



Qualification Guidance Document

BIIAB Award in Fashion and Textiles (Sewing and Textiles) at SCQF Level 4

Level 4 Award / Scotland – R895 04

Date: February 2026
Version: 1.1

About Us

BIIAB Qualification Limited is part of Skills and Education Group, a charitable organisation that champions education and skills-oriented organisations, providers and learners, making real change locally, nationally and internationally.

BIIAB Qualifications Limited 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 BIIAB Qualifications Limited website www.biiab.co.uk provides access to a wide variety of information.

Copyright

All rights reserved. No part of this publication may be reproduced, stored in a retrieval system, or transmitted in any form or by any means, electronic, mechanical, photocopying, recording or otherwise, without the prior permission of the publishers.

This document may be copied by approved centres for the purpose of assessing learners. It may also be copied by learners for their own use.

Specification Code

The specification code is A2163-04.

Issue	Date	Details of change
1.0	June 2025	Qualification Guide created
1.1	February 2026	All references to SQA Accreditation amended to Qualifications Scotland Accreditation

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

Table of Contents

About Us	2
Sources of Additional Information	2
Copyright	2
Specification Code	2
Qualification Summary	4
Introduction	5
Pre-requisites	5
Qualification Structure	5
Aim	7
Target Group	7
Assessment	8
Resources	13
Practice Assessment Material	13
Format of Units	13
Teaching Strategies and Learning Activities	14
Progression Opportunities	14
Tutor / Assessor Requirements	15
Language	15
Units	15
Unit Details	16
Recognition of Prior Learning (RPL), Exemptions, Credit Transfers and Equivalencies	68
Certification	69
Exemptions	69

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.

Qualification Summary

BIIAB Award in Fashion and Textiles (Sewing and Textiles) at SCQF Level 4 – R895 04							
Qualification Purpose	Prepare for further learning or training and/or develop knowledge and/or skills in a subject area						
Age Range	Pre 16	✓	16-18	✓	18+		19+ ✓
Regulation	The above qualification is regulated by Qualifications Scotland Accreditation						
Assessment	<ul style="list-style-type: none"> ➤ Portfolio of Evidence ➤ Practical Demonstartions/Assignment 						
Type of Funding Available	See FaLa (Find a Learning Aim)						
Grading	Pass/Fail To achieve a Pass grade, learners must achieve all the Learning Outcomes and Assessment Criteria in all the units completed						
Operational Start Date	01/08/2025						
Review Date	30/06/2030						
Operational End Date	30/06/2030						
Certification End Date	30/06/2032						
Skills and Education Group Awards Sector	Scottish Qualifications						
Regulator Sector	4.2 Manufacturing Technologies						
Support from Trade Associations	See BIIAB Qualifications Limited web site						

Introduction

BIIAB Qualifications Limited is regulated to deliver this qualification by Qualifications Scotland Accreditation. The qualification has a unique Group Award Code which is shown below. Each unit within the qualification will also have a regulatory Unit Reference Number (URN).

The Group Award Code will be displayed on the final certificate for the qualification.

Qualification Title	Group Award Code
BIIAB Award in Fashion and Textiles (Sewing and Textiles) at SCQF Level 4	R895 04

Pre-requisites

There are no entry requirements for this qualification. However, learners must be assessed to ensure they have a reasonable chance of achievement and will be able to generate the required evidence.

This qualification enables 14+ learners to access appropriately sized vocationally relevant programmes of accredited learning.

Qualification Structure

Qualification Title: BIIAB Award in Fashion and Textiles (Sewing and Textiles) at SCQF Level 4

Learners must choose a minimum of 3 units to complete.

Unit Title	Unit Number	SCQF Level	SCQF Credit	Assessment Method
Design principles in the fashion and textiles industry	UV07 04	4	6	Portfolio
Soft furnishing	UV08 04	4	6	Portfolio
Surface patterning	UV09 04	4	6	Portfolio
Garment Construction (Industrial)	UV10 04	4	6	Portfolio
Pattern Construction	UV11 04	4	6	Portfolio

Garment Construction (Craft)	UV12 04	4	6	Portfolio
Upholstery	UV13 04	4	6	Portfolio
Soft Toy Making	UV14 04	4	6	Portfolio
Industrial Sewing Operations	UV15 04	4	4	Portfolio
Inspection of Finished Sewn Products	UV16 04	4	4	Portfolio
Using Industrial Sewing Machinery	UV17 04	4	4	Portfolio
Fabric Inspection	UV18 04	4	4	Portfolio
Fabric Laying	UV19 04	4	4	Portfolio
Principles of Fabric Cutting	UV20 04	4	4	Portfolio
Hand Pressing of Sewn Products	UV21 04	4	4	Portfolio
Introduction to Finishing Procedures for Sewn Products	UV22 04	4	7	Portfolio
Quality Control of a Sewn Product	UV23 04	5	4	Portfolio
Industrial Apparel Machine Maintenance	UV24 04	4	8	Portfolio
Health and Safety in a Workshop	UV25 04	4	3	Portfolio
Introduction to Footwear	UV26 04	4	6	Portfolio
Fabric Care	UV27 04	4	3	Portfolio
Sorting Fabrics	UV28 04	4	3	Portfolio
Health and Safety in a Textile Manufacturing Business	UV2904	4	3	Portfolio
Manufacturing Processes in Textile Production	UV30 04	4	5	Portfolio
Inspection and Quality Checks in Textile Production	UV31 04	4	5	Portfolio

Laundering Items	UV32 04	4	4	Portfolio
Drying Items	UV33 04	4	4	Portfolio
Inspecting Returned Items	UV34 04	4	4	Portfolio
Introduction to Leather	UV35 04	4	4	Portfolio
Leather Preparation Skills	UV36 04	4	5	Portfolio
Bond and Stitch Leather	UV3704	4	6	Portfolio

Aim

This qualification 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.

It has been designed as 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.

Learners will complete this qualification with an understanding and base skills in the following:

- > Sewn Products
- > Textiles
- > Textiles Care Services
- > Leather work
- > Soft furnishing
- > Surface patterning

Target Group

This qualification is appropriate for the following age ranges:

- > Pre 16
- > 16 – 18
- > 19+

Assessment

Overview of assessment strategy

Assessment Process

Assessment is the process used to judge the competence of a learner, against set standards.

The assessor is the person who is responsible for determining learners' competence. The assessor may be a workplace supervisor or an external person who is trained and qualified or working towards a qualification relevant to the assessor role.

Assessors base their judgement on performance and decide how it compares to the national standard. The assessor will also ask questions based on the knowledge required to do the work, to ascertain the knowledge and understanding of the learner.

When the required units have been completed and the assessor is satisfied that the learner has met the national standard, a recommendation for a certificate will be made.

An Internal Quality Assurer (IQA) is responsible for the quality assurance of the qualifications within the training organisation and will provide advice, guidance and support to the assessors. IQAs also ensure that the assessors apply the standards consistently and fairly. The IQA will review the portfolio of evidence during the assessment process.

An External Quality Assurer (EQA), who is appointed by BIIAB, will quality assure the assessment and internal quality assurance decisions involved in the development of the portfolio. The EQA will quality assure the qualification process, which ensures that certification of the qualification is reliable, consistent and to the national standard, by checking the consistency of assessments made by the training provider, and across training providers.

Assessments will be accessible and will produce results that are valid, reliable, transparent and fair. BIIAB Qualifications Limited will ensure that the result of each assessment taken by a learner in relation to a qualification reflects the level of attainment demonstrated by that learner in the assessment and will be based upon the achievement of all of the specified learning outcomes.

Details of the ordering process, assessment documentation, invigilation requirements to centres and the documentation to be completed can be found in the Examination and Invigilation Regulations for the Administration of BIIAB Qualifications document, available at www.biiab.co.uk.

BIIAB Qualifications Limited will make every effort to ensure that it allows for assessment to:

- › Be up to date and current
- › Reflect the context from which the learner has been taught
- › Be flexible to learner needs

Requirements of assessors, external and internal verifiers

Candidates may be assessed, moderated or verified at work either by one or several appointed individuals.

