

**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-22 Operate Computer Aided Machines (CNC/NC)
<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>• Operate CNC panel saw</li> <li>• Operate NC Edging machine</li> <li>• Operate CNC Engraver machine</li> <li>• Operate NC boring machine</li> <li>• Operate NC Surface sanding 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 CNC panel saw</b></p> <ol style="list-style-type: none"> <li>1. Follow the safety precautions of machines.</li> <li>2. Check the cutting tools as per job requirement.</li> <li>3. Load the sheets on Machine and set the clamp device.</li> <li>4. Verify the job order.</li> <li>5. Check the optimization of sheets on control panel.</li> <li>6. Cut the work pieces and check as per drawing dominations.</li> <li>7. Check the proper fixing of dust collector hose.</li> <li>8. Check the sheet cutting (Splitting)</li> </ol> <p><b>Operate NC Edging machine</b></p> <ol style="list-style-type: none"> <li>1. Follow the safety precautions of machines.</li> <li>2. Measure the temperature of the rubber coating wheel</li> <li>3. Check if there is any precipitation at the bottom of the glue tank (normal heating).</li> <li>4. Check whether the heating tube is working normally (normal</li> </ol>

	<p>heating).</p> <ol style="list-style-type: none"> <li>5. The temperature is increased by 10°C-200°C.</li> <li>6. Increase gluing volume</li> <li>7. Increase the pressure</li> <li>8. Improve the working speed of the edge banding machine.</li> <li>9. Check the edge-sealing</li> <li>10. Check the Edging quality (Radius, adhesive, Buffing).</li> </ol> <p><b>Operate CNC Engraver machine</b></p> <ol style="list-style-type: none"> <li>1. Follow the safety precautions of machines.</li> <li>2. Check the drawing as per design.</li> <li>3. Set the tools as per job.</li> <li>4. Set the jigs and fixer as per job requirement.</li> <li>5. Check the proper working of dust collector.</li> <li>6. Set the work piece on machine bed and operate the machine</li> <li>7. After completion the operation, check the work piece carving quality.</li> </ol> <p><b>Operate NC boring machine</b></p> <ol style="list-style-type: none"> <li>1. Follow the safety precautions of machines.</li> <li>2. Select the boring bit size.</li> <li>3. Fix the bit in boring head.</li> <li>4. Put the work piece in machine table.</li> <li>5. Set the machine bed as per work piece.</li> <li>6. Start the machine and complete the operation.</li> <li>7. Pre assembly of work pieces for accuracy.</li> </ol> <p><b>Operate NC Surface sanding machine</b></p> <ol style="list-style-type: none"> <li>1. Follow the safety precautions of machines.</li> <li>2. Select the sanding belts/ grit.</li> <li>3. Mount the sanding belts in the machine rollers.</li> <li>4. Set the feeding roller speed as per chart. (Already display on machine).</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”
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<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>• Operate CNC panel saw</li><li>• Operate NC Edging machine</li><li>• Operate CNC Engraver machine</li><li>• Operate NC boring machine</li><li>• Operate NC Surface sanding machine</li></ul>		
During the practical assessment, candidate demonstrated the following:		Yes	No	Remarks
1.	Follow the safety precautions of machines.			
2.	Check the cutting tools as per job requirement.			
3.	Load the sheets on Machine and set the clamp device.			
4.	Verify the job order.			
5.	Check the optimization of sheets on control panel.			
6.	Cut the work pieces and check as per drawing dominations.			
7.	Check the proper fixing of dust collector hose.			
8.	Check the sheet cutting (Splitting)			
9.	Follow the safety precautions of machines.			
10.	Measure the temperature of the rubber coating wheel			
11.	Check if there is any precipitation at the bottom of the glue tank (normal heating).			
12.	Check whether the heating tube is working normally (normal heating).			
13.	The temperature is increased by 10°C-200°C.			
14.	Increase gluing volume			
15.	Increase the pressure			
16.	Improve the working speed of the edge banding machine.			

17.	Check the edge-sealing			
18.	Check the Edging quality ( Radius, adhesive, Buffing).			
19.	Follow the safety precautions of machines.			
20.	Check the drawing as per design.			
21.	Set the tools as per job.			
22.	Set the jigs and fixer as per job requirement.			
23.	Check the proper working of dust collector.			
24.	Set the work piece on machine bed and operate the machine			
25.	After completion the operation, check the work piece carving quality.			
26.	Follow the safety precautions of machines.			
27.	Select the boring bit size.			
28.	Fix the bit in boring head.			
29.	Put the work piece in machine table.			
30.	Set the machine bed as per work piece.			
31.	Start the machine and complete the operation.			
32.	Pre assembly of work pieces for accuracy.			
33.	Follow the safety precautions of machines.			
34.	Identify the knives for required design.			
35.	Set the feeding roller speed as per chart.(Already display on machine).			
36.	Hold the work piece in machine chucks properly.			
37.	Route the work piece by hand and check the vibration.			
38.	Check the working drawing before start the machine.			

39.	Stop the machine and check the work as per drawing.			
40.	Follow the safety precautions of machines.			
41.	Select the sanding belts/ grit.			
42.	Mount the sanding belts in the machine rollers.			
43.	Set the feeding roller speed as per chart. (Already display on machine).			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		



## Knowledge Assessment

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<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.	Enlist essential personal protective Equipment?		
2.	What is meant by optimization of sheets?		

3.	What is meant by the edge-sealing?		
4.	What are the methods to check accuracy of job?		
5.	What is the vibration limit of CNC lathe machine?		

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

## Knowledge Assessment - Answers

1.	Enlist essential personal protective Equipment?
	<ul style="list-style-type: none"> <li>• Hand Gloves</li> <li>• Safety Goggles OR Face Shield</li> <li>• Safety Shoes</li> <li>• Safety Helmet</li> </ul>
2.	What is meant by optimization of sheets?
	<ol style="list-style-type: none"> <li>1. Minimum wastage of material of sheets</li> <li>2. Maximum usage of material of sheets</li> </ol>
3.	What is meant by the edge-sealing?
	<ol style="list-style-type: none"> <li>1. Protection of edges</li> <li>2. Finishing of job edges</li> </ol>
4.	What are the methods to check accuracy of job?
	<ol style="list-style-type: none"> <li>1. Check all sizes as per drawing</li> <li>2. Check all the angles as per drawing</li> <li>3. Visual inspection of the job</li> </ol>
5.	What is the vibration limit of CNC lathe machine?
	<ul style="list-style-type: none"> <li>• Grade 60</li> <li>• Grade 80</li> <li>• Grade 120</li> <li>• Grade 240</li> </ul>