Qualification Guidance

SEG Awards Level 3 Certificate in Fashion and Textiles

Level 3 Certificate - 500/4448/5

About Us

At the Skills and Education Group Awards we continually invest in high quality qualifications, assessments and services for our chosen sectors. As a UK leading sector specialist we continue to support employers and skills providers to enable individuals to achieve the skills and knowledge needed to raise professional standards across our sectors.

Skills and Education Group Awards has an on-line registration system to help customers register learners on its qualifications, units and exams. In addition it provides features to view exam results, invoices, mark sheets and other information about learners already registered.

The system is accessed via a web browser by connecting to our secure website using a username and password: Skills and Education Group Awards Secure Login

Sources of Additional Information

The Skills and Education Group Awards website www.skillsandeducationgroupawards.co.uk provides access to a wide variety of information.

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Specification Code, Date and Issue Number

The specification code is C2100-03, C2070-03, C2080-03, C2090-03

Version	Date	Details of change
8.3	June 2022	Update of qualification review date
8.4	October 2022	New front page
8.5	July 2023	Qualification guide split from the Level 3 Award
8.6	December 2024	Updated UKFT logo in header

This guide should be read in conjunction with the Indicative Content document **version 1.0** which is available on our secure website using the link above.

Contents

This is a live document and as such will be updated when required. It is the responsibility of the approved centre to ensure the most up-to-date version of the Qualification Guide is in use. Any amendments will be published on our website and centres are encouraged to check this site regularly.

Introduction

The SEG Awards Level 3 Certificate in Fashion and Textiles form part of a suite of qualifications in Fashion and Textiles at Levels 1, 2 and 3. They are a result of employer feedback identifying a demand for programmes of learning in particular specialist areas and the development of technical skills in specific occupational areas.

Pre-requisites

There are no specific entry requirements for this qualification.

Skills and Education Group Awards expects approved centres to recruit with integrity on the basis of a trainee's ability to contribute to and successfully complete all the requirements of a unit(s) or the full qualification.

Aims

The SEG Awards Level 3 Certificate in Fashion and Textiles has been developed with the primary aim of enabling learners to acquire the depth of skills and underpinning knowledge to support progress into further education/training or employment within the fashion and textile Industries. Additionally the qualification supports transfer across specialist sectors within the fashion and textiles industries. This qualification is designed to provide the opportunities for incremental learning. The different size qualifications add depth and breadth to the specialism being studied without duplicating the learning covered by each qualification.

Target Group

The SEG Awards Level 3 Certificate in Fashion and Textiles enable 16+ learners to access appropriately sized vocationally relevant programmes of accredited learning.

Qualification Structure and Rules of Combination

Rules of Combination: Level 3 Certificate in Fashion and Textiles
Learners must achieve 24 credits from one pathway.

Unit	Unit Number	Level	Credit Value	GL
Pattern Technology Pathway – Learners must achieve 24 credits from the following units:				
Manual lay planning	Y/501/7986	3	8	60
Manual grading techniques	D/501/7987	3	8	60
Manual pattern drafting	Y/501/8037	3	8	60

Garment Technology Pathway – Learners must achieve 24 credits from the following units:				
Introduction to garment technology processes	M/501/8027	3	8	60
Garment review process	T/501/8028	3	8	60
Garment production techniques	F/501/8050	3	8	60
Tailoring Pathway – Learners must achieve a minimum of 24 credits from units selected below:				
Handcraft tailoring techniques	D/501/8041	3	8	60
Basic blocks: hand craft tailoring	H/501/8042	3	8	60
Pattern cutting and construction techniques: handcraft tailored trousers	T/501/8045	3	8	60
Pattern cutting techniques: handcraft tailored jackets	A/501/8032	3	8	60
Construction techniques: handcraft tailored jackets	K/501/8043	3	8	60
Producing tailored components	M/501/8044	3	8	60
Pattern cutting and construction techniques: production tailored skirts and trousers	A/501/8046	3	8	60
Construction techniques: production tailored jackets	F/501/8047	3	8	60
Unendorsed Pathway – Learners must achieve a minimum of 24 credits from units selected below:				
Manual lay planning	Y/501/7986	3	8	60
Manual grading techniques	D/501/7987	3	8	60
Manual pattern drafting	Y/501/8037	3	8	60
CAD lay planning	T/501/8000	3	4	30
CAD grading	F/501/8002	3	4	30
Advanced pattern cutting technology	H/501/8008	3	8	60
Computer aided pattern development	K/501/8009	3	8	60

Producing patterns by modelling	D/501/8010	3	8	60
Introduction to pattern technology for garment technologists (CAD)	J/501/8020	3	8	60
Introduction to garment technology processes	M/501/8027	3	8	60
Garment review process	T/501/8028	3	8	60
Garment production techniques	F/501/8050	3	8	60
Quality testing materials in the fashion industry	L/501/8018	3	8	60
Creating virtual samples-draping	R/501/8019	3	8	60
Handcraft tailoring techniques	D/501/8041	3	8	60
Basic blocks: hand craft tailoring	H/501/8042	3	8	60
Pattern cutting and construction techniques: handcraft tailored trousers	T/501/8045	3	8	60
Pattern cutting techniques: handcraft tailored jackets	A/501/8032	3	8	60
Construction techniques: handcraft tailored jackets	K/501/8043	3	8	60
Producing tailored components	M/501/8044	3	8	60
Pattern cutting and construction techniques: production tailored skirts and trousers	A/501/8046	3	8	60
Construction techniques: production tailored jackets	F/501/8047	3	8	60
Fashion design: illustration techniques	A/505/1032	3	3	21
Fashion design: development	H/505/1042	3	3	21
Fashion design: presentation	K/505/1043	3	3	21

Practice Assessment Material

Skills and Education Group Awards confirm that there is no practice assessment material for this qualification.

Teaching Strategies and Learning Activities

Centres should adopt a delivery approach which supports the development of all individuals. The aims and aspirations of all the learners, including those with identified special needs or learning difficulties/disabilities, should be considered and appropriate support mechanisms put in place.

Progression Opportunities

The SEG Awards suite of qualifications in Fashion and Textiles at Levels 1, 2 and 3. provides a flexible range of progression pathways from level 1 through to level 3 offering preparation for entering these roles within industry and progression with those roles as Pattern Cutters (Manual / CAD), Lay Planners (Manual / CAD), Garment Technologists, Designers, Sewing Machinists and Tailors.

Successful achievement of the SEG Awards Level 3 Certificate in Fashion and Textiles provides an introduction and a stepping stone to further specific training and skills development in either apprenticeships or other forms of further education.