Assessors - The primary responsibility of an assessor is to assess candidates' performance in a range of tasks and to ensure the evidence submitted by the candidate meets the requirements of the assessment criteria. It is important that an assessor can recognise occupational competence as specified by the national standard. Assessors therefore need to have a thorough understanding of assessment and quality assurance practices, as well as have in-depth technical understanding related to the qualifications for which they are assessing candidates. To be able to assess candidates, assessors must:

- › hold an appropriate qualification, as specified by the appropriate regulatory authority, confirming their competence to assess candidates undertaking competence-based units and qualifications. Assessors holding older qualifications must be able to demonstrate that they are assessing to the current standards;

OR

- › be working toward an appropriate qualification, as specified by the appropriate regulatory authority. Any assessors working towards an appropriate qualification must ensure their decisions are countersigned by a suitably-qualified assessor/verifier and should be supported by a qualified assessor throughout their training period.
- › be 'occupationally competent'. Assessors must provide current evidence of competence, knowledge and understanding in the areas to be assessed. This will normally be achieved through demonstrating competence in the roles which are to be assessed, or demonstrated by relevant experience and continuing professional development (CPD), which may include the achievement of qualifications relevant to the areas being assessed.
- › have a full and current understanding of the units of competence and requirements of the qualifications being assessed, including the quality of assessment and the

assessment process. It is the responsibility of approved centres to select and appoint assessors.

Expert Witness – must have a working knowledge of the units on which their expertise is based and also be occupationally competent in their area of expertise. An expert witness must also have either a qualification in assessment of workplace performance or a professional work role which involves evaluating the everyday practice of staff. As the assessment decision lies with the Assessor, it is their responsibility to verify this and, where challenged, to justify their acceptance of third party 'witness testimony' to the Internal Quality Assurer.

Internal Quality Assurer (IQA) - A primary responsibility of IQAs is to assure the quality and consistency of assessments by the assessors for whom they are responsible. IQAs therefore need to have a thorough understanding of quality assurance and assessment practices, as well as sufficient technical understanding related to the qualifications that they are internally verifying. It will be the responsibility of the approved centre to select and appoint IQA's.

IQAs **must:**

- hold an appropriate qualification, as specified by the appropriate regulatory authority, confirming their competence to internally verify competence-based assessments and candidates. IQAs holding older qualifications must be able to demonstrate that they are verifying to the current standards

OR

- be working toward an appropriate qualification, as specified by the appropriate regulatory authority. If an IQA is working towards an appropriate qualification, his/her decisions must be countersigned by a suitably qualified IQA and should be supported by a qualified IQA throughout the training period.
- be 'occupationally competent'. IQAs must demonstrate sufficient and current understanding of the qualifications to be internally verified, and know how they are applied in business.
- demonstrate competent practice in internal verification of assessment, and demonstrate understanding of the principles and practices of internal verification of assessment, including the quality of assessment and the assessment process.

External Quality Assurer (EQA) - The primary responsibility of EQAs is to assure quality of internal verification and assessments across the centres for which they are responsible. EQAs must have a thorough understanding of quality assurance and assessment practices, as well as in-depth technical knowledge related to the qualifications that they are externally verifying.

EQAs **must**:

- › hold an appropriate qualification as specified by the appropriate regulatory authority, confirming their competence to verify competence-based assessments. EQAs holding older qualifications must be able to demonstrate that they are verifying to the current standards;

OR

- › be working toward an appropriate qualification, as specified by the appropriate regulatory authority. If EQAs are working towards an appropriate qualification, their decisions must be countersigned by a suitably qualified EQA and should be supported by a qualified EQA throughout their training period.
- › be 'occupationally competent'. EQAs must demonstrate sufficient and current understanding of the qualifications to be verified and know how they are applied in business.
- › demonstrate competent practice in external verification of assessment, and demonstrate understanding of the principles and practices of external verification of assessment, including the quality of assessment and the assessment process. It is the responsibility of the awarding organisation to select and appoint EQAs.

Awarding Organisations require all assessors, moderators and verifiers to maintain current competence to deliver these functions. BIIAB recognises this can be achieved in many ways. However, such information **must** be formally recorded in individual CPD records that are maintained in assessment centres.

Assessment of the Knowledge Units

When assessing the knowledge and understanding based unit, it is important that the chosen assessment methodology is appropriate to this and is accurately recorded.

Assessment methodologies that are appropriate for the knowledge and understanding units include:

- › Professional discussion
- › Learner reflective accounts
- › Question and answer
- › Assignments and projects.

These must be planned, assessed and verified by centres, using approved and robust systems and procedures.

Assessors and IQAs must ensure that they are able to demonstrate their own CPD and competence across the units being delivered and assessed, because of the nature of the theoretical content that has to be covered.

Particular attention must be paid to units which permit learners to use their places of study or research of organisations in order to achieve the unit, and those which can only be achieved if the learner is in current employment, or there is recognition of prior learning from extensive experience in that particular occupational sector.

Evidence from Workplace Performance

- Evidence of occupational competence of all competence units at any level, should be generated and collected through performance under workplace conditions. This includes the knowledge-based learning outcomes and assessment criteria of the competence units.
- These conditions would be those typical to the candidate's normal place of work. The evidence collected under these conditions should also be as naturally occurring as possible. It is accepted that not all employees have identical workplace conditions and therefore there cannot be assessment conditions that are identical for all candidates. However, assessors **must** ensure that, as far as possible, the conditions for assessment should be those under which the candidate usually works.

Appeals

If learners are dissatisfied with an assessment outcome, they have the right to appeal. The **main** reasons for an appeal are likely to be:

- Learners do **not** understand why they are not yet regarded as competent, because of unsatisfactory feedback from the assessor
- Learners believe they are competent and that the assessor has misjudged them, or has failed to utilise some vital evidence

BIIAB Qualifications Limited expects most appeals from learners to be resolved within the centre. BIIAB Qualifications Limited will only consider a learner's appeal after the centre's internal appeals procedure has been fully exhausted.

For full details of the BIIAB Qualifications Limited's appeals procedure please refer to <https://biiab.co.uk/policies-and-procedures/>

Resources

BIIAB Qualifications Limited provides the following additional resources for this qualification:

- > Indicative Content
- > Purpose Statement

All of these resources are available on ORS.

Practice Assessment Material

BIIAB Qualifications Limited confirm that there are no practice assessment material for this qualification.

Format of Units

All units within this qualification will be presented in a standard format that is consistent with the format for all units of assessment. The format will give tutors and learners guidance as to the requirements of the unit for successful completion. Each unit within this guidance document will be in the format below:

Unit Title

This will be shown as it appears on the [Qualifications Scotland Accreditation website](#).

Unit Number / Unit Reference Number (URN)

The Unit Reference Number is the unique code that the unit is given by the Regulator. This unit will be referenced on the final qualification certificate. The same unique code for the unit applies in whichever qualification the unit is included within. BIIAB Qualifications Limited also assign unique unit numbers which is consistent when the unit is used in multiple BIIAB qualifications.

Level

This identifies the level of demand for the unit but may be a different level to that of the overall qualification. The level of the units will be set according to the SCQF level descriptors -

<https://accreditation.qualifications.gov.scot/accreditation/accreditationfiles/SCQFRevisedLevelDescriptorsAug2012.pdf>

SCQF Credit Rated Qualifications

One SCQF credit point represents a notional 10 hours of learning and this is the minimum credit value that can be allocated.

The notional learning hours encompass both contact time and self-directed learning undertaken by the learner. The proportion of contact time varies from qualification to qualification.

Further information can be found here [Credit Rating of Qualifications Scotland Accreditation Accredited Qualifications](#).

Learning Outcomes and Assessment Criteria

Learning Outcomes are what the learner is expected to know, understand or be able to do upon successful completion of the unit.

