



MSF40118
Certificate IV in Interior Decoration
Recognition of Prior Learning (RPL)
Application Kit

Table of Contents

1.0 Quick Start Guide	3
2.0 Course Structure	3
3.0 RPL Overview	3
4.0 Evidence Gathering	4
5.0 Candidate Details and Declarations	8
6.0 Application Selection	10
7.0 Master Evidence List	11
8.0 Minimum Evidence Requirements	12
9.0 Candidate Self-Evaluation Checklist	16

1.0 Quick Start Guide

This is the Recognition of Prior Learning Kit (RPL) for the Certificate IV in Interior Decoration by International School of Colour and Design Pty Ltd (iscd) ABN 59 123 040 111; RTO 91439.

1. Carefully read through the entire RPL Application Kit before you begin.
2. Follow the instructions noted in each section.
3. Complete all relevant sections of this application in full.
4. Ensure that you complete and sign the Candidate Details and Declaration page.
5. Save the completed RPL Application Kit as a digital file changing the file name to include your name and date of submission.
6. Submit your completed RPL Application Kit and evidence files by email to RPL@iscd.edu.au or by file transfer.

Please note the following:

- Applications submitted without a signed Candidate Declaration (on page 8) will not be assessed.
- RPL is awarded by Unit of Competency (UoC). Where a subject contains multiple Units of Competency you may be required to complete all assessments for the subject in order to attain competency for the remaining Units.
- In addition to the RPL application fee, RPL for individual UoC are charged in accordance with the published prices that can be found on the website www.iscd.edu.au

2.0 Course Structure

This course consists of nineteen (19) core and elective units;

Subject	Unit of Competency Code	Unit of Competency Name
Subject 1 - Design and Colour	BSBDES301	Explore the use of colour
	BSBDES302	Explore and apply the creative design process to 2D form
Subject 2 - Communications 1	CUAACD303	Produce technical drawings
	CUAACD301	Produce drawing to communicate ideas practices
Subject 3 - Design History	BSBDES305	Source and apply information on the history and theory of design
	MSFGN4001	Research and meet ethical and compliance requirements
Subject 4 - Spatial Design	BSBCRT402	Collaborate in a creative process
	BSBDES303	Explore and apply the creative design process to 3D forms
Subject 5 - Applied Colour	MSFID4016	Design colour schemes for interior and exterior spaces
	MSFID5027	Research and recommend colour application and finishes
Subject 6 - Soft Furnishings	MSFID4021	Design soft furnishing solutions for interior spaces
	MSFID4015	Prepare a materials board for client presentation
Subject 7 -Styling	MSFID4017	Research and recommend furniture and accessories
	MSFID5018	Provide interior styling service
Subject 8 - Kitchens + Bathroom/ Hard Materials	MSFID4018	Research and recommend hard materials and finishes for interiors
	MSFID4015	Prepare materials and finishes boards for client presentation
Subject 9 - Residential Interiors 1	MSFID4013	Design residential lighting
	MSFID4012	Decorate residential interiors

	BSBDES304	Source and apply design industry knowledge
--	-----------	--

3.0 RPL Overview

What is Recognition of Prior Learning (RPL)?

Recognition of Prior Learning is a method of assessment that enables candidates to have their current knowledge and skills formally recognised. You may wish to apply for RPL for select units or a whole qualification. Current knowledge and skills may have been acquired through paid employment, life experiences, volunteer work, informal or formal training.

What is the RPL process at iscd?

At iscd our RPL process starts on enrolment.

STEP 1	Enrol and pay for the course
STEP 2	Complete this RPL Kit
STEP 3	Gather evidence for each relevant unit – you must complete the Master Evidence List
STEP 4	Submit your completed application to RPL@iscd.edu.au
STEP 5	The RPL team has up to 20 business days to review your application and provide you with an official outcome by email
STEP 6	If additional evidence is required the RPL team will contact you by email/phone

Please note: you have up to two (2) attempts to receive a competent outcome through the RPL process.

RPL Checklist

We will not process incomplete RPL Kits. Please ensure that you have attached and submitted ALL of the following;

	Item description	SUBMITTED	NOT SUBMITTED
1.	Section 5.0 Candidate Details and Declarations		
2.	Section 6.0 Application Selection		
3.	Section 7.0 Master Evidence List		
4.	Section 9.0 Candidate Self-Evaluation Checklist		
5.	A current copy of your resume		
6.	All evidence files		

4.0 Evidence Gathering

Documented evidence to support your RPL claim is imperative and collecting as much evidence as possible will allow iscd to assess your competency in your chosen qualification/units. You need to ensure that all areas are covered and supply supporting evidence to build a portfolio of your skills and experience.

Without documented evidence, your RPL application will not be successful, so it is important to link your evidence to the outcomes of the units you have selected. Remember that collecting your evidence can take time; however, we require this evidence to ensure that we can establish your competencies in the relevant areas.

The RPL assessor will assess your evidence according to the principles of assessment (see table 1) and rules of evidence (see table 2).

Table 1 – Principles of assessment

Fairness	<p>The individual learner's needs are considered in the assessment process.</p> <p>Where appropriate, reasonable adjustments are applied by the RTO to take into account the individual learner's needs.</p> <p>The RTO informs the learner about the assessment process, and provides the learner with the opportunity to challenge the result of the assessment and be reassessed if necessary.</p>
Flexibility	<p>Assessment is flexible to the individual learner by:</p> <ul style="list-style-type: none"> • reflecting the learner's needs; • assessing competencies held by the learner no matter how or where they have been acquired; and • drawing from a range of assessment methods and using those that are appropriate to the context, the unit of competency and associated assessment requirements and the individual
Validity	<p>Any assessment decision of the RTO is justified, based on the evidence of performance of the individual learner.</p> <p>Validity requires:</p> <ul style="list-style-type: none"> • assessment against the unit/s of competency and the associated assessment requirements covers the broad range of skills and knowledge that are essential to competent performance; • assessment of knowledge and skills is integrated with their practical application; • assessment to be based on evidence that demonstrates that a learner could demonstrate these skills and knowledge in other similar situations; and • judgement of competence is based on evidence of learner performance that is aligned to the unit/s of competency and associated assessment requirements
Reliability	<p>Evidence presented for assessment is consistently interpreted and assessment results are comparable irrespective of the assessor conducting the assessment.</p>

Table 2 – Rules of evidence

Validity	<p>The assessor is assured that the learner has the skills, knowledge and attributes as described in the module or unit of competency and associated assessment requirements.</p>
Sufficiency	<p>The assessor is assured that the quality, quantity and relevance of the assessment evidence enables a judgement to be made of a learner's competency.</p>
Authenticity	<p>The assessor is assured that the evidence presented for assessment is the learner's own work.</p>

Currency	The assessor is assured that the assessment evidence demonstrates current competency. This requires the assessment evidence to be from the present or the very recent past.
----------	---

Currency of your documents

When we assess your RPL application, it is important to show currency. This means your evidence should preferably be from the last two (2) years and in most cases should not go back more than three (3) years. Training and qualifications go back to five to seven (5-7) years (but no further than this) to demonstrate your knowledge of vocational education and training.

Note: any qualifications that have been obtained at an educational institution where English is not the primary language must have their qualifications translated for it to be considered as part of the RPL process.

Authenticity and validity of your documents

It is vital that all evidence you supply is authentic and valid. This simply means it must be what you say it is and be verifiable as such. Work samples must be a product of your own work output either wholly or collaboratively. Ensure any evidence supplied that includes other people's work product or other sources, is appropriately referenced to prevent any issues regarding plagiarism. For more information on plagiarism, refer to the iscd Student Handbook.

Verified Documents

When providing certificates and transcripts to support your RPL claims, it is part of our compliance requirements that these are certified by a Justice of the Peace, to ensure these are reliable and accurate. This will also allow us to apply direct credits where previously completed units of competency are applicable to your RPL application and have exactly the same unit code and title.

