

# 6708-13 Level 1 Diploma in Plastering

July 2013 Version 1.0

**PRACTICAL TASK MANUAL**

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## Candidate details



This *Practical task manual* is a record of your achievement in practical assessments. You must keep it in good condition and it must be stored in a safe place by your Assessor.

Please fill in all of your details before you carry out any assessments.

### Candidate Details

Surname		Forename(s)	
City & Guilds enrolment number			

### Centre Details

Name		Centre No	
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I understand the requirements of the qualification and that all the work towards the assessments must be my own.

<b>Candidate signature</b> (please print)	
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<b>Assessor name</b> (please print)		Signed	
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Date	
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# Unit assessment overview

## Practical task completion record

### To be completed by Assessor:

For each task, the points for each grade are  
 Pass = 1, Merit = 2, and Distinction = 3 points.

†All tasks must be passed for the unit to be achieved.

Conversion chart	
Average	Overall Grade
1 – 1.5	Pass
1.6 – 2.5	Merit
2.6 – 3	Distinction

### Unit 121 Prepare Background Surfaces and Mix Plastering Materials

Task	Grade for task†	Points (graded tasks)
1 Prepare a solid background for plastering	P / X	
2 Prepare a timber stud partition for plasterboard	P / X	
3 Prepare a pre-plastered background for plastering	P / X	
4 Prepare, gauge and mix a scratch coat (lime and sand mix)	P / M / D / X	
5 Prepare, gauge and mix a floating coat (lime and sand mix)	P / M / D / X	
6 Prepare, gauge and mix a floating coat (lightweight plaster)	P / M / D / X	
End of unit knowledge test	P / X	
<b>Total</b>		
For graded tasks, divide total points by total number of graded tasks		÷ 3
Average =		
<b>Overall grade</b> (see conversion chart)		

Assessor signature and date:

### Unit 122 Applying Scratch Coats to Internal Backgrounds

Task	Grade for task
1 Apply a scratch coat (lime and sand mix) to an internal background	P / M / D / X
End of unit knowledge test	P / X

Assessor signature and date:

The overall grade will be the same as the single graded task in this unit.

**Overall grade**

## Unit 123 Fixing Sheet Materials

Task	Grade for task <sup>†</sup>	Points (graded tasks)
1 Measure, cut and fix plasterboards to a timber stud partition	P / M / D / X	
2 Measure, cut and fix pre-formed beads and EML	P / M / D / X	
End of unit knowledge test	P / X	
<b>Total</b>		
For graded tasks, divide total points by total number of graded tasks		÷ 2
Average =		
<b>Overall grade</b> (see conversion chart)		

Assessor signature and date:

## Unit 124 Applying Floating Coats to Wall

Task	Grade for task <sup>†</sup>	Points (graded tasks)
1 Apply a floating coat (lime and sand mix) to a pre-plastered surface	P / M / D / X	
2 Apply a floating coat (lightweight plaster) to a pre-plastered surface	P / M / D / X	
End of unit knowledge test	P / X	
<b>Total</b>		
For graded tasks, divide total points by total number of graded tasks		÷ 2
Average =		
<b>Overall grade</b> (see conversion chart)		

Assessor signature and date:

## Unit 125 Applying Setting Coats to Wall

Task	Grade for task
1 Apply a setting coat to a plasterboard background	P / M / D / X
End of unit knowledge test	P / X

Assessor signature and date:

The overall grade will be the same as the single graded task in this unit.

**Overall grade**

## Authenticity and IQA/QC sampling

The assessor's signature on individual tasks will be taken as assurance that the judgements recorded are made on authentic candidate work produced under appropriate conditions. Please complete the declaration below to confirm this is the case.

I confirm that all tasks were conducted under conditions designed to assure the authenticity of the candidate's work, and am satisfied that, to the best of my knowledge, the work assessed was solely that of the candidate.

I have judged all assessments against the relevant assessment and grading criteria and award the candidate the unit grades as calculated above.

Assessor signature	Date
*IQA signature and date	*QC signature and date

\*IQA and QC signatures attest to the evidence available on the recorded date(s).

# Instructions to candidates

## About this document

This *Practical task manual* contains all of the practical assessment for 6708-13 Level 1 Diploma in Plastering.

## Practical tasks

These tasks let you show your practical skills and are usually graded pass, merit or distinction – a few are pass only. These tasks will be assessed by your assessor watching how you carry out the tasks and checking your final pieces of work.

Before you carry out the task you will be told how it will be assessed and you should read the observation checklist at the end of each task so you know what you need to do to get each grade.

You can ask your assessor for help in understanding the task instructions, but all of the work must be your own.

## Health and safety

You must use safe working practices at all times.

You are responsible for your own safety and the safety of others. If you behave in an unsafe way, you will be stopped and given a warning. If you do not meet all of the Health and Safety requirements, the assessment will be stopped. Your assessor will not be able to let you try the task again until they are sure you can work safely.

## Time considerations

Each task shows how long it is likely to take. This is for guidance and so you can plan your work. If you have a good reason for needing more time you must explain this to your assessor as soon as possible so they can decide whether you can have more time.

## Security

Where an assignment is taken over more than one session, all documentation, paperwork and work products must be labelled carefully with your name and kept securely at the centre. Your assessor will give you directions about how to leave your work.

## Opportunities to repeat tasks

The tasks are 'end tests' so you will only be asked to take the assessment when you have had the chance to do all of the learning and practice you need. You will be able to try the whole task again if you do not pass, but you will not be able to take the assessment again just to try to get a better grade.

## Feedback

As well as telling you the result for the task your assessor will give you feedback. They will give you a feedback sheet with details of what you could do to improve, and also what you did well in. This will help you to prepare for other assessments or to retake the assessment if you need to.

# Unit 121 Prepare Background Surfaces and Mix Plastering Materials

## Task 1 Prepare a solid background for plastering

<b>Expected time</b>	1 hour and 30 minutes
<b>Task instructions</b>	<ul style="list-style-type: none"> <li>• Prepare an internal solid background (minimum 4m<sup>2</sup>) for plastering with a lime and sand based plaster. This will include:               <ul style="list-style-type: none"> <li>○ selecting tools</li> <li>○ using correct access equipment</li> <li>○ stripping any existing plaster from the wall</li> <li>○ controlling the suction.</li> </ul> </li> <li>• The work area must be kept tidy during the task and left clean at the end of the task and all waste must have been disposed of correctly.</li> <li>• Appropriate PPE must be worn during this task.</li> <li>• Follow current environmental and current health and safety regulations.</li> </ul>
<b>Diagrams</b>	n/a

### Observation checklist

AC	The candidate has	Pass	Merit	Distinction
2.1/ 2.3	used task instructions for the preparation of a solid background surface to include: <ul style="list-style-type: none"> <li>• selecting hand tools to prepare background surface</li> <li>• removal of existing plaster</li> </ul>	<input type="checkbox"/>		
2.6	cleaned work area and disposed of waste	<input type="checkbox"/>		
2.2/ 2.4	identified the background, applied suction test and carried out control measures correctly	<input type="checkbox"/>		
2.7	used correct access equipment	<input type="checkbox"/>		
2.8	followed current environmental and current health and safety regulations <ul style="list-style-type: none"> <li>• including PPE</li> </ul>	<input type="checkbox"/>		

Task grading rules	Task grade:
To award a <b>pass</b> : every activity in the checklist must be successfully achieved.	
<b>Assessor Signature &amp; Date</b>	

## Unit 121 Prepare Background Surfaces and Mix Plastering Materials

### Task 2 Prepare a timber stud partition for plasterboard

<b>Expected time</b>	1 hour and 30 minutes
<b>Task instructions</b>	<ul style="list-style-type: none"> <li>• Prepare a timber stud partition (minimum 4m<sup>2</sup>) for re-boarding. This will include:             <ul style="list-style-type: none"> <li>○ selecting tools</li> <li>○ using correct access equipment</li> <li>○ removal of existing plasterboard</li> <li>○ removal of fixings.</li> </ul> </li> <li>• The work area must be kept tidy during the task and left clean at the end of the task and all waste must have been disposed of correctly.</li> <li>• Appropriate PPE must be worn during this task.</li> <li>• Follow current environmental and current health and safety regulations.</li> </ul>
<b>Diagrams</b>	n/a

#### Observation checklist

AC	The candidate has	Pass	Merit	Distinction
2.1/ 2.3	used task instructions for the preparation of a timber stud partition to include: <ul style="list-style-type: none"> <li>• selecting hand tools to prepare background surface</li> <li>• stripping the existing plasterboard</li> <li>• removing the existing fixings</li> </ul>	<input type="checkbox"/>		
2.6	cleaned work area and disposed of waste	<input type="checkbox"/>		
2.7	used correct access equipment	<input type="checkbox"/>		
2.8	followed current environmental and current health and safety regulations <ul style="list-style-type: none"> <li>• including PPE</li> </ul>	<input type="checkbox"/>		

Task grading rules	Task grade:
To award a <b>pass</b> : every activity in the checklist must be successfully achieved.	
<b>Assessor Signature &amp; Date</b>	