Assessment Criteria are descriptions of the requirements that a learner is expected to meet in order to demonstrate that a learning outcome has been achieved. There are usually multiple assessment criteria for each Learning Outcome.

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

It is hoped that learners who successfully complete this qualification can move forward with increased confidence into employment and/or further training.

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

Tutor / Assessor Requirements

BIIAB Qualifications Limited require those involved in the teaching and assessment process to be suitably experienced and / or qualified. Assessors should also be trained and qualified to assess or be working towards appropriate qualifications.

Those responsible for Internal Quality Assurance (IQA) must be knowledgeable of the subject/occupational area to a suitable level to carry out accurate quality assurance practices and processes.

Language

This specification and associated assessment materials are in English only.

Units

The following units are all optional for this qualification. Learners must choose a minimum of 3 of these units.

Unit Details

Design Principles in the Fashion and Textiles Industry	
Unit Reference	UV07 04
SCQF Level	4
SCQF Credit Value	6
Unit Summary	In this unit learners will develop the skills and knowledge to understand design principles through a range of design exercises, exploration of historical influences and their own design ideas. They will work to a design brief using a chosen design source and produce a final design outcome.
Learning Outcomes (1 to 5)	Assessment Criteria (1.1 to 5.1)
The learner will	The learner can
1. Be able to apply safe working practices in accordance with instructions	1.1 Describe the safe working practices that must be followed in a workroom 1.2 Use workroom equipment safely and in line with appropriate instructions
2. Understand the function of colour in design	2.1 Explain the function of colour in design
3. Understand the importance of the historical development of design, present developments and future trends	3.1 Explain the importance of the historical development of design, present developments and future trends 3.2 Discuss what source material to use within own work
4. Be able to evaluate information on a design brief and select suitable research areas	4.1 Follow a design brief 4.2 Carry out a range of design exercises: <ul style="list-style-type: none"> > line > form > balance > proportion > texture

5. Be able to effectively organise and present drawings, source material, and written information in a clear and concise manner, following the requirements of a given brief	5.1	Present drawings, source material and written information to a given brief in a concise and readable manner
--	-----	---

Soft Furnishing	
Unit Reference	UV08 04
SCQF Level	4
SCQF Credit Value	6
Unit Summary	In this unit learners will develop the knowledge and skills to understand the methods used in the making of curtains and cushions and calculate the materials required. They will identify and evaluate the materials used, handle the tools required, including sewing machines, and understand the importance of safety in a workroom.
Learning Outcomes (1 to 7)	Assessment Criteria (1.1 to 7.1)
The learner will	The learner can
1. Be able to apply safe working practices in accordance with instructions	1.1 Describe the safe working practices that must be followed in a workroom 1.2 Use workroom equipment safely and in line with appropriate instructions
2. Be able to use a straight stitch sewing machine	2.1 Use a straight stitch sewing machine
3. Be able calculate the amount of fabric and cost for curtains and cushions	3.1 Measure and record the exact size required for various curtains and cushions 3.2 Calculate the amount of fabric required and cost the items 3.3 Demonstrate awareness of pattern matching and pattern repeat
4. Be able to construct a pair of unlined curtains and apply appropriate methods for attaching curtain headings	4.1 Mark out, cut and sew a pair of unlined curtains 4.2 Demonstrate methods of attaching curtain headings
5. Be able to implement the use of decorative techniques	5.1 Demonstrate decorative techniques used on a cushion
6. Be able to use alternative cushion closures and	6.1 Create a pattern for a cushion showing awareness of alternative cushion closures

understand the techniques of fixing different edge finishes to cushions	6.2	Produce samples of two edge finishes to cushions
7. Be able to make a cushion	7.1	Produce a cushion demonstrating <ul style="list-style-type: none">> appropriate closure> decorative technique> edge finish

Surface Patterning	
Unit Reference	UV09 04
SCQF Level	4
SCQF Credit Value	6
Unit Summary	In this unit learners will understand and develop skills in basic printing and dyeing methods and techniques. They will develop skills in embroidery to use as an embellishment on printed or dyed textiles. They will understand the importance of safety in the workroom.
Learning Outcomes (1 to 5)	Assessment Criteria (1.1 to 5.1)
The learner will	The learner can
1. Be able to apply safe working practices in accordance with instructions	1.1 Describe the safe working practices that must be followed in a workroom 1.2 Use workroom equipment safely and in line with appropriate instructions
2. Be able to use basic textile printing and dyeing techniques	2.1 Carry out basic print techniques 2.2 Carry out simple dyeing techniques
3. Understand modern print and dyeing processes in industry	3.1 Describe modern print processes in industry 3.2 Describe modern dyeing processes in industry
4. Be able to use basic hand and machine embroidery techniques	4.1 Use basic hand stitches 4.2 Use a sewing machine to produce embroidered effects
5. Be able to create and apply a decorative design onto a finished article using at least two different media	5.1 Produce and transfer a design and use to decorate a finished article using at least two different media

Garment Construction (Industrial)	
Unit Reference	UV10 04
SCQF Level	4
SCQF Credit Value	6
Unit Summary	In this unit learners will develop technical knowledge in garment construction and develop basic skills in the usage of industrial sewing machinery. They will develop an understanding of manufacturing specifications and quality requirements and develop dexterity and technical knowledge in machining and pressing, in a variety of fabrics. Learners will gain an understanding of the importance of interfacing in garment making and of the correct choice of needle and thread in relation to various fabrics. They will display knowledge of machining faults and their remedies and understand the importance of safety in a workroom.
Learning Outcomes (1 to 7)	Assessment Criteria (1.1 to 7.2)
The learner will	The learner can
1. Be able to apply safe working practices in accordance with instructions	1.1 Describe the safe working practices that must be followed in a workroom 1.2 Use workroom equipment safely and in line with appropriate instructions
2. Be able to position, handle and sew together cut parts	2.1 Demonstrate how to position, handle and sew together cut parts to a specified quality standard
3. Be able to operate industrial sewing machinery and produce samples	3.1 Operate industrial sewing machinery to produce a minimum of six samples in woven and knitted fabrics, for example: <ul style="list-style-type: none"> > overlock seam > flat seam > buttonhole > zip insertion > hems > reinforced seam

4. Know which threads and needles are suitable for sewing specific fabrics	4.1	Identify suitable threads and needles for sewing various fabrics
5. Understand stitching faults and recognise how to correct them	5.1	Explain what the faults are with a stitched garment
	5.2	Indicate what action is to be taken to correct the faults
6. Be able to carry out top-pressing and under-pressing	6.1	Demonstrate the basic principles of top-pressing and under-pressing
7. Be able to produce two simple pre-cut garments following a making specification sheet and working drawing, applying appropriate interfacing where required	7.1	Produce two simple pre-cut garments from a making specification sheet and working drawing: <ul style="list-style-type: none"> ➤ a simple skirt with a waistband/facing and a zip ➤ a garment with inserted sleeves
	7.2	Use appropriate interfacing

Pattern Construction	
Unit Reference	UV11 04
SCQF Level	4
SCQF Credit Value	6
Unit Summary	In this unit learners will develop basic skills and understanding of the construction of flat patterns and acquire a theoretical and practical knowledge of lay planning and an appreciation of fabric economy. They will consolidate the knowledge acquired for establishing a base for further progress and understand the importance of safety in a workroom.
Learning Outcomes (1 to 7)	Assessment Criteria (1.1 to 7.1)
The learner will	The learner can
1. Be able to apply safe working practices in accordance with instructions	1.1 Describe the safe working practices that must be followed in a workroom 1.2 Use workroom equipment safely and in line with appropriate instructions
2. Know standard body measurements	2.1 Demonstrate how to measure the body and record the measurements accurately
3. Understand how to convert 2-dimensional patterns into 3-dimensional figures	3.1 Relate 2-dimensional patterns to the 3-dimensional figure
4. Understand pattern cutting techniques, principles and practice	4.1 Describe key pattern cutting techniques and their applications in garment construction
5. Be able to make simple adaptations using standard blocks	5.1 Use standard blocks to make three simple adaptations for each of the following: <ul style="list-style-type: none"> > skirts > bodices > sleeves > collars
6. Be able to take an adaptation through to a finished pattern	6.1 Choose one adaptation and take it through to a finished pattern in full scale