Evidence Types

Evidence Type	Information
Resumes	While a resume is a great way to provide an understanding on what you have done, iscd will need supporting evidence to back up your claims, as resumes are only used to provide an overview of your skills, qualifications and experience. Resumes do not confirm that you have done it.
Workplace documentation	When using workplace documentation, it is important to ensure that your employer is happy for them to be used and these must clearly show your involvement. Verification of workplace documentation will be required – please provide referee details.
Confidential evidence	When providing information, it is important that sensitive information is not included. Client names should be deleted and financial figures or other personal details should be blacked out and made unidentifiable.
University qualifications and other certificates	Depending on the qualifications and certificates you hold, it is important to remember that these may differ. This is because while the names may be similar, the outcomes, the terminology, components, learning objectives will be different and sometimes can't be mapped to AQF units of competency.

Generic evidence examples	<ul style="list-style-type: none"> • Videos of practical demonstrations • Testimonials • Presentations • Planning documents • Curriculum Vitae • Current position description • Performance reviews • Professional development participation • Formal certificates and Statement of Attainments • Third party evidence such as workplace samples
---------------------------	--

Gap training

RPL is an assessment process designed to show areas of competence and to identify if a candidate has gaps in knowledge and skills against a whole qualification. If gaps are identified, the RPL Assessor will notify you of the units which still need to be completed, gap assessments may also need to be completed.

5.0 Candidate Details and Declarations

Candidate Details

First name (include any previous names)	
Surname (include any previous names)	
Home Phone	
Mobile	
Email Address	

Employment Details

Are you currently employed? If yes, please specify your occupation		
What is your current job title?		
Who is your current employer?		
Approximately how long have you worked in this role?	year/s	month/s

You may find it easier to provide the information for the following by attaching a current version of your resume. Please ensure that your resume aligns with the supporting evidence you have submitted.

Name, address and phone number of employers	Period of employment (DD/MM/YYYY)		Position/s held	Full-time Part-time Casual	Description of major duties
	From	To			

Provide two (2) professional referees

Referees will be contacted and verified by the assessor.

Referee #1 (Current Employer)	
Full name	
Position	
Organisation	
Address of organisation	
Phone number	
Email address (mandatory)	
Referee #2	
Full name	
Position	
Organisation	
Address of organisation	
Phone number	
Email address (mandatory)	

Candidate Declaration

I declare that all items submitted as part of this RPL Application Kit:

- Have not been copied from another person's work, except where work is appropriately referenced;
- Have been completed by me solely unless where other authors have been clearly stated; and
- The evidence files are authentic.

Candidate Signature: _____

Date: _____

6.0 Application Selection

Please place a cross in the appropriate box to indicate which units you are seeking RPL for.

Subject	Unit of Competency Code	Unit of Competency Name	Tick Box
Subject 1 - Design and Colour	BSBDES301	Explore the use of colour	
	BSBDES302	Explore and apply the creative design process to 2D form	
Subject 2 - Communications 1	CUAACD303	Produce technical drawings	
	CUAACD301	Produce drawing to communicate ideas practices	
Subject 3 - Design History	BSBDES305	Source and apply information on the history and theory of design	
	MSFGN4001	Research and meet ethical and compliance requirements	
Subject 4 - Spatial Design	BSBCRT402	Collaborate in a creative process	
	BSBDES303	Explore and apply the creative design process to 3D forms	
Subject 5 - Applied Colour	MSFID4016	Design colour schemes for interior and exterior spaces	
	MSFID5027	Research and recommend colour application and finishes	
Subject 6 - Soft Furnishings	MSFID4021	Design soft furnishing solutions for interior spaces	
	MSFID4015	Prepare a materials board for client presentation	
Subject 7 -Styling	MSFID4017	Research and recommend furniture and accessories	
	MSFID5018	Provide interior styling service	
Subject 8 - Kitchens + Bathroom/ Hard Materials	MSFID4018	Research and recommend hard materials and finishes for interiors	
	MSFID4015	Prepare materials and finishes boards for client presentation	
Subject 9 - Residential 1	MSFID4013	Design residential lighting	
	MSFID4012	Decorate residential interiors	

	BSBDES304	Source and apply design industry knowledge	
--	-----------	--	--

7.0 Master Evidence List

NOTE: If you have additional evidence, please attach another sheet listing the item number, document description and which unit the document aligns to – submit this as an appendix to this application.

Item No.	Document description/name	Which unit code is the document aligned to?
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		

8.0 Minimum Evidence Requirements

The table below outlines the minimum evidence required for each unit of competency. Additional evidence may be requested from the RPL Assessor if gaps are identified. If you are able to provide additional evidence, please send this through with your application.

Remember that we are only collecting evidence that has been developed by you in the workplace which must satisfy the standards listed in each training package. There are some TAE units which require us to collect evidence where you have developed resources for ***nationally recognised courses*** such as units of competency, qualifications and accredited courses that are listed on the National Register www.training.gov.au

Subject	Unit of Competency Code	Unit of Competency Name	Minimum Evidence Required
Subject 1 - Design and Colour	BSBDES301	Explore the use of colour	<ul style="list-style-type: none"> - Documentation showing research information on colour and colour theory to inform work - Documentation showing experiments with different colours and techniques to communicate a concept or idea - Documentation showing reviews of completed work and present and store samples for future reference.
	BSBDES302	Explore and apply the creative design process to 2D form	<ul style="list-style-type: none"> - Documentation showing that the candidate has produced a range of samples or concept realisations which demonstrate creative thinking techniques and experimentation processes based on available resource materials - Documentation showing review of own work to determine future improvements.
Subject 2 - Communications 1	CUAACD303	Produce technical drawings	<ul style="list-style-type: none"> - Documentation that shows the candidate has produced technical drawings which: <ul style="list-style-type: none"> - show a command of selected techniques - adhere to technical drawing standards and conventions - satisfy specified drawing purposes and concepts - follow workplace procedures and safety requirements - use feedback from others to refine and produce final drawings - meet deadlines.
	CUAACD301	Produce drawing to communicate ideas practices	<ul style="list-style-type: none"> - Documentation evidencing the ability to: <ul style="list-style-type: none"> - identify and analyse drawing requirements - explore techniques, materials and equipment safely

			<ul style="list-style-type: none"> - produce a series of drawings that: - show a command of selected techniques - successfully communicate the required ideas.
Subject 3 - Design History	BSBDES305	Source and apply information on the history and theory of design	<ul style="list-style-type: none"> - Documentation that shows how the history and theory of design can be adapted and used in own professional practice - Documentation that shows maintenance of currency of theoretical and design knowledge.
	MSFGN4001	Research and meet ethical and compliance requirements	<ul style="list-style-type: none"> - Documentation must show evidence of: <ul style="list-style-type: none"> - sources of information and advice on compliance and ethical practice: <ul style="list-style-type: none"> - local, state, territory or commonwealth government departments or regulatory agencies - industry associations - Internet - legal professionals - media - unions - online research methodologies and how to assess the credibility of online sources - objectives and primary components of laws, codes, standards and licensing requirements that impact on businesses in the furnishing industry, relevant to the individual sector: <ul style="list-style-type: none"> - Australian Consumer Law - Australian Standards - duty of care imposed by the Law of Torts - fundamentals of contract law - import / export regulations - intellectual property and copyright - National Construction Code - sustainability – sourcing and use of materials - work health and safety - the following aspects of the above laws, regulations, codes and standards: <ul style="list-style-type: none"> - auditing and inspection regimes - key business insurances - key practices that are prohibited - main consequences of non-compliance - need to apply for and maintain business or occupational licensing - requirements for record keeping and acceptable record keeping mechanisms - requirements to develop and implement plans, policies and procedures - rights and responsibilities of employees and employers - statutory reporting requirements - ethical issues of specific relevance to the furnishing sector, and strategies that support ethical practice, including in the area of sustainability

			<ul style="list-style-type: none"> - the relationship between compliance and ethics - workplace policies, procedures and protocols: <ul style="list-style-type: none"> - how they are/should be developed - processes for review, including consultation and mechanisms for input.
Subject 4 - Spatial Design	BSBCRT402	Collaborate in a creative process	<ul style="list-style-type: none"> - Documentation that shows the candidate has made a positive contribution to a collaborative creative process that generates, expands and develops ideas into a well-conceived solution - Documentation that shows the candidate has reflected on and evaluated own role in the collaborative process - Documentation that shows the candidate has identified and acted on ways to enhance own ability to contribute effectively to a collaborative creative process.
	BSBDES303	Explore and apply the creative design process to 3D forms	<ul style="list-style-type: none"> - Documentation that shows the candidate has produced a range of samples or concept realisations which demonstrate creative thinking techniques and experimentation processes based on available resource materials for three-dimensional (3D) forms - Documentation that shows the candidate has reviewed own work to determine future improvements.
Subject 5 - Applied Colour	MSFID4016	Design colour schemes for interior and exterior spaces	<ul style="list-style-type: none"> - Documentation that shows the candidate has developed and presented colour schemes in response to 3 different design briefs that individually or cumulatively involve both interiors and exteriors: - Documentation that shows the candidate has developed samples to represent colour mixing, matching, combinations and effects - Documentation that shows the candidate has visually presented colour schemes using rendering and other techniques to illustrate how ideas meet overall project requirements.
	MSFID5027	Research and recommend colour application and finishes	<ul style="list-style-type: none"> - Documentation that shows the candidate has researched and presented solutions for colour applications and finishes in response to 3 different design briefs that individually or cumulatively require solutions for spaces that include: <ul style="list-style-type: none"> - Cabinetry - Ceilings - Floors - walls.