## Unit 121 Prepare Background Surfaces and Mix Plastering Materials

### Task 3 Prepare a pre-plastered background for plastering

<b>Expected time</b>	30 minutes
<b>Task instructions</b>	<ul style="list-style-type: none"> <li>• Prepare an internal solid pre-plastered background surface (minimum 4m<sup>2</sup>) for plastering with a lightweight undercoat plaster. This will include: <ul style="list-style-type: none"> <li>○ selecting tools</li> <li>○ selecting, mixing and applying a bonding agent</li> <li>○ using correct access equipment.</li> </ul> </li> <li>• The work area must be kept tidy during the task and left clean at the end of the task and all waste must have been disposed of correctly.</li> <li>• Appropriate PPE must be worn during this task.</li> <li>• Follow current environmental and current health and safety regulations.</li> </ul>
<b>Diagrams</b>	n/a

#### Observation checklist

AC	The candidate has	Pass	Merit	Distinction
2.1/ 2.3	used task instructions for the preparation of a pre-plastered background surface to include: <ul style="list-style-type: none"> <li>• selection of hand tools to prepare background surface</li> <li>• selecting and mixing bonding agent</li> </ul>	<input type="checkbox"/>		
2.4/ 2.5	applied suction control measures on the background surface by applying bonding agents for adequate key	<input type="checkbox"/>		
2.6	cleaned work area and disposed of waste	<input type="checkbox"/>		
2.7	used correct access equipment	<input type="checkbox"/>		
2.8	followed current environmental and current health and safety regulations <ul style="list-style-type: none"> <li>• including PPE</li> </ul>	<input type="checkbox"/>		

<b>Task grading rules</b>	<b>Task grade:</b>
To award a <b>pass</b> : every activity in the checklist must be successfully achieved.	
<b>Assessor Signature &amp; Date</b>	

## Unit 121 Prepare Background Surfaces and Mix Plastering Materials

### Task 4 Prepare, gauge and mix a scratch coat (lime and sand mix)

<b>Expected time</b>	30 minutes
<b>Task instructions</b>	<ul style="list-style-type: none"> <li>• Prepare, gauge and mix plaster materials for a lime and sand based scratch coat. This will include:             <ul style="list-style-type: none"> <li>○ selecting plastering materials, tools and equipment</li> <li>○ setting up the mixing area.</li> </ul> </li> <li>• You will need to refer to the specification that has been provided.</li> <li>• Maintain a tidy work area during the task and leave the work area clean on completion of the task.</li> <li>• Follow current environmental and current health and safety regulations.</li> <li>• Appropriate PPE must be worn during this task.</li> </ul>
<b>Diagrams</b>	<p>Figure 1: Specification for scratch coat – <a href="#">page 27</a></p> <p>The following diagrams show the finished product in stages of completion and may be useful for this task.</p> <p>Figure 2: Sectioned view for applying scratch coat before floating coat - <a href="#">page 31</a></p> <p>Figure 3: Front view of applying scratch coat to solid background before floating coat – <a href="#">page 32</a></p>

### Observation checklist

AC	The candidate has	Pass	Merit	Distinction
4.1	selected plastering materials	<input type="checkbox"/>		
4.2	selected <ul style="list-style-type: none"> <li>• tools</li> <li>• equipment</li> </ul> to gauge and mix plastering materials	<input type="checkbox"/>		
4.3	set up the mixing area	<input type="checkbox"/>		
6.1	mixed proportions of materials to given specification considerations to include: <ul style="list-style-type: none"> <li>• quantity</li> <li>• consistency</li> <li>• quality</li> <li>• cleanliness</li> </ul>	<input type="checkbox"/> Materials mixed according to specification, but some guidance needed	<input type="checkbox"/> Materials mixed according to specification, minimal guidance needed	<input type="checkbox"/> Materials mixed according to specification, no guidance needed

AC	The candidate has	Pass	Merit	Distinction
6.2	reported problems when mixing plaster materials to the relevant personnel <i>or</i> answered question about faults correctly	<input type="checkbox"/>		
4.4/ 6.3	used correct equipment	<input type="checkbox"/>		
4.5/ 6.4	followed current environmental and current health and safety regulations	<input type="checkbox"/>		

Task grading rules		Task grade:
To award a <b>pass</b> : every activity in the checklist must be successfully achieved.		
To award a <b>merit</b> : in addition to the above, the <b>1</b> graded activity in the checklist must be achieved to <b>at least</b> a merit standard.		
To award a <b>distinction</b> : in addition to both of the above, the <b>1</b> graded activity in the checklist must be achieved to a distinction standard.		
Assessor	Signature & Date	

## Unit 121 Prepare Background Surfaces and Mix Plastering Materials

### Task 5 Prepare, gauge and mix a floating coat (lime and sand mix)

<b>Expected time</b>	30 minutes
<b>Task instructions</b>	<ul style="list-style-type: none"> <li>• Prepare, gauge and mix plaster materials for a lime and sand based floating coat. This will include:             <ul style="list-style-type: none"> <li>○ selecting plastering materials, tools and equipment</li> <li>○ setting up the mixing area.</li> </ul> </li> <li>• Refer to the specification that has been provided.</li> <li>• Maintain a tidy work area during the task and leave the work area clean on completion of the task.</li> <li>• Follow current environmental and current health and safety regulations.</li> <li>• Appropriate PPE must be worn during this task.</li> </ul>
<b>Diagrams</b>	<p>Figure 1: Specification for floating coats – lime and sand mix – <a href="#">page 28</a></p> <p>The following diagrams show the finished product in stages of completion and may be useful for this task.</p> <p>Figure 2: Sectioned view for applying floating coat to scratch coated wall - <a href="#">page 39</a></p> <p>Figure 3: Front view of applying floating coat to scratch coated wall – <a href="#">page 40</a></p>

### Observation checklist

AC	The candidate has	Pass	Merit	Distinction
4.1	selected plastering materials	<input type="checkbox"/>		
4.2	selected <ul style="list-style-type: none"> <li>• tools</li> <li>• equipment</li> </ul> to gauge and mix plastering materials	<input type="checkbox"/>		
4.3	set up the mixing area	<input type="checkbox"/>		
6.1	mixed proportions of materials to given specification considerations to include: <ul style="list-style-type: none"> <li>• quantity</li> <li>• consistency</li> <li>• quality</li> <li>• cleanliness</li> </ul>	<input type="checkbox"/> Materials mixed according to specification, but some guidance needed	<input type="checkbox"/> Materials mixed according to specification, minimal guidance needed	<input type="checkbox"/> Materials mixed according to specification, no guidance needed
4.4/ 6.3	used correct equipment	<input type="checkbox"/>		

AC	The candidate has	Pass	Merit	Distinction
4.5/ 6.4	followed current environmental and current health and safety regulations	<input type="checkbox"/>		

Task grading rules		Task grade:
To award a <b>pass</b> : every activity in the checklist must be successfully achieved.		
To award a <b>merit</b> : in addition to the above, the <b>1</b> graded activity in the checklist must be achieved to <b>at least</b> a merit standard.		
To award a <b>distinction</b> : in addition to both of the above, the <b>1</b> graded activity in the checklist must be achieved to a distinction standard.		
Assessor	Signature & Date	

## Unit 121 Prepare Background Surfaces and Mix Plastering Materials

### Task 6 Prepare, gauge and mix a floating coat (lightweight plaster)

<b>Expected time</b>	30 minutes
<b>Task instructions</b>	<ul style="list-style-type: none"> <li>• Prepare, gauge and mix lightweight plaster for a floating coat. This will include:             <ul style="list-style-type: none"> <li>○ selecting plastering materials, tools and equipment</li> <li>○ setting up the mixing area.</li> </ul> </li> <li>• Refer to the specification that has been provided.</li> <li>• Maintain a tidy work area during the task and leave the work area clean on completion of the task.</li> <li>• Follow current environmental and current health and safety regulations.</li> <li>• Appropriate PPE must be worn during this task.</li> </ul>
<b>Diagrams</b>	Specification for floating coats – lightweight plaster - <a href="#">page 29</a>

#### Observation checklist

AC	The candidate has	Pass	Merit	Distinction
4.1	selected plastering materials	<input type="checkbox"/>		
4.2	selected <ul style="list-style-type: none"> <li>• tools</li> <li>• equipment</li> </ul> to gauge and mix plastering materials	<input type="checkbox"/>		
4.3	set up the mixing area	<input type="checkbox"/>		
4.4	used correct equipment	<input type="checkbox"/>		
6.1	mixed proportions of materials to given specification considerations to include: <ul style="list-style-type: none"> <li>• quantity</li> <li>• consistency</li> <li>• quality</li> <li>• cleanliness</li> </ul>	<input type="checkbox"/> Materials mixed according to specification, but some guidance needed	<input type="checkbox"/> Materials mixed according to specification, minimal guidance needed	<input type="checkbox"/> Materials mixed according to specification, no guidance needed
6.3	used correct access equipment	<input type="checkbox"/>		
4.5/ 6.4	followed current environmental and current health and safety regulations	<input type="checkbox"/>		