Centres should be aware that Reasonable Adjustments which may be permitted for assessment may in some instances limit a trainee's progression into the sector. Centres must, therefore, inform trainees of any limits their learning difficulty may impose on future progression

Tutor/Assessor Requirements

We require those involved in the assessment process to be suitably experienced and / or qualified. In general terms, this usually means that the assessor is knowledgeable of the subject / occupational area to a level above that which they are assessing.

Assessors should also be trained and qualified to assess or be working towards appropriate qualifications.

Centres must take all reasonable steps to avoid any part of the assessment of a learner (including any internal quality assurance and invigilation) being undertaken by any person who has a personal interest in the result of the assessment.

Language

These specifications and associated assessment materials are in English only.

Qualification Summary

Qualification	
SEG Awards Level 3 Certificate in Fashion and Textiles – 500/4448/5 SEG Awards Level 3 Certificate in Fashion and Textiles (Pattern Technology) – 500/4448/5 SEG Awards Level 3 Certificate in Fashion and Textiles (Garment Technology) – 500/4448/5 SEG Awards Level 3 Certificate in Fashion and Textiles (Tailoring) – 500/4448/5	

Qualification Purpose	B. Prepare for further learning or training and/or develop knowledge and/or skills in a subject area B1. Prepare for further learning or training, B2. Develop knowledge and/or skills in a subject area							
Age Range	Pre 16		16-18	✓	18+		19+	✓
Regulation	The above qualification is regulated by: • Ofqual • CCEA in Northern Ireland							
Assessment	• Internal assessment • Internal and external moderation							
Type of Funding Available	See LARS (Learning Aims Reference Service)							
Qualification/Unit Fee	See Skills and Education Group Awards web site for current fees and charges							
Grading	Pass To achieve a Pass, learners must complete all units as stated in the rule of combination (RoC)							
Operational Start Date	01/09/2008							
Review Date	31/12/2025							
Operational End Date								
Certification End Date								
Guided Learning (GL)	180 hours							
Total Qualification Time TQT)	240 hours							
Credit Value	24							
Skills and Education Group Awards Sector	Sewing and Textiles							
Ofqual SSA Sector	4.2 Manufacturing Technologies							
Support from Trade Associations/Stakeholder Support	UKFT							
Administering Office	See Skills and Education Group Awards website							

Unit Details

Manual Lay Planning

Unit Reference	**Y/501/7986**
Level	**3**
Credit Value	**8**
Guided Learning (GL)	**60 hours**
Unit Summary	Learners will focus on practicing a range of manual lay planning skills and develop an understanding of the basic principles of lay planning techniques in relation to successful garment realisation.
Learning Outcomes (1 to 3) *The learner will:*	**Assessment Criteria (1.1 to 3.1)** *The learner can:*
1. Understand the basic principles of lay planning	1.1. Utilise manual lay planning techniques for • laying up • meeting production requirements • costings • maximising utilisation
2. Be able to create efficient manual lay plans for complex fabrics	2.1. Analyse and compare characteristics of the following fabrics • one way • checks • tubular • mixed • striped • stretch fabrics 2.2. Create lay plans for a minimum of two of the fabrics above, considering • balance marks/notches • drill holes • seam allowance • grain line • component name 2.3. Create a single size lay plan to specification 2.4. Create a multi size lay plan to specification 2.5. Compare costings from single size to multi size lay plans and select the most economical version

3. Be able to produce a final lay plan	3.1. Plan and place pattern pieces and trace (mark in) demonstrating economical efficiency

Mapping to National Occupational Standards
This unit relates to Apparel Manufacturing Technology NOS October 2008
AMTech1, AMTech3

Manual Grading Techniques

Unit Reference	D/501/7987
Level	3
Credit Value	8
Guided Learning (GL)	60 hours
Unit Summary	In this unit, learners will demonstrate their understanding of the basic principles of grading by using manual pattern grading techniques in practical situations. The emphasis of this unit is for learners to demonstrate competence in a range of techniques.

Learning Outcomes (1 to 4) The learner will:	Assessment Criteria (1.1 to 4.2) The learner can:
1. Understand safe workroom practices related to handcraft tailoring	1.1. Identify potential risks to self and others 1.2. Demonstrate safe use of industrial machinery and tools
2. Understand the basic principles of grading	2.1. Utilise manual pattern grading techniques 2.2. Identify the significance of critical body measurement points for grading 2.3. Select grading methods appropriate to product type, size,fit and proportion
3. Be able to grade patterns which are compatible with appropriate standards for sizing range and production methods	3.1. Analyse size specification 3.2. Apply incremental values (X and Y coordinates) 3.3. Produce nested grade to size chart measurements 3.4. Trace off a pattern for two sizes above or below the base size
4. Be able to produce a full scale garment pattern	4.1. Ensure accuracy of fit and balance of garment 4.2. Evidence appropriate technical information using relevant equipment, techniques and methods for example • balance marks/notches

	• drill holes • seam allowance • grain line • component name • size

Mapping to National Occupational Standards

This unit relates to Apparel Manufacturing Technology NOS October 2008

HS1, AMTech6, AMTech7

Manual Pattern Drafting

Unit Reference	Y/501/8037
Level	3
Credit Value	8
Guided Learning (GL)	60 hours
Unit Summary	Learners will focus on developing a range of manual pattern cutting skills, and develop an understanding of the basic principles of pattern construction techniques in relation to successful garment realization.

Learning Outcomes (1 to 4) *The learner will:*	Assessment Criteria (1.1 to 4.2) *The learner can:*
1. Understand how body size charts can be used to make basic block patterns	1.1. Identify and use the requisite measurements for basic blocks 1.2. Produce an accurate set of skirt, bodice, sleeve and trouser blocks
2. Be able to select and use appropriate block patterns to produce skirt, bodice, sleeve and trouser adaptations	2.1. Select appropriate blocks dependant on style being produced 2.2. Produce a range of common style adaptations from skirt, bodice, sleeve and trouser blocks
3. Understand the use of a technical working drawing (flat) in pattern production	3.1. Produce a technical working drawing (flat) for a design 3.2. Analyse and interpret the instructions and extract relevant information from the working drawing (flat) into a finished pattern
4. Be able to produce finished patterns which incorporate technical data for production purposes	4.1. Produce a finished pattern to a given design 4.2. Evidence appropriate technical information using relevant equipment, techniques and methods for example • balance marks/notches • drill holes • seam allowance • grain line • component name

Mapping to National Occupational Standards
This unit relates to Apparel Manufacturing Technology NOS October 2008
AMTech6, AMTech7, AMTech8

CAD Lay Planning

Unit Reference	T/501/8000
Level	3
Credit Value	4
Guided Learning (GL)	30 hours
Unit Summary	Using integrated technology systems, this unit will develop the learners' skills through applying a range of specialist CAD/CAM techniques, and will encourage a methodical and disciplined approach to the lay planning and grading processes.