Subject 6 - Soft Furnishings	MSFID4021	Design soft furnishing solutions for interior spaces	<ul style="list-style-type: none"> - Documentation that shows the candidate has designed and presented soft furnishing solutions in response to 3 different project briefs that individually or cumulatively require solutions for the following, with at least 1 project requiring the integration of all three: <ul style="list-style-type: none"> - soft furnishings - soft floor coverings - decorative solutions for windows and openings - Documentation that shows the candidate has designed solutions for different client requirements in terms of: <ul style="list-style-type: none"> - budget - style.
	MSFID4015	Prepare a materials board for client presentation	-
Subject 7 -Styling	MSFID4017	Research and recommend furniture and accessories	<ul style="list-style-type: none"> - Documentation that shows the candidate has researched and presented furniture and accessories solutions in response to different project briefs that individually or cumulatively require solutions for: <ul style="list-style-type: none"> - 3 different rooms - differing client requirements in terms of: <ul style="list-style-type: none"> - budget - style - product sustainability.
	MSFID5018	Provide interior styling service	<ul style="list-style-type: none"> - Documentation that shows the candidate has created detailed interior styling schemes with visual representations that support the project brief for 3 interior projects with differing client requirements in terms of: <ul style="list-style-type: none"> - budget - style.
Subject 8 - Kitchens + Bathroom/ Hard Materials	MSFID4018	Research and recommend hard materials and finishes for interiors	<ul style="list-style-type: none"> - Documentation that shows the candidate has designed and presented soft furnishing solutions in response to 3 different project briefs that individually or cumulatively require solutions for the following, with at least 1 project requiring the integration of all three: <ul style="list-style-type: none"> - soft furnishings - soft floor coverings - decorative solutions for windows and openings - Documentation that shows the candidate has designed solutions for different client requirements in terms of: <ul style="list-style-type: none"> - budget - style.
	MSFID4015	Prepare materials and finishes boards for client presentation	<ul style="list-style-type: none"> - Documentation that shows the candidate has prepared materials and finishes boards for 3 different decoration or design solutions.

Subject 9 - Residential 1	MSFID4013	Design residential lighting	<ul style="list-style-type: none"> - Documentation must support that the student has successfully undertaken 3 design briefs addressing the following: <ul style="list-style-type: none"> - space aspect and orientation - type of space - different moods or atmospheres to be achieved - different activities to be addressed - budget. - And evidence that the student has knowledge of the following: <ul style="list-style-type: none"> - type and scope of client and/or project brief information needed to inform research and recommendation: <ul style="list-style-type: none"> - budget - client preferences - aesthetic and functional requirements - site characteristics – size, shape, services, structural considerations - timeline - types and features of resources that support the provision of design advice, and how they are used, including: <ul style="list-style-type: none"> - research tools and techniques - product tools - communication tools - mathematical procedures for estimation, measurement and calculation of costings <ul style="list-style-type: none"> - basic light characteristics: <ul style="list-style-type: none"> - natural - UV - interaction between colour and light - how aspect and orientation impact light and lighting selection - supplementary lighting: <ul style="list-style-type: none"> - effects on the colour spectrum - special effects that can be achieved - technical terminology - sources of information on lighting products and devices - types, characteristics, uses and limitations of different lighting products and devices in different spaces - switching options and requirements - features and effects of different lighting devices: <ul style="list-style-type: none"> - bulb types - ceiling lights - flood lights - lamps - spot lights - wall lights - methods of light control and their uses in different situations
---------------------------	-----------	-----------------------------	--

			<ul style="list-style-type: none"> - how furnishing selections impact light in an interior space - the relationship between lighting and key parameters for: <ul style="list-style-type: none"> - atmosphere and mood - activities undertaken in the space - how to identify basic aspects of electricity board that may impact lighting choices: <ul style="list-style-type: none"> - age of board - number of circuits - safety switches - signs of rewiring - Australian lighting standards and drawing conventions for lighting formats.
	MSFID4012	Decorate residential interiors	<ul style="list-style-type: none"> - Documentation must show that the student has: <ul style="list-style-type: none"> - developed and presented decoration proposals that meet the requirements of the project brief for 3 interior residential spaces, one of which must comprise multiple rooms. - And evidence knowledge of the following: <ul style="list-style-type: none"> - key purpose and relevance of Australian Standards and the National Construction Code (NCC) to interior decoration work - mathematical procedures for estimation and measurement - type and scope of client and/or project brief that informs interior decoration: <ul style="list-style-type: none"> - budget - client preferences - aesthetic and functional requirements - site characteristics - timeline - types and features of resources that support the provision of design advice, and how they are used, including: <ul style="list-style-type: none"> - research tools and techniques - product tools - communication tools - elements and principles of design, their interrelationships, and how they are used in interior decoration - potential areas for research in an interior decoration project, sources of information and key aspects that impact solutions, including: <ul style="list-style-type: none"> - ergonomics, anthropometrics and proxemics - environmental considerations - product information: <ul style="list-style-type: none"> - accessories - floor finishes - furniture - lighting - soft furnishings - wall finishes - window treatments

			<ul style="list-style-type: none"> - design process, key stages and associated planning techniques - creative design methodologies and how they can be used - types and features of drawings and other visual presentation techniques used to present interior decoration solutions - sketching techniques sufficient to represent key elements of interior space.
	BSBDES304	Source and apply design industry knowledge	<ul style="list-style-type: none"> - documentation must show evidence of the ability to: <ul style="list-style-type: none"> - source and use a broad body of information to inform own professional practice - work collaboratively with peers through open information-sharing processes and use of industry terminology - investigate new technologies and how they can affect and assist design output - Identify and participate in activities to maintain currency in design industry trends and practices. - And evidence knowledge of the following: <ul style="list-style-type: none"> - outline the history and evolution of the design industry - explain the relationship between design and allied industries design industry - describe the impact of legislation, including intellectual property, on the design industry - explain the relevance of ethical work practices to the design industry - describe current and emerging technologies used within the design industry - explain the obligations of employers and employees in the design industry - outline key organisations that may provide advice or information about the design industry - identify sources of information on the design industry and ways of maintaining current industry knowledge.

9.1 Candidate Self-Evaluation Checklist

The purpose of this RPL Application Kit is to assist candidates in the evidence gathering process and evaluate their current skill and knowledge levels for this particular qualification. Each candidate must complete the following pages and provide a brief explanation of how they meet each competency standard listed.

