

WRITTEN ASSESSMENT EVIDENCE GUIDES FOR “TEXTILE & APPAREL MERCHANDISING”

LEVEL – 2 (Summative)



Written Assessment Guide

For

“Textile & Apparel Merchandising”

(Handle the Documents)

Level -2

26th – 30th April 2021



**National Vocational & Technical
Training Commission**

Title of Qualification: National Vocational Certificate Level 2, in (Textile and Apparel Merchandising) "Trainee Merchandiser"	CS Code:	Level: 02	Version: 01
Competency Standard Title: <ul style="list-style-type: none"> • Handle the Document • Maintain Personal Health, hygiene and safety • Perform basic communication skills 	Assessment Date (DD/MM/YY): Assessment Time: 30 min		

Guidance for Candidate	To complete your assessment for this Competency Standard, you need to answer the questions on the following pages successfully.
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Assessors Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)

Candidate Details	Name: Registration/Roll Number: Candidate Signature:
Written Assessment Outcome	COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> Name of the Assessor: Assessor's code: Signature of the Assessor:

Title of Qualification: National Vocational Certificate Level 2, in (Textile and Apparel Merchandising) “Trainee Merchandiser”	CS Code:	Level: 02	Version: 01
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WRITTEN ASSESSMENT

Question	Candidate's answer
1. What are the types of documents?	A. There are 3 types of documents pre-production, production and post-production.
2. List of Pre-Production Documents?	A. Purchase order, Letter of Credit, Sales Contract, Performa Invoice, Cost Sheet, Tech Pack etc.
3. List of Production Documents?	A. Bill of material, Sample approval sheet, production plan sheet, Timeline sheet, etc.
4. List of Post Production Documents?	A. Audit Sheet, Inspection Sheet, Shipping Document, Dispatch sheet, etc.
5. What is security search?	A. One aspect of the job that all security guards will have to conduct at one time or another is a security search. This will involve searching bodies, property (i.e. bags) vehicles or even buildings
6. What is BOM stands for?	A. Bill of material
7. What is the importance of LC?	A. For international transactions /business cannot be processed without opening LC because it ensure the payments
8. Write three types of LC.	A. 1. Import / Export 2. Commercial 3. Transferable/ Non-Transferable

Question	Candidate's answer
9. Enlist any five Verbal communication elements?	A. 1. Eye contact. 2. Voice fluctuation. 3. Position in the room. 4. Facial expressions. 5. Hand gestures.
10. What "Green rectangle with white cross" sign means? 	A. First aid station
11. What is the basic concept of communication?	A. The basic concept of communication is the process of sending and receiving messages or transferring information from one part (sender) to another (receiver).
12. Model of Communication SMCR stands for?	A. Sender-Message-Channel-Receiver (SMCR)

Written Assessment Guide

For

“Textile & Apparel Merchandising”

(Organize Store Merchandising)

Level -2

26-30 April 2021



**National Vocational & Technical
Training Commission**

Title of Qualification: National Vocational Certificate Level 2, in (Textile and Apparel Merchandising) "Trainee Merchandiser"	CS Code:	Level: 02	Version: 01
Competency Standard Title: <ul style="list-style-type: none"> Organize Store Merchandising Maintain Personal Health, hygiene and safety Perform basic communication skills Operate Computer Functions (General) Dispose the Waste Materials 	Assessment Date (DD/MM/YY): Assessment Time: 30 min		

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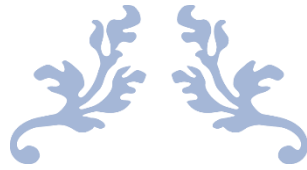
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WRITTEN ASSESSMENT

Question	Candidate's answer
1. Name the types of Inventory Report in stores merchandising?	A. Dispatch Sheet, Transfer order and Delivery Note.
2. Describe Dispatch sheet?	A. It displays a detailed paper of inventories ready to dispatch Vendor / Customer.
3. What is inventory report?	A. An inventory report is a summary of items belonging to a business, industry, organization, or home. It provides a comprehensive account of the stock or supply of various items. They can be written in various forms and lengths. A good inventory report should always be clear, simple, and exhaustive
4. Define Transfer order?	A. Transfer order is a document used to execute the movement of goods from warehouse to the storage unit or the other unit/ warehouses for management purpose.
5. Explain Delivery Note?	A. It is a document that a company a shipment of goods and provide list of product and quantity of the goods to deliver.
6. Name Inventory Layers?	A. Last in First Out (LIFO) , First in First Out (FIFO) , Cross Dock
7. What is meant by LIFO and FIFO?	A. Last in First Out First in First Out

Question	Candidate's answer
8. Explain Cross Dock?	A. It is a logistic process where product from supplier our dispatch directly to the customer or retailer with margin to know handling or storage time.
9. What is LIFO used for?	A. LIFO is a method use to account for inventory. The cost of the most recent product purchased is the first to be consumed.
10. What is FIFO used for?	A. FIFO is a method used to manage inventory and financial matter which involves the amount of money, company has to be tied for the inventories produced first in must be first out.
11. List any three PPEs.	A. Safety Helmet <ul style="list-style-type: none"> • Gloves • Mask • Safety shoes etc.
12. List any four serach engines.	A. Google <ul style="list-style-type: none"> • Bing • Yahoo • Ask.com • AOL.com • Internet Archive
13. Write any two reading skills?	A. Phonics. <ul style="list-style-type: none"> • Fluency. • Vocabulary. • Comprehension.



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8. What is meant by LIFO and FIFO?	<ul style="list-style-type: none"> • Last in First Out • First in First Out

Question	Candidate's answer
9. What is the basic concept communication?	A. The basic concept of communication is the process of sending and receiving messages or transferring information from one part (sender) to another (receiver).
10. Write any three PPEs.	<ul style="list-style-type: none"> • Safety Helmet • Gloves • Mask • Safety shoes etc.
11. Enlist non –verbal communication techniques?	<ul style="list-style-type: none"> • Body language • Facial Expression