Learning Outcomes (1 to 3) The learner will:	Assessment Criteria (1.1 to 3.3) The learner can:
1. Understand the basic principles of lay planning	1.1. Utilise CAD/CAM technology and manual lay planning techniques for • laying up • meeting production requirements • costings • maximising utilisation
2. Know how to create CAD/CAM generated lay plans	2.1. Create a single size lay plan to specification 2.2. Create a multi size lay plan to specification 2.3. Compare costings from single size to multi size lay plans 2.4. Adapt lay plans for different fabrics • one way • checks • tubular • mixed • mark to avoid • stretch fabrics
3. Be able to produce a final lay plan	3.1. Set parameters for plotting 3.2. Select format required • single • double • size

	3.3. Plot lay plan using an appropriate scale (e.g. quarter / fifth / full)

Mapping to National Occupational Standards

This unit relates to Apparel Manufacturing Technology NOS October 2008

AMTech6, AMTech7, AMTech8

CAD Grading

Unit Reference	F/501/8002
Level	3
Credit Value	4
Guided Learning (GL)	30 hours
Unit Summary	Using integrated technology systems, this unit will develop the learners' skills through applying a range of specialist CAD / CAM techniques, and will encourage a methodical and disciplined approach to the lay planning and grading processes.

Learning Outcomes (1 to 3) *The learner will:*	Assessment Criteria (1.1 to 3.4) *The learner can:*
1. Understand the basic principles of grading	1.1. Utilise CAD / CAM technology and manual pattern grading techniques 1.2. Identify the significance of critical body measurement points for grading 1.3. Select grading methods appropriate to product type, size, fit and proportion
2. Be able to grade patterns which are compatible with appropriate standards for sizing range and production methods	2.1. Analyse size specification 2.2. Apply incremental values (X and Y coordinates) 2.3. Produce graded patterns to size chart measurements 2.4. Ensure accuracy of fit and balance of garment

3. Be able to produce final set of graded patterns	3.1. Set parameters for plotting
	
	3.2. Select format required
	    • garment
	    • pattern pieces (single)
	    • size
	
	3.3. Plot patterns / garment to check for accuracy and fit

	3.4. Assemble individual graded pattern pieces in to cohesive garment mode
Mapping to National Occupational Standards This unit relates to Apparel Manufacturing Technology NOS October 2008 AMTech6, AMTech7, AMTech8	

Advanced Pattern Cutting Technology

Unit Reference	H/501/8008
Level	3
Credit Value	8
Guided Learning (GL)	60 hours
Unit Summary	This unit focuses on a progressive approach to pattern cutting technology, with particular attention to pattern cutting for outerwear, 3D modelling and pattern cutting for stretch fabrics.

Learning Outcomes (1 to 4) *The learner will:*	Assessment Criteria (1.1 to 4.2) *The learner can:*
1. Be able to utilise a range of fabrics and show an understanding of body measurements and size charts	1.1. Identify fabrics for pattern cutting development 1.2. Apply body measurements in relation to stretch fabrics
2. Understand the differences between stretch and woven fabrics	2.1. Identify possibilities and limitations in the use of stretch fabrics 2.2. Asses fabric performance by draping/modelling on the stand 2.3. Analyse specialist finishing techniques and machinery
3. Demonstrate an understanding of pattern cutting techniques required in relation to stretch fabrics	3.1. Adapt standard blocks for the use of stretch fabric taking into account • tolerance • ease • drafting • complex style lines
4. Produce patterns for complete styles, which are compatible with the intended industrial production methods	4.1. Apply industrial production methods and techniques to create final pattern 4.2. Evidence appropriate technical information using relevant equipment, techniques and methods for example • balance marks/notches • drill holes

	• seam allowance • grain line • component name

Mapping to National Occupational Standards

This unit relates to Apparel Manufacturing Technology NOS October 2008
AMTech3, AMTech10, AMTech14

Computer Aided Pattern Development

Unit Reference	**K/501/8009**
Level	**3**
Credit Value	**8**
Guided Learning (GL)	**60 hours**
Unit Summary	This unit develops specialist skills in computer-aided technology for pattern production. Emphasis will be placed on making learners aware of the role of CAD/CAM systems in the fashion design and technology industry.

Learning Outcomes (1 to 3) *The learner will:*	Assessment Criteria (1.1 to 3.3) *The learner can:*
1. Prepare to use the pattern cutting functions of CAD/CAM software	1.1. Identify systems and software, for the purpose of industry context 1.2. Setup storage areas for individual patterns pieces / finished garment 1.3. Digitise block patterns

2. Integrate CAD/CAM technology to produce finished patterns which incorporate technical data for production purposes	2.1. Utilise CAD/CAM technology and manual pattern cutting techniques
	
	2.2. Create skirt, trouser and bodice patterns with the use of appropriate programmes.
	
	2.3. Evidence appropriate technical information using relevant equipment, techniques and methods for example
	  • balance marks / notches
	  • drill holes
	  • seam allowance
	  • grain line
	  • component name
	
	2.4. Assemble individual pattern pieces into cohesive garment mode

3. Be able to produce final pattern	3.1. Set parameters for plotting (e.g. quarter / fifth / full) 3.2. Select format required garment

| | pattern pieces (single) |
| | 3.3. Plot patterns/garment to check for accuracy and fit |

Mapping to National Occupational Standards

This unit relates to Apparel Manufacturing Technology NOS October 2008
AMTech3, AMTech10, AMTech14

Producing Patterns by Modelling

Unit Reference	D/501/8010
Level	3
Credit Value	8
Guided Learning (GL)	60 hours
Unit Summary	This unit will enable learners to prepare the workroom stand for modelling, model a basic toile, model a draped toile and demonstrate pattern copying.

