











## LEATHER PRODUCTS DEVELOPMENT TECHNICIAN



## ASSESSMENT PACKAGE

National Vocational Certificate Level 4

Version 1 - April, 2019





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# LEATHER PRODUCTS DEVELOPMENT TECHNICIAN



## ASSESSMENT PACKAGE

National Vocational Certificate Level 4

Version 1 - April, 2019

Title of Qualification:	CS Code:	Level:	Version:
National Vocational Certificate Level 3 in Leather Products Development Technician (Pattern Maker)		03	
Competency Standard Title:	Assessment D	Date (DD/MM/YY	<b>(</b> ):
Design Leather Products using Drawing Software			

Candidate Details	Name:						
	Registration/Roll Number:						
Guidance for Candidate	<ul> <li>To meet this standard, you are required to complete the following within the given time frame (for practical demonstration &amp; assessment): <ol> <li>Assessment Task 1: Design Leather product using Photo editing software</li> <li>Assessment Task 2: Design Leather product using graphic designing software</li> </ol> </li> <li>And complete: <ol> <li>Knowledge assessment test (Written or Oral)</li> <li>Portfolios at the time of assessment (if any)</li> </ol> </li> </ul>						
	During a practical assessment, under observation by an assessor, you will complete:						
	Assessment Task 1						
	Performance Criteria 1: Develop research board						
	Performance Criteria 2: Develop mood board						
	Performance Criteria 3: Trace leather product according to the product image						
	Performance Criteria 4: Render the sketch according to research board						
	Performance Criteria 5: Develop layout for technical drawing of leather product						
	Performance Criteria 6: Create technical drawings of leather product						
	Performance Criteria 7: Create technical drawings of leather product						
	Performance Criteria 8: Save and print the drawing file						
Minimum Evidence	Assessment Task 2						
Required	Performance Criteria 1: Create the basic block of leather product						
	Performance Criteria 2: Give basic block a shape of the leather product Performance Criteria 3: Draw the required designs for accessories/ embroidery/ screen printing/ sublimation on the leather product						
	Performance Criteria 4: Render the leather product according to the design requirement						
	Performance Criteria 5: Develop layout for technical drawing of leather product						
	Performance Criteria 6: Create technical drawings of leather product						
	Performance Criteria 7: Save and print the drawing file						
	Portfolios required at the time of assessment (if any) for						
	Performance criteria 1 for the evaluation of portfolio: Diary log of work completed in designing leather products using Photo editing software						
	Performance criteria 2 for the evaluation of portfolio: Diary log of work completed in designing leather products using Graphic designing software						

Candidate Details	Name:	C C
Assessment Outcome	COMPETENT  Name of the Assessor: Signature of the Assessor:	

Assessment Summary (to be filled by the assessor)									
	Activity			Method	ł			Res	sult
Nature of Activity		Written	Oral	Observation	Portfolio	Role Play		Competent	Not Yet Competent
Practic	al Skill Demonstration			✓					
Knowle	edge Assessment	~	✓						
Other F	Requirement				✓				
Each A	ssessment Task (with perfo	ormanc	e crite	eria)					
Assess	ment Task 1			•		assessment task 1 r product in Photo editing software			software
During the practical assessment, candidate demonstrated the following:					ed the	Yes	No	Remarks	
1	Performance Criteria 1: D	evelop	resea	rch boar	b				
2	Performance Criteria 2: D	evelop	mood	board					
3	Performance Criteria 3: Tr according to the product in		ather p	product					
4	Performance Criteria 4: Retoresearch board	ender tl	he ske	etch acco	ording				
5	Performance Criteria 5: Develop layout for technical drawing of leather product								
6 Performance Criteria 6: Create technical drawings of leather product									
7	Performance Criteria 7: Create technical drawings of leather product								
8	Performance Criteria 8: Save and print the drawing file								
Compe	etent 🛛			Not Yet	Compe	tent 🛛			

