



Australian Government

Department of Education, Employment and Workplace Relations

LMFSF3008B Measure up and calculate fabric quantities for window coverings

Revision Number: 1

LMFSF3008B Measure up and calculate fabric quantities for window coverings

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	This unit covers the competency to measure up and calculate fabric and tracking quantities for window coverings during a site visit. The information is for subsequent use in job specifications and quotes/tenders.
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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	Nil	

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. Prepare for calculations	1.1. Measuring and calculating equipment are collected 1.2. Mathematical processes and guide charts required are identified 1.3. Drape requirements, fabric types and lining/interlining requirements are noted from work order
2. Measure windows and calculate drape fabric requirements	2.1. Fabric repeats are noted from samples of customer selected fabrics and recorded 2.2. Fabric width and pattern repeat are noted for work order 2.3. Finished length of window covering is identified for order 2.4. Heading type is identified for order and fullness ratio is identified 2.5. Loose or attached lining preference is noted on work order 2.6. Finished width of tracking and window covering is measured and noted 2.7. Number of fabric drops per curtain is calculated 2.8. Length of each fabric drop is calculated based on finished length plus hem and heading allowances and pattern repeats 2.9. Allowances for seams, hems, headings, drape fullness or heading type are noted for the work order
3. Calculate lining and interlining quantities	3.1. Width of lining and interlining fabrics is noted 3.2. Number of lining/interlining widths or quantity of continuous lining is calculated based on required number of drape drops or continuous fabric 3.3. Length of lining/interlining drops is calculated, including hem allowances 3.4. Amount of lining/interlining fabric is calculated and noted for work order 3.5. Procedures for minimising waste fabric are identified
4. Complete documentation	4.1. Quotation is prepared for client according to workplace procedures 4.2. Documentation is forwarded to appropriate work area

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 measuring and calculation variables
- use workplace technology related to measuring and calculating

Required knowledge

- design features of the fabrics and finished curtains in relation to attractive draping requirements
- fabric types, common faults and inspection procedures
- work requirements, including workplace standards

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

- Identify materials to be used and any special handling requirements for those materials
- Apply safe handling practices for equipment, products and materials
- Measure up and accurately calculate fabric quantities for at least three different window covering types
- Prepare quotation and/or work order and locate and apply relevant information
- Identify materials to be used and any special requirements
- Follow work instructions to minimise the risk of injury to self or others
- 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

Client quotations, work orders, measuring equipment, fabrics, including linings and interlinings, calculator, other relevant equipment.

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 involved in measuring up and calculations for fabric and lining quantities for all soft furnishings, including: • curtains • Austrian • Roman • festoon and other blinds • swags, tails and jabots
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 some discretion, judgement and problem solving skills in the measurement and calculation of fabric quantities
Tools and equipment may include:	• measuring and calculating equipment • including tapes • rulers • calculators and computers
Personal protective equipment	Personal protective equipment is to include that prescribed under legislation, regulations and enterprise policies and practices
The number of fabric drops per curtain is based on:	• useable drapery fabric width • fullness requirements for heading type • size of returns and overlaps • track width identified for customer order

RANGE STATEMENT**Information and procedures**

- Manufacturer specifications and operational procedures
- Workplace procedures relating to measuring for soft furnishings
- Preparation of client quotation, including drawings, plans and designs
- Workplace procedures relating to reporting and communication

Unit Sector(s)

Unit sector	Soft Furnishing
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Competency field

Competency field	
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Co-requisite units

Co-requisite units		