Task grading rules		Task grade:
To award a <b>pass</b> : every activity in the checklist must be successfully achieved.		
To award a <b>merit</b> : in addition to the above, the <b>1</b> graded activity in the checklist must be achieved to <b>at least</b> a merit standard.		
To award a <b>distinction</b> : in addition to both of the above, the <b>1</b> graded activity in the checklist must be achieved to a distinction standard.		
Assessor	Signature & Date	

## Unit 122 Applying Scratch Coats to Internal Backgrounds

### Task 1 Apply a scratch coat (lime and sand mix) to an internal background

<b>Expected time</b>	2 hours
<b>Task instructions</b>	<ul style="list-style-type: none"> <li>Apply a lime and sand based scratch coat to a prepared solid internal background (minimum 4m<sup>2</sup>) to industry standards. This will include: <ul style="list-style-type: none"> <li>selecting the equipment, tools, materials and mix</li> <li>using correct techniques and procedures for application.</li> </ul> </li> <li>Refer to the diagrams and specification.</li> <li>Maintain a tidy work area during the task and leave the work area clean on completion of the task.</li> <li>Follow current environmental and current health and safety regulations.</li> <li>Appropriate PPE must be worn during this task.</li> </ul>
<b>Diagrams</b>	<p>Figure 1: Specification for scratch coat – <a href="#">page 30</a></p> <p>Figure 2: Sectioned view for applying scratch coat before floating coat – <a href="#">page 31</a></p> <p>Figure 3: Front view of applying scratch coat to solid background before floating coat - <a href="#">page 32</a></p>

#### Observation checklist

AC	The candidate has	Pass	Merit	Distinction
2.1/ 2.2/ 2.3	selected <ul style="list-style-type: none"> <li>equipment</li> <li>tools</li> <li>materials</li> <li>mix</li> </ul> in accordance with the specification	<input type="checkbox"/>		
2.1/ 2.4	used correct techniques and procedures when applying scratch coats to background <p>To include:</p> <ul style="list-style-type: none"> <li>correct use of equipment and tools</li> <li>application and method of work</li> <li>ruled and lineable in preparation for the following application</li> <li>appearance and key</li> <li>cleanliness of tools and work area</li> </ul> in accordance with the specification and diagrams	<input type="checkbox"/> Three out of the five areas are lineable ( $\pm 3$ mm)	<input type="checkbox"/> Four out of the five areas are lineable ( $\pm 3$ mm)	<input type="checkbox"/> All five areas are lineable ( $\pm 3$ mm)
		<input type="checkbox"/> Key to correct depth, with no gaps		<input type="checkbox"/> Uniform key to correct depth, with no gaps
2.5	used correct access equipment	<input type="checkbox"/>		

AC	The candidate has	Pass	Merit	Distinction
2.6	followed current environmental and current health and safety regulations	<input type="checkbox"/>		

Task grading rules		Task grade:
To award a <b>pass</b> : every activity in the checklist must be successfully achieved.		
To award a <b>merit</b> : in addition to the above, <b>1</b> out of <b>2</b> graded activities in the checklist must be achieved to <b>at least</b> a merit standard.		
To award a <b>distinction</b> : in addition to both of the above, <b>2</b> out of <b>2</b> graded activities in the checklist must be achieved to a distinction standard.		
Assessor	Signature & Date	

## Unit 123 Fixing Sheet Materials

### Task 1 Measure, cut and fix plasterboards to a timber stud partition

<b>Expected time</b>	3 hours
<b>Task instructions</b>	<ul style="list-style-type: none"> <li>• Measure, cut and fix square edge plasterboards to a timber stud partition (minimum 4m<sup>2</sup>) in accordance to the specification and diagrams.</li> <li>• Refer to the specification and diagrams.</li> <li>• Select equipment, tools, materials and components for the task.</li> <li>• Maintain a tidy work area during the task and leave the work area clean on completion of the task.</li> <li>• Follow current environmental and current health and safety regulations.</li> <li>• Appropriate PPE must be worn during this task.</li> </ul>
<b>Diagrams</b>	<p>Figure 1: Specification for fixing plasterboard to a timber stud partition – <a href="#">page 33</a></p> <p>Figure 2: Timber stud partition showing suggested positioning of plasterboard – <a href="#">page 34</a></p> <p>Figure 3: Timber stud partition showing plasterboard fixed – <a href="#">page 35</a></p>

### Observation checklist

AC	The candidate has	Pass	Merit	Distinction
2.2	selected <ul style="list-style-type: none"> <li>• equipment</li> <li>• tools</li> </ul> to cut and fix plasterboards	<input type="checkbox"/>		
2.1/ 2.3	complied with specifications for cutting and fixing plasterboards compliance to include: <ul style="list-style-type: none"> <li>• selection of correct materials and components</li> <li>• measuring</li> <li>• cutting</li> <li>• rasping</li> <li>• staggering</li> <li>• fixing</li> <li>• aligning</li> </ul> all according to the information on the specification and diagrams	<input type="checkbox"/> Boards measured, cut, fixed, staggered and aligned correctly	<input type="checkbox"/> The majority are aligned along the stud	<input type="checkbox"/> All fixings aligned along the stud
		<input type="checkbox"/> Used correct fixings but not aligned	<input type="checkbox"/> Fixing centres within ± 4-10 mm and majority to correct depth	<input type="checkbox"/> Fixing centres accurate (± 3 mm) and majority to correct depth
		<input type="checkbox"/> Fixing centres within ± 11-20 mm and majority to correct depth		

AC	The candidate has	Pass	Merit	Distinction
		<input type="checkbox"/> All joints butted	<input type="checkbox"/> All joints between 3-5 mm	<input type="checkbox"/> All joints between 2-3 mm
		<input type="checkbox"/> Finished plasterboard surface contains minor imperfections		<input type="checkbox"/> Finished plasterboard surface contains no imperfections
2.4	applied safe working procedures for cutting and fixing plasterboards	<input type="checkbox"/>		
2.5	used correct access equipment	<input type="checkbox"/>		
2.6	followed current environmental and current health and safety regulations	<input type="checkbox"/>		

Task grading rules		Task grade:
To award a <b>pass</b> : every activity in the checklist must be successfully achieved.		
To award a <b>merit</b> : in addition to the above, <b>3</b> out of <b>4</b> graded activities in the checklist must be achieved to <b>at least</b> a merit standard.		
To award a <b>distinction</b> : in addition to both of the above, all <b>4</b> graded activities in the checklist must be achieved to a distinction standard.		
Assessor	Signature & Date	

## Unit 123 Fixing Sheet Materials

### Task 2 Measure, cut and fix pre-formed beads and EML

<b>Expected time</b>	45 minutes
<b>Task instructions</b>	<ul style="list-style-type: none"> <li>• Measure, cut and fix pre-formed beads to plasterboard in accordance to the specification and diagrams.</li> <li>• Measure, cut and fix EML to a timber wall plate in accordance to the specification and diagrams.</li> <li>• Refer to the specification and diagrams.</li> <li>• Select tools and equipment for the task.</li> <li>• Maintain a tidy work area during the task and leave the work area clean on completion of the task.</li> <li>• Follow current environmental and current health and safety regulations.</li> <li>• Appropriate PPE must be worn during this task.</li> </ul>
<b>Diagrams</b>	<p>Figure 1: Specification for fixing pre-formed beads and EML – <a href="#">page 36</a></p> <p>Figure 2: Plasterboard surface with pre-formed beads attached and timber wall plate showing fitted EML.– <a href="#">page 37</a></p>

#### Observation checklist

AC	The candidate has	Pass	Merit	Distinction
4.2	selected <ul style="list-style-type: none"> <li>• equipment</li> <li>• tools</li> </ul> to measure, cut and fix pre-formed beads and EML	<input type="checkbox"/>		
4.1/ 4.3/ 4.4	measured and cut pre-formed beads according to given measurements	<input type="checkbox"/> cut accurately to given measurements $\pm 4$ mm	<input type="checkbox"/> cut accurately to given measurements $\pm 3$ mm	<input type="checkbox"/> cut accurately to given measurements $\pm 0-2$ mm
4.1/ 4.3/ 4.4	measured and cut EML according to given measurements	<input type="checkbox"/> cut accurately to given measurements $\pm 4$ mm	<input type="checkbox"/> cut accurately to given measurements $\pm 3$ mm	<input type="checkbox"/> cut accurately to given measurements $\pm 0-2$ mm

AC	The candidate has	Pass	Merit	Distinction
4.1/ 4.5/ 4.6	selected correct method for fixing pre-formed beads according to specification:	<input type="checkbox"/>		
	<ul style="list-style-type: none"> <li>fixed thin coat stop bead to given measurements</li> </ul>	<input type="checkbox"/> ± 4 mm	<input type="checkbox"/> ± 3 mm	<input type="checkbox"/> ± 0-2 mm
	<ul style="list-style-type: none"> <li>fixed thin coat angle bead to given measurements</li> </ul>	<input type="checkbox"/> ± 4 mm	<input type="checkbox"/> ± 3 mm	<input type="checkbox"/> ± 0-2 mm
	selected correct method for fixing EML according to specification:	<input type="checkbox"/>		
	<ul style="list-style-type: none"> <li>fixed rolled/strips EML to given measurements</li> </ul>	<input type="checkbox"/> Within 11 - 15 mm	<input type="checkbox"/> Within 6 - 10 mm	<input type="checkbox"/> within 5 mm
4.7	applied safe working procedures for measuring, cutting and fixing pre-formed beads and EML	<input type="checkbox"/>		
4.8	used correct access equipment	<input type="checkbox"/>		
4.9	followed current environmental and current health and safety regulations	<input type="checkbox"/>		

