

Level 1 Certificate in Design and Craft

7716-14 Felt making
Qualification handbook



Candidate name

City & Guilds registration number

Centre name

Centre number

Date candidate enrolled with centre for this qualification

Date candidate registered with City & Guilds for this qualification

About City & Guilds

City & Guilds is the UK's leading provider of vocational qualifications, offering over 500 awards across a wide range of industries, and progressing from entry level to the highest levels of professional achievement. With over 8500 centres in 100 countries, City & Guilds is recognised by employers worldwide for providing qualifications that offer proof of the skills they need to get the job done.

City & Guilds Group

The City & Guilds Group includes City & Guilds, ILM (the Institute of Leadership & Management) which provides management qualifications, learning materials and membership services, NPTC which offers land-based qualifications and membership services, and HAB (the Hospitality Awarding Body). City & Guilds also manages the Engineering Council Examinations on behalf of the Engineering Council.

Equal opportunities

City & Guilds fully supports the principle of equal opportunities and we are committed to satisfying this principle in all our activities and published material. A copy of our equal opportunities policy statement is available on the City & Guilds website.

Copyright

The content of this document is, unless otherwise indicated, © City & Guilds Limited and may not be copied, reproduced or distributed without prior written consent.

However, approved City & Guilds centres and learners studying for City & Guilds qualifications may photocopy this document free of charge and/or include a locked PDF version of it on centre intranets on the following conditions:

- centre staff may copy the material only for the purpose of teaching learners working towards a City & Guilds qualification, or for internal administration purposes
- learners may copy the material only for their own use when working towards a City & Guilds qualification

The *Standard Copying Conditions* on the City & Guilds website also apply.

Please note: National Occupational Standards are not © City & Guilds Limited. Please check the conditions upon which they may be copied with the relevant Sector Skills Council.

Publications

City & Guilds publications are available on the City & Guilds website or from our Publications Sales department at the address below or by telephoning +44 (0)20 7294 2850 or faxing +44 (0)20 7294 3387.

Every effort has been made to ensure that the information contained in this publication is true and correct at time of publication. However, City & Guilds products and services are subject to continuous development and improvement, and the right is reserved to change products and services from time to time. City & Guilds cannot accept responsibility for any loss or damage arising from the use of information in this publication.

City & Guilds

1 Giltspur Street

London EC1A 9DD

T +44 (0)20 7294 2800

F +44 (0)20 7294 2400

www.cityandguilds.com

learnersupport@cityandguilds.com

Level 1 Certificate in Design and Craft

7716-14 Felt making



www.cityandguilds.com
June 2009
Version 1.0

This page is intentionally blank

Contents

Introduction: City & Guilds Level 1 Certificate in Design and Craft	5
Unit 1 Design for Craft	6
Unit 2 Felt making	9

This page is intentionally blank

Introduction: City & Guilds Level 1 Certificate in Design and Craft

Welcome to the Design and Craft suite of qualifications.

This handbook is designed to provide you with the information you require for this course.

You will find a copy of the syllabus you are undertaking, presented as two units.

Unit 1 – Design for Craft is a common unit for all qualifications at this level. It introduces you to simple design ideas which you can then take forward into your chosen craft.

Unit 2 – Craft is a specific craft unit for the subject you have chosen to study. The syllabus gives details of what you have to produce as evidence that you have achieved the outcomes listed. You will gain skills in the practice of the craft and in the knowledge of materials, techniques and processes applicable to this level of work.

At the end of each unit, there is an assessment record sheet to be completed by your tutor/assessor, in discussion with you, as you achieve each of the outcomes.

In addition to this, your tutor/assessor will keep other records of your progress which you can see, as required.

Your tutor/assessor is the person who makes ongoing decisions about your achievement.

Each City & Guilds centre is also required to have an Internal Verifier who checks a sample of the work of each candidate to ensure that it has been correctly assessed and that records show a clear route to progression.

A City & Guilds External Verifier is allocated to your centre to monitor that all these activities are carried out in accordance with the regulations, laid down nationally, for these qualifications.

As a student of your centre and a candidate of City & Guilds, you too have responsibilities. They include regular and timely attendance, following the syllabus guidelines and presenting your work, as required, for assessment, internal and external verification.

The Design and Craft suite of qualifications is a series through which a candidate can progress as a craftsman or take the level best suited to their skills and requirements.

All skills and supporting knowledge gained can be used in their own right or can form a foundation for the next level of qualification. This award, the 7716 Level 1 Certificate in Design and Craft is designed to allow a progression onto 7716 Level 2 Certificate, 7716 Level 3 Certificate and 7716 Level 3 Diploma.