Crea		-	Description of assessment task 2 Create Leather product using graphic designing software		
During followir	the practical assessment, candidate de ng:	monstrated the	Yes	No	Remarks
1	Performance Criteria 1: Create the bas leather product	sic block of			
2	Performance Criteria 2: Give basic blo the leather product	ck a shape of			
3	Performance Criteria 3: Draw the required designs for accessories/ embroidery/ screen printing/ sublimation on the leather product				
4	Performance Criteria 4: Render the lea according to the design requirement	ather product			
5	Performance Criteria 5: Develop layout for technical drawing of leather product				
6	Performance Criteria 6: Create technical drawings of leather product				
7	Performance Criteria 7: Save and print the drawing file				
Competent  Not Yet Compe		tent 🛛			

Portfolio (if any)			Description of portfolio Diary log of completed work					
Curren	t 🗆	Sufficient	Authentio	c 🗆	Valid			Reliable 🛛
Portfolio meet the following performance standards:				ards:		Yes	No	Remarks
<ul> <li>Performance criteria 1: Diary log of work completed</li> <li>in designing leather products using Photo editing</li> <li>software</li> </ul>								
2 Performance criteria 2: Diary log of work completed in designing leather products using Graphic designing software								
Competent			Not Yet	Compe	etent 🗆			

Title of Qualification:	CS Code:	Level:	Version:		
National Vocational Certificate Level 4 in Leather Products Development Technician (Computerized Pattern Designer)		04			
Competency Standard Title:	Assessment Date (DD/MM/YY):				
Develop pattern for leather products using CAD/CAM					

Candidate Details	Name:					
	Registration/Roll Number:					
	To meet this standard, you are required to complete the following within the given time frame (for practical demonstration & assessment): 5. Assessment Task 1: Create a base pattern in CAD/CAM software					
Guidance for	6. Assessment Task 2: Create design and cutting pattern in CAD/CAM software					
Candidate	<ul> <li>7. Assessment Task 3: Perform Standard Grading in CAD/CAM software</li> <li>8. Assessment Task 4: Make the marker and plotting</li> <li>And complete:</li> </ul>					
	9. Knowledge assessment test (Written or Oral) 10. Portfolios at the time of assessment (if any)					
	During a practical assessment, under observation by an assessor, you will complete:					
	Assessment Task 1					
	Performance Criteria 1: Draft blocks for various patterns considering required measurements in CAD software					
	Performance Criteria 2: Create all the necessary points on the block covering all required clearances					
	Performance Criteria 3: Create required shape of the product for base pattern					
	Performance Criteria 4: Control the drawn pattern according to the measurement chart					
	Performance Criteria 5: Mark dart points and dart according to product fitting requirement					
	Performance Criteria 6: Separate base pattern from the block					
	Assessment Task 2					
Minimum Evidence	Performance Criteria 1: Create design pattern according to the product requirement on the base pattern					
Required	Performance Criteria 2: Control the drawn pattern according to the design and control the matching of the pattern pieces					
	Performance Criteria 3: Create cutting pattern by adding seam allowances, drill, marks, notches, grain line and nomenclature to the design pattern					
	Performance Criteria 4: Create lining pattern by adding seam allowances, drill, marks, notches, grain line and nomenclature to the design pattern					
	Performance Criteria 5: Draw fusing pattern according to product requirement, add grain line and nomenclature					
	Assessment Task 3					
	Performance Criteria 1: Set various grading angles on required pattern					
	Performance Criteria 2: Grade the pattern according to the size chart or grading rule					
	Performance Criteria 3: Control the grading according to the measurement chart and control the matching of the pattern pieces					
	Performance Criteria 4: Separate the graded pattern from the prepared pattern					

Assessment Task 4
Performance Criteria 1: Transfer the required pattern for marker making in CAD software
Performance Criteria 2: Set the required fabric width
Performance Criteria 3: Mark the pattern according to the required sizes and calculated quantity
Performance Criteria 4: Prepare markers by respecting cutting standards (grain lines) according to the design (matching of garment pieces)
Performance Criteria 5: Compare auto and manual marker to maximize efficiency by minimizing the material waste
Performance Criteria 6: Create a PLT/DXF/AMMA/pdf file and print the pattern
Portfolios required at the time of assessment (if any) for
Performance criteria 1 for the evaluation of portfolio: Diary log of work completed on developing pattern for leather products using Cad/Cam