Task grading rules		Task grade:
To award a <b>pass</b> : every activity in the checklist must be successfully achieved.		
To award a <b>merit</b> : in addition to the above, <b>4</b> out of <b>5</b> graded activities in the checklist must be achieved to <b>at least</b> a merit standard.		
To award a <b>distinction</b> : in addition to both of the above, all <b>5</b> graded activities in the checklist must be achieved to a distinction standard.		
Assessor	Signature & Date	

## Unit 124 Applying Floating Coats to Wall

### Task 1 Apply a floating coat (lime and sand mix) to a pre-plastered surface

<b>Expected time</b>	3 hours
<b>Task instructions</b>	<ul style="list-style-type: none"> <li>Apply a lime and sand based floating coat to a scratch coated surface (minimum 4m<sup>2</sup>) according to the specification and diagrams. This will include: <ul style="list-style-type: none"> <li>choosing the method of application</li> <li>selecting the equipment, tools, materials and mix</li> <li>using correct techniques and procedures for application.</li> </ul> </li> <li>Refer to the diagrams and specification.</li> <li>Maintain a tidy work area during the task and leave the work area clean on completion of the task.</li> <li>Follow current environmental and current health and safety regulations.</li> <li>Appropriate PPE must be worn during this task.</li> </ul>
<b>Diagrams</b>	<p>Figure 1: Specification for floating coat – lime and sand mix – <a href="#">page 38</a></p> <p>Figure 2: Sectioned view for applying floating coat to scratch coated wall – <a href="#">page 39</a></p> <p>Figure 3: Front view of applying floating coat to scratch coated wall – <a href="#">page 40</a></p>

### Observation checklist

AC	The candidate has	Pass	Merit	Distinction
2.1/ 2.2/ 2.3	selected <ul style="list-style-type: none"> <li>equipment</li> <li>tools</li> <li>materials</li> <li>mix</li> </ul> in accordance with the specification	<input type="checkbox"/>		
2.4/ 2.5	used correct methods and techniques when applying lime and sand floating coats to include <ul style="list-style-type: none"> <li>correct use of equipment and tools</li> <li>application and method of work</li> <li>ruled and lineable in preparation for the following application</li> <li>appearance and key</li> <li>cleanliness of tools and work area</li> </ul> in accordance with the specification	<input type="checkbox"/> All five areas are lineable (± 3 mm)	<input type="checkbox"/> All five areas are lineable (± 3 mm) and plumbed vertically (± 3 mm)	<input type="checkbox"/> All five areas are lineable (± 3 mm) and plumbed vertically
		<input type="checkbox"/> Key to correct depth, with no gaps		<input type="checkbox"/> Uniform key to correct depth, with no gaps

AC	The candidate has	Pass	Merit	Distinction
2.6	used correct access equipment	<input type="checkbox"/>		
2.7	followed current environmental and current health and safety regulations	<input type="checkbox"/>		

Task grading rules		Task grade:
To award a <b>pass</b> : every activity in the checklist must be successfully achieved.		
To award a <b>merit</b> : in addition to the above, <b>1</b> out of <b>2</b> graded activities in the checklist must be achieved to <b>at least</b> a merit standard.		
To award a <b>distinction</b> : in addition to both of the above, the <b>2</b> graded activities in the checklist must be achieved to a distinction standard.		
Assessor	Signature & Date	

# Unit 124 Applying Floating Coats to Wall

## Task 2 Apply a floating coat (lightweight plaster) to a pre-plastered surface

<b>Expected time</b>	3 hours
<b>Task instructions</b>	<ul style="list-style-type: none"> <li>Apply a lightweight plaster floating coat to a pre-plastered solid surface (minimum 4m<sup>2</sup>). This will include: <ul style="list-style-type: none"> <li>choosing the method of application</li> <li>selecting the equipment, tools, materials and mix</li> <li>using correct techniques and procedures for application.</li> </ul> </li> <li>Refer to the specification.</li> <li>Maintain a tidy work area during the task and leave the work area clean on completion of the task.</li> <li>Follow current environmental and current health and safety regulations.</li> <li>Appropriate PPE must be worn during this task.</li> </ul>
<b>Diagrams</b>	Figure 1: Specification for floating coats – lightweight plaster – <a href="#">page 41</a>

### Observation checklist

AC	The candidate has	Pass	Merit	Distinction
2.1/ 2.2/ 2.3	selected <ul style="list-style-type: none"> <li>equipment</li> <li>tools</li> <li>materials</li> <li>mix</li> </ul> in accordance with the specification	<input type="checkbox"/>		
2.4/ 2.5	used correct methods and techniques when applying lightweight floating coats to include: <ul style="list-style-type: none"> <li>correct use of equipment and tools</li> <li>application and method of work</li> <li>ruled and lineable in preparation for the following application</li> <li>appearance and key</li> <li>cleanliness of tools and work area</li> </ul> in accordance with the specification	<input type="checkbox"/> All five areas are lineable ( $\pm 3$ mm)	<input type="checkbox"/> All five areas are lineable ( $\pm 3$ mm) and plumbed vertically ( $\pm 3$ mm)	<input type="checkbox"/> All five areas are lineable ( $\pm 3$ mm) and plumbed vertically
		<input type="checkbox"/> Key to correct depth, with no gaps		<input type="checkbox"/> Uniform key to correct depth, with no gaps
2.6	used correct access equipment	<input type="checkbox"/>		
2.7	followed current environmental and current health and safety regulations	<input type="checkbox"/>		

Task grading rules		Task grade:
To award a <b>pass</b> : every activity in the checklist must be successfully achieved.		
To award a <b>merit</b> : in addition to the above, <b>1</b> out of <b>2</b> graded activities in the checklist must be achieved to <b>at least</b> a merit standard.		
To award a <b>distinction</b> : in addition to both of the above, the <b>2</b> graded activities in the checklist must be achieved to a distinction standard.		
Assessor	Signature & Date	

# Unit 125 Applying Setting Coats to Wall

## Task 1 Apply a setting coat to a plasterboard background

<b>Expected time</b>	3 hours and 15 minutes
<b>Task instructions</b>	<ul style="list-style-type: none"> <li>• Mix and apply a setting coat to a plasterboard background (minimum 4m<sup>2</sup>) using two applications. This will include:             <ul style="list-style-type: none"> <li>○ selecting the equipment, tools and materials</li> <li>○ cleaning mixing tools and equipment</li> <li>○ using correct techniques and procedures for application.</li> </ul> </li> <li>• The plasterboard will have beads fixed.</li> <li>• Refer to the specification and diagram.</li> <li>• Maintain a tidy work area during the task and leave the work area clean on completion of the task.</li> <li>• Follow current environmental and current health and safety regulations.</li> <li>• Appropriate PPE must be worn during this task.</li> </ul>
<b>Diagrams</b>	<p>Figure 1: Specification for setting coats – <a href="#">page 42</a></p> <p>Figure 2: Front view of setting coat applied to plasterboard background with fixed beads – <a href="#">page 43</a></p>

### Observation checklist

AC	The candidate has	Pass	Merit	Distinction
2.1/ 2.2	selected <ul style="list-style-type: none"> <li>• equipment</li> <li>• tools</li> <li>• materials</li> </ul> in accordance with the specification	<input type="checkbox"/>		
2.1/ 2.3	mixed plasters <p>considerations to include:</p> <ul style="list-style-type: none"> <li>• quantity</li> <li>• consistency</li> <li>• quality</li> <li>• cleanliness</li> <li>• tools and equipment cleaned immediately after mixing</li> </ul> in accordance with the specification	<input type="checkbox"/> Materials mixed according to specification, but some guidance needed	<input type="checkbox"/> Materials mixed according to specification, minimal guidance needed	<input type="checkbox"/> Materials mixed according to specification, no guidance needed

AC	The candidate has	Pass	Merit	Distinction
2.4/ 2.5	used correct techniques when applying setting coats to include: <ul style="list-style-type: none"> <li>• correct use of equipment and tools</li> <li>• application and method of work including trowelling and finishing</li> <li>• setting coat applied flush to beads</li> <li>• uniform in appearance</li> <li>• cleanliness of tools and work area</li> </ul>	<input type="checkbox"/> Applied evenly to the correct thickness		
		<input type="checkbox"/> Setting coat is flush with the arris of both beads		<input type="checkbox"/> Setting coat is flat against both beads and flush with the arris
		<input type="checkbox"/> Finish is flat, smooth with no more than three minor blemishes or imperfections		<input type="checkbox"/> Finish is flat, smooth and free from blemishes and imperfections
2.6	used correct access equipment	<input type="checkbox"/>		
2.7	followed current environmental and current health and safety regulations	<input type="checkbox"/>		

