



VET Content Endorsed Course

Stage 6 Course Description

Furnishing

for implementation from 2010

Furnishing (120 indicative hours)

Furnishing (240 indicative hours)

Furnishing School-based Traineeship
(240 indicative hours)

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Contents

1	Introduction to Vocational Education and Training (VET) Content Endorsed Courses.....	5
2	The Higher School Certificate Program of Study	5
3	VET in the NSW HSC.....	6
	3.1 The national context.....	6
	3.2 Determination of AQF VET qualifications for HSC students	6
4	Rationale.....	7
5	Aim.....	7
6	Furnishing VET Content Endorsed Course (CEC)	8
	6.1 AQF VET qualifications available in the Furnishing VET CEC.....	8
	6.2 Units of competency	8
7	Course Structures	9
	7.1 Courses within the Furnishing VET CEC.....	9
	7.1.1 The selection of units of competency	9
	7.2 Allocation of HSC indicative hours of credit.....	9
	7.3 Recognition of Prior Learning (RPL) and credit transfer	10
	7.3.1 RPL and credit transfer in VET courses.....	10
	7.4 Furnishing (120 indicative hours)	11
	7.5 Furnishing (240 indicative hours)	13
	7.6 Furnishing units of competency	15
	Table 1 Elective pool.....	15
	7.7 Furnishing School-based Traineeship (240 indicative hours).....	17
	7.8 Furnishing School-based Traineeship additional units of competency.....	20
	Table 2 Additional elective pool	20
8	Work Placement	22
	8.1 Work placement requirements	22
	8.2 Part-time work.....	22
9	Assessment Requirements and Advice.....	23
	9.1 Competency-based assessment	23
	9.2 Training Package requirements.....	23
	9.2.1 Assessment guidelines.....	24
	9.2.2 Using qualified assessors.....	24
10	HSC Requirements and Certification	25
	10.1 Course completion requirements.....	25
	10.2 Preliminary and HSC unit credit	25
	10.3 Reporting achievement in the HSC.....	25
11	Other Information.....	26
	11.1 Providing for all students	26
	11.1.1 Students with special education needs	26
	11.1.2 Gender and cultural considerations	27
	11.1.3 School-based trainees	27
	11.2 Articulation to further training	28

12	Minimum Requirements for AQF VET Qualifications.....	29
	LMF20202 Certificate II in Furniture Finishing	29
	LMF20309 Certificate II in Furniture Making.....	32
	LMF20602 Certificate II in Picture Framing	37
	LMF20702 Certificate II in Soft Furnishing	40
	LMF20802 Certificate II in Upholstery	44
	LMF20908 Certificate II in Flooring Technology	47
	LMF21008 Certificate II in Blinds and Awnings.....	51
	Table 3 Status of units of competency from the Furnishing HSC courses for Certificates II in Furniture Finishing, Furniture Making, Soft Furnishing and Upholstery	55
	Table 4 Status of units of competency from the Furnishing HSC courses for Certificates II in Blinds and Awnings, Flooring Technology and Picture Framing.....	61
Appendix	Modification history.....	66

1 Introduction to Vocational Education and Training (VET) Content Endorsed Courses

Vocational Education and Training (VET) Content Endorsed Courses (CECs) give students the opportunity to gain credit towards the NSW Higher School Certificate (HSC) and credit towards national vocational qualifications under the Australian Qualifications Framework (AQF).

VET CECs are based on nationally endorsed Training Packages. They specify the range of industry-developed units of competency from the relevant Training Package(s) which are suitable for the HSC. They also define how units of competency are arranged in HSC VET courses to gain unit credit for the HSC.

Courses within VET CECs count as Board Endorsed unit credit for the HSC and do not contribute towards an Australian Tertiary Admission Rank (ATAR).

This VET CEC course description contains the HSC Furnishing courses to be delivered for the HSC by schools, TAFE NSW colleges and other Registered Training Organisations (RTOs) on behalf of schools or TAFE NSW colleges.

2 The Higher School Certificate Program of Study

The purpose of the HSC program of study is to:

- provide a curriculum structure which encourages students to complete secondary education
- foster the intellectual, social and moral development of students, in particular developing their:
 - knowledge, skills, understanding and attitudes in the fields of study they choose
 - capacity to manage their own learning
 - desire to continue learning in formal or informal settings after school
 - capacity to work with others
 - respect for the cultural diversity of Australian society
- provide a flexible structure within which students can prepare for:
 - further education and training
 - employment
 - full and active participation as citizens
- provide formal assessment and certification of students' achievements
- provide a context within which schools also have the opportunity to foster students' physical and spiritual development.

3 VET in the NSW HSC

3.1 The national context

VET programs offered for the HSC are consistent with the National Training Framework (NTF). The NTF is the system of vocational education and training that:

- applies nationally
- is made up of the Australian Quality Training Framework (AQTF) and nationally endorsed Training Packages. The AQTF is the agreed quality framework for the national VET system.

The Australian Qualification Framework (AQF) is the policy framework that defines all qualifications recognised nationally in post-compulsory education and training in Australia. HSC VET course qualifications are recognised within the AQF.

3.2 Determination of AQF VET qualifications for HSC students

HSC VET CECs are based on units of competency and qualifications contained in nationally endorsed Training Packages or accredited courses. These AQF VET qualifications are determined by the qualification rules for each Training Package, referred to as *qualification packaging rules*. The qualification packaging rules describe the number and range of units of competency required for eligibility for an AQF VET qualification.

Course structures for the HSC are described in each CEC. In order to have satisfactorily completed a VET CEC course, students must follow the course structure, attempt the required units of competency with diligence and sustained effort and fulfil any work placement requirements.

The rules and structure of HSC VET courses are not always identical to the qualification packaging rules. In some cases more units of competency are required for the HSC course than are required for successful completion of the AQF VET qualification.

Students may still be eligible for the AQF VET qualification as a result of meeting the requirements of the packaging rules for that qualification prior to completing all HSC course requirements.

Sections 7.4 to 7.8 outline the HSC courses, course requirements and units of competency within the Furnishing VET CEC.

Section 12 outlines the qualification packaging rules for each AQF VET qualification available through the Furnishing VET CEC (reproduced directly from the Training Package) and should be consulted when selecting elective units of competency.

4 Rationale

The Australian furnishing industry plays an important role in Australia's manufacturing sector. It is characterised by small to medium-sized enterprises covering both domestic and commercial products. Workers in the industry include those in general service areas of product assembly and process work, specialist trade positions and specialist professionals. Long-standing occupations include cabinet making, wood machining, polishing and upholstery. More recent occupations include floor finishing, picture framing, soft furnishing and interior decorating. Emerging industries include musical instrument making, blinds and awnings, and stained glass and lead lighting.

Advances in technology and a more discerning client base have increased the demand for unique locally designed products. The industry in Australia is also competing with increasing quantities of mass-produced third-world imports. The need is evident for appropriately skilled workers to support sustained industry success in national and global markets.¹

The *Furnishing Training Package (LMF02)* offers qualifications from Certificate I to Advanced Diploma across a range of industry areas. The Furnishing VET CEC is based on units of competency from this Training Package.

The inclusion of courses in Furnishing in the HSC based on industry-recognised AQF VET qualifications will allow students to access employment opportunities. Courses within the Furnishing CEC provide an opportunity for students to gain Certificate II in Blinds and Awnings, Flooring Technology, Furniture Finishing, Furniture Making, Picture Framing, Soft Furnishing or Upholstery as part of their HSC. Apart from being nationally recognised, these AQF VET qualifications articulate into higher-level qualifications in the furnishing industry which students may pursue post school.

Learning in each HSC course within the Furnishing VET CEC provides opportunities for students to develop relevant technical, vocational and interpersonal competencies suitable for employment and further training in furnishing. It also provides for the development of employability skills such as teamwork and communication which are transferable to other industry areas and are a key feature of the qualifications available through the VET CEC.

5 Aim

The Furnishing VET CEC is designed to enable students to acquire a range of technical, practical, personal and organisational skills valued both within and beyond the workplace. They will also acquire underpinning knowledge and skills related to work, employment and further training within the furnishing industry. Through the study of this course, students will gain experiences that can be applied to a range of contexts, including work, study and leisure, that will assist them to make informed career choices.

¹ DEEWR, 2008, *Furnishing Training Package (LMF02)*, Volume 1.

6 Furnishing VET Content Endorsed Course (CEC)

6.1 AQF VET qualifications available in the Furnishing VET CEC

The Furnishing VET CEC is based on the national *Furnishing Training Package (LMF02)*.

The AQF VET qualifications available in the Furnishing VET CEC are:

- Certificate II in Furniture Finishing (LMF20202)
- Certificate II in Furniture Making (LMF20309)
- Certificate II in Picture Framing (LMF20602)
- Certificate II in Soft Furnishing (LMF20702)
- Certificate II in Upholstery (LMF20802)
- Certificate II in Flooring Technology (LMF20908)
- Certificate II in Blinds and Awnings (LMF21008).

Section 12 of this document outlines the qualification packaging rules for these qualifications.

6.2 Units of competency

Details about individual units of competency in courses in the Furnishing VET CEC are contained in the *Furnishing Training Package (LMF02)*. This Training Package is available on the National Training Information Services (NTIS) website (www.ntis.gov.au).

The units of competency that can be delivered and assessed are determined by the scope of the registration of each registered training organisation (RTO). **Teachers and trainers should check their accreditation and their RTO's scope of registration before determining which units of competency are to be included in their teaching and assessment programs. School principals should seek documentary evidence of the scope of any external RTO delivering an HSC VET course.** Scope of registration can be checked on the NTIS website (www.ntis.gov.au).

It is the responsibility of the RTO to determine both the resources required for course delivery, and the AQF VET qualifications that must be held by teachers and trainers delivering and assessing courses within the Furnishing VET CEC on behalf of the RTO.

Information about the delivery of VET courses for the HSC by RTOs other than schools or TAFE NSW colleges is contained in the Board of Studies *Assessment, Certification and Examination (ACE) Manual* and relevant Board of Studies Official Notices (refer to the Board's website www.boardofstudies.nsw.edu.au).

7 Course Structures

7.1 Courses within the Furnishing VET CEC

A VET CEC describes the units of competency that have been identified as being suitable for the purposes of the HSC. Units of competency in the Furnishing VET CEC are detailed in **Sections 7.4–7.8**.

Each course in a VET CEC describes how the available units of competency can be grouped to gain units of credit towards the HSC.

The Furnishing VET CEC contains the following courses:

- Furnishing (120 indicative hours) – see Sections 7.4 and 7.6
- Furnishing (240 indicative hours) – see Sections 7.5 and 7.6
- Furnishing School-based Traineeship (240 indicative hours) – see Sections 7.6, 7.7 and 7.8.

The maximum number of Preliminary and/or HSC units of credit available from this VET CEC is four.

7.1.1 The selection of units of competency

Units of competency should be selected within course structures to maximise students' eligibility for AQF VET qualifications and an occupational outcome. **Section 12** provides the qualification packaging rules for the qualifications available through the Furnishing VET CEC (reproduced directly from the Training Package). **Tables 3 and 4** (pp 55–65) list the status of each unit of competency in relation to the qualifications. This information should be consulted when selecting elective units of competency.

An integrated or holistic approach to course delivery and assessment should be adopted.

7.2 Allocation of HSC indicative hours of credit

Units of competency drawn from Training Packages are not defined in terms of duration. The amount of time required by individual students to achieve competency will vary according to their aptitude and experience. Where a training program is designed for delivery by an RTO, the RTO will specify the length of the training program according to the delivery strategies and/or curriculum resources chosen.

However, for the purposes of the HSC, courses must be described in terms of their indicative hours. For this reason, indicative hours for unit credit towards the HSC have been assigned to each unit of competency within the VET CEC. It is emphasised that the assignment of indicative hours does not imply that all students will fulfil all requirements of a unit of competency within these hours. RTOs may determine that additional or fewer hours are required for the achievement of particular competencies. However, this does not alter the indicative hours allocated, only the delivery hours.

It is also expected that students will need to spend additional time practising skills in a work environment and in completing projects and assignments, in order to fulfil Training Package assessment requirements.

The indicative hours assigned to each unit of competency included in the Furnishing VET CEC for the purpose of unit credit towards the HSC are detailed in **Sections 7.4–7.8**.

7.3 Recognition of Prior Learning (RPL) and credit transfer

Recognition of Prior Learning (RPL) and credit transfer refer to the acknowledgement of evidence of a student's achievement of competencies or learning outcomes. They are processes that allow students to have their previous learning – both formal and informal – count towards their HSC VET courses and AQF VET qualifications.

RPL is an assessment process that assesses the individual student's non-formal and informal learning to determine the extent to which that individual has achieved the competency standards. **Where the outcomes of this process indicate that the student is competent, structured training is not required.**

Credit transfer is a process that provides credit for a unit of competency previously achieved. **Students should be given recognition for units of competency already held. Structured training or assessment for these units is not required.**

The RPL requirements of the AQTF and the Board of Studies must be met.

7.3.1 RPL and credit transfer in VET courses

Students undertaking HSC courses in the Furnishing VET CEC may already hold units of competency or have current knowledge, skills and experience relevant to the units of competency within the courses.

Students can be granted credit (RPL or credit transfer) for:

- units of competency within AQF VET qualifications
- HSC VET course outcomes and content as defined by the indicative hour requirements of HSC VET courses
- mandatory work placement requirements.