Candidate Details	Name:	C C
Assessment Outcome	COMPETENT  Name of the Assessor: Signature of the Assessor:	

Assessment Summary (to be filled by the assessor)										
	Activity		Method					Result		
Nature of Activity		Written	Oral	Observation	Portfolio	Role Play		Competent	Not Yet Competent	
Practic	cal Skill Demonstration			✓				-		
Knowle	edge Assessment	✓	✓							
Other	Requirement				~					
Each A	Assessment Task (with perfo	ormanc	e crite	eria)						
Assess	sment Task 1			•		assessment task 1 pattern in CAD/CAM software				
During the practical assessment, candidate demonstrated the following:					ed the	Yes	No	Remarks		
1	Performance criteria 1: Dr patterns considering requ software				CAD					
2	Performance criteria 2: Co points on the block coveri									
3	Performance criteria 3: Co product for base pattern	eate re	quirea	d shape o	of the					
4 Performance Criteria 4: Control the drawn pattern according to the measurement chart										
5	Performance Criteria 5: Mark dart points and dart according to product fitting requirement									
6	Performance Criteria 6: Separate base pattern from the block									
Compe	etent 🛛			Not Yet	Compe	tent 🛛				

			escription of assessment task 2 reate design and cutting pattern in CAD/CAM			
During followir	the practical assessment, candidate de ng:	monstrated the	Yes	No	Remarks	
Performance criteria 1: Create design pattern according to the product requirement on the base pattern						
2	Performance criteria 2: Control the drawn pattern according to the design and control the matching of the pattern pieces					
3	Performance criteria 3: Create cutting pattern by adding seam allowances, drill, marks, notches, grain line and nomenclature to the design pattern					
4	Performance Criteria 4: Create lining pattern by adding seam allowances, drill, marks, notches, grain line and nomenclature to the design pattern					
5	Performance Criteria 5: Draw fusing pattern according to product requirement, add grain line and nomenclature					
Competent D Not Yet Compe		tent 🛛	•			

Assessment Task 3		Description of assessment task 3 Perform Standard Grading in CAD/CAM software			
During the practical assessment, candidate demonstrated the following:			Yes	No	Remarks
1	Performance criteria 1: Set various grading angles on required pattern				
2	Performance criteria 2: Grade the pattern according to the size chart or grading rule				
3	Performance criteria 3: Control the grading according to the measurement chart and control the matching of the pattern pieces				
4	Performance Criteria 4: Separate the graded pattern from the prepared pattern				
Competent D Not Yet		Not Yet Compe	etent 🛛		

Assessment Task 4 Descriptio Make the					
During the practical assessment, candidate demonstrated the following:			Yes	No	Remarks
1	Performance criteria 1: Transfer the required pattern for marker making in CAD software				
2	Performance criteria 2: Set the require	ed fabric width			
3	Performance criteria 3: Mark the pattern according to the required sizes and calculated quantity				
4	Performance Criteria 4: Prepare markers by respecting cutting standards (grain lines) according to the design (matching of garment pieces)				
5	Performance Criteria 5: Compare auto and manual marker to maximize efficiency by minimizing the material waste				
6	Performance Criteria 6:Create a PLT/DXF/AMMA/pdf file and print the pattern				
Competent  Not Yet Compe		etent 🛛			

Portfolio (if any)			•	otion of pog of com				
Current  Gutter  Current  Curr				Valid			Reliable 🛛	
Portfolio meet the following performance standards:						Yes	No	Remarks
1	<ul> <li>Performance criteria 1: Diary log of work completed</li> <li>on developing pattern for leather products using</li> <li>CAD/CAM</li> </ul>							
Competent		Not Yet	t Compe	etent 🗆				

Title of Qualification:	CS Code:	Level:	Version:		
National Vocational Certificate Level 4 in Leather Products Development Technician (Computerized Pattern Designer)		04	01		
Competency Standard Title:	Assessment Date (DD/MM/YY):				
Monitor the duties and activities of a team					

