

# Award in Carpentry and Joinery

## Applying for this course

To apply for this course, you should be 16 years of age or older and are able to communicate in Maltese or English.

## Course Duration

This course is of 157 hours duration and consists of five Modules

- Module 1 is of 13 hours duration - (including 1-hour assessment)
- Module 2 is of 23 hours duration - (including 3-hour assessment)
- Module 3 is of 24 hours duration - (including 4-hour assessment)
- Module 4 is of 48 hours duration - (including 4-hour assessment)
- Module 5 is of 49 hours duration - (including 4-hour assessment)

## General pedagogical guidelines and procedures for this course:

The delivery of this Course will be mainly held through a series of discussions, class work exercises and hands-on training. The trainer will be holding lessons during which learners' will be exposed to the theoretical aspect. Sessions will consist of various presentations, including demonstrations. The practical sessions will be held at Jobsplus' workshop so that the learners are given the opportunity to practice what they are learning.

## General assessment policy and procedures for this course:

Learners will be assessed through a practical test and/or a written multiple choice/oral examination to ascertain learner's competence. An ongoing assessment will also take into consideration the learner's classroom behaviour and participation throughout the entire course.

## Module 1 Learning Outcomes – Apply OHS requirements, Policies and Procedures

<ul style="list-style-type: none"><li>✓ Be responsible for accurately recognising OHS hazards, and take all opportunities to alleviate safety problems at the workplace</li><li>✓ Deal calmly and effectively with any potential health &amp; safety problems and work closely with other team members and supervisors to ensure safe working conditions are maintained</li><li>✓ Comply with a site safety plan, organisational policies, OHS regulations applicable to workplace operations, including quality requirements</li></ul>	<ul style="list-style-type: none"><li>✓ Comply with general procedures for responding to incidents and reporting hazards and injuries</li><li>✓ Ensure worksite area is cleared and maintained to prevent and protect self and others from incidents and accidents</li><li>✓ Manage the appropriate disposal of hazardous materials in accordance with environmental regulations</li><li>✓ Ensure effective communication is used in order to work safely with others</li></ul>
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**Module 1 Assessment:** The assessment paper will have only 1 section:

- Section A – A mixture of multiple-choice questions and short answer questions. These all need to be answered.

The duration of this assessment is of 1 hour and the pass mark is that of 45%.

## Module 2 Learning Outcomes – Carpentry Tools and Equipment

<ul style="list-style-type: none"><li>✓ Comply with site safety plan and OHS legislation, regulations and codes of practice applicable to workplace operations</li><li>✓ Comply with organisational policies and procedures, including quality requirements</li><li>✓ Manage safely and effectively the use of tools, plant and other equipment</li><li>✓ Carry out tasks to optimize energy conservation when using tools and equipment</li></ul>	<ul style="list-style-type: none"><li>✓ Identify and select the correct hand tools for the given task</li><li>✓ Carry out tasks using basic hand tools safely and appropriately</li><li>✓ Maintain equipment in accordance to manufacturer's recommendations and/ or organisational requirements.</li></ul>
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**Module 2 Assessment:** The assessment will be divided in a written assessment and a practical assessment.

- Written assessment – Multiple-choice questions. These all need to be answered.
- Practical assessment - One hands-on question.

The Written Assessment will carry 50% of the global mark, whereas the Practical Assessment will carry the remaining 50% of the global mark. The duration of the written assessment is of 1 hour and the pass mark is that of 45%. The practical assessment is spread over 2 hours and the pass mark is that of 45%.

## Module 3 Learning Outcomes – Handling of Carpentry Materials

<ul style="list-style-type: none"><li>✓ Locate, interpret and apply relevant information, standards and specifications</li><li>✓ Comply with site safety plan and OHS legislation, regulations and codes of practice applicable to workplace operations</li><li>✓ Comply with organisational policies and procedures, including quality requirements</li><li>✓ Ensure safe and effective use of tools and equipment</li></ul>	<ul style="list-style-type: none"><li>✓ Collaborate and work effectively and safely with others at the place of work</li><li>✓ Ensure safe handling by providing quick access and use of material</li><li>✓ Ensure that timber is correctly classified as either a hard wood or a soft wood</li><li>✓ Choose timber for a task on the basis of its type, characteristics, uses and limitations</li></ul>
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**Module 3 Assessment:** The assessment will be divided in a written assessment and a practical assessment.

- Written assessment – Multiple-choice questions. These all need to be answered.
- Practical assessment – One hands-on question.

The Written Assessment will carry 50% of the global mark, whereas the Practical Assessment will carry the remaining 50% of the global mark. The duration of the written assessment is of 1 hour and the pass mark is that of 45%. The practical assessment is spread over 3 hours and the pass mark is that of 45%.

## Module 4 Learning Outcomes – Manufacture Joinery Components

<ul style="list-style-type: none"><li>✓ Carry out tasks in relation to components of joinery and unit products processes</li><li>✓ Identify construction and assembly method and process sequences</li><li>✓ Comply with OHS regulations applicable to workplace operations</li><li>✓ Be responsible for the organisational quality procedures and processes applied within context of manufacturing components for joinery units</li><li>✓ Select the appropriate machines and materials</li></ul>	<ul style="list-style-type: none"><li>✓ Ensure the correct set up of machines and their applications safely and correctly</li><li>✓ Ensure appropriate processes, tools and equipment to be used for hand application work</li><li>✓ Carry out tasks using portable power tools safely and correctly</li><li>✓ Identify typical faults and problems that occur and take the appropriate course of action.</li></ul>
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**Module 4 Assessment:** The assessment will be divided in a written assessment and a practical assessment.

- Written assessment – Multiple-choice questions. These all need to be answered.
- Practical assessment – One hands-on question.

The Written Assessment will carry 50% of the global mark, whereas the Practical Assessment will carry the remaining 50% of the global mark. The duration of the written assessment is of 2 hour and the pass mark is that of 45%. The practical assessment is spread over 2 hours and the pass mark is that of 45%.

## Module 5 Learning Outcomes – Set Out and Assemble Furniture

<ul style="list-style-type: none"><li>✓ Apply organisational quality procedures and processes within context of manufacturing and assembling fitments</li><li>✓ Select and use the appropriate setting out techniques, tools and equipment</li><li>✓ Carry out tasks correctly by applying details and dimensions to make set-out for fitment</li><li>✓ Ensure clear details of sectional material and method of joining components on set-out is used at the place of work</li></ul>	<ul style="list-style-type: none"><li>✓ Identify details and specifications of nominated fitment to be constructed</li><li>✓ Ensure components and manufacturing processes is carried out safely and efficiently</li><li>✓ Select the appropriate processes, tools and equipment for assembling components</li><li>✓ Identify typical faults and problems that occur and choose the correct course of action to rectify them.</li></ul>
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**Module 5 Assessment:** The assessment will be divided in a written assessment and a practical assessment.

- Written assessment – A mixture of multiple-choice and short answer questions. These all need to be answered.
- Practical assessment – One hands-on question.

The Written Assessment will carry 50% of the global mark, whereas the Practical Assessment will carry the remaining 50% of the global mark. The duration of the written assessment is of 2 hours and the pass mark is that of 45%. The practical assessment is spread over 2 hours and the pass mark is that of 45%.

The Malta Further and Higher Education Authority (MFHEA) deems this certificate to be at Level 2 of the Malta Qualifications Framework and the European Qualifications Framework for Lifelong Learning. This course comprises study modules to which a total of 8 ECTS points are assigned.