Further information about the arrangements for RPL and credit transfer within VET courses, including processes, application forms and examples of possible scenarios, is available on the Board's website at www.boardofstudies.nsw.edu.au/voc_ed/rpl.html

7.4 Furnishing (120 indicative hours)

Purpose

The purpose of this course is to provide students with the opportunity to develop knowledge and skills in furniture finishing, furniture making, soft furnishing and/or upholstery.

HSC unit credit

HSC unit credit for VET courses can be accredited to the Preliminary and/or HSC pattern of study.

This course is accredited for a total of two units at the Preliminary and/or HSC level.

To count a course towards the HSC program of study students must satisfy the course completion criteria as required by the Board of Studies. Refer to Section 8.4 of the *Assessment, Certification and Examination (ACE) Manual*.

Course requirements

- Students must attempt:
 - **ONE** of the following compulsory units of competency*:

Unit code	Unit title	Unit-specific prerequisite	HSC indicative hours of credit
CPCCOHS100A	Work safely in the construction industry	Nil	10
or			
LMFCR0001B	Follow safe working policies and practices	Nil	20
or			
MSAPMOHS200A	Work safely	Nil	15
Total HSC indicative hours for compulsory units of competency			10 or 15 or 20

* Appropriate selection of an OHS unit of competency is determined by the qualification being undertaken (refer to qualification packaging rules in Section 12).

- **AND** units of competency to bring the course total to a minimum value of **120 HSC indicative hours** from the elective pool (Table 1, Section 7.6, pp 15–16).

Table 3 (pp 55–60) lists the status of each unit of competency in relation to the qualifications available through this course. This section should guide the selection of units of competency to meet qualification requirements.

- It is strongly recommended that students complete a minimum of 35 hours of work placement.

AQF VET qualification

To receive AQF VET qualifications, students must meet the assessment requirements of the *Furnishing Training Package (LMF02)*. A qualified assessor must conduct the assessment.

Depending on the selection and achievement of units of competency, the possible qualification outcomes are:

- Statement of Attainment towards Certificate II in Furniture Finishing (LMF20202)
- Statement of Attainment towards Certificate II in Furniture Making (LMF20309)
- Statement of Attainment towards Certificate II in Soft Furnishing (LMF20702)
- Statement of Attainment towards Certificate II in Upholstery (LMF20802).

Qualification packaging rules are in Section 12 of this document.

Access including access by students in Stage 5

In certain circumstances students in Stage 5 may access this Stage 6 VET course while also completing the requirements for the award of the School Certificate. Further information is available on the Board of Studies website at www.boardofstudies.nsw.edu.au/voc_ed/stage-5.html

BOS course numbers

BOS course name	Pattern of study	BOS course number	Schools Online entry advice
Furnishing (120 hours)	2 units x 1 year	59653* (school/private provider delivered)	Enter this course number for either Preliminary (Year 11) or HSC (Year 12)
		43470 (TAFE NSW delivered)	

* For quality assurance purposes, where this course is to be delivered by a school or private provider, it is necessary for the school to apply to be endorsed to offer the course. Details of the *Application to Link to a Board Endorsed VET Course* can be found on the Board's website at www.boardofstudies.nsw.edu.au/voc_ed/link-board-endorsed-courses.html

Exclusion

- A number of Board Developed HSC courses include a requirement for the development of project work for either internal or external assessment. Projects or products developed as part of HSC VET courses are not to be used either in full or in part for assessment in any other HSC course.

7.5 Furnishing (240 indicative hours)

Purpose

The purpose of this course is to provide students with the opportunity to gain knowledge and skills to enable the individual to commence a career and be an effective employee in furniture finishing, furniture making, soft furnishing and/or upholstery.

HSC unit credit

HSC unit credit for VET courses can be accredited to the Preliminary and/or HSC pattern of study.

This course is accredited for a total of four units at the Preliminary and/or HSC level.

To count a course towards the HSC program of study students must satisfy the course completion criteria as required by the Board of Studies. Refer to Section 8.4 of the *Assessment, Certification and Examination (ACE) Manual*.

Course requirements

- Students must attempt:
 - **ONE** of the following compulsory units of competency *

Unit code	Unit title	Unit-specific prerequisite	HSC indicative hours of credit
CPCCOHS100A	Work safely in the construction industry	Nil	10
or			
LMFCR0001B	Follow safe working policies and practices	Nil	20
or			
MSAPMOHS200A	Work safely	Nil	15
Total HSC indicative hours for compulsory units of competency			10 or 15 or 20

* Appropriate selection of an OHS unit of competency is determined by the qualification being undertaken (refer to qualification packaging rules in Section 12).

- **AND** units of competency to bring the course total to a minimum value of **240 HSC indicative hours** from the elective pool (Table 1, Section 7.6, pp 15–16).

Table 3 (pp 55–60) lists the status of each unit of competency in relation to the qualifications available through this course. This section should guide the selection of units of competency to meet qualification requirements.

- It is strongly recommended that students complete a minimum of 70 hours of work placement.

AQF VET qualification

To receive AQF VET qualifications, students must meet the assessment requirements of the *Furnishing Training Package (LMF02)*. A qualified assessor must conduct the assessment.

Depending on the selection and achievement of units of competency, the possible qualification outcomes are:

- Certificate II in Furniture Finishing (LMF20202)
- Certificate II in Furniture Making (LMF20309)
- Certificate II in Soft Furnishing (LMF20702)
- Certificate II in Upholstery (LMF20802).

Qualification packaging rules are in Section 12 of this document.

Access including access by students in Stage 5

In certain circumstances students in Stage 5 may access this Stage 6 VET course while also completing the requirements for the award of the School Certificate. Further information is available on the Board of Studies website at www.boardofstudies.nsw.edu.au/voc_ed/stage-5.html

BOS course numbers

BOS course name	Pattern of study	BOS course number	Schools Online entry advice
Furnishing (240 hours)	2 units x 2 years	59654* (school/private provider delivered)	Enter this course number for both Preliminary (Year 11) and HSC (Year 12)
		43471 (TAFE NSW delivered)	
	4 units x 1 year	59655* (school/private provider delivered)	Enter this course number for either Preliminary (Year 11) or HSC (Year 12)
		43472 (TAFE NSW delivered)	

* For quality assurance purposes, where this course is to be delivered by a school or private provider, it is necessary for the school to apply to be endorsed to offer the course. Details of the *Application to Link to a Board Endorsed VET Course* can be found on the Board's website at www.boardofstudies.nsw.edu.au/voc_ed/link-board-endorsed-courses.html

Exclusion

- A number of Board Developed HSC courses include a requirement for the development of project work for either internal or external assessment. Projects or products developed as part of HSC VET courses are not to be used either in full or in part for assessment in any other HSC course.

7.6 Furnishing units of competency

Table 1 Elective pool

Unit code	Unit title	Unit-specific prerequisite	HSC indicative hours of credit
LMFCR0002B	Communicate in the workplace	Nil	15
LMFCR0003B	Carry out measurements and calculations	Nil	20
LMFCR0004B	Work effectively with others	Nil	15
LMFFF2001B	Use furniture finishing sector hand and power tools	Nil	25
LMFFF2002B	Dismantle/reassemble furniture	Nil	15
LMFFF2003B	Remove surface coatings	Nil	15
LMFFF2004B	Prepare surfaces for finishing	Nil	20
LMFFF2005B	Maintain spray equipment and booth	Nil	15
LMFFF2006B	Apply surface coatings by spray gun	Nil	25
LMFFF2007B	Apply stains, fillers and bleach	Nil	25
LMFFF2008B	Apply surface coatings by hand	Nil	25
LMFFM2001B	Use furniture making sector hand and power tools	Nil	25
LMFFM2002B	Assemble furnishing components	Nil	15
LMFFM2003B	Select and apply hardware	Nil	10
LMFFM2004B	Apply sheet laminates by hand	Nil	10
LMFFM2005B	Join solid timber	Nil	10
LMFFM2006B	Hand make timber joints	Nil	25
LMFFM2007B	Follow plans to assemble production furniture	Nil	15
LMFFM2010B	Set up, operate and maintain basic static machines	Nil	20
LMFFM2011B	Apply manufactured board conversion techniques	Nil	15
LMFFM2012B	Set up, operate and maintain pressure and clamping machines	Nil	15
LMFFM3002B	Construct furniture using leg and rail method	Nil	30
LMFFM3011B	Produce manual and computer aided production drawings	Nil	30

Furnishing VET Content Endorsed Course Description

Unit code	Unit title	Unit-specific prerequisite	HSC indicative hours of credit
LMFGN2002B	Move and store materials and products	Nil	10
LMFSF2001B	Cut single layer fabrics	Nil	15
LMFSF2002B	Machine sew materials	Nil	25
LMFSF2003B	Machine sew using specific techniques	Nil	25
LMFSF2004B	Hand sew soft furnishings	Nil	15
LMFSF2005B	Operate a steam press	Nil	10
LMFSF2006B	Calculate fabric quantities for window coverings	Nil	15
LMFSF2007B	Construct unlined curtains/drapes	Nil	25
LMFSF2008B	Construct lined curtains/drapes	Nil	30
LMFSF2009B	Construct padded pelmets	Nil	15
LMFSF2010B	Make up tracks for window coverings	Nil	15
LMFSF2011B	Fit and adjust curtain hardware	Nil	15
LMFSF2012B	Fit and adjust interior blinds	Nil	15
LMFSF2013B	Dress windows	Nil	15
LMFSF2014B	Use soft furnishing sector hand and power tools	Nil	25
LMFUP2001B	Use upholstery sector hand and power tools	Nil	25
LMFUP2002B	Fit upholstery components	Nil	15
LMFUP2003B	Apply contemporary foundations to upholstered furniture	Nil	20
LMFUP2004B	Machine sew upholstery final cover materials (basic)	Nil	20
LMFUP2005B	Develop cutting plan and cut single layer upholstery fabric	Nil	15
LMFUP2006B	Dismantle/reassemble furniture for upholstering	Nil	15
MSAPMSUP102A	Communicate in the workplace	Nil	10
MSAPMSUP106A	Work in a team	Nil	15
TLID307D	Handle dangerous goods/hazardous substances	Nil	10

7.7 Furnishing School-based Traineeship (240 indicative hours)

Purpose

The purpose of this course is to provide school-based trainees with the opportunity to gain a furnishing industry Certificate II qualification and unit credit towards their HSC.

Course eligibility

It is available to students who meet the following requirements:

participation in an approved school-based traineeship training contract in:

- Certificate II in Furniture Finishing (LMF20202) or
- Certificate II in Furniture Making (LMF20309) or
- Certificate II in Picture Framing (LMF20602) or
- Certificate II in Soft Furnishing (LMF20702) or
- Certificate II in Upholstery (LMF20802) or
- Certificate II in Flooring Technology (LMF20908) or
- Certificate II in Blinds and Awnings (LMF21008).

HSC unit credit

HSC unit credit for VET courses can be accredited to the Preliminary and/or HSC pattern of study.

This course is accredited for a total of four units at the Preliminary and/or HSC level.

To count a course towards the HSC program of study students must satisfy the course completion criteria as required by the Board of Studies. Refer to Section 8.4 of the *Assessment, Certification and Examination (ACE) Manual*.

Course requirements

- Students must attempt:
 - **ONE** of the following compulsory units of competency*:

Unit code	Unit title	Unit-specific prerequisite	HSC indicative hours of credit
CPCCOHS100A	Work safely in the construction industry	Nil	10
or			
LMFCR0001B	Follow safe working policies and practices	Nil	15
or			
MSAPMOHS200A	Work safely	Nil	15

Total HSC indicative hours for compulsory units of competency	10 or 15
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* Appropriate selection of an OHS unit of competency is determined by the qualification being undertaken (refer to qualification packaging rules in Section 12).

- **AND** units of competency to bring the course total to a minimum value of **240 HSC indicative hours** from the elective pool (Table 1, Section 7.6, pp 15–16) and/or the additional elective pool (Table 2, Section 7.8, pp 20–21).

Tables 3 and 4 (pp 55–65) list the status of each unit of competency in relation to the qualifications available through this course. This section should guide the selection of units of competency to meet qualification requirements.

- Work placement recommendations are met through the on-the-job training component of the school-based traineeship.

AQF VET qualification

To receive AQF VET qualifications, students must meet the assessment requirements of the *Furnishing Training Package (LMF02)*. A qualified assessor must conduct the assessment.

Depending on the selection and achievement of units of competency, the possible qualification outcomes are:

- Certificate II in Furniture Finishing (LMF20202)
- Certificate II in Furniture Making (LMF20309)
- Certificate II in Picture Framing (LMF20602)
- Certificate II in Soft Furnishing (LMF20702)
- Certificate II in Upholstery (LMF20802)
- Certificate II in Flooring Technology (LMF20908)
- Certificate II in Blinds and Awnings (LMF21008).

Qualification packaging rules are in Section 12 of this document.