Candidate name _____

Assessment record year _____

Qualification _____

Qualification number _____

Outcome 1 Select and use simple colours based on colour theory		Evidence	Tutor/Assessor sign and date
Practical Activities	1 Select simple colour schemes using no more than three hues from printed sources.		
	2 Select images of the three hues from printed sources and make a collage for each hue.		
	3 Produce a colour scheme, showing the effect created with and without accent colours.		
Underpinning knowledge	1 Identify the hues – red , yellow, blue, orange, green and violet.		
	2 In terms of colour theory, describe the effects achieved when using three hues in one colour scheme.		
	3 Describe the effects achieved when one colour is used as an accent with two others, in a scheme of three hues.		
Outcome 2 Use different types of line – heavy, curved and straight		Evidence	Tutor/Assessor sign and date
Practical Activities	1 Use a variety of craft materials to produce contrasting lines - heavy, curved and straight lines.		
	2 Experiment with a variety of craft mediums and materials to develop qualities of line.		
Underpinning knowledge	1 Identify for future reference, various craft materials which produce heavy, curved and straight lines.		
	2 Describe the effects achieved when different qualities of line are used to provide contrast.		
	3 Compare and note the results and effects in lines produced by different mediums and materials.		

Outcome 3 Select materials in two contrasting textures – rough and smooth		Evidence	Tutor/Assessor sign and date
Practical Activities	1 Explore a variety of rough and smooth textures in basic craft materials and mediums.		
	2 Experiment with a variety of basic materials and mediums to discover qualities and effects obtainable in textures.		
	3 Select for application a variety of materials and mediums to explore the potential of techniques which can be applied.		
Underpinning knowledge	1 List a variety of basic craft materials which show rough and smooth texture.		
	2 Develop a reference describing the textural qualities of basic craft materials.		

Unit 2 Felt making

Overview

Unit rationale

Aims

This unit provides the practical skills and knowledge needed to make a basic craft item or a set of samples.

The unit aims to develop simple practical skills in preparing and using a range of materials and to present the finished craft item/samples.

Outcomes

There are **four** outcomes for this unit. The candidate will be able to:

- 1 use the basic elements of design in making a simple craft item or set of samples for assessment
- 2 prepare to make a basic craft item or a set of samples
- 3 work safely, using materials, tools and equipment applicable to this craft correctly
- 4 make a basic craft item or a set of samples.

Assessment

During this 30 hour course, you will produce for assessment:

- a portfolio of samples of hand-made felt as listed in '*The course*'
- a folder of essential notes, including Health and Safety advice relevant to the subject.

Samples of felt must be of minimum A4 size.

When your course is complete, present all your work for assessment.

Unit 2 Felt making

The course

During the course you will:

- study the factors which cause wool to felt
- select and prepare a variety of wools appropriately
- produce 3 samples to show different surface effects, using undyed fibres
- produce 3 samples to show different surface effect, using coloured fibres
- produce samples of inlay and mosaic techniques
- produce samples with the addition of other fibres, yarns and fabrics as surface decoration
- use stitches to embellish the surface of 3 hand made felt samples
- make a resist template and use it to produce an item of three dimensional felt – a simple bag, hat or similar item.

Level 1 Certificate in Design and Craft

Unit 2

Felt making



Candidate name

Assessment record year

Qualification

Qualification number

Outcome 1 Use the basic elements of design in making a simple craft item or set of samples		Evidence	Tutor/Assessor sign and date
Practical Activities	1 Use colour, line and texture in the materials of the craft.		
Underpinning Knowledge	1 List Health & Safety factors in use of basic materials applicable to the craft.		
Outcome 2 Prepare to make a basic craft item or a set of samples		Evidence	Tutor / Assessor sign and date
Practical Activities	1 Select and obtain basic materials for the craft item or set of samples to be made.		
	2 Use basic techniques and processes to prepare the materials for use.		
	3 Estimate/measure and record sizes accurately.		
Underpinning Knowledge	1 Collate brief notes, given and self-produced, on the basic materials, techniques and processes.		
Outcome 3 Work safely, using materials, tools and equipment applicable to this craft correctly		Evidence	Tutor/Assessor sign and date
Practical Activities	1 Use basic tools and equipment safely and effectively.		
	2 Use basic materials safely and effectively		
Underpinning Knowledge	1 List Health & Safety factors in the use of tools and equipment applicable to the craft at this level.		
	2 List Health & Safety factors in the use of materials applicable to the craft at this level.		

Outcome 4 Make a basic craft item or a set of samples		Evidence	Tutor/Assessor sign and date
Practical Activities	1	Make minor adjustments during the making process.	
	2	Use basic materials, techniques and processes, safely and correctly.	
	3	Use colour, line and texture in the materials of the craft.	
	4	Make, finish and present the basic craft item or a set of samples correctly.	
Underpinning Knowledge	1	Record the order of work, costs and timescale for making the item or a set of samples.	
	2	Record the strengths and weaknesses of the item or set of samples produced.	

Published by City & Guilds
1 Giltspur Street
London
EC1A 9DD
T +44 (0)20 7294 2468
F +44 (0)20 7294 2400
www.cityandguilds.com

City & Guilds is a company registered
in England and Wales (company
number 16513878)

SP-14-7716