Learning Outcomes (1 to 7) The learner will:	Assessment Criteria (1.1 to 7.1) The learner can:
1. Understand the safe working procedures within a workroom	1.1. Follow safe working practices in a workroom 1.2. Use workroom equipment safely
2. Understand how to prepare a dress stand	2.1. Identify body measurement locations on a dress stand 2.2. Tape appropriate locations on a dress stand
3. Know how to model a basic block on the workroom stand	3.1. Model a basic bodice and skirt block (back and front) in calico on the prepared workroom stand 3.2. Incorporate the appropriate ease in blocks 3.3. Incorporate appropriate darts
4. Be aware of styles for which modelling is preferable to flat pattern making	4.1. Select an appropriate style to at least hip length for modelling 4.2. Select a suitable fabric to model the toile
5. Know how to model a toile on a workroom stand	5.1. Model a toile on a workroom stand, identifying grain lines

6. Know how to present modelled toile	6.1. Present modelled toile with • a list of measurements (body or workroom stand) • a sketch of the design • photographic evidence if possible
7. Understand how to take a pattern from a finished garment	7.1. Demonstrate how to take a pattern from a finished garment

Mapping to National Occupational Standards
This unit relates to Apparel Manufacturing Technology NOS October 2008
HS1, AMTech9, AMTech10

Introduction to Pattern Technology for Garment Technologists (CAD)

Unit Reference	**J/501/8020**
Level	**3**
Credit Value	**8**
Guided Learning (GL)	**60 hours**
Unit Summary	This unit places a large emphasis on developing the use of CAD / CAM technology within the pattern creation process.

Learning Outcomes (1 to 3) *The learner will:*	Assessment Criteria (1.1 to 3.2) *The learner can:*

1. Integrate CAD / CAM technology to produce finished patterns which incorporate technical data for production purposes	1.1. Utilise CAD / CAM technology and manual pattern cutting techniques
	
	1.2. Create skirt, trouser and bodice patterns with the use of appropriate programmes
	
	1.3. Evidence appropriate technical information using relevant equipment, techniques and methods for example
	    • balance marks / notches
	    • drill holes
	    • seam allowance
	    • grain line
	    • component name
	
	1.4. Assemble individual pattern pieces into cohesive garment mode

2. Understand how to assess final pattern to the specific garment requirements	2.1. Evaluate outcomes against pattern and garment requirements

3. Understand the basic principles of lay planning	3.1. Utilise CAD / CAM technology and manual lay planning techniques for
	    • laying up
	    • meeting production requirements
	    • costings
	    • maximising utilisation
	
	3.2. Analyse lay planning techniques for different fabrics
	    • one way

	- checks - tubular - mixed - mark to avoid - stretch fabrics

Mapping to National Occupational Standards

This unit relates to Apparel Manufacturing Technology NOS October 2008
AMTech6, AMTech7, AMTech8

Introduction to Garment Technology Processes

Unit Reference	M/501/8027
Level	3
Credit Value	8
Guided Learning (GL)	60 hours
Unit Summary	This unit develops a considered and logical approach to the many facets involved in the garment technology process. Learners will learn and apply a range of industry practices involved in sample garment production.

Learning Outcomes (1 to 6) The learner will:	Assessment Criteria (1.1 to 6.3) The learner can:
1. Understand safe workroom practices related to industrial machinery and equipment	1.1. Identify potential risks to self and others 1.2. Record evidence of safe workroom practices related to industrial machinery and equipment 1.3. Demonstrate safe use of industrial machinery and equipment
2. Understand seam types for specific fabric finishes	2.1. Analyse various seam types in the production process • overlock • twin needle cover seam • 3 / 4 / 5 thread overlock • binder • ribbing
3. Utilise appropriate machinery and equipment to produce seam samples	3.1. Classify specialist industrial machinery appropriate to fabric type / finishing • overlocker • industrial flat beds • twin needle cover seam • press 3.2. Construct seam samples to industry standards including pressing and finishing
4. Understand industry production methods and standards	4.1. Evaluate garment components • type • number

	• suitability • grain line • component name 4.2. Develop an order of assembly for garment manufacture
5. Be able to produce a garment to industry standard	5.1. Manufacture a garment to industry standard in the order of assembly requirements
6. Understand the review process of design, pattern and garment technology	6.1. Review and revise manufactured garment for issues in relation to design / pattern / order of assembly 6.2. Diagnose garment issues in relation to design / pattern / order of assembly 6.3. Summarise garment issues in relation to design / pattern / order of assembly

Mapping to National Occupational Standards

This unit relates to Apparel Manufacturing Technology NOS October 2008

HS1, AMTech6, AMTech10, AMTech16, AMTech17

Garment Review Process

Unit Reference	**T/501/8028**
Level	**3**
Credit Value	**8**
Guided Learning (GL)	**60 hours**
Unit Summary	This unit focuses on developing the learners' knowledge of garment technology processes in relation to industry standard manufacturing principles and garment assembly techniques.

Learning Outcomes (1 to 3) *The learner will:*	Assessment Criteria (1.1 to 3.3) *The learner can:*
1. Conduct and participate in fit sessions in a professional manner	1.1. Manage and participate in formal fitting sessions in relation to specific industry roles 1.2. Review a manufactured garment for issues in relation to design / pattern / order of assembly 1.3. Diagnose garment issues in relation to design / pattern / order of assembly 1.4. Summarise garment issues in relation to design / pattern / order of assembly
2. Record all terminology from observations to ensure quality assurance	2.1. Record feedback and actions of examined garments in relation to specific industry roles
3. Be able to relate fit issues to pattern amendments, garment specifications and size charts	3.1. Rectify make and fit issues whilst considering garment style and cost implications 3.2. Develop and produce a garment production specification including • working drawing • graded size chart / Tolerances • trimmings / cut sizes • threads • fabrics 3.3. Revise and produce a final order of assembly for production

Mapping to National Occupational Standards
This unit relates to Apparel Manufacturing Technology NOS October 2008
AMTech11, AMTech12, AMTech20

Garment Production Techniques

Unit Reference	F/501/8050
Level	3
Credit Value	8
Guided Learning (GL)	60 hours
Unit Summary	During this unit learners will experience sample production in an industry context, whilst gaining proficiency in cutting, sewing and finishing for successful garment assembly.

Learning Outcomes (1 to 5) *The learner will:*	Assessment Criteria (1.1 to 5.1) *The learner can:*
1. Understand safe workroom practices related to industrial machinery and equipment	1.1. Identify potential risks to self and others 1.2. Record evidence of safe workroom practices related to industrial machinery and equipment 1.3. Demonstrate safe use of industrial machinery and equipment
2. Use fabrics, linings, facings and threads appropriate to garment style	2.1. Analyse various fabric/trimming types prior to production process • function • properties • handling • performance • aesthetics
3. Interpret specification information in relation to specific industry roles	3.1. Analyse and interpret specification sheets 3.2. Analyse and interpret an order of assembly 3.3. Analyse and interpret working drawings into realisation
4. Utilise appropriate machinery and equipment to produce component samples	4.1. Classify specialist industrial machinery appropriate to fabric type / finishing • overlocker • industrial flat beds • twin needle cover seam • press • button-hole

	• bar tack 4.2. Construct component samples to industry standards • collar • cuff • placket • waistband • fastenings
5. Understand the importance of sequence of assembly and quality assurance	5.1. Apply efficient, sequential operations to industry standards to produce two technically correct garments • working within time allocated • maintaining cost effective production • addressing cloth / garment faults in the production process • working to correct seam allowances • selecting correct stitch type

Mapping to National Occupational Standards

This unit relates to Apparel Manufacturing Technology NOS October 2008
HS1, AMTech16, AMTech18

Quality Testing Materials in the Fashion Industry

Unit Reference	L/501/8018
Level	3
Credit Value	8
Guided Learning (GL)	60 hours
Unit Summary	In this unit, learners will explore the appropriateness of materials for specific purposes. The emphasis is on practical work testing of materials. They will plan, organise and implement wearer trials, and report their findings.

