



Australian Government

Department of Education, Employment and Workplace Relations

LMFDN5006B Manage furniture design

Revision Number: 1

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Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit covers the competency to clarify and confirm design objectives and goals, and to resource and manage the design cycle of actions to the point where the outcomes are ready for acceptance for production purposes.
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Application of the Unit

Application of the unit	
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Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units	
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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 design objectives and success factors	1.1. Information on design tasks is collected, analysed and maintained 1.2. Design workload is packaged into discrete, manageable design work units 1.3. Criteria for each design work unit are identified and key success factors and indicators are established
2. Plan the design activity	2.1. The scope of each design work unit is reviewed and personnel and material resource requirements identified 2.2. Design work units are programmed and scheduled in accordance with target achievement dates and resource constraints 2.3. The design work plan, including key success/performance indicators, is processed and approved/agreed in accordance with enterprise procedures
3. Implement the design work plan	3.1. Resources, including human, material and equipment/systems, are allocated to particular design work units and tasks 3.2. Designers are involved in finalising work preparations and processes, and in establishing key performance indicators 3.3. Coordination issues with supporting agencies and departments are resolved 3.4. Management responsibilities for removing inhibitors to achievements are satisfied 3.5. Progress reviews are carried out and support provided to the designers to maintain technical design standards and achievement targets 3.6. Design outcomes are prepared, finalised and certified as meeting the required specifications 3.7. Design outcomes are documented and processed for client acceptance
4. Monitor and respond to design performance	4.1. Performance targets are monitored to assess progress and to provide indicators as to target revision or other intervention response 4.2. Unsatisfactory performance is identified and prompt action is taken to rectify the situation 4.3. Mentoring/coaching is provided to support individuals/teams 4.4. Recommendations for variations to plans are negotiated

ELEMENT	PERFORMANCE CRITERIA
	and approved by the appropriate person/groups 4.5. Systems, procedures and records associated with documenting performance are managed in accordance with the enterprise requirements

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

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

Required skills

- research, collect, organise and understand information related to design management, including the relevant legal, technical, regulatory, fiscal, cultural, environmental and safety requirements
- communicate ideas and information to enable clarification of the management requirements, coordination of work and the reporting of work outcomes and problems
- plan and organise activities to optimise the use of resources and avoid any back tracking, workflow interruptions or wastage
- work with others and foster the team by recognising dependencies and using cooperative approaches to optimise workflow and productivity
- use mathematical ideas and techniques to correctly determine resource and cost requirements
- create and apply systematic problem solving techniques to anticipate problems, avoid reworking and avoid wastage
- use the workplace technology related to management, including computing/ computer-aided information management systems

Required knowledge

- intellectual property law provisions
- design and production issues:
 - fundamentals of the elements and principles of design
 - the industry, trends and knowledge of product design
 - product construction techniques and processes
 - detailed knowledge of a range of materials
 - research sources
 - materials, fibres, trims, accessories and their properties and characteristics
- management issues:
 - contemporary management and leadership practices
 - enterprise resource management policies and procedures/practices
 - enterprise fiscal management policies and procedures/practices
 - quality assurance for design processes
 - negotiation techniques
- workplace procedures and reporting process
- relevant OHS legislation, regulatory requirements and codes of practice

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, the Range Statement and the Assessment Guidelines for the relevant Training Package.

Critical aspects of evidence

- Locate, access and interpret relevant information
- Apply safety requirements throughout the work sequence, including the use of personal protective clothing and equipment
- Manage design within an enterprise, including:
 - identify design objectives and goals
 - plan design activities
 - implement the design work plan
 - monitor and respond to design performance
- Communicate effectively with design team and customers
- Maintain accurate records

Resource implications

Access to real or appropriately simulated situations involving the management of design activities

This includes real or simulated work areas, materials, equipment, and information on work specifications, customer requirements and quality standards, organisation procedures and relevant safety procedures and regulations

Method of assessment

Assessment methods must confirm consistency, or the potential for consistency, of performance over time and in a range of workplace relevant contexts.

Assessment should be by direct observation of work, evidence portfolios and questioning on underpinning knowledge.

Assessment should be conducted over time and may 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 workloads, staff, 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 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

Unit scope	• The management of design involves clarification and confirmation of design objectives and goals, the resourcing and management of design activities and the processing of outcomes for acceptance by the client • Activities may include: • liaising with client and/or other functional areas • identifying constraints to the design or proposal requirements • compiling information • preparing/confirming proposal and terms/ conditions • Management involves planning, implementation and quality assurance and requires the application of human, material, systems and financial resources
Unit context	• OHS requirements include legislation, building codes, material safety management systems, hazardous substances and dangerous goods codes and safe operating procedures • Work is carried out in accordance with statutory requirements, organisation insurance requirements, OHS legislation, environmental legislation, manual handling procedures and relevant health regulations • Work requires individuals to demonstrate leadership and organisational abilities, sensitivity, judgement and problem solving skills
Workplace environment	• The competency can refer to enterprise and client design ideas or requests • The competency is used independently within routine and non-routine situations
Information and procedures	• Design workload requirements and specifications • Enterprise, corporate and business plans • Enterprise and design organisation budget and resourcing policy • Summaries of materials, labour and overhead costs • Organisation work procedures • Legislation, regulations and industry codes of practice

RANGE STATEMENT

	relevant to the product
	• Quality and Australian standards and procedures

Unit Sector(s)

Unit sector	Furnishing Design
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Co-requisite units

Co-requisite units	
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Functional area

Functional area	
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