Access including access by students in Stage 5

In certain circumstances students in Stage 5 may access this Stage 6 VET course while also completing the requirements for the award of the School Certificate. Further information is available on the Board of Studies website at www.boardofstudies.nsw.edu.au/voc_ed/stage-5.html

BOS course numbers

BOS course name	Pattern of study	BOS course number	Schools Online entry advice
Furnishing School-based Traineeship (240 hours)	2 units x 2 years	59656* (school/private provider delivered)	Enter this course number for both Preliminary (Year 11) and HSC (Year 12)
		43473 (TAFE NSW delivered)	
	4 units x 1 year	59657* (school/private provider delivered)	Enter this course number for either Preliminary (Year 11) or HSC (Year 12)
		43474 (TAFE NSW delivered)	

* For quality assurance purposes, where this course is to be delivered by a school or private provider, it is necessary for the school to apply to be endorsed to offer the course. Details of the *Application to Link to a Board Endorsed VET Course* can be found on the Board's website at www.boardofstudies.nsw.edu.au/voc_ed/link-board-endorsed-courses.html

Exclusion

- A number of Board Developed HSC courses include a requirement for the development of project work for either internal or external assessment. Projects or products developed as part of HSC VET courses are not to be used either in full or in part for assessment in any other HSC course.

7.8 Furnishing School-based Traineeship additional units of competency

Table 2 Additional elective pool

BSBADM311A	Maintain business resources	Nil	15
BSBCUS201A	Deliver a service to customers	Nil	15
BSBCUS301A	Deliver and monitor a service to customers	Nil	20
BSBINN201A	Contribute to workplace innovation	Nil	15
BSBITU101A	Operate a personal computer	Nil	5
BSBITU306A	Design and produce business documents	Nil	25
LMFBA2001A	Use blinds and awnings sector hand and power tools	Nil	25
LMFBA2002A	Set up, operate and maintain blinds and awnings sector static machines	Nil	20
LMFBA2004A	Select and apply blinds and awnings sector hardware and fixings	Nil	10
LMFBA2005A	Construct roll up and pull down style blinds and awnings	Nil	30
LMFFL2001A	Use flooring technology sector hand and power tools	Nil	25
LMFFL2002A	Receive and prepare floor covering materials for installation	Nil	25
LMFFL2004A	Moisture test timber and concrete	Nil	20
LMFFL2101A	Remove existing floor coverings	Nil	10
LMFFL2112A	Install hard underlays	Nil	25
LMFFL2201A	Install carpet cushion/underlays and gripper accessories	Nil	30
LMFGN3001B	Read and interpret work documents	Nil	20
LMFPF2001B	Use picture framing sector hand and power tools	Nil	25
LMFPF2002B	Cut mouldings to length	Nil	15
LMFPF2003B	Join mouldings	Nil	20
LMFPF2004B	Mount artwork	Nil	40
LMFPF2005B	Cut mat boards	Nil	20

Furnishing VET Content Endorsed Course Description

Unit code	Unit title	Unit-specific prerequisite	HSC indicative hours of credit
LMFPF2006B	Cut and handle glazing materials for framing	Nil	20
LMFPF2007B	Assemble artwork package (basic)	Nil	25
LMFPF2008B	Recognise and repair finishes of framing pictures	Nil	20
TLIA1107C	Package goods	Nil	10

8 Work Placement

Work placement is strongly recommended within this VET CEC and appropriate hours have been assigned to each course.

Learning in the workplace will enable students to:

- progress towards the achievement of industry competencies
- develop appropriate attitudes towards work
- learn a range of behaviours appropriate to the industry
- practise and apply skills acquired in the classroom or workshop
- develop additional skills and knowledge, including employability skills.

The recommended work placement requirements for courses in this VET CEC are not intended to indicate the time required for the achievement of units of competency. The amount of learning in the workplace that is needed to achieve a unit of competency will vary.

8.1 Work placement requirements

It is strongly recommended that students complete the following work placement for Furnishing VET CEC courses:

- Furnishing (120 indicative hours) – a minimum of 35 hours in a workplace
- Furnishing (240 indicative hours) – a minimum of 70 hours in a workplace
- Furnishing School-based Traineeship (240 indicative hours) – met through the on-the-job training component of the school-based traineeship.

It is the responsibility of the school and/or RTO to determine how course outcomes are best achieved and to structure delivery accordingly. If additional work placement or classroom time is required to enable individual students or class groups to achieve the competencies, this will be determined by the deliverer, but it does not affect the indicative HSC hours.

Further information and advice on the implementation of work placement are contained in policy statements or guidelines available from the relevant school system/sector authority or the RTO.

8.2 Part-time work

Under some circumstances, students' part-time work in an appropriate workplace may be used to fulfil work placement requirements. For further details, teachers and principals should consult the Board of Studies *Assessment, Certification and Examinations (ACE) Manual* or relevant Board of Studies Official Notices.

9 Assessment Requirements and Advice

Assessment is the process of gathering information and making judgements about student achievement for a variety of purposes. In the HSC, those purposes include:

- assisting student learning
- evaluating and improving teaching and learning programs
- providing evidence of satisfactory achievement
- providing HSC results.

For HSC VET courses, they also include:

- confirming whether an individual can perform to the standards expected in the workplace, as expressed in the relevant endorsed unit of competency
- determining eligibility for AQF VET qualifications.

9.1 Competency-based assessment

The courses within the Furnishing VET CEC are competency-based courses. The Board of Studies and the AQTF requires that a competency-based approach to assessment is used. Assessment must meet the requirements of the *Furnishing Training Package (LMF02)*.

In a competency-based course, assessment of competencies is standards-referenced. This means that a participant's performance is judged against a prescribed standard contained in each unit of competency, not against the performance of other participants.

The purpose of assessment is to judge competence on the basis of the performance criteria set out under each element of competency. A participant is judged either 'competent' or 'not yet competent'. This judgement is made on the basis of a range of evidence, which may be in a variety of forms.

Competency-based assessment focuses on the requirements of the workplace. Competence incorporates all aspects of work performance, including problem-solving and the capacity to apply knowledge and skills in both familiar and new situations. Assessment of competence involves the assessment of skills and knowledge combined.

It is not necessary, nor is it desirable, for individual performance criteria to be demonstrated separately for assessment purposes. Rather, **assessors should adopt an integrated or holistic approach to assessment**. This means that a number of elements of competency or even several units of competency are assessed together. This method of assessment is strongly recommended because the concept of competency involves the integration of a wide range of skills, knowledge and attitudes.

The evidence guide in a unit of competency identifies the specific skills and knowledge required to demonstrate achievement of the unit of competency.

9.2 Training Package requirements

To achieve an AQF VET Certificate or Statement of Attainment, a student or worker must be assessed as competent according to the requirements set out in the national Training Package. A qualified assessor under the auspices of the RTO that is to issue the qualification must conduct the assessment.

9.2.1 Assessment guidelines

The assessment guidelines of a Training Package are part of the mandatory components of the package.

The role of the assessment guidelines is to set out principles and provide guidance to ensure fair, valid and consistent assessment.

The assessment guidelines in the Furnishing Training Package set out information on:

- assessment system
- licensing
- learning and assessment pathways
- assessor requirements
- designing assessment tools
- conducting assessment
- delivery and assessment of employability skills
- employability skills in context
- access and equity
- assessment in the furnishing industry
- further sources of information.

The full text of the assessment guidelines and units of competency is included in the national *Furnishing Training Package (LMF02)* available at the NTIS website (www.ntis.gov.au).

In addition to the assessment guidelines, the Training Package contains an evidence guide for the assessment of each unit of competency within courses in the VET CEC.

9.2.2 Using qualified assessors

The Training Package specifies that a qualified assessor must conduct assessment.

The AQTF specifies mandatory competency requirements for assessors. Element 1.4 from the AQTF Essential Standards for Registration is as follows:

- 1.4 Training and assessment are conducted by trainers and assessors who:
- a) have the necessary training and assessment competencies as determined by the National Training Quality Council or its successors
 - b) have the relevant vocational competencies at least to the level being delivered or assessed
 - c) continue developing their vocational and training and assessment competencies to support continuous improvements in delivery of the RTO's services.

It is important to note that it is not necessary for one individual to meet all components of assessor qualifications. The 'qualified assessor' might consist of an assessment partnership or team in which one partner has assessor qualifications and the other has technical expertise. RTOs must ensure that any such assessment partnership/team is documented.

All assessors who are engaged in assessing units of competency from the Furnishing Training Package must be either:

- employed by an RTO
- OR
- acting under the registration of an RTO (for example, a teacher working at a delivery site of a school sector RTO).

10 HSC Requirements and Certification

10.1 Course completion requirements

For a student to be considered to have satisfactorily completed a course within the Furnishing VET CEC there must be sufficient evidence that the student has:

- followed the course endorsed by the Board
- applied themselves with diligence and sustained effort to the set tasks and experiences provided in the course by the school/RTO
- achieved some or all of the course outcomes.

Refer to the Board's *Assessment, Certification and Examination (ACE) Manual* for further information (www.boardofstudies.nsw.edu.au).

10.2 Preliminary and HSC unit credit

To facilitate flexibility of VET in the HSC, courses within the Furnishing VET CEC may be delivered as Preliminary units, as HSC units or as a combination of Preliminary and HSC units.

10.3 Reporting achievement in the HSC

The HSC credentials received by students are used by the Board to report satisfactory completion of courses within the Furnishing VET CEC. Each course will be listed on the HSC Record of Achievement together with the HSC unit credit value. The Record of Achievement will also refer to separate vocational documentation.

For students who have fulfilled the requirements of an AQF VET qualification, the vocational documentation will consist of the relevant Certificate and an accompanying Transcript of Competencies Achieved. Students who have achieved partial completion of an AQF VET qualification will receive a Statement of Attainment, which lists all units of competency achieved towards the qualification.

11 Other Information

11.1 Providing for all students

11.1.1 Students with special education needs

Courses in the Furnishing VET CEC are available to all students.

Students with special education needs may access:

- all courses within the Furnishing VET CEC under regular course arrangements
- OR**
- units of competency selected through the collaborative curriculum planning process from the relevant course units of competency detailed in Section 7 of this document.

Students with special education needs may require adjustments to learning and assessment strategies as well as additional time to demonstrate the required level of competence.

Reasonable adjustments to delivery and assessment are appropriate provided they conform to the industry competency standards as expressed in the *Furnishing Training Package (LMF02)*.

An adjustment is any measure or action that a student requires because of their disability, and which has the effect of assisting the student to access and participate in education and training on the same basis as students without a disability.

An adjustment is reasonable if it achieves this purpose while taking into account factors such as the nature of the student's disability, the views of the student, the potential effect of the adjustment on the student and others who might be affected, and the costs and benefits of making the adjustment.

An education provider is also entitled to maintain the academic integrity of a course or program and to consider the requirements or components that are inherent or essential to its nature when assessing whether an adjustment is reasonable.²

Reasonable adjustments should be based on the individual student's needs and abilities.

The appropriate units of competency should be selected through the collaborative curriculum planning process to work towards the achievement of an AQF VET Certificate and an occupational outcome.

It is recommended that the collaborative curriculum planning should prioritise units of competency that provide essential foundation skills for employment in the visual arts, craft and design industries.

Successful participation in courses within the Furnishing VET CEC for students with special education needs will require:

- collaborative curriculum planning to meet individual needs
- appropriate learning and assessment strategies
- appropriate consultation on strategies to support the recommended work placement
- ongoing partnerships between schools, students, parents, teachers, employers and others in the community.

To develop skills and knowledge to industry standard, students with special education needs may require extended time and additional support, both off the job and in the workplace.

² *Training Package Development Handbook Guidelines: Training Packages*, www.tpdh.deewr.gov.au

Work placement

It is strongly recommended that students with special education needs undertake the minimum work placement requirement for courses within the Furnishing VET CEC, detailed in Section 7 (course requirements) and in Section 8 of this document.

Assessment

Students with special education needs are subject to the assessment requirements detailed in Section 9 of this document. Some students may require adjustments to assessment strategies as well as additional time to demonstrate the required level of competence.

AQF VET qualifications

Eligibility for AQF VET qualifications is the same for all students. To receive AQF VET qualifications, students with special education needs must meet the assessment requirements of the *Furnishing Training Package (LMF02)*. A qualified assessor must conduct the assessment.

11.1.2 Gender and cultural considerations

VET CECs address the needs of a broad range of students. Material developed for teaching and assessment programs in the Furnishing VET CEC must not contain any bias related to a student's gender or cultural background. Case studies, illustrative examples and other materials used for teaching and assessment should be selected such that they do not reinforce gender or cultural stereotypes.

11.1.3 School-based trainees

The Furnishing VET CEC includes provision for school-based trainees to gain unit credit towards the HSC for the school-based formal training component of their traineeship.

Students may elect to complete the Board Endorsed *Stage 6 Industry-based Learning Course* enabling them to gain HSC credit for the on-the-job component of the school-based traineeship.

Further information on requirements and arrangements for school-based traineeships in the furnishing industry is available from:

- school system/sector authorities
- the Department of Education and Training State Training Centres
- the apprenticeships and traineeships website (<http://apprenticeship.det.nsw.edu.au>)
- the Department of Education and Training Vocational Education in Schools school-based apprenticeships and traineeships in NSW (www.sbatinnsw.info)
- Australian Apprenticeship Centres.

11.2 Articulation to further training

Students achieving units of competency in this VET CEC can apply to have those units recognised in other endorsed Training Package qualifications.

Students and teachers should investigate the qualifications within the *Furnishing Training Package (LMF02)* to identify possible training pathways. In some instances these may include higher-level courses at TAFE NSW or other RTOs which may provide for advanced standing in related university courses.