Learning Outcomes (1 to 3) The learner will:	Assessment Criteria (1.1 to 3.4) The learner can:
1. Understand characteristics of materials	1.1. Appraise material types in relation to appropriate end use 1.2. Determine appropriate tests to confirm suitability for purpose
2. Understand how to test materials	2.1. Determine rationale and criteria for testing specific materials to meet customer needs in accordance with national and international textile testing legislation governing commercial activity 2.2. Conduct testing processes using appropriate techniques and equipment 2.3. Record and analyse findings to assess suitability for intended use 2.4. Explain the purpose of wearer trials
3. Know how to conduct wearer trials	3.1. Plan, organise and implement wearer trials addressing • performance • wash care • garment life span • fit customer expectations • price 3.2. Record and analyse findings to assess suitability for intended use

| | 3.3. Identify a range of garment defects and correctly classify each one using appropriate language and terminology |
| | 3.4. Report findings to the appropriate person/s |

Mapping to National Occupational Standards

This unit relates to Apparel Manufacturing Technology NOS October 2008
AMTech15, AMTech18, AMTech19

Creating Virtual Samples-Draping

Unit Reference	**R/501/8019**
Level	**3**
Credit Value	**8**
Guided Learning (GL)	**60 hours**
Unit Summary	This unit provides the learner with specialist skills in computer aided design technology for product design development (virtual sampling). Emphasis will be placed on advancing learners awareness of the role of CAD systems in the fashion and textile industry.
Learning Outcomes (1 to 4) *The learner will:*	**Assessment Criteria (1.1 to 4.2)** *The learner can:*

1. Understand and apply the principals of selecting appropriate digital imagery most suited for use for virtual sampling to include manipulation of image	1.1. Select and prepare suitable product or garment digital images that are fit for use to alter
	    • image resolution
	    • brightness, contrast and Hue
	
	1.2. Select, scan and save suitable digital images

2. Be able to prepare to use the design sampling functions of the CAD software	2.1. Identify the context of design systems and software for the purpose of the industry 2.2. Identify and prepare (scan / store / edit) appropriate images for developing virtual samples 2.3. Set up storage areas for target / recipient sample images, texture atlases and colour palettes

3. Be able to utilise CAD technology techniques to produce virtual samples	3.1. Exploit CAD technology to prepare images in sections for 'mapping' textures onto a 3-D surface to include
	    • sliced masks / selection areas
	    • texture maps (surface grid / wireframe / 3-D mesh)
	    • colour palettes and texture atlases
	
	3.2. Apply colours and / or textures in order to render virtual samples of a range of appropriate products
	
	3.3. Organise and assemble completed images into a presentation catalogue of designs

4. Be able to produce a marketing catalogue of rendered design images (virtual samples)	4.1. Produce generic client layouts for sample images and appropriate data to produce • catalogues / client boards / presentations which will include • colour/texture swatches, completed virtual design appropriate text or data 4.2. Print and / or electronically send virtual sample catalogues to client

Mapping to National Occupational Standards

This unit relates to Apparel Manufacturing Technology NOS October 2008

D12, AMTech6, AMTech7, AMTech8

Handcraft Tailoring Techniques

Unit Reference	D/501/8041
Level	3
Credit Value	8
Guided Learning (GL)	60 hours
Unit Summary	The emphasis of this unit is on Practical Handcraft Tailoring skills. Learners will develop knowledge of a range of techniques and processes through the production of samples. Learners will need to select techniques appropriate to fabrics and threads.

Learning Outcomes (1 to 3) *The learner will:*	Assessment Criteria (1.1 to 3.1) *The learner can:*
1. Understand safe workroom practices related to sewing and pressing machines and equipment	1.1. Identify potential risks to self and others 1.2. Demonstrate safe use of sewing machines and equipment
2. Understand the techniques and processes used in the manufacture of a hand-crafted tailored garment	2.1. Demonstrate techniques and processes through the production of samples, to include • belt loops • collars/lapels • cuffs • fastenings (zip / button / button hole) • finishes • hook and bar/button • plackets • pockets • pressing methods • shoulder pads • trimmings • vents • waist band 2.2. Select and use suitable sewing techniques to suit a range of different types of fabrics and threads
3. Be able to manage and organise their learning	3.1. Demonstrate personal organisation, management and effective study skills through both visual and practical records

Mapping to National Occupational Standards
This unit relates to Bespoke Cutting and Tailoring NOS 2007
HS1, T2, T3

Basic Blocks: Hand Craft Tailoring

Unit Reference	**H/501/8042**
Level	**3**
Credit Value	**8**
Guided Learning (GL)	**60 hours**
Unit Summary	This unit explores the theory and practice of developing block patterns and cutting for the tailoring industry to fit individual sizes. Learners will be introduced to the techniques of taking and recording measurements and the importance of accuracy. Through the application of theory, blocks will be constructed and used as a basis to develop and cut various styles of garments.

Learning Outcomes (1 to 4) *The learner will:*	Assessment Criteria (1.1 to 4.1) *The learner can:*
1. Understand the methods used to record and develop accurate figure measurements	1.1. Evidence effective notetaking and recording of measurements using • diagrams • sketches 1.2. Evidence the relationship to figure, form and proportion using appropriate media
2. Understand the methods used to develop size charts and basic blocks	2.1. Record measurements to develop a size chart 2.2. Produce a size chart
3. Evidence an understanding of the theories used to create basic block patterns	3.1. Demonstrate how to apply theories and measurements and create a set of basic blocks
4. Demonstrate the ability to manipulate block patterns	4.1. Demonstrate how to manipulate the basic blocks through practical exercises and the development process

Mapping to National Occupational Standards
This unit relates to Bespoke Cutting and Tailoring NOS 2007
HS1, C4

Pattern Cutting and Construction Techniques: Handcraft Tailored Trousers

Unit Reference	**T/501/8045**
Level	**3**
Credit Value	**8**
Guided Learning (GL)	**60 hours**
Unit Summary	In this unit, learners will develop their pattern cutting and construction techniques to produce Handcraft Tailored Trousers. They will follow the process through from pattern to finished garment.