	6.2	Present a pattern with appropriate markings and information
7. Understand and apply efficient fabric utilisation techniques in garment production	7.1	Produce an economical lay plan

Garment Construction (Craft)	
Unit Reference	UV12 04
SCQF Level	4
SCQF Credit Value	6
Unit Summary	<p>In this unit learners will develop an understanding of how to use a simple pattern, develop knowledge of craft construction and use basic sewing machinery. Learners will be able to select suitable needles and threads for different fabrics and develop the ability to identify and correct common machining faults. They will gain hands-on experience in cutting, constructing, pressing and finishing garments across a variety of fabric types. Learners will also know the importance of interfacing appropriately to support garment making. Health and safety procedures will be embedded into all practical activities to promote safe and responsible working practices.</p>
Learning Outcomes (1 to 10)	Assessment Criteria (1.1 to 10.3)
The learner will	The learner can
1. Be able to apply safe working practices in accordance with instructions	1.1 Describe the safe working practices that must be followed in a workroom 1.2 Use workroom equipment safely and in line with appropriate instructions
2. Know which needles and threads are suitable for sewing chosen fabrics	2.1 Identify suitable threads for sewing fabrics 2.2 Identify suitable needle size for sewing fabrics
3. Be able to identify and rectify stitching faults to ensure high-quality finishes	3.1 Recognise stitching faults 3.2 Correct a fault to achieve a good stitch
4. Be able to stitch sample seams and sample hem finishes	4.1 Stitch sample seams to select the correct one 4.2 Produce sample hem finishes to aid selection
5. Be able to apply pressing techniques to achieve professional garment finishes	5.1 Demonstrate under pressing 5.2 Demonstrate top pressing

6. Be able to choose a pattern and select suitable material for the style	6.1 6.2	Select patterns for chosen garments Choose appropriate fabric for each garment
7. Be able to cut out a given size of garment	7.1 7.2 7.3 7.4	Prepare a pattern Prepare a fabric Lay a pattern on fabric economically Cut out to given shapes
8. Be able to position, handle and tack together cut parts and be able to construct garments	8.1 8.2 8.3	Position, handle and tack together cut parts to a high standard Use a sewing machine to construct garments Demonstrate use of hand stitching
9. Be able to fit garments	9.1 9.2	Demonstrate trying on garments Adjust garments for a good fit
10. Be able to finish garments to a good standard	10.1 10.2 10.3	Complete top pressing Demonstrate the removal of tackings Demonstrate attaching any fasteners

Upholstery	
Unit Reference	UV13 04
SCQF Level	4
SCQF Credit Value	6
Unit Summary	In this unit learners will develop dexterity in the use of tools and equipment, have knowledge of the applications of various fabrics and their suitability and be aware of the health and safety regulations within upholstery. They will develop technical knowledge of the construction of upholstered items and develop cutting / marking skills. They will be able to identify and name various tools and their usage and gain elementary practical experience of upholstery work.
Learning Outcomes (1 to 5)	Assessment Criteria (1.1 to 5.1)
The learner will	The learner can
1. Be able to apply safe working practices in accordance with instructions	1.1 Describe the safe working practices that must be followed in a workroom 1.2 Use workroom equipment safely and in line with appropriate instructions
2. Understand materials and components used in upholstering furniture	2.1 Identify and name materials, and, where applicable, components used in upholstering a chair or stool
3. Be able to accurately measure and cut materials and fabrics according to given specifications	3.1 Measure fabrics to specified dimensions 3.2 Cut materials to specified dimensions
4. Be able to apply webbing and canvas to a frame using appropriate techniques	4.1 Demonstrate how to web a frame 4.2 Demonstrate how to canvas a frame
5. Be able to select appropriate tools and materials for covering an item in vinyl or fabric	5.1 Demonstrate covering an item within agreed tolerances either in vinyl or fabric using staples, adhesive and stitching

Soft Toy Making	
Unit Reference	UV14 04
SCQF Level	4
SCQF Credit Value	6
Unit Summary	In this unit learners will operate appropriate sewing machines and develop dexterity in pinning, laying/cutting out of pattern, fixing of safety eyes and noses. They will develop knowledge of consumer safety requirements and gain knowledge of fillings and a variety of fabrics.
Learning Outcomes (1 to 5)	Assessment Criteria (1.1 to 5.1)
The learner will	The learner can
1. Be able to apply safe working practices in accordance with instructions	1.1 Describe the safe working practices that must be followed in a workroom 1.2 Use workroom equipment safely and in line with appropriate instructions
2. Be able to assemble and sew cut parts to meet specified quality standards	2.1 Demonstrate competence in positioning, handling and the sewing together of cut parts to a specified quality standard
3. Be able to select and use appropriate threads and needles required in soft toy making	3.1 Identify various threads and needles required in tacking and stitching 3.2 Use various threads and needles required in tacking and stitching
4. Understand what materials and fillings are used in the construction of soft toys	4.1 Identify appropriate materials for: <ul style="list-style-type: none"> > making soft toys > eyes, nose, mouth and ears > fillings
5. Be able to make simple adaptations using standard blocks	5.1 Produce a soft toy from a pre-designed pattern selecting and using appropriate materials

Industrial Sewing Operations	
Unit Reference	UV15 04
SCQF Level	4
SCQF Credit Value	4
Unit Summary	<p>In this unit, learners will develop skills in the use of the following industrial sewing equipment:</p> <ul style="list-style-type: none"> > lock stitch machine > overlocker
Learning Outcomes (1 to 3)	Assessment Criteria (1.1 to 3.3)
The learner will	The learner can
1. Be able to apply safe working practices in accordance with instructions	1.1 Describe the safe working practices that must be followed in a workroom 1.2 Use workroom equipment safely and in line with appropriate instructions
2. Be able to use a lock stitch machine	2.1 Use a lock stitch machine to produce: <ul style="list-style-type: none"> > straight lines > slow curves > simple lines on single fabric > seams using double fabric > straight hem > twin stitch seam 2.2 Use appropriate stitch tension and formation to achieve a quality finish
3. Be able to use an overlocker	3.1 Use an overlocker to produce: <ul style="list-style-type: none"> > straight lines > curves > joints of two pieces of fabric > a variety of shapes 3.2 Describe how to adjust an overlocked stitch if it is too tight or too loose 3.3 Use appropriate stitch tension and formation to achieve a satisfactory finish

Inspection of Finished Sewn Products	
Unit Reference	UV16 04
SCQF Level	4
SCQF Credit Value	4
Unit Summary	In this unit, learners will learn about the inspection process involved when inspecting finished sewn products. They will then be required to demonstrate that they can inspect finished products.
Learning Outcomes (1 to 3)	Assessment Criteria (1.1 to 3.5)
The learner will	The learner can
1. Be able to apply safe working practices in accordance with instructions	1.1 Describe the safe working practices that must be followed in a workroom 1.2 Use workroom equipment safely and in line with appropriate instructions
2. Understand the inspection process of finished sewn products	2.1 Explain where and from whom goods are received for inspection 2.2 Identify the main stages of the inspection process 2.3 List the tools, machinery and methods used to quality control a garment 2.4 Explain what happens to an item after inspection in the following circumstances: <ul style="list-style-type: none"> > having passed quality control > failed quality control 2.5 Identify the relevant documents used in the inspection process
3. Be able to carry out an inspection of finished sewn products	3.1 Inspect a finished sewn product following the main stages of the inspection process 3.2 Use appropriate tools and equipment to correctly carry out your inspection 3.3 Complete relevant documents correctly

	3.4	Demonstrate feeding back information to relevant people
	3.5	Demonstrate passing on inspected products as appropriate