Task grading rules		Task grade:
To award a <b>pass</b> : every activity in the checklist must be successfully achieved.		
To award a <b>merit</b> : in addition to the above, <b>1</b> out of <b>3</b> graded activities in the checklist must be achieved to <b>at least</b> a merit standard.		
To award a <b>distinction</b> : in addition to both of the above, all <b>3</b> graded activities in the checklist must be achieved to a distinction standard.		
Assessor	Signature & Date	

## Drawings and diagrams

### Unit 121 Prepare Background Surfaces and Mix Plastering Materials

#### Task 4 Prepare, gauge and mix a scratch coat (lime and sand mix)

Figure 1: Specification for scratch coat

#### Specification for scratch coat

**4m<sup>2</sup> solid background (block or brick)**

**Suitable sand based mortar mix (5:2) including additive**

**Thickness 8-11 mm**

## Drawings and diagrams

### Unit 121 Prepare Background Surfaces and Mix Plastering Materials

#### Task 5 Prepare, gauge and mix a floating coat (lime and sand mix)

Figure 1: Specification for floating coats – lime and sand mix

#### **Specification for floating coat – lime and sand based mix**

**4m<sup>2</sup> solid background**

**Suitable sand based mortar mix (5:2) including additive**

**Thickness 8-11 mm**

## Drawings and diagrams

### Unit 121 Prepare Background Surfaces and Mix Plastering Materials

#### Task 6 Prepare, gauge and mix a floating coat (lightweight plaster)

Figure 1: Specification for floating coats – lightweight plaster

#### **Specification for floating coat – lightweight plaster**

**4m<sup>2</sup> solid background**

**Suitable lightweight undercoat plaster**

**Thickness 8-11 mm**

**Completed to industry standards (+/- 3 mm along a 1.8 mm rule)**

## Drawings and diagrams

### Unit 122 Applying Scratch Coats to Internal Backgrounds

#### Task 1 Apply a scratch coat (lime and sand mix) to an internal background

Figure 1: Specification for scratch coat

#### Specification for scratch coat

**4m<sup>2</sup> solid background (block or brick)**

**Suitable sand based mortar mix (5:2) including additive**

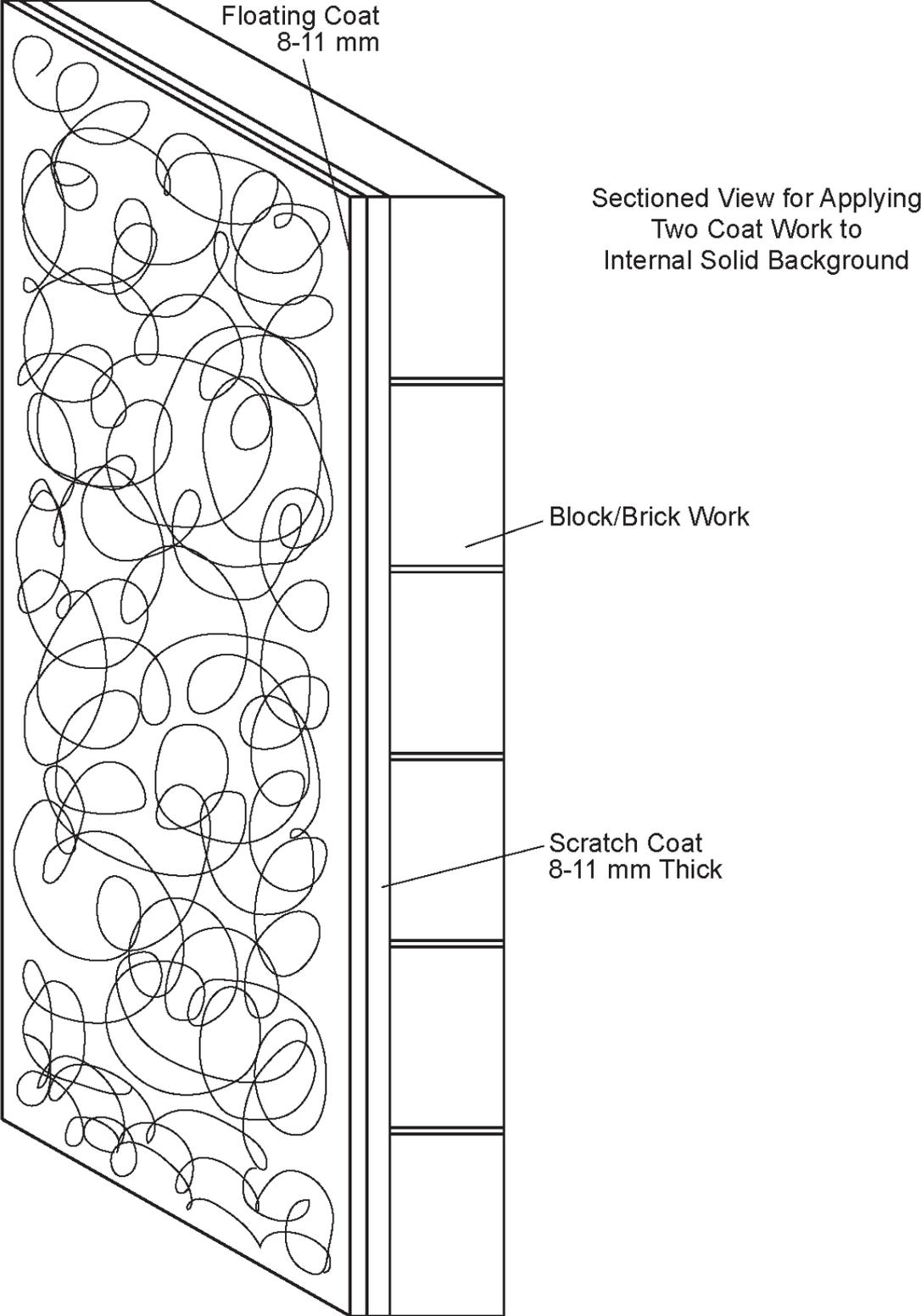
**Thickness 8-11 mm**

**Drawings and diagrams**

**Unit 122 Applying Scratch Coats to Internal Backgrounds**

**Task 1 Apply a scratch coat (lime and sand mix) to an internal background**

Figure 2: Sectioned view for applying scratch coat before floating coat

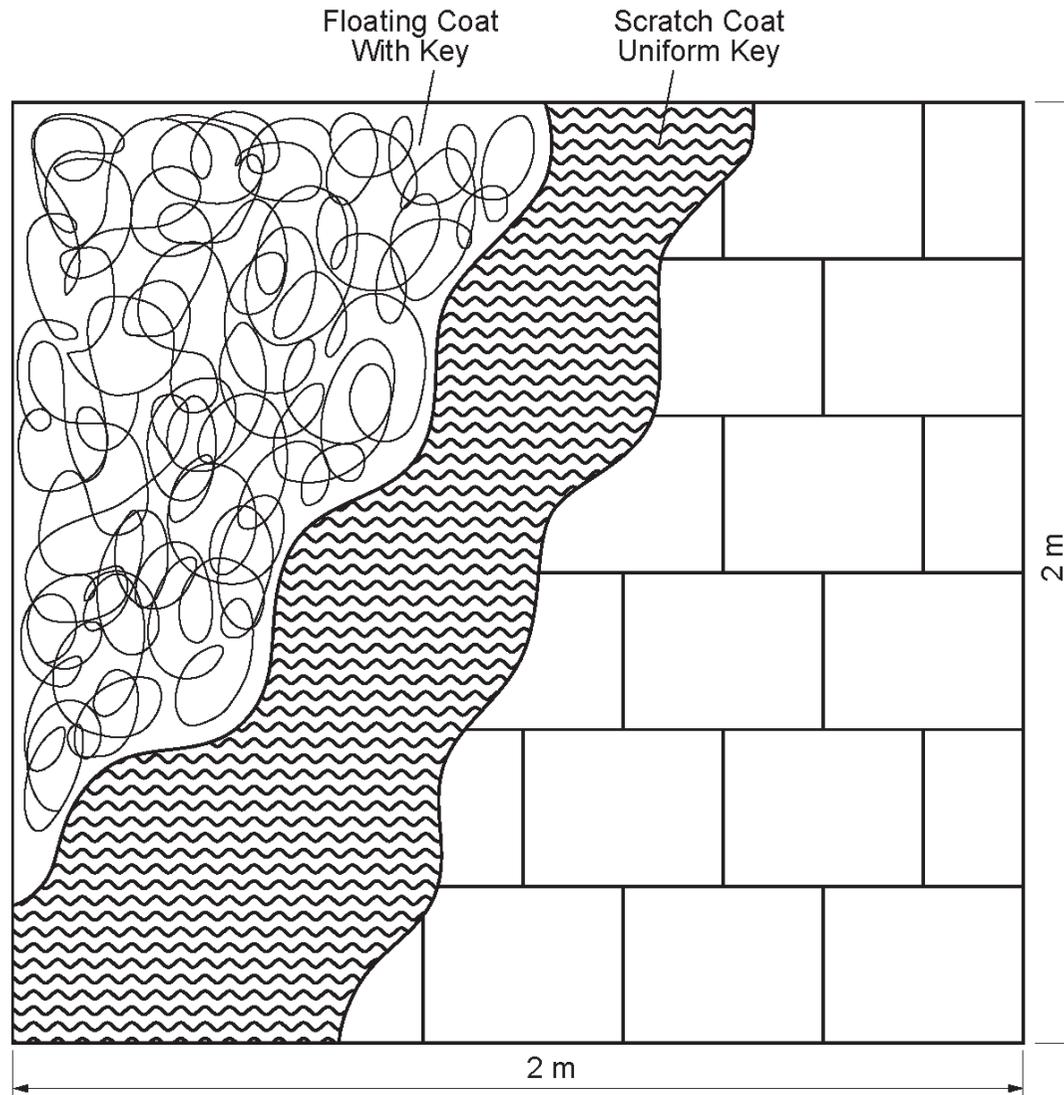


## Drawings and diagrams

### Unit 122 Applying Scratch Coats to Internal Backgrounds

#### Task 1 Apply a scratch coat (lime and sand mix) to an internal background

Figure 3: Front view of applying scratch coat to solid background before floating coat



