access to construction sites requires certification of general induction training specified by the *National Code of Practice for Induction for Construction Work* (ASCC 2007).

Pre-requisite Unit

Competency Field

Unit Sector

Interior Decoration and Design

Elements and Performance Criteria

Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1 Analyse the project brief	1.1 Applicable work health and safety (WHS), legislative and organisational requirements relevant to decorating for events are verified and complied with
	1.2 Project brief is reviewed, confirmed and clarified with client
	1.3 Key requirements and parameters for the event are assessed and confirmed and constraints determined
	1.4 Resources are selected appropriate to work requirements and checked for operational effectiveness

		1.5	Communication with event organisers is established and maintained
2	Analyse event information	2.1	Site analysis is conducted to assess the requirements of the space requiring work
		2.2	Marketing strategy for the event is analysed and themes and concepts explored and evaluated in accordance with event objectives
		2.3	Lifestyle requirements and key characteristics of the target market are assessed and confirmed with event organisers
		2.4	Restrictions and timelines are ascertained from the event organisers
		2.5	Intended function of the event display is ascertained taking into account movement of people around displays and other displays
		2.6	Environmental considerations are analysed in respect to the space
		2.7	Cultural considerations are evaluated in respect to the space
		2.8	Ergonomic, anthropometric and proxemic principles are assessed in respect to the space and the intended products
3	Develop decoration ideas	3.1	Products, materials and finishes are explored in accordance with the marketing strategy and discussed with event organisers
		3.2	Product quantities and qualities are calculated in accordance with event budget
		3.3	Performance and characteristics of products are assessed and reviewed in accordance with event requirements
		3.4	Costs associated with purchasing and obtaining the products are analysed and evaluated
		3.5	Colour options are explored and discussed for the event
		3.6	Sketches and drawings are completed and positioning of products and accessories identified

4	Complete decoration proposal	4.1	Supplies necessary to complete the project are sourced and costed
		4.2	Suitable contractors are sourced and quotes obtained
		4.3	Specifications for materials and processes are developed
		4.4	Work plan is developed and evaluated
		4.5	Costing and timelines are compiled and developed into a full project proposal
		4.6	Proposal is presented to client
		4.7	Client feedback and response is analysed to determine success in achieving client satisfaction
		4.8	Own performance in the design process is examined to identify strengths and weaknesses
		4.9	Areas for improvement are identified

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency. Detail on appropriate performance levels for each furnishing unit of competency in reading, writing, oral communication and numeracy utilising the Australian Core Skills Framework (ACSF) are provided in the Furnishing Training Package Implementation Guide.

Range of Conditions

Specifies different work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included. Range is restricted to essential operating conditions and any other variables essential to the work environment.

Unit context includes:	• WHS requirements, including 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, Liveable and Accessible Housing Design guidelines, and organisation insurance requirements
	• work requires individual to demonstrate discretion, judgement and problem solving, plus self-management and learning skills
Project brief includes:	• client needs and objectives
	• client aims and objectives and criteria for evaluation
	• milestones
	• organisational or personal profiles and aims
	• image requirements and function
	• target market
	• budget
	• timelines
	• consultation requirements
	• colour requirements
Clients include:	• suppliers
	• manufacturers
	• private clients
	• colleagues
	• retailers
	• the public
Parameters include:	• scope of brief
	• approval to make changes
	• effect or feel trying to be achieved
	• functionality (short and long term)
	• budget restrictions
	• established timelines
Events include:	• expos
	• design shows

