



Australian Government

MSFPF2012 Cut mat boards

Release: 1

MSFPF2012 Cut mat boards

Modification History

Release 1. Supersedes and is equivalent to MSFPF2005 Cut mat boards

Application

This unit describes the skills and knowledge required to cut simple mat boards by hand and machine for the mounting of artwork.

This unit applies to picture framers cutting mat board in accordance with pre-determined frame designs.

No licensing or certification requirements exist at the time of publication. Relevant legislation, industry standards and codes of practice within Australia must be applied.

Pre-requisite Unit

N/A

Unit Sector

Picture Framing

Elements and Performance Criteria

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Prepare for cutting	1.1 Read work order and identify cutting requirements 1.2 Identify and follow work health and safety requirements throughout the work 1.3 Select and check tools and equipment for suitability, quality, serviceability and safety prior to use 1.4 Select mat cutting machines and blades suited to the required cut and adjust for angled, circular or oval cuts 1.5 Set cutting equipment components, controls and clamping systems 1.6 Select, accurately measure and lay out board material in accordance with work requirements and to minimise waste 1.7 Plan the work sequence suited to the job
2. Conduct cutting	2.1 Place and clamp mat board on machine

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
operation	2.2 Inspect cut board for compliance with quality and work order requirements and rectify any deficiencies 2.3 Achieve required cut quality, output and wastage within allowable limits through correct operation of cutting equipment 2.4 Identify and report problems occurring during work operations to appropriate persons 2.5 Make routine equipment adjustments to achieve required output
3. Complete work	3.1 Mark completed work for identification and store in accordance with workplace procedures 3.2 Identify and store items for recycling in accordance with workplace procedures 3.3 Clean work area and safely dispose of rubbish 3.4 Accurately complete required workplace documentation 3.5 Check, clean and store tools and equipment in accordance with workplace procedures

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Unit Mapping Information

Supersedes and is equivalent to MSFPF2005 Cut mat boards.

Links

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

Assessment Requirements for MSFPF2012 Cut mat boards

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Performance Evidence

There must be evidence the candidate has completed the tasks outlined in the elements and performance criteria of this unit, and:

- cut 4 ply mat boards, both single and double, by hand:
 - bevel cut
 - reverse cut
 - multi-window
- cut 8 ply mat boards by hand:
 - single-hole bevel cut
 - multi-hole bevel cut.
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Knowledge Evidence

There must be evidence the candidate has knowledge of:

- work flow process for cutting of mat boards
- safety considerations and requirements when cutting mat boards, including personal protective equipment
- characteristics, uses and limitations of mat board materials and finishes, including handling and storage requirements:
 - paper pulp
 - rag and/or cotton pulp
 - alpha cellulose pulp board
 - finishes – plain, metallic, suede
- mathematical procedures for estimation and measurement
- functions, features and safe use of both manual and computerised mat cutting machines
 - straight line
 - circle and/or oval
 - machines with interchangeable cutting heads
- functions, features and safe use of hand-operated tools:
 - cutting blades
 - clamps
 - marking out tools
- techniques for cutting mat boards, the types of problems that can occur and how to respond

- documentation requirements for identifying and recording work.
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Assessment Conditions

Skills must have been demonstrated in the workplace or in a simulated environment that reflects workplace conditions and contingencies. The following conditions must be met for this unit:

- use of suitable facilities, equipment and resources, including:
 - workspace equipped with:
 - manual cutting tools, equipment and consumables to complete tasks in the Performance Evidence
 - personal protective equipment
 - work orders
 - mat boards for cutting.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

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