

**Assessment Evidence Guide**

**For**

**Woodworks**  
**(Carpentry Supervisor/Foreman)**  
**Level-4**

**(Formative Assessment)**



**National Vocational & Technical Training  
Commission Islamabad**

## Instruction Sheet for the Candidate

<b>Qualification</b>	National Competency Standards Level-4 for Woodworks “Carpentry Supervisor/ Foreman”
<b>Competency Standard</b>	0722-W&C-24 Estimate the material cost
<b>Purpose of Assessment</b>	Formative Assessment
<b>Candidate Details</b>	Name_____
	Registration/Roll Number_____
<b>Guidance for Candidate</b>	<p><b>To meet this standard, you are required to complete the following within 03 Hrs. time frame (for practical demonstration &amp; assessment):</b></p> <ul style="list-style-type: none"> <li>• Interpret the drawing</li> <li>• Estimate the quantity</li> <li>• Estimate the unit cost</li> <li>• Calculate the total cost</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>Interpret the drawing</b></p> <ol style="list-style-type: none"> <li>1. Collect the required drawing &amp; design</li> <li>2. Analyze detailed drawing of the specified job</li> <li>3. Transfer the drawing &amp; design to the concerned section/ person</li> <li>4. Perform supervision of the job as per drawing</li> </ol> <p><b>Estimate the quantity</b></p> <ol style="list-style-type: none"> <li>1. Identify the material specification</li> <li>2. Enlist material required for job.</li> <li>3. Estimate the measurement of materials as per drawing.</li> <li>4. Prepare Material cutting list</li> </ol> <p><b>Estimate the unit cost</b></p> <ol style="list-style-type: none"> <li>1. Collect list of required materials as per job</li> <li>2. Estimate material wastage while performing the job</li> <li>3. Calculate the cost of required unit material</li> </ol> <p><b>Calculate the total cost</b></p> <ol style="list-style-type: none"> <li>1. Calculate the cost of required total material</li> </ol>

	<ol style="list-style-type: none"> <li>2. Estimate cost of the labor required for the job</li> <li>3. Calculate accumulative overhead cost</li> <li>4. Calculate the total cost</li> </ol>
<b>Portfolios</b>	<b>Portfolios required at the time of assessment (if any)</b>

## Assessors Judgment Guide

<b>Qualification</b>	National Competency Standards Level-4 for Woodworks “Carpentry Supervisor/ Foreman”
<b>Competency Standard</b>	0722-W&C-24 Estimate the material cost
<b>Purpose of Assessment</b>	Formative Assessment
<b>Candidate Details</b>	Name: _____ Registration/Roll Number: _____ Signature: _____
<b>Assessment Outcome</b>	COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> Name of the Assessor _____ Assessor's code: _____ Signature: _____

Assessment Summary (to be filled by the assessor)							
Activity	Method					Result	
Nature of Activity	Written	Oral	Observation	Portfolio	Role Play	Competent	Not Yet Competent
Practical Skill Demonstration			✓				
Knowledge Assessment	✓	✓					
Other Requirement							

## Observation Checklist

<b>Assessment Task</b>	<ul style="list-style-type: none"> <li>Interpret the drawing</li> <li>Estimate the quantity</li> <li>Estimate the unit cost</li> <li>Calculate the total cost</li> </ul>			
<b>During the practical assessment, candidate demonstrated the following:</b>		<b>Yes</b>	<b>No</b>	<b>Remarks</b>
1.	Collect the required drawing & design			
2.	Analyze detailed drawing of the specified job			
3.	Transfer the drawing & design to the concerned section/ person			
4.	Perform supervision of the job as per drawing			
5.	Identify the material specification			
6.	Enlist material required for job.			
7.	Estimate the measurement of materials as per drawing.			
8.	prepare crosscut list			
9.	Collect list of required materials as per job			
10.	Estimate material wastage while performing the job			
11.	Calculate the cost of required unit material			
12.	Calculate the cost of required total material			
13.	Estimate cost of the labor required for the job			
14.	Calculate accumulative overhead cost			
15.	Calculate the total cost			
<b>Competent</b> <input type="checkbox"/>		<b>Not Yet Competent</b> <input type="checkbox"/>		

## Knowledge Assessment

<b>Qualification</b>	National Competency Standards Level-4 for Woodworks "Carpentry Supervisor/ Foreman"
<b>Competency Standard</b>	0722-W&C-24 Estimate the material cost
<b>Purpose of Assessment</b>	Formative Assessment
<b>Candidate Details</b>	Name: _____ Registration/Roll Number: _____ Candidate Signature: _____
<b>Assessment Outcome</b>	<div style="display: flex; justify-content: space-around; align-items: center;"> <span><b>COMPETENT</b> <input type="checkbox"/></span> <span><b>NOT YET COMPETENT</b> <input type="checkbox"/></span> </div> 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.	What is the importance of estimation?		
2.	What are the types of drawings?		

3.	What is accumulative overhead cost?		
4.	What is crosscut list?		

<b>Feedback to the Candidate</b>	
Candidate's Signature _____ Assessor's Signature _____	

## Knowledge Assessment - Answers

1.	What is the importance of estimation?
	The purpose of estimating is to determine the cost of a project before you actually do the work. Estimating must take into consideration variable job conditions, the cost of materials, labor cost, labor availability, direct job expenses, and management costs (overhead).
2.	What are the types of drawings?
	Proposal Plan, elevation, working /shop and Section.
3.	What is accumulative overhead cost?
	Accumulative cost means the sum of all costs of any additional purchases of goods or services made pursuant to an existing contract by extension or unforeseen circumstance purchase, exclusive of all taxes, but inclusive of all fees, charges and disbursements.
4.	What is crosscut list?
	A list of all the parts required to build a woodworking project that contains a number for each part along with its thickness, width and length.