Learning Outcomes (1 to 7) *The learner will:*	Assessment Criteria (1.1 to 7.3) *The learner can:*
1. Understand safe workroom practices related to handcraft tailoring	1.1. Identify potential risks to self and others 1.2. Demonstrate safe use of industrial machinery and tools
2. Understand the components, styling and methods of cutting required to produce a bespoke trouser	2.1. Analyse and interpret the instructions and extract relevant information from specifications including • type • number • suitability • component name 2.2. Produce a range of trouser patterns through block manipulation, using an appropriate scale (e.g. quarter / fifth) and development process
3. Be able to produce a full scale trouser pattern	3.1. Evidence appropriate technical information using relevant equipment, techniques and methods for example • balance marks / notches • drill holes • seam allowance • grain line • component name
4. Understand the fabric suitability for a bespoke trouser	4.1. Evaluate and select the suitable fabric(s), trimmings and threads for the • design

	- function - performance - aesthetics
5. Understand the principles of lay planning for a bespoke trouser	5.1. Identify fabric characteristics 5.2. Evaluate fabric suitability for selected trouser 5.3. Select appropriate lay plan technique 5.4. Produce a cost-effective lay plan 5.5. Develop an order of assembly for garment manufacture
6. Be able to use relevant specialist equipment and techniques prior to production of a bespoke handcraft tailored trouser	6.1. Identify and use the relevant cutting equipment to produce a handcraft tailored trouser 6.2. Identify and apply the relevant cutting techniques to produce a handcraft tailored trouser 6.3. Mark up and bundle the components of a handcraft tailored trouser, to the order of assembly, in preparation for the construction process
7. Be able to produce a bespoke handcraft tailored trouser to industry standard	7.1. Select and use appropriate specialist equipment and techniques in the production of a bespoke trouser 7.2. Manufacture a garment to industry standard in the order of assembly requirements 7.3. Review and revise manufactured garment for issues in relation to design / pattern / order of assembly

Mapping to National Occupational Standards
This unit relates to Apparel Bespoke Cutting and Tailoring NOS 2007
HS1, C1, T1, T2, T3

Pattern Cutting Techniques: Handcraft Tailored Jackets

Unit Reference	A/501/8032
Level	3
Credit Value	8
Guided Learning (GL)	60 hours
Unit Summary	In this practical unit, learners will develop their pattern cutting techniques for Handcraft Tailored Jackets. They learn how to interpret instructions from specifications to produce a range of jacket patterns. They will need to consider the characteristics of fabrics and assess their suitability for specific garments. Learners will also be required to produce a cost effective layplan.

Learning Outcomes (1 to 6) The learner will:	Assessment Criteria (1.1 to 6.5) The learner can:
1. Understand safe workroom practices related to handcraft tailoring	1.1. Identify potential risks to self and others 1.2. Demonstrate safe use of industrial machinery and tools
2. Understand the components, styling and methods of cutting required to produce a bespoke jacket	2.1. Analyse and interpret the instructions and extract relevant information from specifications including • type • number • suitability • component name 2.2. Produce a range of jacket patterns through block manipulation and using an appropriate scale e.g. full / quarter / fifth • basic block • double breasted block • single breasted block
3. Understand the specific uses of tailoring fabrics, linings, interlinings and trimmings	3.1. Analyse and select suitable tailoring fabrics 3.2. Prepare a range of suitable interlinings, linings and trimmings

4. Be able to produce a full scale jacket pattern	4.1. Evidence appropriate technical information using relevant equipment, techniques and methods for example • balance marks / notches • drill holes • seam allowance • grain line • component name
5. Understand the fabric suitability for a bespoke jacket	5.1. Evaluate and select the suitable fabric(s), trimmings and threads for the design, function, performance and aesthetics
6. Understand the principles of lay planning for a bespoke jacket	6.1. Identify fabric characteristics 6.2. Evaluate fabric suitability for selected jacket 6.3. Select appropriate lay plan technique 6.4. Produce a cost effective lay plan 6.5. Develop an order of assembly for garment manufacture

Mapping to National Occupational Standards
This unit relates to Apparel Bespoke Cutting and Tailoring NOS 2007
HS1, C1, C4

Construction Techniques: Handcraft Tailored Jackets

Unit Reference	**K/501/8043**
Level	**3**
Credit Value	**8**
Guided Learning (GL)	**60 hours**
Unit Summary	In this practical unit, learners will develop their skills in the use of specialist equipment and techniques prior to production of a handcrafted tailored jacket. They will select and use appropriate specialist equipment and techniques in the production of a bespoke jacket. Learners will be required to produce a handcraft tailored jacket to industry standard in the order of assembly requirements.

Learning Outcomes (1 to 3) *The learner will:*	Assessment Criteria (1.1 to 3.3) *The learner can:*
1. Understand safe workroom practices related to industrial machinery and equipment	1.1. Identify potential risks to self and others 1.2. Demonstrate safe use of industrial machinery and tools
2. Be able to use relevant specialist equipment and techniques prior to production of a handcrafted tailored jacket	2.1. Identify and use the relevant cutting equipment to produce a handcraft tailored jacket 2.2. Identify and apply the relevant cutting techniques to produce a handcraft tailored jacket 2.3. Mark up and bundle the components of a handcraft tailored jacket, to the order of assembly, in preparation for the construction process
3. Be able to produce a bespoke handcrafted tailored jacket to industry standard	3.1. Select and use appropriate specialist equipment and techniques in the production of a bespoke jacket 3.2. Manufacture a handcraft tailored jacket to industry standard in the order of assembly requirements 3.3. Review and revise manufactured handcraft tailored jacket for issues in relation to design / pattern / order of assembly

Mapping to National Occupational Standards
This unit relates to Bespoke Cutting and Tailoring NOS 2007
HS1, C4, T2, T3

Producing Tailored Components

Unit Reference	M/501/8044
Level	3
Credit Value	8
Guided Learning (GL)	60 hours
Unit Summary	In this practical unit, the emphasis is on the range of Production Tailoring skills. This includes hand sewing, machining, finishing and pressing. Learners will be required to use appropriate machinery/equipment and methods to produce component samples and apply efficient sequential operations to industry standards to produce component samples.

