

Summary of the:

GQA LEVEL 3 DIPLOMA IN SIGNMAKING TECHNOLOGY 600/1150/6

This qualification will provide recognition of the knowledge of individuals working in the Signmaking industry. It covers the function, planning and production of signs, quality considerations and operating safely and effectively.

Establishing underpinning knowledge and understanding for individuals working in the Signmaking industry, this qualification is intended to be capable of delivery through both a taught programme of off-the-job learning or through workplace assessment (for those with access to the real workplace).

Learners must achieve 18 units, 10 Mandatory Units. Supervisory Optional: Learners must achieve 2 units. Knowledge and competence units must be taken in combination i.e. if unit N425k is chosen, unit N425c must also be completed; and vice-versa.

What is required from candidates?

Qualifications are made up of a number of units that have a credit value or credits.

These credits must be achieved in the correct combination from mandatory units: this qualification has 4 mandatory units and 1 optional unit

The units are made up of the things you need to know and the things you need to be able to do to carry out your job safely and correctly. These are called Learning Outcomes, and all must be met to achieve the unit.

Qualifications are now required to indicate the total qualification time (TQT), this is to show the typical time it will take someone to attain the required skills and knowledge to meet the qualification criteria, this qualification has a TQT of 550 hours.

Qualifications are also required to indicate the number of hours of teaching someone would normally need to receive in order to pass the qualification. These are referred to as Guided Learning Hours (GLH). The GLH for this qualification is 450 hours.

Unit Number	Unit Name	Credit Value
Mandatory Units		
SMT 01	Function and Production of Signs	11
SMT 02	Planning for Sign Products and Production of Signs	11
SMT 03	Operating Safely and Effectively in Signmaking	11
SMT 04	Quality Considerations for Signage	11
Optional Units		
SMT 04	Design Requirements for Signage	11
SMT 04	Fabrication and Assembly Methods for Sign Manufacturing Processes	11
SMT 04	Decorative Application Methods for Sign Manufacturing Processes	11
SMT 04	Installation and Maintenance of Signs	11

Assessment Guidance:

Evidence should show that you can complete all of the learning outcomes for each unit being taken.

Types of evidence:

Evidence of performance and knowledge is required. Evidence of performance should be demonstrated by activities and outcomes, and should be generated in the workplace only, unless indicated under potential sources of evidence (see below). Evidence of knowledge can be demonstrated through performance or by responding to questions.

Quantity of evidence:

Evidence should show that you can meet the requirements of the units in a way that demonstrates that the standards can be achieved consistently over an appropriate period of time.

Potential sources of evidence:

The main source of evidence for each unit will be observation of the candidate's performance and knowledge demonstrated during the completion of the unit. This can be supplemented by the following types of physical or documentary evidence:

- | | |
|--|--------------------------------|
| • Accident book/reporting systems | • Photo/video evidence |
| • Safety records | • Work diaries |
| • Training records | • Timesheets |
| • Audio records | • Telephone Logs |
| • Job specifications and documentation | • Meeting records |
| • Delivery Records | • Records of toolbox talks |
| • Witness testimonies | • Equipment |
| • Correspondence with customers | • Prepared materials and sites |
| • Notes and memos | • Completed work |

Please Note that photocopied or downloaded documents such as manufacturers' or industry guidance, H&S policies, Risk Assessments etc, are not normally acceptable evidence for GQA unless accompanied by a record of a professional discussion or Assessor statement confirming candidate knowledge of the subject. If you are in any doubt about the validity of evidence, please contact your GQA External Verifier.