## Drawings and diagrams

### Unit 123 Fixing Sheet Materials

#### Task 1 Measure, cut and fix plasterboards to a timber stud partition

Figure 1: Specification for fixing plasterboard to a timber stud partition

#### Specification for fixing plasterboard to a timber stud partition

**900 mm x 1800 mm plasterboard (square edge)**

**Minimum thickness 9.5 mm**

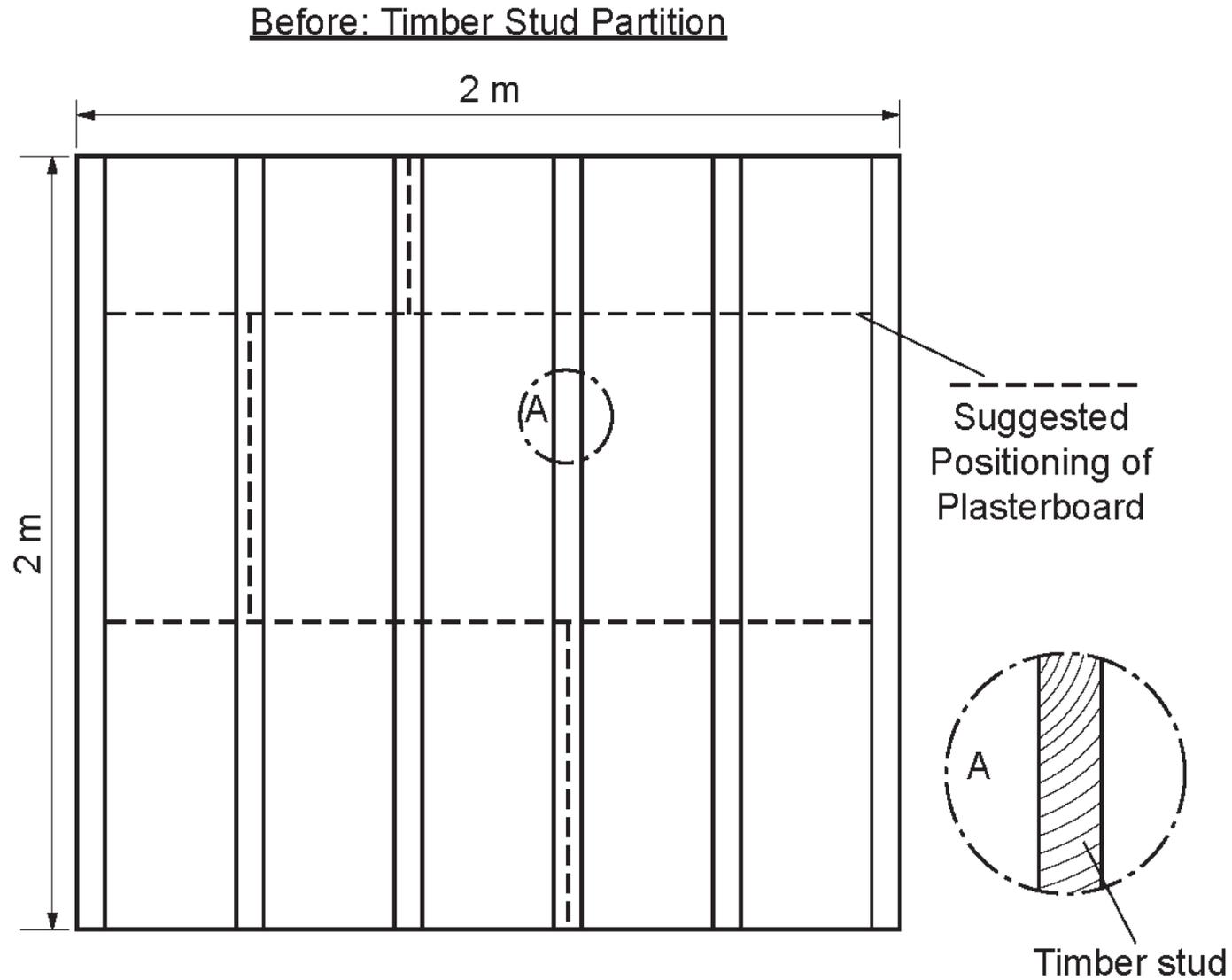
**Fixed with galvanised nails or drywall screws**