	• private displays
	• trade shows
	• magazine spreads
	• newspaper articles
	• advertising for local, national and international events
Resources include:	• computers
	• computer software
	• design software
	• computer-aided design (CAD) software
	• colour boards
	• storyboards
	• swatches
	• product based colour systems, such as Munsell or similar
	• colour matching system, such as Pantone Matching System (PMS)
	• journals (directions magazines)
	• artistic equipment and products
	• model making equipment
Site analysis includes:	• a visit to the site to achieve a feel for the intention of the project brief and how services may be affected by it, identifying constraints of site and recording information and taking photos
Marketing strategy includes:	• the overall marketing objectives and the strategies and programmes of action designed to achieve those objectives
Themes include:	• variations of colour ways (based on directions media), furnishing trends and decoration trends
Concepts include:	• ideas generated to respond to the project brief and client requirements through both ideation drawings or sketching and written explanation
Lifestyle requirements include:	• influences such as religious, climatic, societal, lifestyle, living conditions, infrastructure, status and habitude
Restrictions include:	• laws, regulations or policies which may affect a project or those working on it, such as:
	• local government planning approval
	• worksite entry legislation
	• licensing
	• heritage laws
Timelines include:	• the agreed project time span set and agreed for the project
Environmental aspects include:	• how the use of raw materials affects the ecology and environment and how its continued use will affect the area it has been sourced from

	• energy consumption in achieving the material • greenhouse gases created • waste level • resource utilisation and transport effects • what impact will be felt by reducing or stopping material from the source
Cultural includes:	• demography • geography (local, regional and national) • religious • climatic • societal • cultural • lifestyle • attitudinal • gratification • honour • living conditions • infrastructure • status • habitude
Ergonomics include:	• the study of the efficiency of persons in their working environment
Anthropometrics include:	• the scientific study of the measurements of the human body
Proxemics include:	• the study of socially conditioned spatial factors in ordinary human relations
Products include:	• furniture • soft furnishings • floor treatments • curtain treatments • built-in cabinetry or fittings • light fittings • lamps • picture framing
Materials include:	• solid timber (native and imported) • manufactured timber products • plastic • metal • alloys • stone • glass

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	• textiles
	• fibreglass
	• foam
	• cardboard
	• paper products
	• any other manipulable substance
Finishes include:	• paints
	• waxes
	• lacquers
	• stains
	• pigments
	• oils
	• plastic coatings
	• veneers
	• ceramics
	• stone
	• glass
	• textiles
	• other textures
Quality includes:	• an inspection system for ensuring that pre-determined quality standards are being met, highlighting non-conformances requiring intervention
Performance and characteristics include:	• assessment of products to determine if they meet the requirements of the intended end use application and how well they do it, and the durability and composition of the product
Costs include:	• the cost of products and materials together with the cost of obtaining them either locally, interstate or overseas
Colours include:	• colour principles
	• psychology
	• fundamentals
	• coordination
	• perception
	• language
	• tonal
	• translucent
	• contrast
	• harmony
	• effects on space
	• formulas
	• colour wheels
Drawings include:	• hand drawn images or ideation drawings completed

freehand
- drafted technical drawings or drawings produced on computer using CAD software packages (these usually contain project specifications)

Accessories include:
- trinkets
- ceramics
- trays
- vases
- carvings
- baskets
- pots
- plants
- candles
- clocks
- silverware
- mirrors
- frames
- screens
- floral displays
- haberdashery
- glassware
- fireplace items
- gifts
- hand crafts
- water features
- photographs
- pottery
- personal items
- statues
- book ends
- bowls
- bottles

Supplies include:
- paints
- furnishings
- decorations
- other internal fit-out products

Contractors include:
- builders
- painters
- tilers
- carpet/flooring layers and sanders
- cabinetmakers
- curtain makers

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	• picture framers
	• electricians
	• plumbers
	• plasterers
Quoting includes:	• a price for a project taking account of the sizes associated with the project, the cost of materials, labour and overheads
Personal protective equipment includes:	• that prescribed under legislation, regulations and enterprise policies and practices
Information and procedures include:	• work instructions, including plans, drawings and designs
	• workplace procedures relating to reporting and communication
	• manufacturer specifications and operational procedures

Unit Mapping Information

Supersedes and is equivalent to LMFID5007A Decorate for events.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=0601ab95-583a-4e93-b2d4-cfb27b03ed73