Candidate Details	Name:				
	Registration/Roll Number:				
	To meet this standard, you are required to complete the following within the given time frame (for practical demonstration & assessment):				
Guidance for Candidate	<ol> <li>Assessment Task 1: Observe and check that professional standards are maintained throughout operations</li> <li>Assessment Task 2: Check that operatives are present and manage absence issues for operational areas</li> <li>Assessment Task 3: Support the head of department</li> </ol>				
Candidate	4. Assessment Task 4: Supervise operatives in work areas				
	And complete:				
	11. Knowledge assessment test (Written or Oral)				
	12. Portfolios at the time of assessment (if any)				
	During a practical assessment, under observation by an assessor, you will complete:				
	Assessment Task 1				
	Learning Unit 1: Observe and check that professional standards are maintained throughout operations				
	Assessment Task 2				
	Learning Unit 2: Check that operatives are present and manage absence issues for operational areas				
Minimum Evidence	Assessment Task 3				
Required	Learning Unit 3: Support the head of department				
	Assessment Task 4				
	Learning Unit 4: Supervise operatives in work areas				
	Portfolios required at the time of assessment (if any) for				
	Learning Unit 1 for the evaluation of portfolio				
	Learning Unit 2 for the evaluation of portfolio				
	Learning Unit 3 for the evaluation of portfolio				
	Learning Unit 4 for the evaluation of portfolio				

Candidate Details	Name:	C C
Assessment Outcome	COMPETENT  Name of the Assessor: Signature of the Assessor:	

Assessment Summary (to be filled by the assessor)										
Activity				Method				Result		
Nature of Activity			Oral	Observation	Portfolio	Role Play		Competent	Not Yet Competent	
Practic	al Skill Demonstration			✓		~		-		
Knowle	edge Assessment	~	✓							
Other I	Requirement				~					
Each A	Assessment Task (with Lear	ning Ur	nit)							
Assessment Task 1 Description of Observe and c maintained thr				e and c	heck th	at prof	essional sta	andards are		
During the practical assessment, candidate demonstrated the following:					ed the	Yes	No	Remarks		
1	Monitor the use of persona and wear appropriate unifor associates									
2	Monitor the extent to whic safe, hygienic and secure									
3	Observe and check that associates work effectively as part of a team and communicate efficiently with each other throughout shift									
4	Ensure that associates attend briefing and be aware of daily requirements and other issues									
5	Monitor the extent to which associates check that all equipment is in good working order and check the quality and quantity of material and production									
Compe	etent 🛛			Not Yet	Compe	tent 🛛				

Assessment Task 2		Check that ope	Description of assessment task 2 Check that operatives are present and manage absenc issues for operational areas		
During the practical assessment, candidate demonstrated the following:			Yes	No	Remarks
1	Check the work requirements for the day				
2	Check that the number of associates at work match both the duty rota and work requirements				
3	Adjust the duty rota according to requi	rements			
4	Tackle the absent associates with appropriate methods				
5	Take appropriate steps to motivate staff to avoid absenteeism				
Competent D Not Yet Comp		etent			

Assessment Task 3		Description of assessment task 3 Support the head of department			
During the practical assessment, candidate demonstrated the following:			Yes	No	Remarks
1	Discuss and agree on methods and formats of communication with the head of department				
2	Agree with the head of department daily and medium-term areas for delegated responsibilities				
3	Support the head of department in managing work area activities and responsibilities				
4	Ensure that every-day work area requirements of section are signed off by head of department				
Competent		Not Yet Compe	etent 🛛		

			assessment task 4 eratives in work areas		
During the practical assessment, candidate demonstrated the following:			Yes	No	Remarks
1	Ensure that associates are punctual and efficient in carrying out their duties				
2	Communicate instructions and other information clearly to associates				
3	Motivate associates in a timely and efficient manner to complete all their duties				
4	Ensure that all staff are performing at the optimum level when carrying out work area duties				
5	Create a friendly, professional environment which inspires teamwork within work area				
6	Monitor the extent to which quality service is provided				
Competent D Not Yet Compe		tent 🛛			