## Drawings and diagrams

### Unit 123 Fixing Sheet Materials

#### Task 1 Measure, cut and fix plasterboards to a timber stud partition

Figure 2: Timber stud partition showing suggested positioning of plasterboard

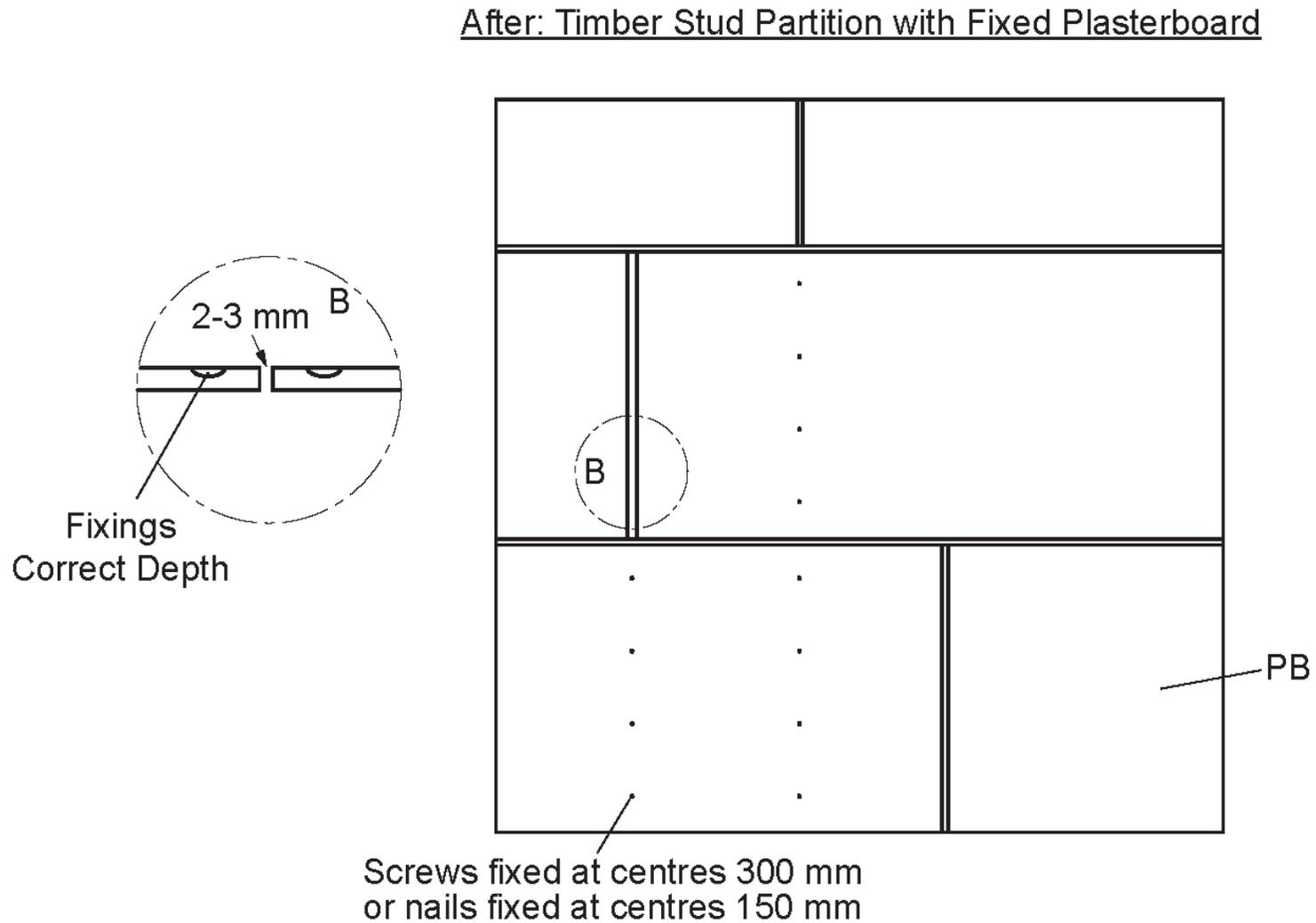


## Drawings and diagrams

### Unit 123 Fixing Sheet Materials

#### Task 1 Measure, cut and fix plasterboards to a timber stud partition

Figure 3: Timber stud partition showing plasterboard fixed



## Drawings and diagrams

### Unit 123 Fixing Sheet Materials

#### Task 2 Measure, cut and fix pre-formed beads and EML

Figure 1: Specification for fixing pre-formed beads and EML

#### Specification for fixing beads and EML

**2.4 m Thin coat stop bead**

**2.4 m Thin coat angle bead**

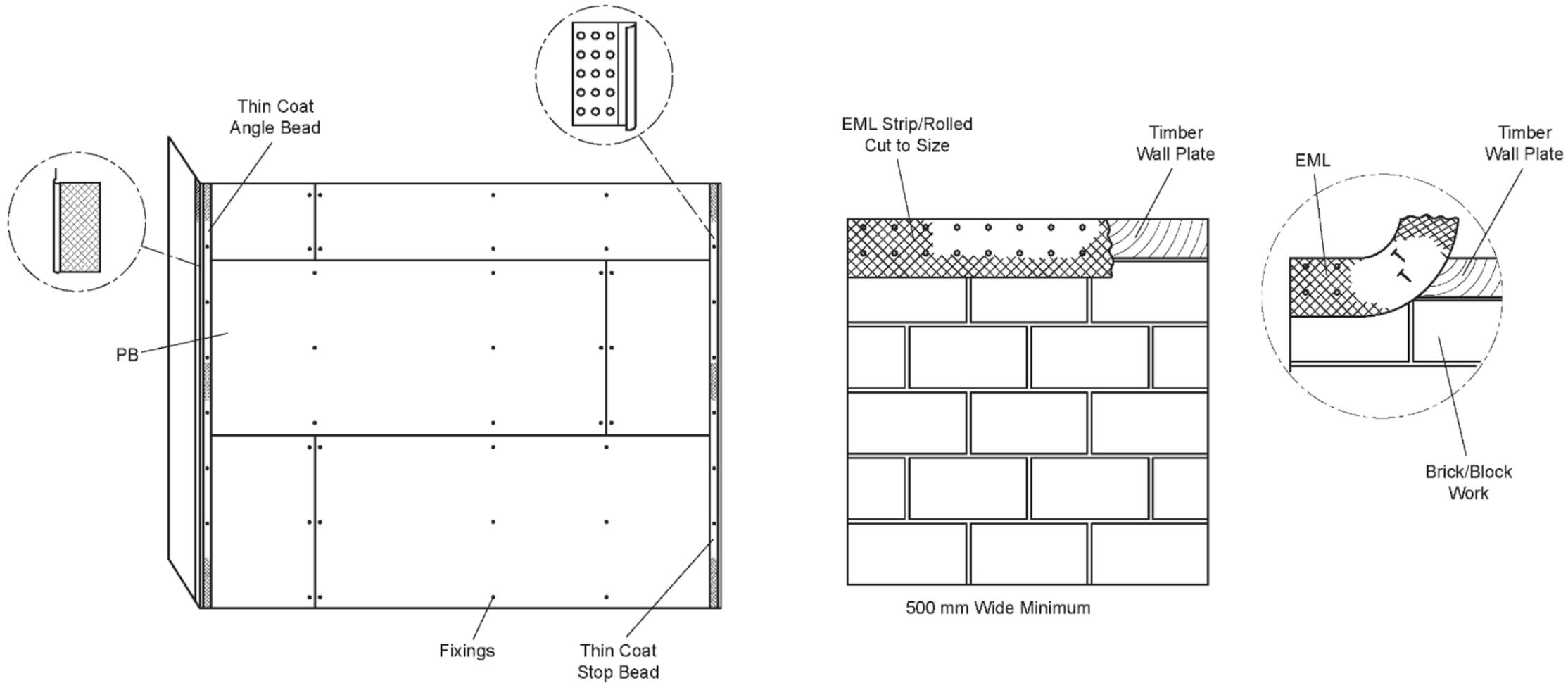
**Expanded metal lath, diamond patten – minimum 500 mm**

## Drawings and diagrams

### Unit 123 Fixing Sheet Materials

#### Task 2 Measure, cut and fix pre-formed beads and EML

Figure 2: Plasterboard surface with pre-formed beads attached and timber wall plate showing fitted EML.