Students seeking to gain credit towards AQF VET qualifications in other industries may use the qualifications gained in Furnishing as evidence of competency for related units of competency in any national Training Package.

12 Minimum Requirements for AQF VET Qualifications

The following pages outline the qualification packaging rules for the AQF VET qualifications available in this VET CEC. This information is reproduced directly from the *Furnishing Training Package (LMF02)*. It is included so that the minimum requirements for achieving the industry qualifications are clear. Students who meet these requirements will be eligible for the relevant AQF VET Certificate, whether or not they have met the additional requirements of the HSC course.

Please note: The shaded units of competency are available in the Furnishing VET CEC. HSC course requirements are outlined in Section 7.

LMF20202 Certificate II in Furniture Finishing

The level of the qualification is based on the group of Units of Competency that align with the performance characteristics described for AQF level 2. These include:

Performance of a prescribed range of functions involving known routines and procedures and some accountability for the quality of outcomes.

Breadth, depth and complexity of knowledge and skills would prepare a person to perform in a range of varied activities or knowledge applications where there is a clearly defined range of contexts in which the choice of actions required is usually clear and there is limited complexity in the range of options to be applied.

Applications may include some complex or non-routine activities involving individual responsibility or autonomy and/or collaboration with others through members of a group or team.

Twelve (12) units are required to complete this qualification. Units must be selected according to the rules described below. Assessment must be conducted in accordance with the Assessment Guidelines.

Group 1 – MANDATORY UNITS

Select **all four (4)** units from the list:

LMFCR0001B	Follow safe working policies and practices
LMFCR0002B	Communicate in the workplace
LMFCR0003B	Carry out measurements and calculations
LMFCR0004B	Work effectively with others

Group 2 – SPECIALIST UNITS

All **five (5)** units must be chosen from Group 2.

LMFFF2001B	Use furniture finishing sector hand and power tools
LMFFF2003B	Remove surface coatings
LMFFF2004B	Prepare surfaces for finishing
LMFFF2007B	Apply stains, fillers and bleach
TLID307D	Handle dangerous goods/hazardous substances

Group 3 – ELECTIVES

Three (3) units must be selected from Group 3.

Group 3 units include:

LMFFF2002B	Dismantle/reassemble furniture
LMFFF2005B	Maintain spray equipment and booth
LMFFF2006B	Apply surface coatings by spray gun
LMFFF2008B	Apply surface coatings by hand

Other Furniture Finishing specialist units. This may include up to one unit from the Certificate level above.

Other Furnishing Training Package units at the same Certificate level.

Units from other, relevant, endorsed national training packages at the same Certificate level.

Employability Skills Summary – Certificate II in Furniture Finishing

The following table contains a summary of the employability skills for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on the packaging options.

<i>Employability skill</i>	<i>Industry/enterprise requirements for this qualification include the following facets:</i>
Communication	<ul style="list-style-type: none"> • Complete written documentation • Use communication technologies efficiently • Demonstrate effective and appropriate communication and interpersonal skills • Interpret and apply workplace procedures and instructions • Share workplace information • Communicate information about problems with work • Read and understand job specifications • Communicate information relating to OHS

Furnishing VET Content Endorsed Course Description

<i>Employability skill</i>	<i>Industry/enterprise requirements for this qualification include the following facets:</i>
Teamwork	<ul style="list-style-type: none"> • Work independently and as part of a team • Provide support to others in the work area • Identify performance required to meet customer needs in own work and/or team • Identify own role and responsibility within a team
Problem-solving	<ul style="list-style-type: none"> • Identify and report any workplace hazards • Identify production problems and make contributions to their solution • Apply knowledge of materials, product purpose and processes to operations • Check machine performance and identify signs of faulty operations • Use material and process knowledge to solve problems • Monitor workplace activities and identify and report faults or problems • Recognise hazards and follow appropriate hazard control measures
Initiative and enterprise	<ul style="list-style-type: none"> • Provide feedback on procedures and processes • Gather and interpret information • Ask questions regarding requirements and expectations • Make suggestions for continuous improvement • Inspect quality of production on an ongoing basis • Record basic information on the quality and other indicators of production performance
Planning and organising	<ul style="list-style-type: none"> • Plan work activities • Monitor production and work load priorities • Select appropriate tools • Identify requirements for materials, quality and production • Direct items to the correct area for further processing • Identify and use relevant personal protective equipment • Organise work area to maintain housekeeping standards
Self-management	<ul style="list-style-type: none"> • Plan to meet own work requirements • Keep the work area clean and tidy at all times • Conduct regular housekeeping activities • Interpret data and information as required by own job • Monitor own work • Understand own work activities • Identify personal responsibilities • Accept responsibility for quality of own work • Follow OHS practices during the production and manufacturing of products
Learning	<ul style="list-style-type: none"> • Assess own competencies in meeting job requirements • Listen to feedback and advice of supervisors • Identify own skill requirements and seek skill development if required • Attend training or skill development activities • Ask questions to expand own knowledge
Technology	<ul style="list-style-type: none"> • Use appropriate tools, machines and equipment safely and effectively • Use machinery to meet productivity requirements • Perform minor maintenance on machinery in accordance with workplace practice • Use manual handling technologies in the workplace • Set up and adjust tools and equipment

This table is a summary of employability skills that are typical of this qualification and should not be interpreted as definitive.

Please note: Only the shaded units of competency are available in the Furnishing VET CEC. HSC course requirements are outlined in Section 7.

LMF20309 Certificate II in Furniture Making

This qualification describes the skills and knowledge required by those working in a production environment in the manufacture of free-standing furniture or built-in cabinets, and those providing on-site assistance in the installation of furniture or cabinets.

Job roles/employment outcomes

Job roles covered by this qualification include assistant cabinet maker, assistant installer of built-in cabinets and production operator within a cabinet making enterprise. Cabinets include free-standing and built-in furniture.

Application

This qualification applies to non-trade work involved in the manufacture of furniture or fitted cabinets such as those used in kitchens and bathrooms. Skills are also included that cover assisting in the installation or renovation of kitchens and bathrooms and other fitted cabinets. This qualification does not cover shopfitting.

Training programs should include holistic training and assessment activities and involve flexible delivery options to meet the training needs of the enterprise and the individual.

Pathways into the qualification

This qualification may be accessed by direct entry. Credit may be granted towards this qualification by those who have completed LMF10102 Certificate I in Furnishing.

Pathways from the qualification

Further training pathways following this qualification include LMF32109 Certificate III in Cabinet Making.

Additional qualification advice

The MCM20205 Certificate II in Competitive Manufacturing is available for employees at this level who already possess technical skills and who require additional manufacturing practice skills above those available in this qualification.

Licensing considerations

Depending on the State and Territory where work is undertaken licensing may relate to this qualification where the candidate is required to work on site assisting in kitchen and bathroom installation. The licensing requirement will usually involve construction induction training. Where licensing is required the unit CPCCOHS1001A *Work safely in the construction industry* should be selected. If no licensing requirement exists, eg where all work will be off-site then the unit MSAPMOHS200A *Work safely* should be selected.

Packaging rules

To be awarded the Certificate II in Furniture Making competency must be achieved in **twelve (12)** units. Units must be selected according to the rules described below.

- 5 Mandatory units must be completed
- 5 Specialist elective units must be completed
- 2 other electives must be completed.

Assessment must be conducted in accordance with the Assessment Guidelines.

Note: No units in this qualification have prerequisite requirements.

Group 1 – MANDATORY UNITS

Five (5) units must be completed from Group 1, chosen as described below.

Group 1A

Select **all four (4)** units in this list.

LMFCR0003B	Carry out measurements and calculations
LMFFM2001B	Use furniture making sector hand and power tools
MSAPMSUP102A	Communicate in the workplace
MSAPMSUP106A	Work in a team

Group 1B

At least one of the following units must be chosen.

CPCCOHS1001A	Work safely in the construction industry
MSAPMOHS200A	Work safely

Group 2 – SPECIALIST UNITS

A minimum of **five (5)** units must be selected from Group 2.

Note that a maximum of two (2) units coded MSACM may be selected.

LMFFF2004B	Prepare surfaces for finishing
LMFFF2006B	Apply surface coatings by spray gun
LMFFM2002B	Assemble furnishing components
LMFFM2003B	Select and apply hardware
LMFFM2004B	Apply sheet laminates by hand
LMFFM2005B	Join solid timber
LMFFM2006B	Hand make timber joints

LMFFM2007B	Follow plans to assemble production furniture
LMFFM2008B	Bend and form cane
LMFFM2009B	Construct cane furniture
LMFFM2010B	Set up, operate and maintain basic static machines
LMFFM2011B	Apply manufactured board conversion techniques
LMFFM2012B	Set up, operate and maintain pressure and clamping machines
LMFKB2001A	Prepare for cabinet installation
LMFKB2002A	Provide assistance in cabinet installation
MEM16008A	Interact with computing technology
MSACMC210A	Manage the impact of change on own work
MSACMS200A	Apply competitive manufacturing practices
MSACMS201A	Sustain process improvements
MSACMT220A	Apply quick changeover procedures
MSACMT221A	Apply Just in Time (JIT) procedures
MSACMT230A	Apply cost factors to work practices
MSACMT240A	Apply 5S procedures in a manufacturing environment
MSACMT250A	Monitor process capability
MSACMT251A	Apply quality standards
MSACMT260A	Use planning software systems in manufacturing
MSACMT261A	Use SCADA systems in manufacturing
MSACMT270A	Use sustainable energy practices
MSACMT271A	Use sustainable environmental practices
MSACMT280A	Undertake root cause analysis
MSACMT281A	Contribute to the application of a proactive maintenance strategy
MSAPMSUP201A	Receive or dispatch goods
MSAPMSUP240A	Undertake minor maintenance
MSAPMSUP273A	Handle goods

Group 3 – OTHER ELECTIVES

The balance of units (up to a maximum of **two**) may be drawn in any combination from:

- Group 2 units listed above, additional to any already selected
- Other units in this Training Package, which may include a maximum of two from Certificate II level and a maximum of one from Certificate III level
- Units from other relevant endorsed Training Packages, where those units are available at Certificate II.

Note that if any of the above units have prerequisites, they must be included in the total.

Employability Skills for LMF20309 Certificate II in Furniture Making

The following table contains a summary of the employability skills as identified by the furnishing industries for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that reflect skill requirements for this level.

<i>Employability skill</i>	<i>Industry/enterprise requirements for this qualification include:</i>
Communication	<ul style="list-style-type: none"> • Complete written documentation • Use communication technologies efficiently • Demonstrate effective and appropriate communication and interpersonal skills • Interpret and apply workplace procedures and instructions • Share workplace information • Communicate information about problems with work • Read and understand job specifications • Communicate information relating to occupational health and safety (OHS)
Teamwork	<ul style="list-style-type: none"> • Work independently and as part of a team • Provide support to others in the work area • Identify performance required to meet customer needs in own work and/or team • Identify own role and responsibility within a team
Problem-solving	<ul style="list-style-type: none"> • Identify and report any workplace hazards • Identify production problems and make contributions to their solution • Apply knowledge of materials, product purpose and processes to operations • Check machine performance and identify signs of faulty operations • Use material and process knowledge to solve problems • Monitor workplace activities and identify and report faults or problems • Recognise hazards and follow appropriate hazard control measures
Initiative and enterprise	<ul style="list-style-type: none"> • Provide feedback on procedures and processes • Gather and interpret information • Ask questions regarding requirements and expectations • Make suggestions for continuous improvement • Inspect quality of production on an ongoing basis • Record basic information on the quality and other indicators of production performance
Planning and organising	<ul style="list-style-type: none"> • Plan work activities • Monitor production and work load priorities • Select appropriate tools • Identify requirements for materials, quality and production • Direct items to the correct area for further processing • Identify and use relevant personal protective equipment • Organise work area to maintain housekeeping standards
Self-management	<ul style="list-style-type: none"> • Plan to meet own work requirements • Keep the work area clean and tidy at all times • Conduct regular housekeeping activities • Interpret data and information as required by own job • Monitor own work • Understand own work activities • Identify personal responsibilities

Furnishing VET Content Endorsed Course Description

<i>Employability skill</i>	<i>Industry/enterprise requirements for this qualification include:</i>
	<ul style="list-style-type: none">• Accept responsibility for quality of own work• Follow OHS practices during the production and manufacturing of products
Learning	<ul style="list-style-type: none">• Assess own competencies in meeting job requirements• Listen to feedback and advice of supervisors• Identify own skill requirements and seek skill development if required• Attend training or skill development activities• Ask questions to expand own knowledge
Technology	<ul style="list-style-type: none">• Use appropriate tools, machines and equipment safely and effectively• Use machinery to meet productivity requirements• Perform minor maintenance on machinery in accordance with workplace practice• Use manual handling technologies in the workplace• Set up and adjust tools and equipment

Please note: The shaded units of competency are available in the Furnishing VET CEC. HSC course requirements are outlined in Section 7.

LMF20602 Certificate II in Picture Framing

The level of the qualification is based on the group of Units of Competency that align with the performance characteristics described for AQF level 2. These include:

Performance of a prescribed range of functions involving known routines and procedures and some accountability for the quality of outcomes.

Breadth, depth and complexity of knowledge and skills would prepare a person to perform in a range of varied activities or knowledge applications where there is a clearly defined range of contexts in which the choice of actions required is usually clear and there is limited complexity in the range of options to be applied.

