

# **Assessment Evidence Guide**

**For**

**Woodworks  
(Carpentry Technician)  
Level-3**

**(Formative Assessment)**



**National Vocational & Technical Training  
Commission Islamabad**

## Instruction Sheet for the Candidate

<b>Qualification</b>	National Competency Standards Level-3 for Woodworks "Carpentry Technician"
<b>Competency Standard</b>	0722-W&C-09 Operate basic wood work machinery
<b>Purpose of Assessment</b>	Formative Assessment
<b>Candidate Details</b>	Name_____
	Registration/Roll Number_____
<b>Guidance for Candidate</b>	<p>To meet this standard, you are required to complete the following within 03 Hrs. time frame (for practical demonstration &amp; assessment):</p> <ul style="list-style-type: none"> <li>• Operate wood saw machine</li> <li>• Operate surface planner</li> <li>• Operate Thickness planner machine</li> <li>• Operate high speed router machine</li> <li>• Operate Sander Machine</li> <li>• Operate Manual engraving machine</li> <li>• Operate lathe machine</li> <li>• Operate press machine</li> </ul>
<b>Time: 03 Hrs.</b>	During a practical assessment, under observation by an assessor, you are required to
<b>Minimum Evidence Required</b>	<p><b>Operate wood saw machine</b></p> <ol style="list-style-type: none"> <li>1. Wear appropriate PPE's.</li> <li>2. Inspect the machine connectivity/functions, fixtures and safety guards.</li> <li>3. Inspect the machine blade sharpness.</li> </ol> <p><b>Operate surface planner</b></p> <ol style="list-style-type: none"> <li>1. Wear appropriate PPE's.</li> <li>2. Inspect the machine connectivity/functions.</li> <li>3. Inspect the machine fixtures.</li> <li>4. Inspect the machine blade sharpness.</li> </ol>

5. Fix any deficiency if required.
6. Adjust machine settings as per job requirement
7. Perform surface planner

#### **Operate Thickness planner machine**

1. Wear appropriate PPE's.
2. Inspect the machine connectivity/functions.
3. Inspect the machine fixtures.
4. Inspect the machine blade sharpness.
5. Fix any deficiency if required.
6. Adjust machine settings as per job requirement
7. Perform Thickness planner

#### **Operate high speed router machine**

1. Wear appropriate PPE's.
2. Inspect the machine connectivity/functions.
3. Inspect the machine fixtures.
4. Inspect the machine blade sharpness.
5. Fix any deficiency if required.
6. Adjust machine settings as per job requirement
7. Perform high speed router machine

#### **Operate Sander Machine**

1. Wear appropriate PPE's.
2. Inspect the machine connectivity/functions.
3. Inspect the machine fixtures.
4. Fix any deficiency if required.
5. Adjust machine settings as per job requirement
6. Operate Sander machine.

#### **Operate Manual engraving machine**

1. Wear appropriate PPE's.
2. Inspect the machine connectivity/functions.
3. Inspect the machine fixtures.
4. Inspect the machine cutter sharpness.
5. Fix any deficiency if required.
6. Adjust machine settings as per job requirement
7. Fix appropriate cutter as per job requirement.
8. Operate Manual engraving machine.

#### **Operate lathe machine**

	<ol style="list-style-type: none"> <li>1. Wear appropriate PPE's.</li> <li>2. Inspect the machine connectivity/functions.</li> <li>3. Inspect the machine fixtures.</li> <li>4. Inspect the machine safety guards/tool post.</li> <li>5. Inspect the machine working edges</li> <li>6. Observe all safety precautions.</li> <li>7. Operate lathe machine as per job requirement.</li> </ol> <p><b>Operate press machine</b></p> <ol style="list-style-type: none"> <li>1. Inspect the machine connectivity/functions.</li> <li>2. Inspect the machine fixtures.</li> <li>3. Inspect the machine working edges.</li> <li>4. Assemble job components as requirements.</li> <li>5. Disassemble job components.</li> <li>6. Apply adhesive to job components.</li> <li>7. Assemble job components.</li> <li>8. Place the job components on press machine.</li> <li>9. Operate press machine.</li> <li>10. Remove excessive adhesive.</li> </ol>
<b>Portfolios</b>	<b>Portfolios required at the time of assessment (if any)</b>