## Drawings and diagrams

### Unit 124 Applying Floating Coats to Wall

#### Task 1 Apply a floating coat (lime and sand mix) to a pre-plastered surface

Figure 1: Specification for floating coat – lime and sand mix

#### **Specification for floating coat – lime and sand based mix**

**4m<sup>2</sup> solid background**

**Suitable sand based mortar mix (5:2) including additive**

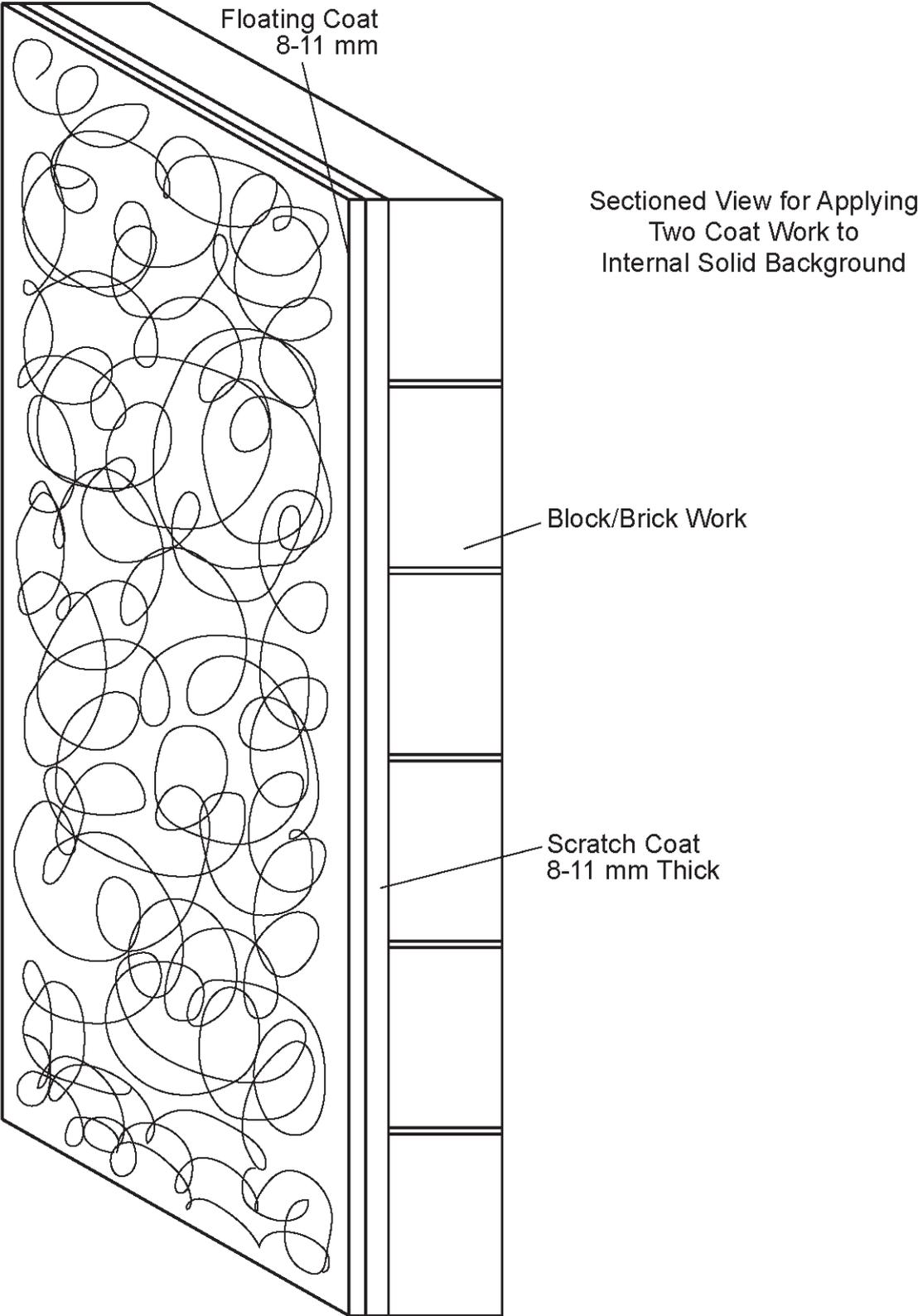
**Thickness 8-11 mm**

**Drawings and diagrams**

**Unit 124 Applying floating coats to wall**

**Task 1 Applying Floating Coats to Wall – Lime and Sand Mix**

Figure 2: Sectioned view for applying floating coat to scratch coated wall

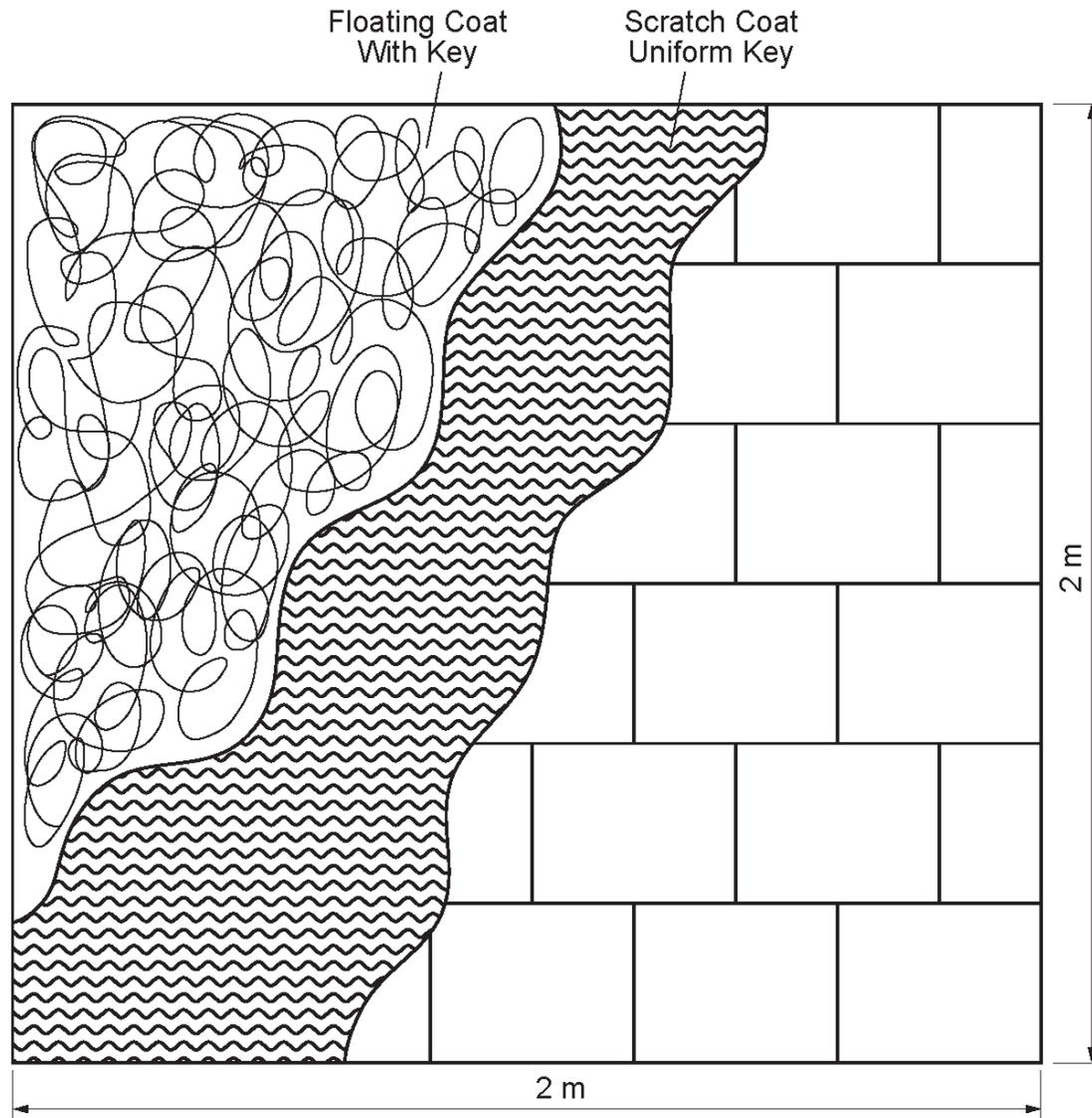


## Drawings and diagrams

### Unit 124 Applying Floating Coats to Wall

#### Task 1 Apply a floating coat (lime and sand mix) to a pre-plastered surface

Figure 3: Front view of applying floating coat to scratch coated wall



## Drawings and diagrams

### Unit 124 Applying Floating Coats to Wall

#### Task 2 Apply a floating coat (lightweight plaster) to a pre-plastered surface

Figure 1: Specification for floating coats – lightweight plaster

#### Specification for floating coat – lightweight plaster

**4m<sup>2</sup> solid background**

**Suitable lightweight undercoat plaster**

**Thickness 8-11 mm**

**Completed to industry standards (+/- 3 mm along a 1.8 mm rule)**

## Drawings and diagrams

### Unit 125 Applying Setting Coats to Wall

#### Task 1 Apply a setting coat to a plasterboard background

Figure 1: Specification for setting coats

#### **Specification for setting coat to plasterboard**

**4m<sup>2</sup> plasterboard background**

**Suitable setting coat plaster**

**Thickness 2-3 mm**

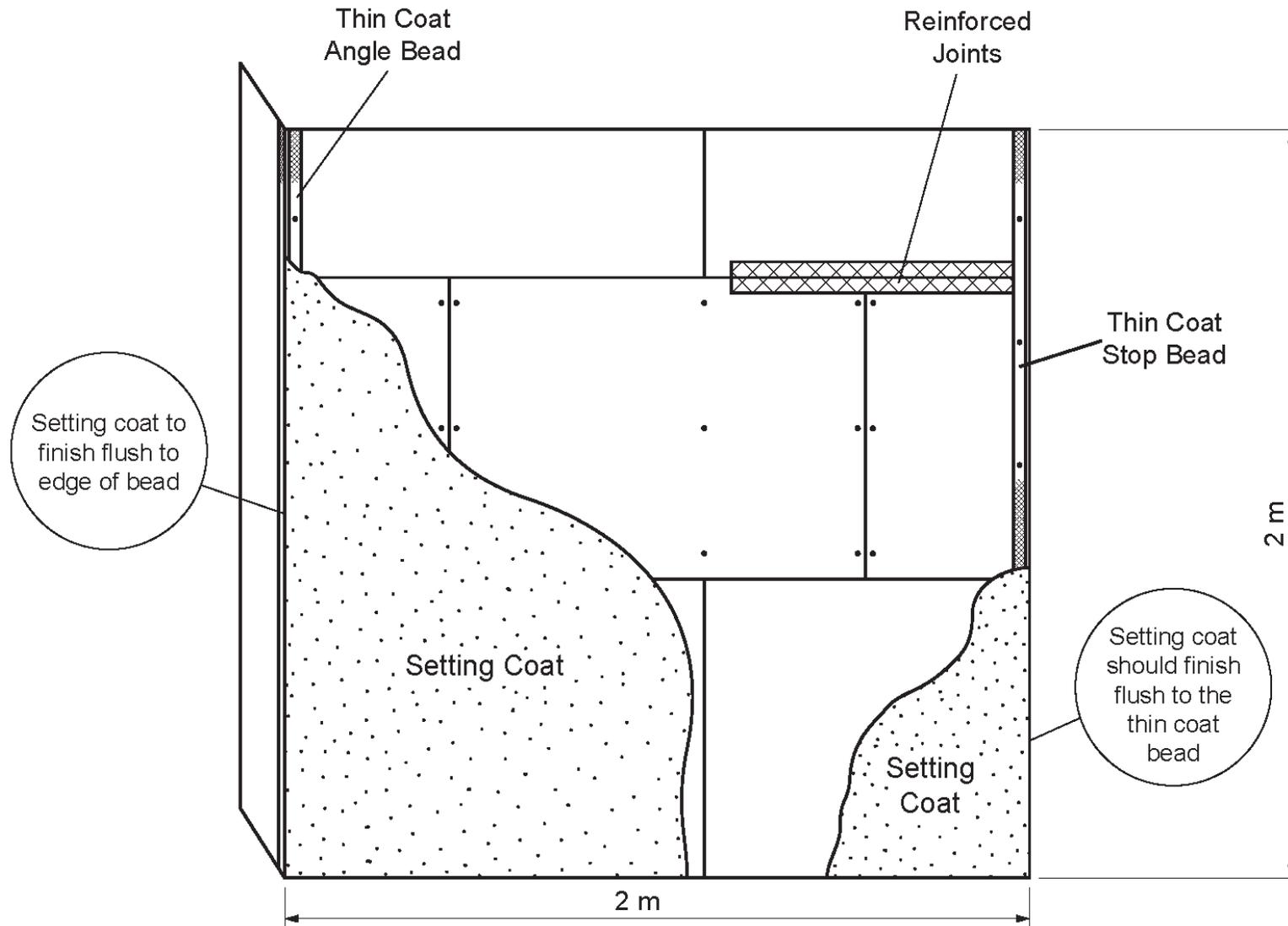
**Self adhesive scrim applied flat, no overlaps**

## Drawings and diagrams

### Unit 125 Applying Setting Coats to Wall

#### Task 1 Apply a setting coat to a plasterboard background with fixed beads

Figure 2: Front view of setting coat applied to plasterboard background with fixed beads



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