Applications may include some complex or non-routine activities involving individual responsibility or autonomy and/or collaboration with others through members of a group or team.

Twelve (12) units are required to complete this qualification. Units must be selected according to the rules described below. Assessment must be conducted in accordance with the Assessment Guidelines.

Group 1 – MANDATORY UNITS

Select **all four (4)** units from the list:

LMFCR0001B	Follow safe working policies and practices
LMFCR0002B	Communicate in the workplace
LMFCR0003B	Carry out measurements and calculations
LMFCR0004B	Work effectively with others

Group 2 – SPECIALIST UNITS

Select **all four (4)** units from this list.

LMFPPF2001B	Use picture framing sector hand and power tools
LMFPPF2002B	Cut mouldings to length
LMFPPF2003B	Join mouldings
LMFPPF2005B	Cut mat boards

Group 3 – ELECTIVES

Four (4) units must be selected from Group 3.

Group 3 units include:

LMFPP2004B	Mount artwork
LMFPP2006B	Cut and handle glazing materials for framing
LMFPP2007B	Assemble artwork package (basic)
LMFPP2008B	Recognise and repair finishes of framing materials

Other Picture Framing specialist units. This may include up to one unit from the Certificate level above.
Other Furnishing Training Package units at the same Certificate level.
Units from other, relevant, endorsed national training packages at the same Certificate level.

Employability Skills Summary – Certificate II in Picture Framing

The following table contains a summary of the employability skills for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on the packaging options.

<i>Employability skill</i>	<i>Industry/enterprise requirements for this qualification include the following facets:</i>
Communication	<ul style="list-style-type: none"> • Complete written documentation • Use communication technologies efficiently • Demonstrate effective and appropriate communication and interpersonal skills • Interpret and apply workplace procedures and instructions • Share workplace information • Communicate information about problems with work • Read and understand job specifications • Communicate information relating to OHS
Teamwork	<ul style="list-style-type: none"> • Work independently and as part of a team • Provide support to others in the work area • Identify performance required to meet customer needs in own work and/or team • Identify own role and responsibility within a team
Problem-solving	<ul style="list-style-type: none"> • Identify and report any workplace hazards • Identify production problems and make contributions to their solution • Apply knowledge of materials, product purpose and processes to operations • Check machine performance and identify signs of faulty operations • Use material and process knowledge to solve problems • Monitor workplace activities and identify and report faults or problems • Recognise hazards and follow appropriate hazard control measures

Furnishing VET Content Endorsed Course Description

<i>Employability skill</i>	<i>Industry/enterprise requirements for this qualification include the following facets:</i>
Initiative and enterprise	<ul style="list-style-type: none"> • Provide feedback on procedures and processes • Gather and interpret information • Ask questions regarding requirements and expectations • Make suggestions for continuous improvement • Inspect quality of production on an ongoing basis • Record basic information on the quality and other indicators of production performance
Planning and organising	<ul style="list-style-type: none"> • Plan work activities • Monitor production and work load priorities • Select appropriate tools • Identify requirements for materials, quality and production • Direct items to the correct area for further processing • Identify and use relevant personal protective equipment • Organise work area to maintain housekeeping standards
Self-management	<ul style="list-style-type: none"> • Plan to meet own work requirements • Keep the work area clean and tidy at all times • Conduct regular housekeeping activities • Interpret data and information as required by own job • Monitor own work • Understand own work activities • Identify personal responsibilities • Accept responsibility for quality of own work • Follow OHS practices during the production and manufacturing of products
Learning	<ul style="list-style-type: none"> • Assess own competencies in meeting job requirements • Listen to feedback and advice of supervisors • Identify own skill requirements and seek skill development if required • Attend training or skill development activities • Ask questions to expand own knowledge
Technology	<ul style="list-style-type: none"> • Use appropriate tools, machines and equipment safely and effectively • Use machinery to meet productivity requirements • Perform minor maintenance on machinery in accordance with workplace practice • Use manual handling technologies in the workplace • Set up and adjust tools and equipment

This table is a summary of employability skills that are typical of this qualification and should not be interpreted as definitive.

Please note: The shaded units of competency are available in the Furnishing VET CEC. HSC course requirements are outlined in Section 7.

LMF20702 Certificate II in Soft Furnishing

The level of the qualification is based on the group of Units of Competency that align with the performance characteristics described for AQF level 2. These include:

Performance of a prescribed range of functions involving known routines and procedures and some accountability for the quality of outcomes.

Breadth, depth and complexity of knowledge and skills would prepare a person to perform in a range of varied activities or knowledge applications where there is a clearly defined range of contexts in which the choice of actions required is usually clear and there is limited complexity in the range of options to be applied.

Applications may include some complex or non-routine activities involving individual responsibility or autonomy and/or collaboration with others through members of a group or team.

Twelve (12) units are required to complete this qualification. Units must be selected according to the rules described below. Assessment must be conducted in accordance with the Assessment Guidelines.

Group 1 – MANDATORY UNITS

Select **all four (4)** units from the list:

LMFCR0001B	Follow safe working policies and practices
LMFCR0002B	Communicate in the workplace
LMFCR0003B	Carry out measurements and calculations
LMFCR0004B	Work effectively with others

Group 2 – SPECIALIST UNITS

A minimum of **four (4)** units must be selected from Group 2.

Group 2A

Select this unit:

LMFSF2014B	Use soft furnishing sector hand and power tools
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Select a minimum of two (2) units from either Group 2B or 2C.

Group 2B

LMFSF2002B	Machine sew materials
LMFSF2003B	Machine sew using specific techniques

Group 2C

LMFSF2010B	Make up tracks for window coverings
LMFSF2011B	Fit and adjust curtain hardware

Group 2D

A minimum of **one (1)** unit must be selected from this list:

LMFSF2001B	Cut single layer fabrics
LMFSF2004B	Hand sew soft furnishings
LMFSF2005B	Operate a steam press
LMFSF2006B	Calculate fabric quantities for window coverings
LMFSF2007B	Construct unlined curtains/drapes
LMFSF2008B	Construct lined curtains/drapes
LMFSF2009B	Construct padded pelmets
LMFSF2012B	Fit and adjust interior blinds
LMFSF2013B	Dress windows

Group 3 – ELECTIVES

The balance of units, to a maximum of **four (4)**, must be selected from Group 3.

Group 3 units include:

Other Soft Furnishing specialist units. This may include up to one unit from the Certificate level above.
Other Furnishing Training Package units at the same Certificate level.
Units from other, relevant, endorsed national training packages at the same Certificate level.

Employability Skills Summary – Certificate II in Soft Furnishing

The following table contains a summary of the employability skills for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on the packaging options.

Furnishing VET Content Endorsed Course Description

<i>Employability skill</i>	<i>Industry/enterprise requirements for this qualification include the following facets:</i>
Communication	<ul style="list-style-type: none"> • Complete written documentation • Use communication technologies efficiently • Demonstrate effective and appropriate communication and interpersonal skills • Interpret and apply workplace procedures and instructions • Share workplace information • Communicate information about problems with work • Read and understand job specifications • Communicate information relating to OHS
Teamwork	<ul style="list-style-type: none"> • Work independently and as part of a team • Provide support to others in the work area • Identify performance required to meet customer needs in own work and/or team • Identify own role and responsibility within a team
Problem-solving	<ul style="list-style-type: none"> • Identify and report any workplace hazards • Identify production problems and make contributions to their solution • Apply knowledge of materials, product purpose and processes to operations • Check machine performance and identify signs of faulty operations • Use material and process knowledge to solve problems • Monitor workplace activities and identify and report faults or problems • Recognise hazards and follow appropriate hazard control measures
Initiative and enterprise	<ul style="list-style-type: none"> • Provide feedback on procedures and processes • Gather and interpret information • Ask questions regarding requirements and expectations • Make suggestions for continuous improvement • Inspect quality of production on an ongoing basis • Record basic information on the quality and other indicators of production performance
Planning and organising	<ul style="list-style-type: none"> • Plan work activities • Monitor production and work load priorities • Select appropriate tools • Identify requirements for materials, quality and production • Direct items to the correct area for further processing • Identify and use relevant personal protective equipment • Organise work area to maintain housekeeping standards
Self-management	<ul style="list-style-type: none"> • Plan to meet own work requirements • Keep the work area clean and tidy at all times • Conduct regular housekeeping activities • Interpret data and information as required by own job • Monitor own work • Understand own work activities • Identify personal responsibilities • Accept responsibility for quality of own work • Follow OHS practices during the production and manufacturing of products
Learning	<ul style="list-style-type: none"> • Assess own competencies in meeting job requirements • Listen to feedback and advice of supervisors • Identify own skill requirements and seek skill development if required • Attend training or skill development activities • Ask questions to expand own knowledge

Furnishing VET Content Endorsed Course Description

<i>Employability skill</i>	<i>Industry/enterprise requirements for this qualification include the following facets:</i>
Technology	<ul style="list-style-type: none">• Use appropriate tools, machines and equipment safely and effectively• Use machinery to meet productivity requirements• Perform minor maintenance on machinery in accordance with workplace practice• Use manual handling technologies in the workplace• Set up and adjust tools and equipment

This table is a summary of employability skills that are typical of this qualification and should not be interpreted as definitive.

Please note: The shaded units of competency are available in the Furnishing VET CEC. HSC course requirements are outlined in Section 7.

LMF20802 Certificate II in Upholstery

The level of the qualification is based on the group of Units of Competency that align with the performance characteristics described for AQF level 2. These include:

Performance of a prescribed range of functions involving known routines and procedures and some accountability for the quality of outcomes.

Breadth, depth and complexity of knowledge and skills would prepare a person to perform in a range of varied activities or knowledge applications where there is a clearly defined range of contexts in which the choice of actions required is usually clear and there is limited complexity in the range of options to be applied.

Applications may include some complex or non-routine activities involving individual responsibility or autonomy and/or collaboration with others through members of a group or team.

Thirteen (13) units are required to complete this qualification. Units must be selected according to the rules described below. Assessment must be conducted in accordance with the Assessment Guidelines.

Group 1 – MANDATORY UNITS

Select **all four (4)** units from the list:

LMFCR0001B	Follow safe working policies and practices
LMFCR0002B	Communicate in the workplace
LMFCR0003B	Carry out measurements and calculations
LMFCR0004B	Work effectively with others

Group 2 – SPECIALIST UNITS

Select **all four (4)** units from this list.

LMFUP2001B	Use upholstery sector hand and power tools
LMFUP2002B	Fit upholstery components
LMFUP2003B	Apply contemporary foundations to upholstered furniture
LMFUP2006B	Dismantle/reassemble furniture for upholstering

Group 3 – ELECTIVES

The remaining **five (5)** units must be selected from Group 3.

Group 3 units include:

LMFUP2004B	Machine sew upholstery final cover materials (basic)
LMFUP2005B	Develop cutting plan and cut single layer upholstery fabric

Other Upholstery specialist units. This may include up to one unit from the Certificate level above.
Other Furnishing Training Package units at the same Certificate level.
Units from other, relevant, endorsed national training packages at the same Certificate level.

Employability Skills Summary – Certificate II in Upholstery

The following table contains a summary of the employability skills for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on the packaging options.

<i>Employability skill</i>	<i>Industry/enterprise requirements for this qualification include the following facets:</i>
Communication	<ul style="list-style-type: none"> • Complete written documentation • Use communication technologies efficiently • Demonstrate effective and appropriate communication and interpersonal skills • Interpret and apply workplace procedures and instructions • Share workplace information • Communicate information about problems with work • Read and understand job specifications • Communicate information relating to OHS
Teamwork	<ul style="list-style-type: none"> • Work independently and as part of a team • Provide support to others in the work area • Identify performance required to meet customer needs in own work and/or team • Identify own role and responsibility within a team
Problem-solving	<ul style="list-style-type: none"> • Identify and report any workplace hazards • Identify production problems and make contributions to their solution • Apply knowledge of materials, product purpose and processes to operations • Check machine performance and identify signs of faulty operations • Use material and process knowledge to solve problems • Monitor workplace activities and identify and report faults or problems • Recognise hazards and follow appropriate hazard control measures

Furnishing VET Content Endorsed Course Description

<i>Employability skill</i>	<i>Industry/enterprise requirements for this qualification include the following facets:</i>
Initiative and enterprise	<ul style="list-style-type: none"> • Provide feedback on procedures and processes • Gather and interpret information • Ask questions regarding requirements and expectations • Make suggestions for continuous improvement • Inspect quality of production on an ongoing basis • Record basic information on the quality and other indicators of production performance
Planning and organising	<ul style="list-style-type: none"> • Plan work activities • Monitor production and work load priorities • Select appropriate tools • Identify requirements for materials, quality and production • Direct items to the correct area for further processing • Identify and use relevant personal protective equipment • Organise work area to maintain housekeeping standards
Self-management	<ul style="list-style-type: none"> • Plan to meet own work requirements • Keep the work area clean and tidy at all times • Conduct regular housekeeping activities • Interpret data and information as required by own job • Monitor own work • Understand own work activities • Identify personal responsibilities • Accept responsibility for quality of own work • Follow OHS practices during the production and manufacturing of products
Learning	<ul style="list-style-type: none"> • Assess own competencies in meeting job requirements • Listen to feedback and advice of supervisors • Identify own skill requirements and seek skill development if required • Attend training or skill development activities • Ask questions to expand own knowledge
Technology	<ul style="list-style-type: none"> • Use appropriate tools, machines and equipment safely and effectively • Use machinery to meet productivity requirements • Perform minor maintenance on machinery in accordance with workplace practice • Use manual handling technologies in the workplace • Set up and adjust tools and equipment

This table is a summary of employability skills that are typical of this qualification and should not be interpreted as definitive.