Using Industrial Sewing Machinery	
Unit Reference	UV17 04
SCQF Level	4
SCQF Credit Value	4
Unit Summary	In this unit, learners will develop their skills in the use of industrial sewing machinery.
Learning Outcomes (1 to 6)	Assessment Criteria (1.1 to 6.4)
The learner will	The learner can
1. Be able to apply safe working practices in accordance with instructions	1.1 Describe the safe working practices that must be followed in a workroom 1.2 Use workroom equipment safely and in line with appropriate instructions
2. Understand parts of a machine	2.1 Identify the main parts of a flatbed straight stitch machine 2.2 Identify the main parts of an overlocker
3. Be able to operate an industrial sewing machine	3.1 Demonstrate threading a machine correctly 3.2 Demonstrate winding and positioning a bobbin on a machine correctly 3.3 Check the tension on a machine and adjust as necessary 3.4 Demonstrate the following sewing tests on a straight stitch machine: <ul style="list-style-type: none"> > straight lines > spirals > curves > boxes
4. Be able to use scissors and snips	4.1 Use scissors correctly to safely cut fabric marked on a lay 4.2 Use snips to clean a sewn item correctly and safely

<p>5. Be able to perform basic maintenance procedures on sewing machines and other equipment</p>	<p>5.1 5.2 5.3 5.4</p>	<p>Demonstrate the checking of oil levels</p> <p>Demonstrate removing, replacing and discarding of machine needles</p> <p>Clean and replace a bobbin case</p> <p>Clean machinery and equipment using correct procedure</p>
<p>6. Be able to operate an overlocker machine</p>	<p>6.1 6.2 6.3 6.4</p>	<p>Demonstrate threading 3, 4 and 5 thread overlockers correctly</p> <p>Demonstrate threading a Baby overlocker correctly</p> <p>Demonstrate adjusting tension for lockers</p> <p>Demonstrate overlocking the following:</p> <ul style="list-style-type: none"> > straight edge > curved edge

Fabric Inspection	
Unit Reference	UV18 04
SCQF Level	4
SCQF Credit Value	4
Unit Summary	In this unit the learners will understand the skills and knowledge of fabric qualities and faults.
Learning Outcomes (1 to 3)	Assessment Criteria (1.1 to 3.5)
The learner will	The learner can
1. Be able to apply safe working practices in accordance with instructions	1.1 Describe the safe working practices that must be followed in a workroom 1.2 Use workroom equipment safely and in line with appropriate instructions
2. Understand fabric inspection	2.1 List the main properties of: <ul style="list-style-type: none"> > natural fabrics > man-made fabrics 2.2 Identify common faults for both natural and man-made fabrics 2.3 Describe a critical and non-critical fabric fault 2.4 Propose a solution for a critical and non-critical fabric fault 2.5 List the appropriate equipment needed to identify shading and colour continuity
3. Be able to carry out an inspection of fabric using correct procedures	3.1 Organise own work area, equipment and tools ensuring that they are free from lubricants and debris 3.2 Inspect the fabric in accordance with organisation's rules, codes, guidelines and standards 3.3 Explain types of faults which may occur, how they are identified and how they should be dealt with

	3.4	State why it is important to record details of faults and the potential consequences of not recording them
	3.5	Complete the relevant paperwork and attach a fabric swatch for reference

Fabric Laying	
Unit Reference	UV19 04
SCQF Level	4
SCQF Credit Value	4
Unit Summary	In this unit the learners will understand and then demonstrate fabric laying.
Learning Outcomes (1 to 3)	Assessment Criteria (1.1 to 3.7)
The learner will	The learner can
1. Be able to apply safe working practices in accordance with instructions	1.1 Describe the safe working practices that must be followed in a workroom
	1.2 Use workroom equipment safely and in line with appropriate instructions
2. Understand the properties of fibres and fabrics	2.1 Explain the characteristics of a range of knitted fabrics
	2.2 Explain the characteristics of a range of woven fabrics
	2.3 Identify fabrics that require special attention when lay planning
	2.4 List the paperwork needed for lay planning
3. Be able to participate in fabric laying	3.1 Describe the roles within a team laying fabric manually
	3.2 Describe the lay planning process: <ul style="list-style-type: none"> > manual > CAD/CAM
	3.3 Select the correct lay plan for: <ul style="list-style-type: none"> > stretch fabric > nap > check
	3.4 Explain how to 'Mark in'

	3.5	Demonstrate how to 'Mark in' ensuring the correct positioning and placing of patterns for economic use of material
	3.6	Demonstrate how to manually lay-up fabric within tolerance in accordance with organisational rules, codes, guidelines and standards
	3.7	Identify acceptable material faults and mark for future identification

Principles of Fabric Cutting	
Unit Reference	UV20 04
SCQF Level	4
SCQF Credit Value	4
Unit Summary	In this unit the learners will gain an understanding of fabric cutting.
Learning Outcomes (1 to 4)	Assessment Criteria (1.1 to 4.2)
The learner will	The learner can
1. Be able to apply safe working practices in accordance with instructions	1.1 Describe the safe working practices that must be followed in a workroom 1.2 Use workroom equipment safely and in line with appropriate instructions
2. Be able to prepare and assess the work area, materials and lay plan to meet specifications, while accurately calculating lay measurements and identifying required cutting documentation	2.1 Check that the work area, equipment and tools are free from lubricants and debris 2.2 Check and confirm fabrics, components and lay plan meet the specification 2.3 Demonstrate relaxing of the fabric 2.4 Explain why relaxing of the fabric is important 2.5 Calculate length of lay, depth of lay and cutting size and ratios 2.6 List the paperwork needed for cutting
3. Understand how to select appropriate cutting tools and use them safely while identifying and addressing faulty equipment within the scope of responsibility	3.1 Select the correct cutting tools 3.2 Explain how to cut safely with scissors 3.3 Explain how to cut safely with: <ul style="list-style-type: none"> > straight knife > handheld rotary knife > CAD/CAM 3.4 Identify faulty equipment and actions to be taken within the limits of own responsibility

4. Understand and apply the principles of bundling in production	4.1	Explain why the bundle production system is used
	4.2	Organise bundles: <ul style="list-style-type: none">> by size for machinists> by components for machinists

Hand Pressing of Sewn Products	
Unit Reference	UV21 04
SCQF Level	4
SCQF Credit Value	4
Unit Summary	In this unit the learners will gain an understanding and be able to demonstrate hand pressing of sewn products.
Learning Outcomes (1 to 5)	Assessment Criteria (1.1 to 5.2)
The learner will	The learner can
1. Be able to apply safe working practices in accordance with instructions	1.1 Describe the safe working practices that must be followed in a workroom 1.2 Use workroom equipment safely and in line with appropriate instructions
2. Understand the preparation of a safe and effective pressing environment	2.1 Ensure that equipment and operating surfaces are clean and free of contamination 2.2 Identify the correct temperature, pressure and steam to be used for a range of: <ul style="list-style-type: none"> > natural fabrics > man-made fabrics 2.3 Define an equipment fault and how it should be dealt with safely 2.4 Describe how to maintain pressing equipment
3. Understand the appropriate pressing equipment and techniques to achieve specified garment results	3.1 Identify appropriate equipment for a garment to be pressed to achieve specified results using: <ul style="list-style-type: none"> > dry iron > steam iron 3.2 Compare test pressing to the specification: <ul style="list-style-type: none"> > shine > stretch > shrinkage > fabric reaction

	3.3	Explain why it is important to check a product against a specification
4. Be able to carry out top-pressing and under-pressing	4.1	Demonstrate the basic principles of top-pressing and under-pressing
5. Be able to perform quality checks in the pressing area	5.1	Inspect a pressed garment in accordance with organisational rules, codes, guidelines and standards
	5.2	Explain why performing quality checks in the pressing area can contribute to production targets