## Observation Checklist

<b>Assessment Task</b>	<ul style="list-style-type: none"> <li>• Operate wood saw machine</li> <li>• Operate surface planner</li> <li>• Operate Thickness planner machine</li> <li>• Operate high speed router machine</li> <li>• Operate Sander Machine</li> <li>• Operate Manual engraving machine</li> <li>• Operate lathe machine</li> <li>• Operate press machine</li> </ul>			
<b>During the practical assessment, candidate demonstrated the following:</b>		<b>Yes</b>	<b>No</b>	<b>Remarks</b>
1.	Wear appropriate PPE's.			
2.	Inspect the machines for connectivity/functions, fixtures and safety guards.			
3.	Inspect the wood saw machine blade sharpness.			
4.	Inspect the blade sharpness of planner machine			
5.	Fix any deficiency if required.			
6.	Adjust planner machine settings as per job requirement			
7.	Perform surface planner			
8.	Inspect the machine connectivity/functions.			
9.	Inspect the blade sharpness of thickness planner machine			
10.	Fix any deficiency if required.			
11.	Adjust machine settings as per job requirement			
12.	Perform Thickness planner			
13.	Inspect cutter sharpness of high speed router			
14.	Fix any deficiency if required.			
15.	Adjust machine settings as per job requirement			
16.	Perform high speed router machine			
17.	Select appropriate sander machine as per job specifications			

18.	Adjust sander machine settings as per job requirement			
19.	Operate Sander machine.			
20.	Inspect cutter sharpness of manual engraving machine			
21.	Fix any deficiency if required.			
22.	Adjust manual engraving machine settings as per job requirement			
23.	Fix appropriate cutter as per job requirement.			
24.	Operate Manual engraving machine.			
25.	Inspect working edges of lathe machine			
26.	Observe all safety precautions.			
27.	Operate lathe machine as per job requirement.			
28.	Inspect the machine working edges of press machine			
29.	Assemble job components as requirements.			
30.	Disassemble job components.			
31.	Apply adhesive to job components.			
32.	Assemble job components.			
33.	Place the job components on press machine.			
34.	Operate press machine.			
35.	Remove excessive adhesive.			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

## Knowledge Assessment

<b>Qualification</b>	National Competency Standards Level-3 for Woodworks "Carpentry Technician"
<b>Competency Standard</b>	0722-W&C-09 Operate basic wood work machinery
<b>Purpose of Assessment</b>	Formative Assessment
<b>Candidate Details</b>	Name: _____ Registration/Roll Number: _____ Candidate Signature: _____
<b>Assessment Outcome</b>	<b>COMPETENT</b> <input type="checkbox"/> <b>NOT YET COMPETENT</b> <input type="checkbox"/> Name of the Assessor: _____ Assessor's code: _____ Signature of the Assessor: _____

Candidate's response is not required to be identical, but similar concepts and/or keywords must be used. Oral questioning may be used to clarify candidate understanding of topic and its application.

	Questions (Candidate confidently answered questions correctly and demonstrated understanding of the topics and their application)	Satisfactory	Not Satisfactory
1.	Enlist and three different types of saw blades.    		
2.	How do you determine the size of a jointer or planer?    		
3.	What is a pushing stick?		

4.	What is lathe machine used for?		
5.	Enlist PPEs required to operate high speed router?		

**Feedback to the Candidate**


**Candidate's Signature** \_\_\_\_\_ **Assessor's Signature** \_\_\_\_\_

## Knowledge Assessment-Answers

1.	<p>Enlist and three different types of saw blades.</p> <ol style="list-style-type: none"> <li>1. Circular saw blades</li> <li>2. Handsaw blades</li> <li>3. Bandsaw blades</li> <li>4. Jig saw blades</li> </ol>
2.	<p>How do you determine the size of a jointer or planer?</p> <p>Jointers are sized by the length of their knives, which determines the widest possible board the machine can surface.</p>
3.	<p>What is a pushing stick?</p> <p>A push stick is a safety device used when working stationary routers, jointers or power saws or bandsaw. The purpose of a push stick is to help the user safely maneuver a workpiece, keeping it flat against a machine table or fence while it is being cut.</p>
4.	<p>What is lathe machine used for?</p> <p>A lathe is a machining tool that is used primarily for shaping wood. It works by rotating the workpiece around a stationary cutting tool. The main use is to remove unwanted parts of the material, leaving behind a nicely shaped workpiece.</p>
5.	<p>Enlist PPEs required to operate high speed router?</p> <ol style="list-style-type: none"> <li>1. Goggles</li> <li>2. Ear plugs</li> <li>3. Protective gloves</li> <li>4. Cover-all</li> <li>5. Safety shoes</li> </ol>