Please note: Only the shaded units of competency are available in the Furnishing VET CEC. HSC course requirements are outlined in Section 7.

LMF20908 Certificate II in Flooring Technology

The level of the qualification is based on the group of Units of Competency that align with the performance characteristics described for AQF level 2. These include:

Performance of a prescribed range of functions involving known routines and procedures and some accountability for the quality of outcomes.

Breadth, depth and complexity of knowledge and skills would prepare a person to perform in a range of varied activities or knowledge applications where there is a clearly defined range of contexts in which the choice of actions required is usually clear and there is limited complexity in the range of options to be applied.

Applications may include some complex or non-routine activities involving individual responsibility or autonomy and/or collaboration with others through members of a group or team.

Thirteen (13) units are required to complete this qualification. Units must be selected according to the rules described below. Assessment must be conducted in accordance with the Assessment Guidelines.

Group 1 – MANDATORY UNITS

Select **all four (4)** units from the list:

LMFCR0001B	Follow safe working policies and practices
LMFCR0002B	Communicate in the workplace
LMFCR0003B	Carry out measurements and calculations
LMFCR0004B	Work effectively with others

Group 2 – SPECIALIST UNITS

Group 2A

Select this unit:

LMFFL2001A	Use flooring technology sector hand and power tools
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Group 2B

A minimum of **five (5)** or a maximum of **eight (8)** units must be selected from this list:

LMFFL2002A	Receive and prepare floor covering materials for installation
LMFFL2003A	Select, operate and maintain floor covering cutting machine

LMFFL2004A	Moisture test timber and concrete
LMFFL2101A	Remove existing floor coverings
LMFFL2102A	Prepare, select and apply smoothing and patching compounds
LMFFL2103A	Select and apply appropriate compounds and additives
LMFFL2104A	Prepare concrete sub-floors using wet cleaning methods
LMFFL2105A	Select, prepare and apply moisture barriers and damp proof membranes to concrete sub-floors
LMFFL2106A	Prepare walls for covering
LMFFL2107A	Select, operate and maintain grinding equipment
LMFFL2108A	Select, operate and maintain shot blasting equipment
LMFFL2109A	Select, operate and maintain demolition equipment
LMFFL2110A	Select, operate and maintain scarifying equipment
LMFFL2111A	Coarse sand timber flooring
LMFFL2112A	Install hard underlays
LMFFL2201A	Install carpet cushion/underlays and gripper accessories
LMFFL2202A	Install unpatterned tufted and bonded carpet floor coverings
LMFFL2203A	Install carpet tiles using standard installation procedures
LMFFL2204A	Install unpatterned tufted and bonded carpet floor coverings to stairs
LMFFL2301A	Install lay flat vinyl floor coverings
LMFFL2302A	Install resilient tiles using standard installation procedures
LMFFL2501A	Install laminate and engineered timber flooring
LMFFL2502A	Install impact and sound absorption underlay
LMFFL2503A	Nail strip timber flooring
LMFFL2504A	Install expansion joints
LMFFL2505A	Install mouldings and edge trims to timber flooring
LMFFL3101A	Inspect sub-floors
LMFFL3102A	Prepare, select and apply screed to concrete sub-floors

Group 3 – ELECTIVES

The balance of units, to a maximum of **three (3)**, must be selected from Group 3.

Group 3 units include:

Other Flooring Technology specialist units. This may include up to one unit from the Certificate level above.
Other Furnishing Training Package units at the same Certificate level.
Units from other, relevant, endorsed national training packages at the same Certificate level.

Employability Skills Summary – Certificate II in Flooring Technology

The following table contains a summary of the employability skills for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on the packaging options.

<i>Employability skill</i>	<i>Industry/enterprise requirements for this qualification include the following facets:</i>
Communication	<ul style="list-style-type: none"> • Complete written documentation • Use communication technologies efficiently • Demonstrate effective and appropriate communication and interpersonal skills • Interpret and apply workplace procedures and instructions • Share workplace information • Communicate information about problems with work • Read and understand job specifications • Communicate information relating to OHS
Teamwork	<ul style="list-style-type: none"> • Work independently and as part of a team • Provide support to others in the work area • Identify performance required to meet customer needs in own work and/or team • Identify own role and responsibility within a team
Problem-solving	<ul style="list-style-type: none"> • Identify and report any workplace hazards • Identify production problems and make contributions to their solution • Apply knowledge of materials, product purpose and processes to operations • Check machine performance and identify signs of faulty operations • Use material and process knowledge to solve problems • Monitor workplace activities and identify and report faults or problems • Recognise hazards and follow appropriate hazard control measures
Initiative and enterprise	<ul style="list-style-type: none"> • Provide feedback on procedures and processes • Gather and interpret information • Ask questions regarding requirements and expectations • Make suggestions for continuous improvement • Inspect quality of production on an ongoing basis • Record basic information on the quality and other indicators of production performance
Planning and organising	<ul style="list-style-type: none"> • Plan work activities • Monitor production and work load priorities • Select appropriate tools • Identify requirements for materials, quality and production • Direct items to the correct area for further processing • Identify and use relevant personal protective equipment • Organise work area to maintain housekeeping standards
Self-management	<ul style="list-style-type: none"> • Plan to meet own work requirements • Keep the work area clean and tidy at all times • Conduct regular housekeeping activities • Interpret data and information as required by own job • Monitor own work • Understand own work activities • Identify personal responsibilities • Accept responsibility for quality of own work • Follow OHS practices during the production and manufacturing of products

Furnishing VET Content Endorsed Course Description

<i>Employability skill</i>	<i>Industry/enterprise requirements for this qualification include the following facets:</i>
Learning	<ul style="list-style-type: none"> • Assess own competencies in meeting job requirements • Listen to feedback and advice of supervisors • Identify own skill requirements and seek skill development if required • Attend training or skill development activities • Ask questions to expand own knowledge
Technology	<ul style="list-style-type: none"> • Use appropriate tools, machines and equipment safely and effectively • Use machinery to meet productivity requirements • Perform minor maintenance on machinery in accordance with workplace practice • Use manual handling technologies in the workplace • Set up and adjust tools and equipment

This table is a summary of employability skills that are typical of this qualification and should not be interpreted as definitive.

Please note: Only the shaded units of competency are available in the Furnishing VET CEC. HSC course requirements are outlined in Section 7.

LMF21008 Certificate II in Blinds and Awnings

The level of the qualification is based on the group of Units of Competency that align with the performance characteristics described for AQF level 2. These include:

Performance of a prescribed range of functions involving known routines and procedures and some accountability for the quality of outcomes.

Breadth, depth and complexity of knowledge and skills would prepare a person to perform in a range of varied activities or knowledge applications where there is a clearly defined range of contexts in which the choice of actions required is usually clear and there is limited complexity in the range of options to be applied.

Applications may include some complex or non-routine activities involving individual responsibility or autonomy and/or collaboration with others through members of a group or team.

Thirteen (13) units are required to complete this qualification. Units must be selected according to the rules described below. Assessment must be conducted in accordance with the Assessment Guidelines.

Group 1 – MANDATORY UNITS

Select **all four (4)** units from the list:

LMFCR0001B	Follow safe working policies and practices
LMFCR0002B	Communicate in the workplace
LMFCR0003B	Carry out measurements and calculations
LMFCR0004B	Work effectively with others

Group 2 – SPECIALIST UNITS

Select **all six (6)** units from this list.

LMFBA2001A	Use blinds and awnings sector hand and power tools
LMFBA2004A	Select and apply blinds and awnings sector hardware and fixings
LMFBA2005A	Construct roll up and pull down style blinds and awnings
LMFSF2001B	Cut single layer fabrics
LMFSF2002B	Machine sew materials
LMFGN3001B	Read and interpret work documents

Group 3 – ELECTIVES

The remaining **three (3)** units must be selected from Group 3.

Group 3 units include:

LMFBA2002A	Set up, operate and maintain blinds and awnings sector static machines
LMFBA2006A	Construct vertical-style blinds
LMFBA2007A	Construct textiles for canopy-style awnings
LMFBA2008A	Construct plastic and timber Venetian-style blinds
LMFBA2009A	Construct aluminium Venetian-style blinds
LMFBA2010A	Construct metal louvre and canopy hooded style awnings
LMFBA2011A	Construct aluminium roll up style awnings
LMFGN2002B	Move and store materials and products
BSBITU101A	Operate a personal computer
BSBCUS201A	Deliver a service to customers
BSBINN201A	Contribute to workplace innovation
BSBITU306A	Design and produce business documents
BSBADM311A	Maintain business resources
BSBCUS301A	Deliver and monitor a service to customers
LMTTF2014A	Weld plastic materials
TLIA1107C	Package goods

Other Blind and Awnings specialist units. This may include up to one unit from the Certificate level above.

Other Furnishing Training Package units at the same Certificate level.

Units from other, relevant, endorsed national training packages at the same Certificate level.

Employability Skills Summary – Certificate II in Blinds and Awnings

The following table contains a summary of the employability skills for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on the packaging options.

Furnishing VET Content Endorsed Course Description

<i>Employability skill</i>	<i>Industry/enterprise requirements for this qualification include the following facets:</i>
Communication	<ul style="list-style-type: none"> • Complete written documentation • Use communication technologies efficiently • Demonstrate effective and appropriate communication and interpersonal skills • Interpret and apply workplace procedures and instructions • Share workplace information • Communicate information about problems with work • Read and understand job specifications • Communicate information relating to OHS
Teamwork	<ul style="list-style-type: none"> • Work independently and as part of a team • Provide support to others in the work area • Identify performance required to meet customer needs in own work and/or team • Identify own role and responsibility within a team
Problem-solving	<ul style="list-style-type: none"> • Identify and report any workplace hazards • Identify production problems and make contributions to their solution • Apply knowledge of materials, product purpose and processes to operations • Check machine performance and identify signs of faulty operations • Use material and process knowledge to solve problems • Monitor workplace activities and identify and report faults or problems • Recognise hazards and follow appropriate hazard control measures
Initiative and enterprise	<ul style="list-style-type: none"> • Provide feedback on procedures and processes • Gather and interpret information • Ask questions regarding requirements and expectations • Make suggestions for continuous improvement • Inspect quality of production on an ongoing basis • Record basic information on the quality and other indicators of production performance
Planning and organising	<ul style="list-style-type: none"> • Plan work activities • Monitor production and work load priorities • Select appropriate tools • Identify requirements for materials, quality and production • Direct items to the correct area for further processing • Identify and use relevant personal protective equipment • Organise work area to maintain housekeeping standards
Self-management	<ul style="list-style-type: none"> • Plan to meet own work requirements • Keep the work area clean and tidy at all times • Conduct regular housekeeping activities • Interpret data and information as required by own job • Monitor own work • Understand own work activities • Identify personal responsibilities • Accept responsibility for quality of own work • Follow OHS practices during the production and manufacturing of products
Learning	<ul style="list-style-type: none"> • Assess own competencies in meeting job requirements • Listen to feedback and advice of supervisors • Identify own skill requirements and seek skill development if required • Attend training or skill development activities • Ask questions to expand own knowledge

Furnishing VET Content Endorsed Course Description

<i>Employability skill</i>	<i>Industry/enterprise requirements for this qualification include the following facets:</i>
Technology	<ul style="list-style-type: none">• Use appropriate tools, machines and equipment safely and effectively• Use machinery to meet productivity requirements• Perform minor maintenance on machinery in accordance with workplace practice• Use manual handling technologies in the workplace• Set up and adjust tools and equipment

This table is a summary of employability skills that are typical of this qualification and should not be interpreted as definitive.