Learning Outcomes (1 to 3) The learner will:	Assessment Criteria (1.1 to 3.1) The learner can:
1. Understand safe workroom practices	1.1. Identify potential risks to self and others in a sewing a pressing working environment 1.2. Demonstrate safe use of industrial sewing and pressing machines and equipment
2. Utilise appropriate machinery/equipment and methods to produce component samples	2.1. Classify specialist industrial machinery appropriate to fabric type/finishing • overlocker • industrial flat bed • twin needle cover seam • press • button holer • bar tack 2.2. Construct component sample to industry standards to include • belt loops • collars / lapels • cuffs • fastenings (zip / button / button hole) • finishes • hook and bar / button • plackets • pockets • pressing methods • shoulder pads • trimmings

	• vents • waist band 2.3. Select and use suitable sewing techniques to suit a range of different types of fabrics and threads
3. Understand the importance of sequence of assembly and quality assurance	3.1. Apply efficient sequential operations to industry standards to produce component samples • working within time allocated • maintaining cost effective production • addressing cloth/component faults • working to correct seam allowances • selecting correct stitch type

Mapping to National Occupational Standards
This unit relates to Apparel Manufacturing Technology NOS October 2008
HS1, AMTech15

Pattern Cutting and Construction Techniques: Production Tailored Skirts and Trousers

Unit Reference	A/501/8046
Level	3
Credit Value	8
Guided Learning (GL)	60 hours
Unit Summary	In this unit, learners will develop their pattern cutting and construction techniques to produce Production Tailored Skirts and Trousers. They will follow the process through from pattern to finished garment and demonstrate their understanding of the production process.

Learning Outcomes (1 to 7) *The learner will:*	Assessment Criteria (1.1 to 7.3) *The learner can:*
1. Understand safe workroom practices related to handcraft tailoring	1.1. Identify potential risks to self and others 1.2. Demonstrate safe use of industrial machinery and tools
2. Understand the components, styling and methods of cutting required to produce a skirt or trouser	2.1. Analyse and interpret the instructions and extract relevant information from specifications including • type • number • suitability • component name 2.2. Produce a range of trouser patterns through block manipulation, using an appropriate scale (e.g. quarter / fifth) and development process
3. Be able to produce an accurate skirt or trouser pattern	3.1. Evidence appropriate technical information using relevant equipment, techniques and methods for example • balance marks/notches • drill holes • seam allowance • grain line • component name

4. Understand the fabric suitability for a skirt or trouser	4.1. Evaluate and select the suitable fabric(s), trimmings and threads for the • design • function • performance • aesthetics
5. Understand the principles of lay planning for a skirt or trouser	5.1. Identify fabric characteristics 5.2. Evaluate fabric suitability for selected trouser 5.3. Select appropriate lay plan technique 5.4. Produce a cost effective lay plan 5.5. Develop an order of assembly for garment manufacture
6. Be able to use relevant specialist equipment and techniques in the production of a production tailored skirt or trouser	6.1. Identify and use the relevant cutting equipment to produce a production tailored skirt or trouser 6.2. Identify and apply the relevant cutting techniques to produce a production tailored skirt or trouser 6.3. Mark up and bundle the cut components of a production tailored skirt or trouser, preparing for construction process
7. Be able to produce a production tailored skirt or trouser	7.1. Select and use appropriate specialist equipment and techniques in the production of a production tailored skirt or trouser 7.2. Manufacture a garment to industry standard in the order of assembly requirements 7.3. Review and revise manufactured garment for issues in relation to design / pattern / order of assembly

Mapping to National Occupational Standards
This unit relates to Bespoke Cutting and Tailoring NOS 2007
HS1, C1, C2, T1, T2, T3

Construction Techniques: Production Tailored Jackets

Unit Reference	**F/501/8047**
Level	**3**
Credit Value	**8**
Guided Learning (GL)	**60 hours**
Unit Summary	In this practical unit, learners will develop their skills in the use of specialist equipment and techniques prior to production of a production tailored jacket. They will select and use appropriate specialist equipment and techniques. Learners will be required to produce a production tailored jacket to industry standard in the order of assembly requirements.

Learning Outcomes (1 to 3) *The learner will:*	**Assessment Criteria (1.1 to 3.3)** *The learner can:*
1. Understand safe workroom practices related to industrial machinery and equipment	1.1. Identify potential risks to self and others 1.2. Demonstrate safe use of industrial machinery and tools
2. Be able to use relevant specialist equipment and production techniques prior to the manufacture of a production tailored jacket	2.1. Identify and use the relevant cutting equipment to manufacture a production tailored jacket 2.2. Identify and apply the relevant cutting techniques to manufacture a production tailored jacket 2.3. Mark up and bundle the components of a production tailored jacket, to the order of assembly, in preparation for the construction process
3. Be able to produce a production tailored jacket to industry standard	3.1. Select and use appropriate specialist equipment and techniques in the manufacture of a production tailored jacket 3.2. Manufacture a production tailored jacket to industry standard in the order of assembly requirements

	3.3. Review and revise manufactured production tailored jacket for issues in relation to design / pattern / order of assembly

Mapping to National Occupational Standards

This unit relates to Apparel Manufacturing Technology NOS 2007

HS1, AMTech7, AMTech9

Fashion Design: Illustration Techniques

Unit Reference	A/505/1032
Level	3
Credit Value	3
Guided Learning (GL)	21 hours
Unit Summary	In this unit, learners will develop skills and knowledge to produce illustrations for fashion design, considering figure shapes, garment details and fabrics.

Learning Outcomes (1 to 3) *The learner will:*	Assessment Criteria (1.1 to 3.2) *The learner can:*
1. Be able to create original figure templates for fashion illustration purposes	1.1. Create a range of front, back and three-quarter view male and female figure templates from observational drawings and illustrations
2. Be able to create illustrations for fashion designs	2.1. Use different media and techniques to illustrate the surface appearance and drape of a variety of textured or patterned materials including: • heavy woven cloth • fur/fake fur • striped fabrics • decorative or embroidered fabrics 2.2. Use the templates created to illustrate a range of fashion designs that combine different fabrics/materials 2.3. Illustrate some garment details separately
3. Be able to present fashion illustrations on a storyboard	3.1. Use the illustrations produced to design a range of draft storyboards to chosen formats 3.2. Develop a final presentation storyboard

Mapping to National Occupational Standards
Textile and Material Design NOS 2009
D2 Develop and Communicate design ideas for textiles and materials
D12 Develop, produce and present design response

Fashion Design: Development

Unit Reference	H/505/1042
Level	3
Credit Value	3
Guided Learning (GL)	21 hours
Unit Summary	In this unit learners will develop knowledge and skills to develop and present fashion designs to a specified brief.