The candidate must identify their level of experience in performing each work task by ticking one of the following:

- ☐ not well – I perform the task but not well
- ☐ well – I perform the task well
- ☐ very well – I perform the task really well

For example;

Competency Standards Evidence required for the unit elements and critical aspects of assessment.	Please indicate your competency level (place a cross in the appropriate box)			Evidence to support claim	
	Very well	Well	Not well	DOC #	DOCUMENT NAME
Using a computer to enter or change work information or data.		X		1	Ergonomic checklist
				2	Continuous improvement register
Using personal protective equipment as appropriate to conduct my work safely and in accordance with site and legal requirements.	X			3	PPE checklist
				4	Authorisation form

9.2 Subject 1 – Design and Colour – BSBDES301 Explore the use of colour

Important notes:

- Please take the time to read Section 8.0 which lists the minimum evidence required for this unit.
You must number each document and make a note of it on the Master Evidence list.
- To ensure you clearly understand the unit requirements please click on this link
<https://training.gov.au/Training/Details/BSBDES301>

Competency Requirement You must provide evidence that satisfies each element and/or critical aspect listed.	Please indicate your competency level (place a cross in the appropriate box)			Evidence to support claim	
	Very well	Well	Not well	DOC #	DOCUMENT NAME
Element 1 - Source information on colour and colour theory					
Element 2 - Experiment with colour					
Element 3 - Communicate concepts and ideas through use of colour					
Critical aspect 1 - From Minimum Evidence Requirements					
Critical aspect 2 - From Minimum Evidence Requirements					
<u>Required skills</u> Evidence of the ability to: <ul style="list-style-type: none"> - research information on colour and colour theory to inform work - experiment with different colours and techniques to communicate a concept or idea - review completed work and present and store samples for future reference. 					
<u>Required knowledge</u> There must be evidence the candidate has knowledge of: <ul style="list-style-type: none"> - explain colour attributes and colour relationships - describe and interpret different colour theories and their applications in different contexts - describe individual interpretation and choice in relation to the use of colour, and the potential limitations of theory - identify different materials, tools and equipment required to experiment with colour - describe ways other practitioners use colour in their work. 					

9.3 Subject 1 – Design and Colour – BSBDES302 Explore and apply the creative design process to 2D forms

Important notes:

- Please take the time to read Section 8.0 which lists the minimum evidence required for this unit.
You must number each document and make a note of it on the Master Evidence list.
- To ensure you clearly understand the unit requirements please click on this link
<https://training.gov.au/Training/Details/BSBDES302>

Competency Requirement You must provide evidence that satisfies each element and/or critical aspect listed.	Please indicate your competency level (place a cross in the appropriate box)			Evidence to support claim	
	Very well	Well	Not well	DOC #	DOCUMENT NAME
Element 1 - Source information on 2D design					
Element 2 - Explore the creative design process for 2D forms					
Element 3 - Communicate concepts or ideas through application of design processes to 2D forms					
Critical aspect 1 - From Minimum Evidence Requirements					
Critical aspect 2 - From Minimum Evidence Requirements					
<u>Required skills</u> Evidence of the ability to: <ul style="list-style-type: none"> - produce a range of samples or concept realisations which demonstrate creative thinking techniques and experimentation processes based on available resource materials - review own work to determine future improvements. 					
<u>Required knowledge</u> There must be evidence the candidate has knowledge of: <ul style="list-style-type: none"> - identify creative thinking techniques that can be used as part of the design process - describe the elements and principles of design as applied to two-dimensional (2D) forms - list materials, tools and equipment required for the design of 2D forms in the relevant work context - describe the notion of individual interpretation and choice within the design process - explain the particular challenges that may arise in the design of 2D forms. 					

9.4 Subject 2 – Communication 1 – CUAACD303 Produce technical drawings

Important notes:

- Please take the time to read Section 8.0 which lists the minimum evidence required for this unit.
You must number each document and make a note of it on the Master Evidence list.
- To ensure you clearly understand the unit requirements please click on this link
<https://training.gov.au/Training/Details/CUAACD303>

Competency Requirement You must provide evidence that satisfies each element and/or critical aspect listed.	Please indicate your competency level (place a cross in the appropriate box)			Evidence to support claim	
	Very well	Well	Not well	DOC #	DOCUMENT NAME
Element 1 - Prepare for technical drawing work					

Element 2 - Create technical drawings					
Critical aspect 1 - From Minimum Evidence Requirements					
Critical aspect 2 - From Minimum Evidence Requirements					
<u>Required skills</u> Evidence of the ability to: <ul style="list-style-type: none"> - produce technical drawings which: show a command of selected techniques adhere to technical drawing standards and conventions satisfy specified drawing purposes and concepts - follow workplace procedures and safety requirements - use feedback from others to refine and produce final drawings - meet deadlines. 					
<u>Required knowledge</u> There must be evidence the candidate has knowledge of: <ul style="list-style-type: none"> - describe physical properties and capabilities of the range of materials, tools and equipment used for technical drawing work - explain technical drawing techniques and their application to a range of contexts and subject matter - explain current standards and conventions for technical drawing - describe work health and safety requirements for preparation of technical drawing materials and equipment. 					

9.5 Subject 2 – Communication 1 – CUAACD301 Produce drawing to communicate ideas practices

Important notes:

- Please take the time to read Section 8.0 which lists the minimum evidence required for this unit.
You must number each document and make a note of it on the Master Evidence list.
- To ensure you clearly understand the unit requirements please click on this link
<https://training.gov.au/Training/Details/CUAACD301>

Competency Requirement You must provide evidence that satisfies each element and/or critical aspect listed.	Please indicate your competency level (place a cross in the appropriate box)			Evidence to support claim	
	Very well	Well	Not well	DOC #	DOCUMENT NAME
Element 1 – Plan drawing work					
Element 2 – Experiment to represent ideas					
Element 3 – Create drawings					
Critical aspect 1 - From Minimum Evidence Requirements					
Critical aspect 2 - From Minimum Evidence Requirements					

<u>Required skills</u> Evidence of the ability to: <ul style="list-style-type: none"> - identify and analyse drawing requirements - explore techniques, materials and equipment safely <ul style="list-style-type: none"> - produce a series of drawings that: - show a command of selected techniques - successfully communicate the required ideas. 					
<u>Required knowledge</u> To complete the unit requirements safely and effectively, the individual must: <ul style="list-style-type: none"> - describe physical properties and capabilities of the range of materials, tools and equipment used in drawing - identify sources of information about different approaches to drawing - identify work health and safety issues associated with tools and materials used for drawing - explain intellectual property issues and other legislation relevant to drawing. 					

9.6 Subject 3 – Design History – BSBDES305 Source and apply information on the history and theory of design

Important notes:

- Please take the time to read Section 8.0 which lists the minimum evidence required for this unit.
You must number each document and make a note of it on the Master Evidence list.
- To ensure you clearly understand the unit requirements please click on this link
<https://training.gov.au/Training/Details/BSBDES305>

Competency Requirement You must provide evidence that satisfies each element and/or critical aspect listed.	Please indicate your competency level (place a cross in the appropriate box)			Evidence to support claim	
	Very well	Well	Not well	DOC #	DOCUMENT NAME
Element 1 - Collect information on design history and theory					
Element 2 - Apply information to own area of work					
Element 3 - Update and maintain knowledge of design trends					
Critical aspect 1 - From Minimum Evidence Requirements					
Critical aspect 2 - From Minimum Evidence Requirements					
<u>Required skills</u> Evidence of the ability to: <ul style="list-style-type: none"> - show how the history and theory of design can be adapted and used in own professional practice - maintain currency of theoretical and design knowledge. 					

Required knowledge There must be evidence the candidate has knowledge of: <ul style="list-style-type: none"> - summarise current design trends - describe the evolution of design - identify the organisational information practices and their application - outline sources of information on design history and theory relevant to own design work. 					
--	--	--	--	--	--

9.7 Subject 3 – Design History – MSFGN4001 Research and meet ethical and compliance requirements

Important notes:

- Please take the time to read Section 8.0 which lists the minimum evidence required for this unit. You must number each document and make a note of it on the Master Evidence list.
- To ensure you clearly understand the unit requirements please click on this link <https://training.gov.au/Training/Details/MSFGN4001>

Competency Requirement You must provide evidence that satisfies each element and/or critical aspect listed.	Please indicate your competency level (place a cross in the appropriate box)			Evidence to support claim	
	Very well	Well	Not well	DOC #	DOCUMENT NAME
Element 1 – Research information					
Element 2 – Use information in work practice					
Element 3 – maintain currency of knowledge					
Critical aspect 1 - From Minimum Evidence Requirements					
Critical aspect 2 - From Minimum Evidence Requirements					
Required skills There must be evidence the candidate has completed the tasks outlined in the elements and performance criteria of this unit, and: <ul style="list-style-type: none"> - researched, interpreted and used ethical and compliance information to address 3 different work situations or product specifications: <ul style="list-style-type: none"> - used digital research methodologies - navigated 3 different information sources, 1 of which must be a government website - developed compliant and cost-effective responses to 2 different issues of non-compliance and 1 ethical issue. 					
Required knowledge There must be evidence the candidate has knowledge of: <ul style="list-style-type: none"> - sources of information and advice on compliance and ethical practice: <ul style="list-style-type: none"> - local, state, territory or commonwealth government departments or regulatory agencies - industry associations - Internet - legal professionals 					