Table 3 Status of units of competency from the Furnishing HSC courses for Certificates II in Furniture Finishing, Furniture Making, Soft Furnishing and Upholstery

Unit code	Unit title	Unit-specific prerequisite	HSC indicative hours	Furnishing VET CEC	Certificate II in Furniture Finishing	Certificate II in Furniture Making	Certificate II in Soft Furnishing	Certificate II in Upholstery
<i>Qualification packaging rules</i>					- 4 mandatory - 5 specialist - 3 electives	- 5 mandatory - 5 specialist electives ▪ max 2 coded MSACM - 2 other electives	- 4 mandatory - 4 specialist ▪ 1 Group 2A ▪ 2 either Group 2B or 2C ▪ 1 Group 2D - 4 electives	- 4 mandatory - 4 specialist - 5 electives
CPCCOHS100A	Work safely in the construction industry	Nil	10	compulsory (choose 1 of 3) (120, 240 & SBT 240)	-	mandatory (choose 1 of 2)	-	-
LMFCR0001B	Follow safe working policies and practices	Nil	20	compulsory (choose 1 of 3) (120, 240 & SBT 240)	mandatory	-	mandatory	mandatory
MSAPMOHS200A	Work safely	Nil	15	compulsory (choose 1 of 3) (120, 240 & SBT 240)	-	mandatory (choose 1 of 2)	-	-
LMFCR0002B	Communicate in the workplace	Nil	15	elective (120, 240 & SBT 240)	mandatory	-	mandatory	mandatory
LMFCR0003B	Carry out measurements and calculations	Nil	20	elective (120, 240 & SBT 240)	mandatory	mandatory	mandatory	mandatory
LMFCR0004B	Work effectively with others	Nil	15	elective (120, 240 & SBT 240)	mandatory	-	mandatory	mandatory
LMFFF2001B	Use furniture finishing sector hand and power tools	Nil	25	elective (120, 240 & SBT 240)	specialist	other elective	other elective	other elective
LMFFF2002B	Dismantle/reassemble furniture	Nil	15	elective (120, 240 & SBT 240)	listed elective	other elective	other elective	other elective
LMFFF2003B	Remove surface coatings	Nil	15	elective (120, 240 & SBT 240)	specialist	other elective	other elective	other elective
LMFFF2004B	Prepare surfaces for finishing	Nil	20	elective (120, 240 & SBT 240)	specialist	specialist	other elective	other elective
LMFFF2005B	Maintain spray equipment and booth	Nil	15	elective (120, 240 & SBT 240)	listed elective	other elective	other elective	other elective

Furnishing VET Content Endorsed Course Description

Table 3 cont/d

Unit code	Unit title	Unit-specific prerequisite	HSC indicative hours	Furnishing VET CEC	Certificate II in Furniture Finishing	Certificate II in Furniture Making	Certificate II in Soft Furnishing	Certificate II in Upholstery
LMFFF2006B	Apply surface coatings by spray gun	Nil	25	elective (120, 240 & SBT 240)	listed elective	specialist	other elective	other elective
LMFFF2007B	Apply stains, fillers and bleach	Nil	25	elective (120, 240 & SBT 240)	specialist	other elective	other elective	other elective
LMFFF2008B	Apply surface coatings by hand	Nil	25	elective (120, 240 & SBT 240)	listed elective	other elective	other elective	other elective
LMFFM2001B	Use furniture making sector hand and power tools	Nil	25	elective (120, 240 & SBT 240)	other elective	mandatory	other elective	other elective
LMFFM2002B	Assemble furnishing components	Nil	15	elective (120, 240 & SBT 240)	other elective	specialist	other elective	other elective
LMFFM2003B	Select and apply hardware	Nil	10	elective (120, 240 & SBT 240)	other elective	specialist	other elective	other elective
LMFFM2004B	Apply sheet laminates by hand	Nil	10	elective (120, 240 & SBT 240)	other elective	specialist	other elective	other elective
LMFFM2005B	Join solid timber	Nil	10	elective (120, 240 & SBT 240)	other elective	specialist	other elective	other elective
LMFFM2006B	Hand make timber joints	Nil	25	elective (120, 240 & SBT 240)	other elective	specialist	other elective	other elective
LMFFM2007B	Follow plans to assemble production furniture	Nil	15	elective (120, 240 & SBT 240)	other elective	specialist	other elective	other elective
LMFFM2010B	Set up, operate and maintain basic static machines	Nil	20	elective (120, 240 & SBT 240)	other elective	specialist	other elective	other elective
LMFFM2011B	Apply manufactured board conversion techniques	Nil	15	elective (120, 240 & SBT 240)	other elective	specialist	other elective	other elective
LMFFM2012B	Set up, operate and maintain pressure and clamping machines	Nil	15	elective (120, 240 & SBT 240)	other elective	specialist	other elective	other elective
LMFFM3002B	Construct furniture using leg and rail method	Nil	30	elective (120, 240 & SBT 240)	–	other elective#	–	–
LMFFM3011B	Produce manual and computer aided production drawings	Nil	30	elective (120, 240 & SBT 240)	–	other elective#	–	–

A maximum of one of these units of competency can contribute to the qualification.

Furnishing VET Content Endorsed Course Description

Table 3 cont/d

Unit code	Unit title	Unit-specific prerequisite	HSC indicative hours	Furnishing VET CEC	Certificate II in Furniture Finishing	Certificate II in Furniture Making	Certificate II in Soft Furnishing	Certificate II in Upholstery
LMFGN2002B	Move and store materials and products	Nil	10	elective (120, 240 & SBT 240)	other elective	other elective	other elective	other elective
LMFSF2001B	Cut single layer fabrics	Nil	15	elective (120, 240 & SBT 240)	other elective	other elective	specialist group 2D or elective	other elective
LMFSF2002B	Machine sew materials	Nil	25	elective (120, 240 & SBT 240)	other elective	other elective	specialist group 2B or elective	other elective
LMFSF2003B	Machine sew using specific techniques	Nil	25	elective (120, 240 & SBT 240)	other elective	other elective	specialist group 2B or elective	other elective
LMFSF2004B	Hand sew soft furnishings	Nil	15	elective (120, 240 & SBT 240)	other elective	other elective	specialist group 2D or elective	other elective
LMFSF2005B	Operate a steam press	Nil	10	elective (120, 240 & SBT 240)	other elective	other elective	specialist group 2D or elective	other elective
LMFSF2006B	Calculate fabric quantities for window coverings	Nil	15	elective (120, 240 & SBT 240)	other elective	other elective	specialist group 2D or elective	other elective
LMFSF2007B	Construct unlined curtains/drapes	Nil	25	elective (120, 240 & SBT 240)	other elective	other elective	specialist group 2D or elective	other elective

Furnishing VET Content Endorsed Course Description

Table 3 cont/d

Unit code	Unit title	Unit-specific prerequisite	HSC indicative hours	Furnishing VET CEC	Certificate II in Furniture Finishing	Certificate II in Furniture Making	Certificate II in Soft Furnishing	Certificate II in Upholstery
LMFSF2008B	Construct lined curtains/drapes	Nil	30	elective (120, 240 & SBT 240)	other elective	other elective	specialist group 2D or elective	other elective
LMFSF2009B	Construct padded pelmets	Nil	15	elective (120, 240 & SBT 240)	other elective	other elective	specialist group 2D or elective	other elective
LMFSF2010B	Make up tracks for window coverings	Nil	15	elective (120, 240 & SBT 240)	other elective	other elective	specialist group 2C or elective	other elective
LMFSF2011B	Fit and adjust curtain hardware	Nil	15	elective (120, 240 & SBT 240)	other elective	other elective	specialist group 2C or elective	other elective
LMFSF2012B	Fit and adjust interior blinds	Nil	15	elective (120, 240 & SBT 240)	other elective	other elective	specialist group 2D or elective	other elective
LMFSF2013B	Dress windows	Nil	15	elective (120, 240 & SBT 240)	other elective	other elective	specialist group 2D or elective	other elective
LMFSF2014B	Use soft furnishing sector hand and power tools	Nil	25	elective (120, 240 & SBT 240)	other elective	other elective	specialist group 2A	other elective
LMFUP2001B	Use upholstery sector hand and power tools	Nil	25	elective (120, 240 & SBT 240)	other elective	other elective	other elective	specialist
LMFUP2002B	Fit upholstery components	Nil	15	elective (120, 240 & SBT 240)	other elective	other elective	other elective	specialist
LMFUP2003B	Apply contemporary foundations to upholstered furniture	Nil	20	elective (120, 240 & SBT 240)	other elective	other elective	other elective	specialist

Furnishing VET Content Endorsed Course Description

Table 3 cont/d

Unit code	Unit title	Unit-specific prerequisite	HSC indicative hours	Furnishing VET CEC	Certificate II in Furniture in Finishing	Certificate II in Furniture in Making	Certificate II in Soft Furnishing	Certificate II in Upholstery
LMFUP2004B	Machine sew upholstery final cover materials (basic)	Nil	20	elective (120, 240 & SBT 240)	other elective	other elective	other elective	listed elective
LMFUP2005B	Develop cutting plan and cut single layer upholstery fabric	Nil	15	elective (120, 240 & SBT 240)	other elective	other elective	other elective	listed elective
LMFUP2006B	Dismantle/reassemble furniture for upholstering	Nil	15	elective (120, 240 & SBT 240)	other elective	other elective	other elective	specialist
MSAPMSUP102A	Communicate in the workplace	Nil	10	elective (120, 240 & SBT 240)	–	mandatory	–	–
MSAPMSUP106A	Work in a team	Nil	15	elective (120, 240 & SBT 240)	–	mandatory	–	–
TLID307D	Handle dangerous goods/hazardous substances	Nil	10	elective (120, 240 & SBT 240)	specialist	other elective	other elective	other elective
BSBADM311A	Maintain business resources	Nil	15	elective (SBT 240)	–	–	–	–
BSBCUS201A	Deliver a service to customers	Nil	15	elective (SBT 240)	other elective	other elective	other elective	other elective
BSBCUS301A	Deliver and monitor a service to customers	Nil	20	elective (SBT 240)	–	–	–	–
BSBINN201A	Contribute to workplace innovation	Nil	15	elective (SBT 240)	other elective	other elective	other elective	other elective
BSBITU101A	Operate a personal computer	Nil	5	elective (SBT 240)	–	–	–	–
BSBITU306A	Design and produce business documents	Nil	25	elective (SBT 240)	–	–	–	–
LMFBA2001A	Use blinds and awnings sector hand and power tools	Nil	25	elective (SBT 240)	other elective	other elective	other elective	other elective
LMFBA2002A	Set up, operate and maintain blinds and awnings sector static machines	Nil	20	elective (SBT 240)	other elective	other elective	other elective	other elective
LMFBA2004A	Select and apply blinds and awnings sector hardware and fixings	Nil	10	elective (SBT 240)	other elective	other elective	other elective	other elective
LMFBA2005A	Construct roll up and pull down style blinds and awnings	Nil	30	elective (SBT 240)	other elective	other elective	other elective	other elective

Furnishing VET Content Endorsed Course Description

Table 3 cont/d

Unit code	Unit title	Unit-specific prerequisite	HSC indicative hours	Furnishing VET CEC	Certificate II in Furniture Finishing	Certificate II in Furniture Making	Certificate II in Soft Furnishing	Certificate II in Upholstery
LMFFL2001A	Use flooring technology sector hand and power tools	Nil	25	elective (SBT 240)	other elective	other elective	other elective	other elective
LMFFL2002A	Receive and prepare floor covering materials for installation	Nil	25	elective (SBT 240)	other elective	other elective	other elective	other elective
LMFFL2004A	Moisture test timber and concrete	Nil	20	elective (SBT 240)	other elective	other elective	other elective	other elective
LMFFL2101A	Remove existing floor coverings	Nil	10	elective (SBT 240)	other elective	other elective	other elective	other elective
LMFFL2112A	Install hard underlays	Nil	25	elective (SBT 240)	other elective	other elective	other elective	other elective
LMFFL2201A	Install carpet cushion/underlays and gripper accessories	Nil	30	elective (SBT 240)	other elective	other elective	other elective	other elective
LMFGN3001B	Read and interpret work documents	Nil	20	elective (SBT 240)	–	–	–	–
LMFPP2001B	Use picture framing sector hand and power tools	Nil	25	elective (SBT 240)	other elective	other elective	other elective	other elective
LMFPP2002B	Cut mouldings to length	Nil	15	elective (SBT 240)	other elective	other elective	other elective	other elective
LMFPP2003B	Join mouldings	Nil	20	elective (SBT 240)	other elective	other elective	other elective	other elective
LMFPP2004B	Mount artwork	Nil	40	elective (SBT 240)	other elective	other elective	other elective	other elective
LMFPP2005B	Cut mat boards	Nil	20	elective (SBT 240)	other elective	other elective	other elective	other elective
LMFPP2006B	Cut and handle glazing materials for framing	Nil	20	elective (SBT 240)	other elective	other elective	other elective	other elective
LMFPP2007B	Assemble artwork package (basic)	Nil	25	elective (SBT 240)	other elective	other elective	other elective	other elective
LMFPP2008B	Recognise and repair finishes of framing pictures	Nil	20	elective (SBT 240)	other elective	other elective	other elective	other elective
TLIA1107C	Package goods	Nil	10	elective (SBT 240)	other elective	other elective	other elective	other elective

Table 4 Status of units of competency from the Furnishing HSC courses for Certificates II in Blinds and Awnings, Flooring Technology and Picture Framing

Unit code	Unit title	Unit-specific prerequisite	HSC indicative hours	Furnishing VET CEC	Certificate II in Blinds and Awnings	Certificate II in Flooring Technology*	Certificate II in Picture Framing
<i>Qualification packaging rules</i>					- 4 mandatory - 6 specialist - 3 electives	- 4 mandatory - 6 specialist - 2 electives	- 4 mandatory - 4 specialist - 4 electives
CPCCOHS100A	Work safely in the construction industry	Nil	10	compulsory (choose 1 of 3) (120, 240 & SBT 240)	-	-	-
LMFCR0001B	Follow safe working policies and practices	Nil	20	compulsory (choose 1 of 3) (120, 240 & SBT 240)	mandatory	mandatory	mandatory
MSAPMOHS200A	Work safely	Nil	15	compulsory (choose 1 of 3) (120, 240 & SBT 240)	-	-	-
LMFCR0002B	Communicate in the workplace	Nil	15	elective (120, 240 & SBT 240)	mandatory	mandatory	mandatory
LMFCR0003B	Carry out measurements and calculations	Nil	20	elective (120, 240 & SBT 240)	mandatory	mandatory	mandatory
LMFCR0004B	Work effectively with others	Nil	15	elective (120, 240 & SBT 240)	mandatory	mandatory	mandatory
LMFFF2001B	Use furniture finishing sector hand and power tools	Nil	25	elective (120, 240 & SBT 240)	other elective	elective	other elective
LMFFF2002B	Dismantle/reassemble furniture	Nil	15	elective (120, 240 & SBT 240)	other elective	elective	other elective
LMFFF2003B	Remove surface coatings	Nil	15	elective (120, 240 & SBT 240)	other elective	elective	other elective
LMFFF2004B	Prepare surfaces for finishing	Nil	20	elective (120, 240 & SBT 240)	other elective	elective	other elective
LMFFF2005B	Maintain spray equipment and booth	Nil	15	elective (120, 240 & SBT 240)	other elective	elective	other elective
LMFFF2006B	Apply surface coatings by spray gun	Nil	25	elective (120, 240 & SBT 240)	other elective	elective	other elective

* See packaging rules for further specific details for this qualification (pp 44–45).

