



Australian Government

Department of Education, Employment and Workplace Relations

LMTML3002A Block and shape complex millinery

Revision Number: 1

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Modification History

Not applicable.

Unit Descriptor

Unit descriptor This unit covers skills and knowledge to block and shape complex millinery shapes using millinery materials and hat blocks.

Application of the Unit

Application of the Unit

The unit applies to selecting brim and crown hat blocks appropriate to the complex millinery shape and design, and using manual moulding and shaping operations to block the millinery shapes in suitable millinery materials. In this unit, complex millinery refers to millinery where a combination of unusual and contrasting shapes combine to result in millinery with an intricate and complex silhouette.

Because of the complex shapes involved, consideration must be given to the performance characteristics and handling of the selected millinery materials and components, and their suitability to the blocking and shaping operations required of the millinery design.

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

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

- environmental aspects associated with the use of millinery solvents and adhesives
- OHS practices including hazard identification and control measures associated with the use of millinery solvents and adhesives
- 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 for the safe and effective use complex millinery processes and operations. This unit also requires an ability to interpret and apply design information, and to problem solve complex millinery material selection and blocking requirements.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisites	LMTML2007A
	LMTML3004A

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 Analyse the shapes evident in the millinery design	1.1 Crown shapes of millinery design are examined 1.2 Brim shapes of millinery design are examined 1.3 Other shapes and secondary components that will need to be blocked are identified
2 Select and confirm millinery materials	2.1 Covering and foundation materials for crown are selected 2.2 Covering and foundation materials for brim are selected 2.3 Covering and foundation materials for blocked secondary components are selected 2.4 Millinery materials selected are compatible with design and shapes to be blocked
3 Select and prepare block according to shapes and materials to be used	3.1 Block is selected to suit design 3.2 If several blocks are to be used for the one design, they are checked for compatibility 3.3 Hat blocks are cleaned and prepared 3.4 Millinery materials are prepared for blocking and shaping processes
4 Block the complex shapes by hand	4.1 Initial blocking and shaping is performed by hand 4.2 Final blocking and shaping is performed by hand 4.3 Blocked and shaped pieces are dried or set on the hat blocks 4.4 Stiffening is added to the blocked shapes where required, according the performance characteristics of the millinery materials 4.5 Work is conducted according to OHS practices and environmental standards 4.6 Blocked shapes are prepared for the next step in the millinery production process

Required Skills and Knowledge

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

Demonstrates knowledge of:

- the performance characteristics and handling of millinery materials
- industry and product processes and equipment
- environmental aspects associated with the use of millinery solvents and adhesives
- OHS practices including hazard identification and control measures associated with the use of millinery solvents and adhesives
- quality practices
- workplace practices
- recording and reporting practices

Demonstrates skill to:

- analyse a millinery design
- manipulate traditional and non-traditional millinery materials to produce required shapes using hat blocks
- use manual blocking and shaping techniques with hat blocks to achieve complex millinery shapes
- 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.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

Demonstrates skills and knowledge to:

- analyse a complex millinery design and identify the shapes involved
- select appropriate blocks and materials according to the complex design and performance requirements
- block complex millinery shapes by hand using blocking and shaping processes, and a selection of hat blocks
- use OHS practices, including hazard identification and control measures associated with limiting the use of millinery solvent-based stiffeners and adhesives

Consistently applies skills and knowledge when:

- organising work
- completing tasks
- identifying improvements
- using workplace practices
- using OHS practices
- recording and reporting accidents and incidents
- assessing operational readiness of equipment used and work processes
- recognising and adapting to cultural differences in the workplace, including modes of behaviour and interactions
- completing work systematically with attention to detail without damage to goods and equipment

Context and specific resources for assessment

Assessment may occur on the job or in an appropriately simulated environment and requires access to work areas, materials and equipment and to information on workplace practices and OHS practices.

Guidance information for assessment

This unit may be assessed independently or in combination with other relevant units.

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.
Blocked secondary components may include	• trims • functional extensions, eg collars • aesthetic extensions
Prepared may include	• modifying the shape or head size of existing blocks • cleaning and removing any unwanted previous markings • applying a protective covering to the hat block • selecting a spinner or stand for the hat block
Complex shapes may include	• three-dimensional shapes • two-dimensional shapes • harmonious shapes • contrasting shapes • concave shapes • convex shapes • curvilinear shapes • combinations of shapes
Millinery materials are prepared may include	• confirming the selection of materials according to the design • confirming that selected materials are suited to the blocking and shaping process • cutting materials to a manageable size if required • identifying handling and performance characteristics of the millinery materials • steaming and/or moistening the materials according to identified handling and performance characteristics of the materials
OHS practices	OHS practices must include hazard identification and control, risk assessment and implementation of risk reduction measures specific to the tasks described by this unit and may include: • environmental aspects associated with the use of solvent-based millinery stiffeners and adhesives • OHS practices including hazard identification and control measures associated with limiting the use of traditional solvent-based millinery stiffeners and adhesives

- manual handling techniques
- standard operating procedures
- personal protective equipment
- safe materials handling
- taking of rest breaks
- ergonomic arrangement of workplaces
- following marked walkways
- safe storage of equipment
- housekeeping
- reporting accidents and incidents
- other OHS practices relevant to the job and enterprise

Unit Sector(s)

Sector Millinery