<ul style="list-style-type: none"> - media - unions - online research methodologies and how to assess the credibility of online sources - objectives and primary components of laws, codes, standards and licensing requirements that impact on businesses in the furnishing industry, relevant to the individual sector: <ul style="list-style-type: none"> - Australian Consumer Law - Australian Standards - duty of care imposed by the Law of Torts - fundamentals of contract law - import / export regulations - intellectual property and copyright - National Construction Code - sustainability – sourcing and use of materials - work health and safety - the following aspects of the above laws, regulations, codes and standards: <ul style="list-style-type: none"> - auditing and inspection regimes - key business insurances - key practices that are prohibited - main consequences of non-compliance - need to apply for and maintain business or occupational licensing - requirements for record keeping and acceptable record keeping mechanisms - requirements to develop and implement plans, policies and procedures - rights and responsibilities of employees and employers - statutory reporting requirements - ethical issues of specific relevance to the furnishing sector, and strategies that support ethical practice, including in the area of sustainability - the relationship between compliance and ethics - workplace policies, procedures and protocols: <ul style="list-style-type: none"> - how they are/should be developed - processes for review, including consultation and mechanisms for input. 					
--	--	--	--	--	--

9.8 Subject 4 – Spatial Design – BSBCRT402 Collaborate in a creative process

Important notes:

- Please take the time to read Section 8.0 which lists the minimum evidence required for this unit. You must number each document and make a note of it on the Master Evidence list.
- To ensure you clearly understand the unit requirements please click on this link <https://training.gov.au/Training/Details/BSBCRT402>

Competency Requirement You must provide evidence that satisfies each element and/or critical aspect listed.	Please indicate your competency level (place a cross in the appropriate box)			Evidence to support claim	
	Very well	Well	Not well	DOC #	DOCUMENT NAME

Element 1 - Enter into a collaborative creative process					
Element 2 - Engage in a collaborative creative process					
Element 3 - Reflect on own role in the collaborative creative process					
Critical aspect 1 - From Minimum Evidence Requirements					
Critical aspect 2 - From Minimum Evidence Requirements					
<u>Required skills</u> Evidence of the ability to: <ul style="list-style-type: none"> - make a positive contribution to a collaborative creative process that generates, expands and develops ideas into a well-conceived solution - reflect on and evaluate own role in the collaborative process - identify and act on ways to enhance own ability to contribute effectively to a collaborative creative process. 					
<u>Required knowledge</u> There must be evidence the candidate has knowledge of: <ul style="list-style-type: none"> - outline the legal framework that applies to the creative process - describe the concepts of trust and ethical behaviour in the context of creative endeavour - identify different roles people may play in a collaborative creative process and how these roles contribute to the overall effort - describe how the potential for creativity can be maximised within a team - explain barriers to creativity in a group environment. 					

9.9 Subject 4 – Spatial Design – BSBDES303 Explore and apply the creative design process to 3D forms

Important notes:

- Please take the time to read Section 8.0 which lists the minimum evidence required for this unit. You must number each document and make a note of it on the Master Evidence list.
- To ensure you clearly understand the unit requirements please click on this link <https://training.gov.au/Training/Details/BSBDES303>

Competency Requirement You must provide evidence that satisfies each element and/or critical aspect listed.	Please indicate your competency level (place a cross in the appropriate box)			Evidence to support claim	
	Very well	Well	Not well	DOC #	DOCUMENT NAME
Element 1 - Source information on 3D design					
Element 2 - Explore the creative design process for 3D forms					
Element 3 - Communicate concepts or ideas through application of design processes to 3D forms					

Critical aspect 1 - From Minimum Evidence Requirements					
Critical aspect 2 - From Minimum Evidence Requirements					
<u>Required skills</u> Evidence of the ability to: <ul style="list-style-type: none"> - produce a range of samples or concept realisations which demonstrate creative thinking techniques and experimentation processes based on available resource materials for three-dimensional (3D) forms - review own work to determine future improvements. 					
<u>Required knowledge</u> There must be evidence the candidate has knowledge of: <ul style="list-style-type: none"> - identify creative thinking techniques that can be used as part of the design process - describe the elements and principles of design as applied to 3D forms - list materials, tools and equipment required for the design of 3D forms in the relevant work context - describe the notion of individual interpretation and choice within the design process - explain the particular challenges and issues in the design of 3D forms - outline the relationships between form and space. 					

9.10 Subject 5 – Applied Colour – MSFID4016 Design colour schemes for interior and exterior spaces

Important notes:

- Please take the time to read Section 8.0 which lists the minimum evidence required for this unit. You must number each document and make a note of it on the Master Evidence list.
- To ensure you clearly understand the unit requirements please click on this link <https://training.gov.au/Training/Details/MSFID4016>

Competency Requirement You must provide evidence that satisfies each element and/or critical aspect listed.	Please indicate your competency level (place a cross in the appropriate box)			Evidence to support claim	
	Very well	Well	Not well	DOC #	DOCUMENT NAME
Element 1 - Assess colour requirements for the project					
Element 2 - Research colour schemes for interiors					
Element 3 - Explore colour schemes					
Element 4 - Finalise and present colour scheme					
Critical aspect 1 - From Minimum Evidence Requirements					
Critical aspect 2 - From Minimum Evidence Requirements					

Required skills There must be evidence the candidate has completed the tasks outlined in the elements and performance criteria of this unit, and: <ul style="list-style-type: none"> - developed and presented colour schemes in response to 3 different design briefs that individually or cumulatively involve both interiors and exteriors: - developed samples to represent colour mixing, matching, combinations and effects - visually presented colour schemes using rendering and other techniques to illustrate how ideas meet overall project requirements. 					
Required knowledge There must be evidence the candidate has knowledge of: <ul style="list-style-type: none"> - research sources for information about colour, including current trends - elements and principles of design - design process and how ideas progress - terminology of colour - colour wheels and how they are used in interior decoration and design - cultural and historical influences of colour - colour systems and theories - colour psychology influences - use of colour in different types of interior spaces - processes for additive and subtractive colour mixing - effects of natural and artificial light on colour and finish types - types of rendering media and how they are used. 					

9.11 Subject 5 – Applied Colour – MSFID5027 Research and recommend colour applications and finishes

Important notes:

- Please take the time to read Section 8.0 which lists the minimum evidence required for this unit. You must number each document and make a note of it on the Master Evidence list.
- To ensure you clearly understand the unit requirements please click on this link <https://training.gov.au/Training/Details/MSFID5027>

Competency Requirement You must provide evidence that satisfies each element and/or critical aspect listed.	Please indicate your competency level (place a cross in the appropriate box)			Evidence to support claim	
	Very well	Well	Not well	DOC #	DOCUMENT NAME
Element 1 - Analyse project requirements					
Element 2 - Research and colour applications and finishes					
Element 3 - Refine ideas and select preferred solution					
Element 4 - Finalise and present colour solution					

Critical aspect 1 - From Minimum Evidence Requirements					
Critical aspect 2 - From Minimum Evidence Requirements					
<p><u>Required skills</u></p> <p>There must be evidence the candidate has completed the tasks outlined in the elements and performance criteria of this unit, and:</p> <ul style="list-style-type: none"> - researched and presented solutions for colour applications and finishes in response to 3 different design briefs that individually or cumulatively require solutions for spaces that include: <ul style="list-style-type: none"> - cabinetry - ceilings - floors - walls. 					
<p><u>Required knowledge</u></p> <p>There must be evidence the candidate has knowledge of:</p> <p>colour:</p> <ul style="list-style-type: none"> - terminology - systems and theories - psychology - research sources for information about colour, including current trends - social, psychological, cultural and historical relationships and influences of colour - current and emerging manufacturing technologies - use of colour on different surfaces and the factors for consideration for all ages and abilities - features of different types of finishes and applications available to achieve different effects on: <ul style="list-style-type: none"> - cabinetry - furniture - ceilings - floors - walls - properties of colour applications and finishes, and how these inform recommendations: <ul style="list-style-type: none"> - construction, composition and materials, including tactile nature of products - maintenance requirements - quality - safety – flammability, product fixing requirements - sustainability – sourcing, production, longevity - methods of application - building standards in relation to colour contrasts for commercial premises - effects of natural and artificial light on colour - light reflective values (LVR) of colours and finishes - elements and principles of design, their interrelationships, and how they are used in interior decoration or design 					