Learning Outcomes (1 to 3) *The learner will:*	Assessment Criteria (1.1 to 3.3) *The learner can:*
1. Understand the requirements of a fashion design brief	1.1. Explain the constituent parts of a specified design brief 1.2. Explain the requirements of a specified design brief
2. Develop initial design ideas	2.1. Develop creative design ideas from original research 2.2. Select some ideas for further development with style variations
3. Be able to develop a finished design	3.1. Critically compare design ideas produced and select one for further development. 3.2. Develop a finished design including: • front and back views showing all technical details • style variations • sample fabrics with alternative colourways • a costing sheet 3.3. Review own work in the context of the design brief, identifying areas of success and areas requiring further development

Mapping to National Occupational Standards
Textile and Material Design NOS 2009
D12 Develop, produce and present design response

Fashion Design: Presentation

Unit Reference	K/505/1043
Level	3
Credit Value	3
Guided Learning (GL)	21 hours
Unit Summary	In this unit learners will develop knowledge and skills to develop and present fashion designs, considering materials, trimmings and costings.

Learning Outcomes (1 to 4) *The learner will:*	Assessment Criteria (1.1 to 4.2) *The learner can:*
1. Produce technical drawings of a fashion design	1.1. Select own fashion design and explain the three-dimensional and technical aspects of the design 1.2. Critically compare and select materials and media suitable for technical drawings 1.3. Produce accurate and clear front and back view flat technical drawings of the chosen design 1.4. Produce front and back view flat technical drawings showing alternative design detail and colour variations 1.5. Add all appropriate construction notes including stitch detail and samples of all fabrics required
2. Be able to select fabrics and trimmings for a fashion design	2.1. Critically compare a range of swatches suitable for producing a design including: • fabric composition • colourways • price • supplier/s 2.2. Select fabric/s, haberdashery and trimmings 2.3. Produce a costing sheet for materials required
3. Be able to apply fashion illustration techniques	3.1. Select appropriate figure templates 3.2. Use a variety of media and creative drawing techniques to produce a range of illustrations of the chosen design

4. Be able to present fashion design work	4.1. Present work produced to a specification
	4.2. Evaluate own work and identify areas of success and areas for further development

Mapping to National Occupational Standards
Textile and Material Design NOS 2009
D12 Develop, produce and present design response

Recognition of Prior Learning (RPL), Exemptions, Credit Transfers and Equivalencies

Skills and Education Group Awards policy enables learners to avoid duplication of learning and assessment in a number of ways:

- Recognition of Prior Learning (RPL) – a method of assessment that considers whether a learner can demonstrate that they can meet the assessment requirements for a unit through knowledge, understanding or skills they already possess and do not need to develop through a course of learning.

- Exemption - Exemption applies to any certificated achievement which is deemed to be of equivalent value to a unit within a Skills and Education Group Awards qualification but which does not necessarily share the exact learning outcomes and assessment criteria. It is the assessor's responsibility, in conjunction with the Internal Moderator, to map this previous achievement against the assessment requirements of the Skills and Education Group Awards qualification to be achieved in order to determine its equivalence.

  Any queries about the relevance of any certificated evidence, should be referred in the first instance to your centre's internal moderator and then to Skills and Education Group Awards.

  It is important to note that there may be restrictions upon a learner's ability to claim exemption or credit transfer which will be dependent upon the currency of the unit/qualification and a learner's existing levels of skill or knowledge.

  Where past certification only provides evidence that could be considered for exemption of part of a unit, learners must be able to offer additional evidence of previous or recent learning to supplement their evidence of achievement.

- Credit Transfer – Skills and Education Group Awards may attach credit to a qualification, a unit or a component. Credit transfer is the process of using certificated credits achieved in one qualification and transferring that achievement as a valid contribution to the award of another qualification. Units/Components transferred must share the same learning outcomes and assessment criteria along with the same unit number. Assessors must ensure that they review and verify the evidence through sight of:
  - original certificates OR
  - copies of certificates that have been signed and dated by the internal moderator confirming the photocopy is a real copy and make these available for scrutiny by the External Moderator

- Equivalencies – opportunities to count credits from the unit(s) from other qualifications or from unit(s) submitted by other recognised organisations towards the place of mandatory or optional unit(s) specified in the rule of combination. The unit must have the same credit value or greater than the unit(s) in question and be at the same level or higher.

Skills and Education Group Awards encourages its centres to recognise the previous achievements of learners through Recognition of Prior Learning (RPL), Exemption, Credit Transfer and Equivalencies. Prior achievements may have resulted from past or present employment, previous study or voluntary activities. Centres should provide advice and

guidance to the learner on what is appropriate evidence and present that evidence to the external moderator in the usual way.

Further guidance can be found in 'Delivering and Assessing Qualifications' which can be downloaded from the website.

Exemptions

There are no identified exemptions for these qualifications.

Equivalencies

There are no identified equivalencies for these qualifications.

Certification

Learners will be certificated for all units and qualifications that are achieved and claimed.

Skills and Education Group Awards policies and procedures are available on the website.

Glossary of Terms

GL (Guided Learning)

GLH is where the learner participates in education or training under the immediate guidance or supervision of a tutor (or other appropriate provider of education or training). It may be helpful to think – 'Would I need to plan for a member of staff to be present to give guidance or supervision?'

GLH is calculated at qualification level and not unit/component level.

Examples of Guided Learning include:
* Face-to-face meeting with a tutor
* Telephone conversation with a tutor
* Instant messaging with a tutor
* Taking part in a live webinar
* Classroom-based instruction
* Supervised work
* Taking part in a supervised or invigilated assessment
* The learner is being observed.

TQT (Total Qualification Time)

'The number of notional hours which represents an estimate of the total amount of time that could reasonably be expected to be required, in order for a learner to achieve and demonstrate the achievement of the level of attainment necessary for the award of a qualification.' The size of a qualification is determined by the TQT.

TQT is made up of the Guided Learning Hours (GLH) plus all other time taken in preparation, study or any other form of participation in education or training but not under the direct supervision of a lecturer, supervisor or tutor.

TQT is calculated at qualification level and not unit/component level.

Examples of unsupervised activities that could contribute to TQT include:
* Researching a topic and writing a report
* Watching an instructional online video at home/e-learning
* Watching a recorded webinar
* Compiling a portfolio in preparation for assessment
* Completing an unsupervised practical activity or work
* Rehearsing a presentation away from the classroom
* Practising skills unsupervised
* Requesting guidance via email – will not guarantee an immediate response.