Portfoli	o (if any)	Description of	portfolio	C	
Curren	t 🗆 Sufficient 🗆 Authenti	c 🗆 Valio	1 🗆		Reliable
Portfolio meet the following performance standards:			Yes	No	Remarks
1	Observe and check that professional standards are maintained throughout operations				
2	Check that operatives are present and manage absence issues for operational areas				
3	Support the head of department				
4 Supervise operatives in work areas					
Competent		Not Yet Comp	etent 🗆	]	

Title of Qualification:	CS Code:	Level:	Version:		
National Vocational Certificate Level 4 in Leather Products Development Technician (Computerized Pattern Designer)	Duration: 05 Hours	04			
Competency Standard Title:	Assessment Date (DD/MM/YY):				
Develop pattern for leather products using CAD/CAM					
Monitor the duties and activities of a team					

Candidate Details	Name:
	Registration/Roll Number:
	To meet this standard, you are required to complete the following within the given time frame (for practical demonstration & assessment):
Guidance for Candidate	<ul> <li>13. Assessment Task 1: Create the cutting pattern of a leather garment or glove and perform grading and plotting in CAD/CAM software as instructed by the assessor</li> <li>14. Assessment Task 2: Observe and check that professional standards are maintained throughout operations</li> <li>15. Assessment Task 3: Check that operatives are present and manage absence issues for operational areas</li> <li>16. Assessment Task 4: Support the head of department</li> <li>17. Assessment Task 5: Supervise operatives in work areas</li> <li>18.</li> <li>And complete: <ul> <li>19. Knowledge assessment test (Written or Oral)</li> <li>20. Portfolios at the time of assessment (if any)</li> </ul> </li> </ul>
	During a practical assessment, under observation by an assessor, you will complete:
	Assessment Task 1
	Create the cutting pattern of a leather garment or glove and perform grading and plotting in CAD/CAM software as instructed by the assessor
	Assessment Task 2
	Learning Unit 1: Observe and check that professional standards are maintained throughout operations
	Assessment Task 3
Minimum Evidence Required	Learning Unit 2: Check that operatives are present and manage absence issues for operational areas
Required	Assessment Task 4
	Learning Unit 3: Support the head of department
	Assessment Task 5
	Learning Unit 4: Supervise operatives in work areas
	Portfolios required at the time of assessment (if any) for
	Performance criteria 1 for the evaluation of portfolio: Diary log of work completed on developing pattern for leather products using CAD/CAM
	Performance criteria 2 for the evaluation of portfolio: Diary log of work completed on monitoring the duties and activities of a team

Candidate Details	Name: Candidate Signature:	u u u u u u u u u u u u u u u u u u u
Assessment Outcome	COMPETENT  Name of the Assessor: Signature of the Assessor:	NOT YET COMPETENT

Assessment Summary (to be filled by the assessor)									
Activity	Method					Result			
Nature of Activity	Written Oral Observation Portfolio Role Play		Role Play	Competent	Not Yet Competent				
Practical Skill Demonstration			~		~				
Knowledge Assessment	~	~							
Other Requirement				~					

Each A	ssessment Task (with performance crite	eria)			
			ting pat rading a	tern of and plo	a leather garment or glove tting in CAD/CAM software
During followir	the practical assessment, candidate der	monstrated the	Yes	No	Remarks
1	Performance criteria 1: Draft blocks for patterns considering required measure software				
2	Performance criteria 2: Create all the r points on the block covering all require				
3	Performance criteria 3: Create required product for base pattern	d shape of the			
4	Performance Criteria 4: Control the dra according to the measurement chart	awn pattern			
5	Performance Criteria 5: Mark dart poin according to product fitting requirement				
6	Performance Criteria 6: Separate base the block	e pattern from			
7	Performance criteria 7: Create design pattern according to the product requirement on the base pattern				
8	Performance criteria 8: Control the drawn pattern according to the design and control the matching of the pattern pieces				
9	Performance criteria 9: Create cutting adding seam allowances, drill, marks, line and nomenclature to the design pa	notches, grain			
10	Performance Criteria 10: Create lining pattern by adding seam allowances, drill, marks, notches, grain line and nomenclature to the design pattern				
11	Performance Criteria 11: Draw fusing pattern according to product requirement, add grain line and nomenclature				
12	Performance criteria 12: Set various grading angles on required pattern				
13	Performance criteria 13: Grade the pattern according to the size chart or grading rule				
14	Performance criteria 14: Control the grading according to the measurement chart and control the matching of the pattern pieces				
15	Performance Criteria 15: Separate the pattern from the prepared pattern	graded			
16	Performance criteria 16: Transfer the r pattern for marker making in CAD soft				