<ul style="list-style-type: none"> - design process and how ideas progress - different ways of creating visual representations for design solutions. 					
--	--	--	--	--	--

9.12 Subject 6 – Soft Furnishing – MSFID4021 Design soft furnishing solutions for interior spaces

Important notes:

- Please take the time to read Section 8.0 which lists the minimum evidence required for this unit.
You must number each document and make a note of it on the Master Evidence list.
- To ensure you clearly understand the unit requirements please click on this link
<https://training.gov.au/Training/Details/MSFID4021>

Competency Requirement You must provide evidence that satisfies each element and/or critical aspect listed.	Please indicate your competency level (place a cross in the appropriate box)			Evidence to support claim	
	Very well	Well	Not well	DOC #	DOCUMENT NAME
Element 1 - Determine project requirements					
Element 2 - Research soft furnishing options					
Element 3 - Refine ideas and select preferred solution					
Element 4 - Make recommendation to client					
Critical aspect 1 - From Minimum Evidence Requirements					
Critical aspect 2 - From Minimum Evidence Requirements					
<u>Required skills</u> There must be evidence the candidate has completed the tasks outlined in the elements and performance criteria of this unit, and: <ul style="list-style-type: none"> - designed and presented soft furnishing solutions in response to 3 different project briefs that individually or cumulatively require solutions for the following, with at least 1 project requiring the integration of all three: <ul style="list-style-type: none"> - soft furnishings - soft floor coverings - decorative solutions for windows and openings - designed solutions for different client requirements in terms of: <ul style="list-style-type: none"> - budget - style. 					
<u>Required knowledge</u> There must be evidence the candidate has knowledge of: <ul style="list-style-type: none"> - legal and ethical considerations for the provision of product advice, including: <ul style="list-style-type: none"> - individual worker responsibilities under Australian consumer law - environmental impact of product lifecycle - social responsibility of product lifecycle - universally accessible design considerations - type and scope of client and/or project brief information needed to inform research and recommendation: 					

<ul style="list-style-type: none"> - budget - client preferences - aesthetic and functional requirements - site characteristics - timeline - mathematical procedures for estimation and measurement - how different aspects of space impact on potential solutions, including: <ul style="list-style-type: none"> - colour - level of light - positioning - size - shape - structural features - types and features of resources that support the provision of design advice, and how they are used, including: <ul style="list-style-type: none"> - research tools - product tools - communication tools - sources of information on soft furnishings, including: <ul style="list-style-type: none"> - how to access - ways to identify, interrogate and distil information - features of different soft furnishing types and styles, used in different spaces, and properties of materials, including how pattern repeats affect material use, trimmings and componentry used, including those for: <ul style="list-style-type: none"> - bedding treatments - cushions - floor coverings –carpet, hard finishes, rugs - lampshades - trimmings - upholstery - walls - window coverings, including how pattern repeats affect material use - current and emerging manufacturing technologies for soft furnishings - factors about the properties of soft furnishings and how these inform recommendations: <ul style="list-style-type: none"> - level of insulation and/or acoustic properties - level of light control - construction, composition and materials, including tactile nature of products - fibre composition and attributes of fabrics, linings and fills - installation considerations and availability of expertise - quality - safety – flammability, fixing requirements - sustainability - textile use – standards and testing methods/scores - maintenance and/or cleaning requirements - useable width of fabric, including pattern repeats, wide width, continuous, multi directional, railroaded 					
--	--	--	--	--	--

<ul style="list-style-type: none"> - human interaction and/or use of soft furnishings - current and emerging trends in window treatments and options: <ul style="list-style-type: none"> - fabric requirements - fixing technologies - types of openings - basic aspects of ergonomics, anthropometric and proxemic values - elements and principles of design, their interrelationships, and how they are used in interior decoration - different ways of creating visual representations for design solutions. 					
---	--	--	--	--	--

9.13 Subject 6 – Soft Furnishings – MISFID4015 – Prepare a materials board for a client presentation

Important notes:

- Please take the time to read Section 8.0 which lists the minimum evidence required for this unit. You must number each document and make a note of it on the Master Evidence list.
- To ensure you clearly understand the unit requirements please click on this link <https://training.gov.au/Training/Details/MSFID4015>

Competency Requirement You must provide evidence that satisfies each element and/or critical aspect listed.	Please indicate your competency level (place a cross in the appropriate box)			Evidence to support claim	
	Very well	Well	Not well	DOC #	DOCUMENT NAME
Element 1 - Identify presentation requirements from project brief					
Element 2 - Prepare boards					
Element 3 - Prepare for client presentation					
Critical aspect 1 - From Minimum Evidence Requirements					
Critical aspect 2 - From Minimum Evidence Requirements					
<u>Required skills</u> There must be evidence the candidate has completed the tasks outlined in the elements and performance criteria of this unit, and: <ul style="list-style-type: none"> - prepared materials and finishes boards for 3 different decoration or design solutions. 					
<u>Required knowledge</u> There must be evidence the candidate has knowledge of: <ul style="list-style-type: none"> - elements and principles of design, their interrelationships, and how they are used in interior decoration - purpose and typical components of a materials and finishes board - how to construct a materials board: 					

<ul style="list-style-type: none"> - types of materials available for substrate - ways of organising the board for maximum effect - fixing methods for different components - visual presentation methods and tools for supporting a materials board, including digital options - psychology of colours. 					
---	--	--	--	--	--

9.14 Subject 7 – Styling – MSFID4017 Research and recommend furniture and accessories

Important notes:

- Please take the time to read Section 8.0 which lists the minimum evidence required for this unit.
You must number each document and make a note of it on the Master Evidence list.
- To ensure you clearly understand the unit requirements please click on this link
<https://training.gov.au/Training/Details/MSFID4017>

Competency Requirement You must provide evidence that satisfies each element and/or critical aspect listed.	Please indicate your competency level (place a cross in the appropriate box)			Evidence to support claim	
	Very well	Well	Not well	DOC #	DOCUMENT NAME
Element 1 - Determine project requirements					
Element 2 - Research furniture and accessories options					
Element 3 - Refine ideas and select preferred solution					
Element 4 - Make recommendations to client					
Critical aspect 1 - From Minimum Evidence Requirements					
Critical aspect 2 - From Minimum Evidence Requirements					
<u>Required skills</u> There must be evidence the candidate has completed the tasks outlined in the elements and performance criteria of this unit, and: <ul style="list-style-type: none"> - researched and presented furniture and accessories solutions in response to different project briefs that individually or cumulatively require solutions for: - 3 different rooms - differing client requirements in terms of: <ul style="list-style-type: none"> - budget - style - product sustainability. 					
<u>Required knowledge</u> There must be evidence the candidate has knowledge of: <ul style="list-style-type: none"> - legal and ethical considerations for the provision of product advice, including: - individual worker responsibilities under Australian consumer law - environmental impact of product lifecycle - social responsibility of product - universally accessible design considerations 					

<ul style="list-style-type: none"> - type and scope of client and/or project brief information needed to inform research and recommendation: <ul style="list-style-type: none"> - budget - client preferences - aesthetic and functional requirements: - site characteristics - timeline - mathematical procedures for estimation and measurement - how different aspects of space impact on potential solutions, including: <ul style="list-style-type: none"> - colour - size - shape - level of light - structural features - environmental conditions (humidity) - types and features of resources that support the provision of design advice, and how they are used, including: <ul style="list-style-type: none"> - research tools - product tools - communication tools - sources of information on furniture and accessories, including: - how to access information - ways to interrogate and distil information - features of different furniture and accessory types and styles, used in different spaces, including: <ul style="list-style-type: none"> - bathrooms - bedrooms - kitchens - laundries - living and entertainment areas - offices - reception areas and/or hallways - current and emerging manufacturing technologies for furniture and accessories - properties of furniture and accessories and how these inform recommendations: <ul style="list-style-type: none"> - construction, composition and materials, including tactile nature of products - finishes - maintenance requirements - quality - safety – flammability, fixing requirements - sustainability – sourcing, production, longevity, recycling or end of life disposal - basic aspects of ergonomics, anthropometric and proxemic values - elements and principles of design, their interrelationships, and how they are used in interior decoration - different ways of creating visual representations for design solutions. 					
--	--	--	--	--	--