Furnishing VET Content Endorsed Course Description

Table 4 cont/d

Unit code	Unit title	Unit-specific prerequisite	HSC indicative hours	Furnishing VET CEC	Certificate II in Blinds and Awnings	Certificate II in Flooring Technology*	Certificate II in Picture Framing
LMFFF2007B	Apply stains, fillers and bleach	Nil	25	elective (120, 240 & SBT 240)	other elective	elective	other elective
LMFFF2008B	Apply surface coatings by hand	Nil	25	elective (120, 240 & SBT 240)	other elective	elective	other elective
LMFFM2001B	Use furniture making sector hand and power tools	Nil	25	elective (120, 240 & SBT 240)	other elective	elective	other elective
LMFFM2002B	Assemble furnishing components	Nil	15	elective (120, 240 & SBT 240)	other elective	elective	other elective
LMFFM2003B	Select and apply hardware	Nil	10	elective (120, 240 & SBT 240)	other elective	elective	other elective
LMFFM2004B	Apply sheet laminates by hand	Nil	10	elective (120, 240 & SBT 240)	other elective	elective	other elective
LMFFM2005B	Join solid timber	Nil	10	elective (120, 240 & SBT 240)	other elective	elective	other elective
LMFFM2006B	Hand make timber joints	Nil	25	elective (120, 240 & SBT 240)	other elective	elective	other elective
LMFFM2007B	Follow plans to assemble production furniture	Nil	15	elective (120, 240 & SBT 240)	other elective	elective	other elective
LMFFM2010B	Set up, operate and maintain basic static machines	Nil	20	elective (120, 240 & SBT 240)	other elective	elective	other elective
LMFFM2011B	Apply manufactured board conversion techniques	Nil	15	elective (120, 240 & SBT 240)	other elective	elective	other elective
LMFFM2012B	Set up, operate and maintain pressure and clamping machines	Nil	15	elective (120, 240 & SBT 240)	other elective	elective	other elective
LMFFM3002B	Construct furniture using leg and rail method	Nil	30	elective (120, 240 & SBT 240)	–	–	–
LMFFM3011B	Produce manual and computer aided production drawings	Nil	30	elective (120, 240 & SBT 240)	–	–	–
LMFGN2002B	Move and store materials and products	Nil	10	elective (120, 240 & SBT 240)	listed elective	elective	other elective
LMFSF2001B	Cut single layer fabrics	Nil	15	elective (120, 240 & SBT 240)	specialist	elective	other elective

* See packaging rules for further specific details for this qualification (pp 44–45).

Furnishing VET Content Endorsed Course Description

Table 4 cont/d

Unit code	Unit title	Unit-specific prerequisite	HSC indicative hours	Furnishing VET CEC	Certificate II in Blinds and Awnings	Certificate II in Flooring Technology*	Certificate II in Picture Framing
LMFSF2002B	Machine sew materials	Nil	25	elective (120, 240 & SBT 240)	specialist	elective	other elective
LMFSF2003B	Machine sew using specific techniques	Nil	25	elective (120, 240 & SBT 240)	other elective	elective	other elective
LMFSF2004B	Hand sew soft furnishings	Nil	15	elective (120, 240 & SBT 240)	other elective	elective	other elective
LMFSF2005B	Operate a steam press	Nil	10	elective (120, 240 & SBT 240)	other elective	elective	other elective
LMFSF2006B	Calculate fabric quantities for window coverings	Nil	15	elective (120, 240 & SBT 240)	other elective	elective	other elective
LMFSF2007B	Construct unlined curtains/drapes	Nil	25	elective (120, 240 & SBT 240)	other elective	elective	other elective
LMFSF2008B	Construct lined curtains/drapes	Nil	30	elective (120, 240 & SBT 240)	other elective	elective	other elective
LMFSF2009B	Construct padded pelmets	Nil	15	elective (120, 240 & SBT 240)	other elective	elective	other elective
LMFSF2010B	Make up tracks for window coverings	Nil	15	elective (120, 240 & SBT 240)	other elective	elective	other elective
LMFSF2011B	Fit and adjust curtain hardware	Nil	15	elective (120, 240 & SBT 240)	other elective	elective	other elective
LMFSF2012B	Fit and adjust interior blinds	Nil	15	elective (120, 240 & SBT 240)	other elective	elective	other elective
LMFSF2013B	Dress windows	Nil	15	elective (120, 240 & SBT 240)	other elective	elective	other elective
LMFSF2014B	Use soft furnishing sector hand and power tools	Nil	25	elective (120, 240 & SBT 240)	other elective	elective	other elective
LMFUP2001B	Use upholstery sector hand and power tools	Nil	25	elective (120, 240 & SBT 240)	other elective	elective	other elective
LMFUP2002B	Fit upholstery components	Nil	15	elective (120, 240 & SBT 240)	other elective	elective	other elective
LMFUP2003B	Apply contemporary foundations to upholstered furniture	Nil	20	elective (120, 240 & SBT 240)	other elective	elective	other elective

* See packaging rules for further specific details for this qualification (pp 44–45).

Furnishing VET Content Endorsed Course Description

Table 4 cont/d

Unit code	Unit title	Unit-specific prerequisite	HSC indicative hours	Furnishing VET CEC	Certificate II in Blinds and Awnings	Certificate II in Flooring Technology*	Certificate II in Picture Framing
LMFUP2004B	Machine sew upholstery final cover materials (basic)	Nil	20	elective (120, 240 & SBT 240)	other elective	elective	other elective
LMFUP2005B	Develop cutting plan and cut single layer upholstery fabric	Nil	15	elective (120, 240 & SBT 240)	other elective	elective	other elective
LMFUP2006B	Dismantle/reassemble furniture for upholstery	Nil	15	elective (120, 240 & SBT 240)	other elective	elective	other elective
MSAPMSUP102A	Communicate in the workplace	Nil	10	elective (120, 240 & SBT 240)	–	–	–
MSAPMSUP106A	Work in a team	Nil	15	elective (120, 240 & SBT 240)	–	–	–
TLID307D	Handle dangerous goods/hazardous substances	Nil	10	elective (120, 240 & SBT 240)	other elective	elective	other elective
BSBADM311A	Maintain business resources	Nil	15	elective (SBT 240)	listed elective	–	–
BSBCUS201A	Deliver a service to customers	Nil	15	elective (SBT 240)	listed elective	elective	other elective
BSBCUS301A	Deliver and monitor a service to customers	Nil	20	elective (SBT 240)	listed elective	–	–
BSBINN201A	Contribute to workplace innovation	Nil	15	elective (SBT 240)	listed elective	elective	other elective
BSBITU101A	Operate a personal computer	Nil	5	elective (SBT 240)	listed elective	–	–
BSBITU306A	Design and produce business documents	Nil	25	elective (SBT 240)	listed elective	–	–
LMFBA2001A	Use blinds and awnings sector hand and power tools	Nil	25	elective (SBT 240)	specialist	elective	other elective
LMFBA2002A	Set up, operate and maintain blinds and awnings sector static machines	Nil	20	elective (SBT 240)	listed elective	elective	other elective
LMFBA2004A	Select and apply blinds and awnings sector hardware and fixings	Nil	10	elective (SBT 240)	specialist	elective	other elective
LMFBA2005A	Construct roll up and pull down style blinds and awnings	Nil	30	elective (SBT 240)	specialist	elective	other elective
LMFFL2001A	Use flooring technology sector hand and power tools	Nil	25	elective (SBT 240)	other elective	compulsory specialist	other elective

* See packaging rules for further specific details for this qualification (pp 44–45).

Furnishing VET Content Endorsed Course Description

Table 4 cont/d

Unit code	Unit title	Unit-specific prerequisite	HSC indicative hours	Furnishing VET CEC	Certificate II in Blinds and Awnings	Certificate II in Flooring Technology*	Certificate II in Picture Framing
LMFFL2002A	Receive and prepare floor covering materials for installation	Nil	25	elective (SBT 240)	other elective	specialist	other elective
LMFFL2004A	Moisture test timber and concrete	Nil	20	elective (SBT 240)	other elective	specialist	other elective
LMFFL2101A	Remove existing floor coverings	Nil	10	elective (SBT 240)	other elective	specialist	other elective
LMFFL2112A	Install hard underlays	Nil	25	elective (SBT 240)	other elective	specialist	other elective
LMFFL2201A	Install carpet cushion/underlays and gripper accessories	Nil	30	elective (SBT 240)	other elective	specialist	other elective
LMFGN3001B	Read and interpret work documents	Nil	20	elective (SBT 240)	specialist	–	–
LMFPPF2001B	Use picture framing sector hand and power tools	Nil	25	elective (SBT 240)	other elective	elective	specialist
LMFPPF2002B	Cut mouldings to length	Nil	15	elective (SBT 240)	other elective	elective	specialist
LMFPPF2003B	Join mouldings	Nil	20	elective (SBT 240)	other elective	elective	specialist
LMFPPF2004B	Mount artwork	Nil	40	elective (SBT 240)	other elective	elective	listed elective
LMFPPF2005B	Cut mat boards	Nil	20	elective (SBT 240)	other elective	elective	specialist
LMFPPF2006B	Cut and handle glazing materials for framing	Nil	20	elective (SBT 240)	other elective	elective	listed elective
LMFPPF2007B	Assemble artwork package (basic)	Nil	25	elective (SBT 240)	other elective	elective	listed elective
LMFPPF2008B	Recognise and repair finishes of framing pictures	Nil	20	elective (SBT 240)	other elective	elective	listed elective
TLIA1107C	Package goods	Nil	10	elective (SBT 240)	listed elective	elective	other elective

* See packaging rules for further specific details for this qualification (pp 44–45).

Appendix Modification history

The Furnishing VET CEC is based on the national *Furnishing Training Package (LMF02)*.

Training Packages are not static documents – they are amended periodically to reflect the latest industry practices. This work is undertaken by the Industry Skills Council (developers of the Training Package) under continuous improvement processes.

This VET CEC will be updated as appropriate to ensure it is based on the most recent version of the Training Package and continues to meet the needs of key stakeholders.

The modification history is outlined in the table below.

Date	Comments
November 2009	Deleted the following dot point from Section 10.1: <ul style="list-style-type: none"> • undertaken the mandatory work placement.
August 2009	Updated to LMF02v4 – see modification history in Training Package for further details (www.ntis.gov.au). Changes affecting this VET CEC: <ul style="list-style-type: none"> • revised qualification – Certificate II in Furniture Making – from LMF20302 to LMF20309 • due to changes in qualification packaging rules, the 120 and 240-hour course requirements have been revised (Sections 7.4 and 7.5) <ul style="list-style-type: none"> - compulsory units of competency – attempt one of three units of competency <ul style="list-style-type: none"> CPCCOHS1001A <i>Work safely in the construction industry</i>, or LMFCR0001B <i>Follow safe working policies and practices</i>, or MSAPMOHS200A <i>Work safely</i> - changed wording regarding selection of elective units of competency • addition of two units of competency to the elective pool (Section 7.6) <ul style="list-style-type: none"> MSAPMSUP102A <i>Communicate in the workplace</i> MSAPMSUP106A <i>Work in a team</i> • due to changes in qualification packaging rules, the 240-hour Traineeship course requirements have been revised (Sections 7.7) <ul style="list-style-type: none"> - compulsory units of competency – attempt one of three units of competency <ul style="list-style-type: none"> CPCCOHS1001A <i>Work safely in the construction industry</i>, or LMFCR0001B <i>Follow safe working policies and practices</i>, or MSAPMOHS200A <i>Work safely</i> - changed wording regarding selection of elective units of competency • updated unit title – LMFBA2005A <i>Construct roll up and pull down style blinds and awnings</i> • qualification packaging rules for Certificate II in Furniture Making (LMF20309) replaces those for LMF20302 (Section 12) • status table updated to include CPCCOHS1001A, MSAPMOHS200A, MSAPMSUP102A and MSAPMSUP106A. <p>Addition of modification history.</p> <p>General update of text to align with most current VET CEC course descriptions – no impact on course structures and requirements.</p>

Furnishing VET Content Endorsed Course Description

December 2008	Under heading AQF VET qualification (Sections 7.4 and 7.5) addition of text 'Qualification packaging rules are in Section 12 of this document.'
November 2008	Endorsement of the Furnishing VET CEC (based on LMF02v3).