17	Performance criteria 17: Set the required fabric width			
18	Performance criteria 18: Mark the pattern according to the required sizes and calculated quantity			
19	Performance Criteria 19: Prepare markers by respecting cutting standards (grain lines) according to the design (matching of garment pieces)			
20	Performance Criteria 20: Compare auto and manual marker to maximize efficiency by minimizing the material waste			
21	Performance Criteria 21: Create a PLT/DXF/AMMA/pdf file and print the pattern			
Compe	npetent D Not Yet Comp		tent 🛛	

Each Assessment Task (with Learning Unit)					
Observe and		Observe and c	otion of assessment task 2 re and check that professional standards are ined throughout operations		
During the practical assessment, candidate demonstrated the following:			Yes	No	Remarks
1	Monitor the use of personal protective equipment and wear appropriate uniform throughout shift by associates				
2	Monitor the extent to which associates maintain a safe, hygienic and secure working environment				
3	Observe and check that associates work effectively as part of a team and communicate efficiently with each other throughout shift				
4	Ensure that associates attend briefing and be aware of daily requirements and other issues				
5	5 Monitor the extent to which associates check that all equipment is in good working order and check the quality and quantity of material and production				
Compe	etent 🗆	Not Yet Compe	etent 🛛		

Check that			f assessment task 3 peratives are present and manage absence erational areas		
During the practical assessment, candidate demonstrated the following:			Yes	No	Remarks
1	Check the work requirements for the day				
2	Check that the number of associates at work match both the duty rota and work requirements				
3	Adjust the duty rota according to requi	rements			
4	Tackle the absent associates with appropriate methods				
5	Take appropriate steps to motivate staff to avoid absenteeism				
Competent D Not Yet Compe		tent 🛛			

			f assessment task 4 nead of department		
During the practical assessment, candidate demonstrated the following:			Yes	No	Remarks
1	Discuss and agree on methods and formats of communication with the head of department				
2	Agree with the head of department daily and medium-term areas for delegated responsibilities				
3	Support the head of department in managing work area activities and responsibilities				
4	Ensure that every-day work area requirements of section are signed off by head of department				
Competent D Not Yet Compe		tent 🛛			

Assessment Task 5 Description of a Supervise oper					
During the practical assessment, candidate demonstrated the following:			Yes	No	Remarks
1	Ensure that associates are punctual and efficient in carrying out their duties				
2	Communicate instructions and other information clearly to associates				
3	Motivate associates in a timely and efficient manner to complete all their duties				
4	Ensure that all staff are performing at the optimum level when carrying out work area duties				
5	Create a friendly, professional environment which inspires teamwork within work area				
6	Monitor the extent to which quality service is provided				
Compe	etent 🗆	Not Yet Compe	tent 🛛		

Portfolio (if any)			Description of portfolio Diary log of practical work				
Current D Sufficient D Authentic		C Valid Reliable			Reliable		
Portfolio meet the following performance standa			ards:		Yes	No	Remarks
<ul> <li>Performance criteria 1: Diary log of work completent</li> <li>on developing pattern for leather products using CAD/CAM</li> </ul>							
1Performance criteria 2: Diary log of work component on monitoring the duties and activities of a teat							
Competent D			Not Yet	Comp	etent 🗆	]	

### National Vocational and Technical Training Commission (NAVTTC)

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