9.15 Subject 7 – Styling – MSFID5018 Provide interior styling

Important notes:

- Please take the time to read Section 8.0 which lists the minimum evidence required for this unit. You must number each document and make a note of it on the Master Evidence list.
- To ensure you clearly understand the unit requirements please click on this link <https://training.gov.au/Training/Details/MSFID5018>

Competency Requirement You must provide evidence that satisfies each element and/or critical aspect listed.	Please indicate your competency level (place a cross in the appropriate box)			Evidence to support claim	
	Very well	Well	Not well	DOC #	DOCUMENT NAME
Element 1 - Confirm services with client					
Element 2 - Determine project requirements					
Element 3 - Develop ideas and select preferred solutions					
Element 4 - Specify confirmed style					
Element 5 - Style the space					
Critical aspect 1 - From Minimum Evidence Requirements					
Critical aspect 2 - From Minimum Evidence Requirements					
<u>Required skills</u> There must be evidence the candidate has completed the tasks outlined in the elements and performance criteria of this unit, and: <ul style="list-style-type: none"> - created detailed interior styling schemes with visual representations that support the project brief for 3 interior projects with differing client requirements in terms of: <ul style="list-style-type: none"> - budget - style. 					
<u>Required knowledge</u> There must be evidence the candidate has knowledge of: <ul style="list-style-type: none"> - mathematical procedures for estimation and measurement - ergonomics, anthropometrics, proxemics and aesthetic values - scope and nature of styling and the stylist role in different contexts, including: <ul style="list-style-type: none"> - commercial interiors - magazines and television - real estate sales - residential interiors - factors that influence client choices for style - key steps in the styling process and how these are planned and implemented for both permanent and temporary styling 					

<ul style="list-style-type: none"> - elements and principles of design, their interrelationships, and how they are used in interior decoration - sources of product information and types, characteristics, and uses for: <ul style="list-style-type: none"> - accessories - floor finishes - furniture - lighting - soft furnishings - wall finishes - window treatments - sketching and drawing techniques - different ways of creating visual representations for design solutions - formats and required inclusions for: <ul style="list-style-type: none"> - design specifications - styling budgets. 					
--	--	--	--	--	--

9.16 Subject 8 – Kitchens + Bathroom/Hard Materials – MSF4018 Research and recommend hard materials and finishes for interiors

Important notes:

- Please take the time to read Section 8.0 which lists the minimum evidence required for this unit. You must number each document and make a note of it on the Master Evidence list.
- To ensure you clearly understand the unit requirements please click on this link <https://training.gov.au/Training/Details/MSFID4018>

Competency Requirement You must provide evidence that satisfies each element and/or critical aspect listed.	Please indicate your competency level (place a cross in the appropriate box)			Evidence to support claim	
	Very well	Well	Not well	DOC #	DOCUMENT NAME
Element 1 - Determine project requirements					
Element 2 - Research soft furnishing options					
Element 3 - Refine ideas and select preferred solution					
Element 4 - Make recommendation to client					
Critical aspect 1 - From Minimum Evidence Requirements					
Critical aspect 2 - From Minimum Evidence Requirements					
<u>Required skills</u> There must be evidence the candidate has completed the tasks outlined in the elements and performance criteria of this unit, and: <ul style="list-style-type: none"> - designed and presented soft furnishing solutions in response to 3 different project briefs that individually or cumulatively require solutions for the following, with at least 1 project requiring the integration of all three: <ul style="list-style-type: none"> - soft furnishings - soft floor coverings - decorative solutions for windows and openings 					

<ul style="list-style-type: none"> - designed solutions for different client requirements in terms of: <ul style="list-style-type: none"> - budget - style. 					
<p><u>Required knowledge:</u></p> <p>There must be evidence the candidate has knowledge of:</p> <ul style="list-style-type: none"> - legal and ethical considerations for the provision of product advice, including: <ul style="list-style-type: none"> - individual worker responsibilities under Australian consumer law - environmental impact of product lifecycle - social responsibility of product lifecycle - universally accessible design considerations - type and scope of client and/or project brief information needed to inform research and recommendation: <ul style="list-style-type: none"> - budget - client preferences - aesthetic and functional requirements - site characteristics - timeline - mathematical procedures for estimation and measurement - how different aspects of space impact on potential solutions, including: <ul style="list-style-type: none"> - colour - level of light - positioning - size - shape - structural features - types and features of resources that support the provision of design advice, and how they are used, including: <ul style="list-style-type: none"> - research tools - product tools - communication tools - sources of information on soft furnishings, including: <ul style="list-style-type: none"> - how to access - ways to identify, interrogate and distil information - features of different soft furnishing types and styles, used in different spaces, and properties of materials, including how pattern repeats affect material use, trimmings and componentry used, including those for: <ul style="list-style-type: none"> - bedding treatments - cushions - floor coverings –carpet, hard finishes, rugs - lampshades - trimmings - upholstery - walls - window coverings, including how pattern repeats affect material use - current and emerging manufacturing technologies for soft furnishings 					

<ul style="list-style-type: none"> - factors about the properties of soft furnishings and how these inform recommendations: <ul style="list-style-type: none"> - level of insulation and/or acoustic properties - level of light control - construction, composition and materials, including tactile nature of products - fibre composition and attributes of fabrics, linings and fills - installation considerations and availability of expertise - quality - safety – flammability, fixing requirements - sustainability - textile use – standards and testing methods/scores - maintenance and/or cleaning requirements - useable width of fabric, including pattern repeats, wide width, continuous, multi directional, railroaded - human interaction and/or use of soft furnishings - current and emerging trends in window treatments and options: <ul style="list-style-type: none"> - fabric requirements - fixing technologies - types of openings - basic aspects of ergonomics, anthropometric and proxemic values - elements and principles of design, their interrelationships, and how they are used in interior decoration - different ways of creating visual representations for design solutions. 					
---	--	--	--	--	--

9.17 Subject 8 – Kitchens + Bathroom/Hard Materials – MSFID4015 Prepare materials and finishes boards for client presentation

Important notes:

- Please take the time to read Section 8.0 which lists the minimum evidence required for this unit. You must number each document and make a note of it on the Master Evidence list.
- To ensure you clearly understand the unit requirements please click on this link <https://training.gov.au/Training/Details/MSFID4015>

Competency Requirement You must provide evidence that satisfies each element and/or critical aspect listed.	Please indicate your competency level (place a cross in the appropriate box)			Evidence to support claim	
	Very well	Well	Not well	DOC #	DOCUMENT NAME
Element 1 - Identify presentation requirements from project brief					
Element 2 - Prepare boards					
Element 3 - Prepare for client presentation					
Critical aspect 1 - From Minimum Evidence Requirements					

Critical aspect 2 - From Minimum Evidence Requirements					
<u>Required skills</u> Evidence of the ability to: <ul style="list-style-type: none"> - prepared materials and finishes boards for 3 different decoration or design solutions. 					
<u>Required knowledge</u> There must be evidence the candidate has completed the tasks outlined in the elements and performance criteria of this unit, and: <ul style="list-style-type: none"> - elements and principles of design, their interrelationships, and how they are used in interior decoration - purpose and typical components of a materials and finishes board - how to construct a materials board: <ul style="list-style-type: none"> - types of materials available for substrate - ways of organising the board for maximum effect - fixing methods for different components - visual presentation methods and tools for supporting a materials board, including digital options - psychology of colours. 					