Introduction to Finishing Procedures for Sewn Products

Unit Reference	UV22 04	
SCQF Level	4	
SCQF Credit Value	7	
Unit Summary	In this unit the learners will gain an understanding of finishing procedures for sewn products.	
Learning Outcomes (1 to 6)	Assessment Criteria (1.1 to 6.2)	
The learner will	The learner can	
1. Be able to apply safe working practices in accordance with instructions	1.1	Describe the safe working practices that must be followed in a workroom
	1.2	Use workroom equipment safely and in line with appropriate instructions
2. Understand in-line and end-line quality control guidelines	2.1	Identify what actions should be taken for: <ul style="list-style-type: none"> > puckered or distorted seam > skipped stitches and loose threads
	2.2	Explain the differences in the Quality Control guidelines between the following: <ul style="list-style-type: none"> > critical fault > non-critical fault
3. Understand the importance of final inspection audit	3.1	Explain what AQL (acceptable quality level) is for two different clients
	3.2	List the minimum requirements for inspection of a product for two different clients
	3.3	Explain the tolerance allowance percentage for two different clients for: <ul style="list-style-type: none"> > minor fault > major fault > critical fault
	3.4	List the quality inspection checklist for two different clients and use the correct documents for recording

<p>4. Be able to carry out end of line inspection of finished sewn products</p>	<p>4.1 4.2 4.3</p>	<p>Inspect one adult and one child product and carry out critical measurement against the size chart</p> <p>Use and complete the correct documents in accordance with organisational procedures</p> <p>Explain how information would be passed on to the appropriate person following inspection</p>
<p>5. Understand the final pressing procedure</p>	<p>5.1 5.2 5.3</p>	<p>Describe the correct method of setting up pressing equipment relative to three different garments</p> <p>Identify what constitutes a well pressed garment/s</p> <p>Explain why the garment/s are to be hung up after pressing</p>
<p>6. Understand how to pack and store finished sewn products</p>	<p>6.1 6.2</p>	<p>List the different types of packing/storage systems and reasons for their usages</p> <p>Explain the final delivery instructions of garments from manufacturers to the client's warehouse</p>

Quality Control of a Sewn Products	
Unit Reference	UV23 04
SCQF Level	5
SCQF Credit Value	4
Unit Summary	In this unit the learners will gain an understanding of fabric qualities and faults.
Learning Outcomes (1 to 3)	Assessment Criteria (1.1 to 3.4)
The learner will	The learner can
1. Be able to apply safe working practices in accordance with instructions	1.1 Describe the safe working practices that must be followed in a workroom 1.2 Use workroom equipment safely and in line with appropriate instructions
2. Understand and participate in the inspection process of manufacturing a sewn product	2.1 Describe where and from whom goods are received for inspection 2.2 Participate in the pre-production process 2.3 Identify the main stages of the inspection listing the tool, machinery used to quality control a garment for: <ul style="list-style-type: none"> > top of the lay > in work checks 2.4 Identify the relevant documents used in the inspection process for: <ul style="list-style-type: none"> > top of the lay > in work checks
3. Be able to carry out an inspection of finished sewn product	3.1 Inspect a finished sewn product following the main stages of inspection process, identifying: <ul style="list-style-type: none"> > minor faults > major faults > critical faults 3.2 Explain why performing inspection checks can contribute to production targets

	3.3	Complete relevant documents correctly and generate a M.D.A (merchandise delivery authorisation)
	3.4	Outline methods to report inspection findings to the appropriate person

Industrial Apparel Machine Maintenance	
Unit Reference	UV24 04
SCQF Level	4
SCQF Credit Value	8
Unit Summary	In this unit the learners will gain an understanding of machine maintenance and then be able to carry out routine maintenance and quality checks on a flatbed machine.
Learning Outcomes (1 to 5)	Assessment Criteria (1.1 to 5.1)
The learner will	The learner can
1. Be able to apply safe working practices in accordance with instructions	1.1 Describe the safe working practices that must be followed in a workroom 1.2 Use workroom equipment safely and in line with appropriate instructions
2. Understand the preparation for servicing apparel machinery	2.1 Name and select the necessary tools, equipment, component and component parts for: <ul style="list-style-type: none"> > a flatbed machine > a 3 thread overlocker > a 4 thread overlocker > a 5 thread overlocker > cover stitch machine > felling machine 2.2 List and select the cleaning substances and lubricants to be used
3. Be able to carry out routine maintenance on a flatbed machine	3.1 Organise the work area so it is free from obstruction 3.2 Locate the isolator switch 3.3 Check the overhead cable 3.4 Carry out a test run to identify problems 3.5 Demonstrate how to remove and reattach the needle and presser foot

	3.6	Demonstrate how to clean a machine and produce a flow chart of the processes used
	3.7	Explain a broken needle policy, identifying the procedures
	3.8	Demonstrate the replacement of a broken needle, completing organisation reporting procedures
	3.9	Check oil levels on a flatbed machine and maintain the correct level
	3.10	Show how to drain and replace oil on a flatbed machine
4. Be able to carry out quality checks on a flatbed machine	4.1	Organise the work area so it is free from contamination
	4.2	Dismantle, replace and re-assemble specific parts following manufacturers' instructions
	4.3	Demonstrate how to replace a bobbin and threader
	4.4	Demonstrate how to adjust the tension and settings for a specific fabric
	4.5	Complete a final test run
	4.6	Demonstrate how to store all tools, equipment, materials and chemicals safely
	4.7	Complete a report card accurately
5. Be able to present information to the appropriate person	5.1	Outline methods to report inspection findings to the appropriate person

Health and Safety in a Workshop	
Unit Reference	UV25 04
SCQF Level	4
SCQF Credit Value	3
Unit Summary	This unit aims to provide learners with a basic introduction to workshop safety and personal safety in the workshop.
Learning Outcomes (1 to 4)	Assessment Criteria (1.1 to 4.3)
The learner will	The learner can
1. Understand the potential risks and hazards in a workshop environment	1.1 Identify a minimum of two potential risks and hazards 1.2 Explain the potential harm that can be caused by risks and hazards 1.3 Explain ways to reduce risks and hazards 1.4 Identify safety signs that are to be used to restrict hazards
2. Understand safe working procedures in a workshop environment	2.1 Describe the function of PPE required 2.2 Explain why safe working practice is essential 2.3 Describe the action to be taken if faulty or damaged equipment is found
3. Be able to work safely in a workshop environment	3.1 Demonstrate the correct use of PPE 3.2 Demonstrate correct manual handling techniques 3.3 Demonstrate safe use of access equipment
4. Know health and safety rights and responsibilities	4.1 Identify the key aspects of Health and Safety legislation in a workshop 4.2 List the main health and safety responsibilities of employees

	4.3	List the main health and safety responsibilities of employers
--	-----	---

Introduction to Footwear	
Unit Reference	UV26 04
SCQF Level	4
SCQF Credit Value	6
Unit Summary	<p>In this unit learners will develop knowledge of the footwear industry, the history of the industry and the various types of footwear.</p> <p>They will understand the construction of the foot and how to measure it accurately.</p> <p>The basic construction techniques involved in the shoe industry and how to design and construct a prototype product.</p>
Learning Outcomes (1 to 6)	Assessment Criteria (1.1 to 6.3)
The learner will	The learner can
1. Be able to apply safe working practices in accordance with instructions	1.1 Describe the safe working practices that must be followed in a workroom 1.2 Use workroom equipment safely and in line with appropriate instructions
2. Understand the history of footwear	2.1 Outline a brief of the history of footwear 2.2 Explain the purposes of footwear
3. Know about the foot and the basic materials involved in footwear construction	3.1 Describe the basic structure and function of the foot 3.2 Outline the basic materials involved in footwear construction: <ul style="list-style-type: none"> ➤ Skins; Leather, Suede, Nubuck ➤ Natural materials; Cotton, Linen, etc ➤ Manmade materials; Vinyl, Rubber etc ➤ Toe puffs, stiffeners, insoles, shanks
4. Be able to carry out quality checks on a flatbed machine	4.1 Explain sizing in the UK and EU 4.2 Explain the basic principles of taking measurements