9.18 Subject 9 –Residential Interiors 1 – MSFID4012 Decorate residential interiors

Important notes:

- Please take the time to read Section 8.0 which lists the minimum evidence required for this unit. You must number each document and make a note of it on the Master Evidence list.
- To ensure you clearly understand the unit requirements please click on this link <https://training.gov.au/Training/Details/MSFID4012>

Competency Requirement You must provide evidence that satisfies each element and/or critical aspect listed.	Please indicate your competency level (place a cross in the appropriate box)			Evidence to support claim	
	Very well	Well	Not well	DOC #	DOCUMENT NAME
Element 1 - Analyse the project brief					
Element 2 - Conduct research for the design					
Element 3 - Generate decoration concepts					
Element 4 - Design the space					
Element 5 - Revise and refine solution					
Element 6 - Present decoration solution					
Critical aspect 1 - From Minimum Evidence Requirements					
Critical aspect 2 - From Minimum Evidence Requirements					

<p><u>Required skills</u></p> <p>There must be evidence the candidate has completed the tasks outlined in the elements and performance criteria of this unit, and:</p> <ul style="list-style-type: none"> - developed and presented decoration proposals that meet the requirements of the project brief for 3 interior residential spaces, one of which must comprise multiple rooms. 					
<p><u>Required knowledge</u></p> <p>There must be evidence the candidate has knowledge of:</p> <ul style="list-style-type: none"> - key purpose and relevance of Australian Standards and the National Construction Code (NCC) to interior decoration work - mathematical procedures for estimation and measurement - type and scope of client and/or project brief that informs interior decoration: <ul style="list-style-type: none"> - budget - client preferences - aesthetic and functional requirements - site characteristics - timeline - types and features of resources that support the provision of design advice, and how they are used, including: <ul style="list-style-type: none"> - research tools and techniques - product tools - communication tools - elements and principles of design, their interrelationships, and how they are used in interior decoration - potential areas for research in an interior decoration project, sources of information and key aspects that impact solutions, including: <ul style="list-style-type: none"> - ergonomics, anthropometrics and proxemics - environmental considerations - product information: <ul style="list-style-type: none"> - accessories - floor finishes - furniture - lighting - soft furnishings - wall finishes - window treatments - design process, key stages and associated planning techniques - creative design methodologies and how they can be used - types and features of drawings and other visual presentation techniques used to present interior decoration solutions - sketching techniques sufficient to represent key elements of interior space. 					

9.19 Subject 9 – Residential Interiors 1 – MSFID4013 Decorate interior lighting

Important notes:

- Please take the time to read Section 8.0 which lists the minimum evidence required for this unit.
You must number each document and make a note of it on the Master Evidence list.
- To ensure you clearly understand the unit requirements please click on this link
<https://training.gov.au/Training/Details/MSFID4013>

Competency Requirement You must provide evidence that satisfies each element and/or critical aspect listed.	Please indicate your competency level (place a cross in the appropriate box)			Evidence to support claim	
	Very well	Well	Not well	DOC #	DOCUMENT NAME
Element 1 - Interpret lighting requirements					
Element 2 - Assess existing orientation and natural light					
Element 3 - Determine supplementary lighting requirements					
Element 4 - Generate lighting concepts					
Element 5 - Revise and refine solution					
Element 6 - Present lighting solution					
Critical aspect 1 - From Minimum Evidence Requirements					
Critical aspect 2 - From Minimum Evidence Requirements					
<u>Required skills</u> There must be evidence the candidate has completed the tasks outlined in the elements and performance criteria of this unit, and: <ul style="list-style-type: none"> designed and documented lighting solutions for residential spaces in response to 3 project briefs with varying parameters in terms of: <ul style="list-style-type: none"> space aspect and orientation type of space different moods or atmospheres to be achieved different activities to be addressed budget. 					
<u>Required knowledge</u> There must be evidence the candidate has knowledge of: <ul style="list-style-type: none"> type and scope of client and/or project brief information needed to inform research and recommendation: <ul style="list-style-type: none"> budget client preferences aesthetic and functional requirements site characteristics – size, shape, services, structural considerations timeline types and features of resources that support the provision of design advice, and how they are used, including: <ul style="list-style-type: none"> research tools and techniques 					

<ul style="list-style-type: none"> - product tools - communication tools - mathematical procedures for estimation, measurement and calculation of costings - basic light characteristics: <ul style="list-style-type: none"> - natural - UV - interaction between colour and light - how aspect and orientation impact light and lighting selection <ul style="list-style-type: none"> - supplementary lighting: - effects on the colour spectrum - special effects that can be achieved - technical terminology - sources of information on lighting products and devices - types, characteristics, uses and limitations of different lighting products and devices in different spaces - switching options and requirements - features and effects of different lighting devices: <ul style="list-style-type: none"> - bulb types - ceiling lights - flood lights - lamps - spot lights - wall lights - methods of light control and their uses in different situations - how furnishing selections impact light in an interior space <ul style="list-style-type: none"> - the relationship between lighting and key parameters for: <ul style="list-style-type: none"> - atmosphere and mood - activities undertaken in the space - how to identify basic aspects of electricity board that may impact lighting choices: <ul style="list-style-type: none"> - age of board - number of circuits - safety switches - signs of rewiring - Australian lighting standards and drawing conventions for lighting formats. 					
---	--	--	--	--	--

9.20Subject 9 – Residential Interiors 1 – BSBDES304 Source and apply design industry knowledge

Important notes:

- Please take the time to read Section 8.0 which lists the minimum evidence required for this unit. You must number each document and make a note of it on the Master Evidence list.
- To ensure you clearly understand the unit requirements please click on this link <https://training.gov.au/Training/Details/BSBDES304>

Competency Requirement You must provide evidence that satisfies each element and/or	Please indicate your competency level (place a cross in the appropriate box)	Evidence to support claim
--	---	---------------------------

critical aspect listed.	Very well	Well	Not well	DOC #	DOCUMENT NAME
Element 1 - Source and apply information on the structure and operation of design industry					
Element 2 - Source and apply knowledge on employment obligations and opportunities impacting designers					
Element 3 - Seek information on new design technology					
Element 4 - Update industry knowledge					
Element 5 - Apply information on ethical and legal work practices					
Critical aspect 1 - From Minimum Evidence Requirements					
Critical aspect 2 - From Minimum Evidence Requirements					
<u>Required skills</u> Evidence of the ability to: <ul style="list-style-type: none"> - source and use a broad body of information to inform own professional practice - work collaboratively with peers through open information-sharing processes and use of industry terminology - investigate new technologies and how they can affect and assist design output - Identify and participate in activities to maintain currency in design industry trends and practices. 					
<u>Required knowledge</u> There must be evidence the candidate has knowledge of: <ul style="list-style-type: none"> - outline the history and evolution of the design industry - explain the relationship between design and allied industries design industry - describe the impact of legislation, including intellectual property, on the design industry - explain the relevance of ethical work practices to the design industry - describe current and emerging technologies used within the design industry - explain the obligations of employers and employees in the design industry - outline key organisations that may provide advice or information about the design industry - identify sources of information on the design industry and ways of maintaining current industry knowledge. 					

10.0 RPL Outcome (OFFICE USE ONLY)

Subject	Unit of Competency Code	Unit of Competency Name	Comments	Competent (C) / Not Yet Competent (NYC)
Subject 1 - Design and Colour	BSBDES301	Explore the use of colour		
	BSBDES302	Explore and apply the creative design process to 2D form		
Subject 2 - Communications 1	CUAACD303	Produce technical drawings		
	CUAACD301	Produce drawing to communicate ideas and practices		
Subject 3 - Design History	BSBDES305	Source and apply information on the history and theory of design		
	MSFGN4001	Research and meet ethical and compliance requirements		
Subject 4 - Spatial Design	BSBCRT402	Collaborate in a creative process		
	BSBDES303	Explore and apply the creative design process to 3D forms		
Subject 5 - Applied Colour	MSFID4016	Design colour schemes for interior and exterior spaces		
	MSFID5027	Research and recommend colour application and finishes		
Subject 6 - Soft Furnishings	MSFID4021	Design soft furnishing solutions for interior spaces		
	MSFID4015	Prepare a materials board for client presentation		

Subject 7 -Styling	MSFID4017	Research and recommend furniture and accessories		
	MSFID5018	Provide interior styling service		
Subject 8 - Kitchens + Bathroom/ Hard Materials	MSFID4018	Research and recommend hard materials and finishes for interiors		
	MSFID4015	Prepare materials and finishes boards for client presentation		
Subject 9 – Residential Interiors 1	MSFID4012	Decorate residential interiors		
	MSFID4013	Design residential interior lightning		
	BSNDES304	Source and apply design industry knowledge		

Assessor Full Name			
Assessor Signature		Date	