<p>5. Understand the different techniques involved in footwear manufacture</p>	<p>5.1</p>	<p>Outline footwear manufacture techniques:</p> <ul style="list-style-type: none"> > Skiving > Closing > Lasting > Attaching the sole > Finishing the footwear > Quality
<p>6. Be able to design and create a prototype slipper or shoe</p>	<p>6.1 6.2 6.3</p>	<p>Design a slipper or shoe</p> <p>Explain what a product specification is and its purpose</p> <p>Create a prototype of a slipper or shoe</p>

Fabric Care	
Unit Reference	UV27 04
SCQF Level	4
SCQF Credit Value	3
Unit Summary	The unit covers the different fabric types, staining and care labels.
Learning Outcomes (1 to 3)	Assessment Criteria (1.1 to 3.3)
The learner will	The learner can
1. Understand the different types of staining	1.1 Identify three types of different stains 1.2 Describe the methods to remove identified stains 1.3 Explain the consequences of using incorrect stain removal techniques on stains
2. Understand the different fibre types	2.1 Explain the differences between manmade fibres and natural fibres 2.2 Identify two manmade and two natural fibres 2.3 Identify garments commonly produced using the fabric created from each fibre type identified
3. Understand care labels	3.1 Explain why it is important to understand care labels 3.2 Identify common symbols that are found on care labels and their meaning 3.3 Explain the consequences of not following the wash label correctly

Sorting Fabrics	
Unit Reference	UV28 04
SCQF Level	4
SCQF Credit Value	3
Unit Summary	In this unit, learners will cover the sorting and classification of fabrics for washing. They will also understand the equipment that is used and how to report faults and who to.
Learning Outcomes (1 to 3)	Assessment Criteria (1.1 to 3.3)
The learner will	The learner can
1. Understand the risks within the sorting process	1.1 List three risks associated with the sorting process and PPE needed 1.2 Describe the procedure you would follow if you found any risks 1.3 Explain the consequences of not following the correct safety procedures
2. Understand sorting classification	2.1 List three factors you would sort fabrics on 2.2 Describe the procedure to be followed if you identify damaged items 2.3 Explain the importance of the weight of a washing load 2.4 Explain the consequences if correct sorting procedures are not followed
3. Understand equipment used in the sorting process	3.1 List three types of equipment used in the sorting process 3.2 Explain the importance of reporting faulty equipment 3.3 Explain who to contact for equipment failure

Health and Safety in a Textile Manufacturing Business

Unit Reference	UV29 04	
SCQF Level	4	
SCQF Credit Value	3	
Unit Summary	This unit aims to provide learners with a basic introduction to safety in the textile manufacturing industry.	
Learning Outcomes (1 to 4)	Assessment Criteria (1.1 to 4.3)	
The learner will	The learner can	
1. Know the potential risks and hazards associated with a textile production facility	1.1	Identify potential risks and hazards associated with a textile production facility
	1.2	Describe the harm that can be caused by risks and hazards
	1.3	Describe ways to reduce risks and hazards
	1.4	Identify safety signs that should be used to reduce hazards
2. Understand safe working procedures in a textile production environment	2.1	Describe the function of PPE required in a mill or factory
	2.2	Describe the safe working practices and why they are essential in the workplace
	2.3	Describe the action to be taken if faulty or damaged equipment is found
3. Be able to work safely in a textile production environment	3.1	Demonstrate the correct use of PPE
	3.2	Demonstrate correct manual handling techniques
	3.3	Demonstrate safe use of tools, equipment and machinery
4. Know health and safety rights and responsibilities	4.1	Identify the key aspects of Health and Safety legislation in the workplace

	4.2	List the main health and safety responsibilities of employees
	4.3	List the main health and safety responsibilities of employers

Manufacturing Processes in Textile Production

Unit Reference	UV30 04	
SCQF Level	4	
SCQF Credit Value	5	
Unit Summary	This unit aims to provide learners with a basic introduction to textile manufacturing processes using a range of textile machinery.	
Learning Outcomes (1 to 4)	Assessment Criteria (1.1 to 4.3)	
The learner will	The learner can	
1. Be able to follow work instructions to carry out basic processes and operate equipment safely in accordance with established procedures	1.1	Follow work instructions, understanding how to carry out basic processes
	1.2	Use equipment safely in line with safe operating procedures
2. Know how to accurately identify machines and machine parts, and the role these machines play in textile production	2.1	Identify the main parts of a piece of textile manufacturing equipment
	2.2	Outline the key components of manufacturing and the types of machinery used in production
3. Be able to operate basic textile machinery	3.1	Demonstrate working with others to plan and prepare machines for production
	3.2	Undertake pre-production machinery checks
	3.3	Demonstrate working with others to load and unload machines in line with appropriate work expectations
4. Be able to perform basic machinery housekeeping and maintenance techniques on equipment	4.1	Demonstrate how to clean down machines prior to production
	4.2	Explain how to check and complete maintenance records
	4.3	Carry out scheduled maintenance in line with operating procedures and work instructions

Inspection and Quality Checks in Textile Production	
Unit Reference	UV31 04
SCQF Level	4
SCQF Credit Value	5
Unit Summary	This unit aims to provide learners with a basic introduction to textile inspection and what to look for when carrying out quality checks on textile products.
Learning Outcomes (1 to 3)	Assessment Criteria (1.1 to 3.5)
The learner will	The learner can
1. Be able to apply safe working practices while using inspection and testing equipment correctly and in accordance with instructions	1.1 Follow safe working practices in a textile laboratory, quality control area or testing and inspection space 1.2 Use inspection and testing equipment safely and in line with appropriate instructions
2. Know the basic methods of testing that are used in textile production	2.1 List the main properties of natural and man-made fibres, yarns and fabrics 2.2 Identify common faults that occur during textile production 2.3 Describe the differences between critical and non-critical faults 2.4 Recognise the documentary evidence to be completed when identifying faults
3. Be able to carry out a basic test in a controlled environment	3.1 Prepare and appropriately maintain the work area for testing 3.2 Inspect the textile product in accordance with organisation's rules, codes, guidelines and standards 3.3 Explain types of faults that could occur 3.4 Outline how faults are identified and handled 3.5 Explain how records of faults are maintained

Laundering Items	
Unit Reference	UV32 04
SCQF Level	4
SCQF Credit Value	4
Unit Summary	This unit will give learners an introduction to laundering items. Learners will understand the basic operation of a washing machine.
Learning Outcomes (1 to 3)	Assessment Criteria (1.1 to 3.7)
The learner will	The learner can
1. Understand the wash process	1.1 List the four parameters that impact the wash cycle 1.2 Explain how each parameter is controlled by the operative or machine programme 1.3 Explain the main consequences of inaccurate: <ul style="list-style-type: none"> > Temperature > Chemistry > Time > Mechanical Action
2. Be able to prepare loads and machine for washing	2.1 Explain the process of receiving items after sorting 2.2 Demonstrate how to make accurate size loads from the pre-sorted items 2.3 Demonstrate working with others to prioritise loads for washing 2.4 Carry out checks on machine inputs to make sure that they are at appropriate levels: <ul style="list-style-type: none"> > Power > Water > Detergents
3. Be able to operate the washing machine	3.1 Demonstrate how to load a machine using correct manual handling methods

	3.2	Explain how to check a machine is ready for operation
	3.3	Demonstrate selecting the correct wash programme for the load
	3.4	Demonstrate running a wash cycle on the machine
	3.5	Demonstrate how to unload a machine using the correct manual handling methods
	3.6	Progress the washed load on to the next process
	3.7	Explain the emergency shut down procedure of a machine

Drying Items	
Unit Reference	UV33 04
SCQF Level	4
SCQF Credit Value	4
Unit Summary	This unit will teach learners about different methods of drying fabrics and garments, including the benefits and drawbacks of each method, and how to identify which method to use for specific items. Learners will also gain practical skills in drying items using non-mechanical methods and operating a tumble dryer.
Learning Outcomes (1 to 4)	Assessment Criteria (1.1 to 4.5)
The learner will	The learner can
1. Understand different drying methods	1.1 Name three different drying methods 1.2 Describe the main benefits and drawbacks of each drying method 1.3 Explain the main consequences of using the wrong drying method on a fabric or garment
2. Understand which drying method should be used for specific items	2.1 Identify three items suitable for tumble drying 2.2 Identify three items suitable for hang/line drying 2.3 Identify three items which must be lay flat dried
3. Be able to dry items by non-mechanical methods	3.1 Demonstrate how to hang laundered items and confirm when they are dry 3.2 Demonstrate how to lay flat laundered items and confirm when they are dry
4. Be able to use mechanical methods to dry items	4.1 Perform machine pre-checks 4.2 Prepare appropriate load to be tumble dried 4.3 Explain what is meant by the term 'appropriate load' when loading a machine

	4.4	Select appropriate drying programme/parameters on a machine
	4.5	Demonstrate unloading items from a machine after drying has been completed

Inspecting Returned Items	
Unit Reference	UV34 04
SCQF Level	4
SCQF Credit Value	4
Unit Summary	This unit will allow learners to manage returned items by understanding the procedures for receipting and knowing where items will move to after being accepted. Additionally, learners will be able to identify and remove stains from items and inspect them for faults.
Learning Outcomes (1 to 3)	Assessment Criteria (1.1 to 3.3)
The learner will	The learner can
1. Understand and carry out the procedures for accepting returned items	1.1 Identify where returned items will come from 1.2 Outline ways to receipt items in accordance with company procedures 1.3 Explain ways to keep the work area clean and tidy while processing returned items 1.4 Identify where items will move to once the returned item has been accepted
2. Be able to identify and remove stains or contaminants from items	2.1 Identify three different types of stains or contaminants that can be removed from items without laundry/dry cleaning 2.2 Remove stains from items using the appropriate method
3. Be able to inspect items for faults accurately and document findings in line with required procedures	3.1 Carry out an inspection on three items for faults in line with the company standard 3.2 Record identified faults in line with company procedures 3.3 Demonstrate ways to move faulty items to the appropriate location for ongoing processing

Introduction to Leather	
Unit Reference	UV35 04
SCQF Level	4
SCQF Credit Value	4
Unit Summary	In this unit, learners will gain an understanding of leather as a material: how it is produced and used, and the sustainability and ethics around production and use. They will gain knowledge of the range of careers available within leather manufacturing and craft sectors.
Learning Outcomes (1 to 5)	Assessment Criteria (1.1 to 5.1)
The learner will	The learner can
1. Understand the different types of leather and their various applications	1.1 Outline differences between vegetable and chrome tanned leather 1.2 Describe the types of animal skins commonly tanned and used in leather production 1.3 Provide examples of how different types of leather may be used
2. Understand the sustainability and ethics of making and using leather	2.1 Provide examples of why leather can be considered a sustainable material 2.2 Outline key ethical issues and arguments around leather
3. Understand the tanning and currying processes	3.1 Describe the difference between the tanning and currying processes
4. Understand leather storage and selection	4.1 Describe how leather should be: <ul style="list-style-type: none"> ➤ Inspected (e.g., for blemishes and flaws) ➤ Stored ➤ Treated before use ➤ Treated and stored once in use
5. Understand career and education opportunities in the leather sectors	5.1 Provide examples of career and educational pathways in one or more sectors of interest

Leather Preparation Skills	
Unit Reference	UV36 04
SCQF Level	4
SCQF Credit Value	5
Unit Summary	In this unit learners will be introduced to the foundation skills needed to prepare leather. They will be able to work in a safe manner to select and use tools, prepare a strip of leather, and seam leather.
Learning Outcomes (1 to 4)	Assessment Criteria (1.1 to 4.2)
The learner will	The learner can
1. Be able to apply safe working practices in accordance with instructions	1.1 Describe the safe working practices that must be followed in a workroom 1.2 Use workroom equipment safely and in line with appropriate instructions
2. Understand how to select, use and maintain tools safely	2.1 List tools which may be found in a basic leatherworking tool kit 2.2 Describe a safe working environment 2.3 Select and demonstrate the safe use of tools suitable for key skills 2.4 Give examples of reasons for why tools must be properly used and maintained 2.5 Describe how to maintain, tune/sharpen a given tool
3. Be able to safely skive and edge leather	3.1 Demonstrate how to safely skive a strip of leather 3.2 Demonstrate how to finish the edges of the leather strip
4. Understand how to seam leather	4.1 Identify and describe these methods of seaming <ul style="list-style-type: none"> > Straight stitch > Top stitch > Double stitch > Cross stitch

	4.2	Explain when each method may be used
--	-----	--------------------------------------

Bond and Stitch Leather	
Unit Reference	UV37 04
SCQF Level	4
SCQF Credit Value	6
Unit Summary	This unit will introduce the learner to techniques and components of bonding and stitching so that they can make a simple and useable leather item.
Learning Outcomes (1 to 6)	Assessment Criteria (1.1 to 6.2)
The learner will	The learner can
1. Be able to apply safe working practices in accordance with instructions	1.1 Describe the safe working practices that must be followed in a workroom 1.2 Use workroom equipment safely and in line with appropriate instructions
2. Be able to follow a product specification to mark a pattern and cut leather for the intended use	2.1 Recognise a straightforward product specification 2.2 Demonstrate marking a pattern using an existing template and understand how and why to reduce waste 2.3 Show how to safely cut: <ul style="list-style-type: none"> ➤ A strip of leather ➤ A component part with one curved edge ➤ Soft leather to a pattern
3. Be able to apply fundamental techniques in hand-stitching leather	3.1 Prepare the leather for stitching by: <ul style="list-style-type: none"> ➤ Showing the safe use of the pricking iron, mallet, and stitching awl ➤ Explaining the choice of needle and thread for materials 3.2 Demonstrate safe hand stitching using a clam or stitching pony, including how to: <ul style="list-style-type: none"> ➤ Fold, glue, and bond ➤ Secure stitching ➤ Carry out a quality assessment of work 3.3 Explain consequences of faulty stitching

<p>4. Be able to combine leather with other materials effectively</p>	<p>4.1 4.2 4.3 4.4</p>	<p>Identify different types of leather and material in a given leather item</p> <p>Explain the properties of each material and how it functions as part of the whole</p> <p>Explain key methods of combining leathers</p> <p>Produce one sample piece each from two of the listed processes below to demonstrate combination of materials to a specified quality standard:</p> <ul style="list-style-type: none"> > Lining > Piping > Reinforcing > Padding
<p>5. Understand the inspection process and recognise faults</p>	<p>5.1 5.2 5.3</p>	<p>Identify faults that can be found in a quality inspection</p> <p>Describe methods to correct the faults</p> <p>State the consequences of failing to correct the faults</p>
<p>6. Understand the fixtures, fittings, and glues used to produce useable leather items</p>	<p>6.1 6.2</p>	<p>Describe suitable methods of bonding or fastening leather for a given leather item</p> <p>Describe suitable fixtures and fittings for a given leather item</p>

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

BIIAB Qualifications Limited policy enables learners to avoid duplication of learning and assessment in a number of ways:

1. **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.
2. **Exemption** - Exemption applies to any certificated achievement which is deemed to be of equivalent value to a unit within BIIAB Qualifications Limited 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 BIIAB Qualifications Limited 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 BIIAB Qualifications Limited.

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.

3. **Credit Transfer** – BIIAB Qualifications Limited 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.
4. **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.

BIIAB Qualifications Limited 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 biiab.co.uk/for-centres/

Certification

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

BIIAB Qualifications Limited policies and procedures are available on the website.

Exemptions

This qualification contains no exemptions. For further details see Recognition of Prior Learning (RPL), Exemptions, Credit Transfers and Equivalencies.