



**Qualification Specification for:**

**OCN NI Level 2 Certificate in Craft**

➤ **Qualification No: 601/8166/7**

## Qualification Regulation Information

---

**Qualification Title:** OCN NI Level 2 Certificate in Craft  
**Qualification Number:** 601/8166/7

**Operational start date:** 01 December 2015  
**Operational end date:** 30 September 2029  
**Certification end date:** 30 September 2031

Qualification operational start and end dates indicate the lifecycle of a regulated qualification. The operational end date is the last date by which learners can be registered on a qualification and the certification end date is the last date by which learners can claim their certificate.

All OCN NI regulated qualifications are published to the Register of Regulated Qualifications ( <http://register.ofqual.gov.uk/> ). This site shows the qualifications and awarding organisations regulated by CCEA Regulation and Ofqual.

### OCN NI Contact Details

Open College Network Northern Ireland (OCN NI)  
Sirius House  
10 Heron Road  
Belfast  
BT3 9LE

**Phone:** 028 90463990  
**Web:** [www.ocnni.org.uk](http://www.ocnni.org.uk)

## Foreword

---

This document explains OCN NI's requirements for the delivery and assessment of the following regulated qualification:

→ **OCN NI Level 2 Certificate in Craft**

This specification sets out:

- Qualification features
- Centre requirements for delivering and assessing the qualification
- The structure and content of the qualification
- Assessment requirements for the qualification
- OCN NI's quality assurance arrangements for the qualification
- Administration

OCN NI will notify centres in writing of any major changes to this specification. We will also publish changes on our website at [www.ocni.org.uk](http://www.ocni.org.uk)

This specification is provided online, so the version available on our website is the most up to date publication. It is important to note that copies of the specification that have been downloaded and printed may be different from this authoritative online version.

## Contents

---

<b>Foreword</b> .....	<b>3</b>
<b>About Regulation</b> .....	<b>5</b>
OCN NI.....	5
<b>Qualification Summary</b> .....	<b>6</b>
Sector Subject Area .....	6
Qualification Aim .....	6
Qualification Objectives.....	6
Qualification Target Group .....	6
Progression .....	6
Grading .....	6
NI Entitlement Framework.....	7
Entry Requirements.....	7
Delivery Languages.....	7
<b>Centre Requirements for Delivering the Qualification</b> .....	<b>8</b>
Centre Recognition and Qualification Approval .....	8
Centre Staffing .....	8
Assessors.....	8
Internal Verification.....	9
<b>Structure and Content</b> .....	<b>10</b>
<b>Unit Details</b> .....	<b>12</b>
<b>Quality Assurance of Centre Performance</b> .....	<b>35</b>
External Verification .....	35
Standardisation .....	35
<b>Administration</b> .....	<b>36</b>
Registration .....	36
Certification .....	36
Charges.....	36
Equality, Fairness and Inclusion.....	36

## About Regulation

---

### **OCN NI**

Open College Network Northern Ireland (OCN NI) is a regulated Awarding Organisation based in Northern Ireland. OCN NI is regulated by CCEA Regulation to develop and award professional and technical (vocational) qualifications from Entry Level up to and including Level 5 across all sector areas. In addition, OCN NI is regulated by Ofqual to award similar qualification types in England.

### **The Regulated Qualifications Framework: an overview**

The Regulated Qualifications Framework (RQF) was introduced on 1<sup>st</sup> October 2015: the RQF provides a single framework for all regulated qualifications.

#### **Qualification Level**

The level indicates the difficulty and complexity of the knowledge and skills associated with any qualification. There are eight levels (Levels 1-8) supported by three 'entry' levels (Entry 1-3).

#### **Qualification Size**

Size refers to the estimated total amount of time it could typically take to study and be assessed for a qualification. Size is expressed in terms of Total Qualification Time (TQT), and the part of that time typically spent being taught or supervised, rather than studying alone, is known as Guided Learning Hours (GLH).

## Qualification Summary

---

### Sector Subject Area

9.2 Crafts, creative arts and design

### Qualification Aim

The OCN NI Level 2 Certificate in Craft qualification has been designed to provide learners with an opportunity to develop the knowledge, understanding and skills needed to contribute to craft and design activities.

### Qualification Objectives

The objectives of the qualification are to enable learners to:

- develop creative, imaginative and intuitive skills when undertaking craft activities
- develop practical skills when experimenting / exploring with a broad range of methods and materials

### Qualification Target Group

The qualification is targeted at individuals wishing to pursue a career in craft and/or who wish to develop their skills in this area.

### Progression

This qualification will provide learners with the opportunity to progress to further learning and/or into employment/self-employment within the creative and cultural industries.

### Grading

Grading for this qualification is pass/fail.

## NI Entitlement Framework

The Department of Education sets out the minimum number and range of courses a school should offer at Key Stage 4 and Post-16. The Entitlement Framework (EF) is the Post-14 curriculum which puts the needs of pupils first. It aims to provide access for pupils to a broad and balanced curriculum to enable them to reach their full potential no matter which school they attend or where they live.

The Entitlement Framework is designed to ensure equity and access to educational opportunities for all learners and enables schools to offer a broad and balanced, economically relevant curriculum to meet the needs and aspirations of all pupils. It will guarantee that all pupils have access to a minimum number of courses at Key Stage 4 and Post-16, of which at least one third must be general and one third applied.

The OCN NI Level 2 Certificate in Craft has been approved by the Department of Education and added to the NIEFQAN file.

For further information visit: <https://www.education-ni.gov.uk/articles/qualifications>

## Entry Requirements

There are no formal restrictions on entry. No prior knowledge of craft is required. However, learners must be at least 14 years old on completion of the qualification and receive appropriate advice and guidance on the suitability of the qualification.

## Delivery Languages

This qualification is available in English only at this time. If you wish to offer this qualification in Welsh or Irish (Gaeilge) then please contact OCN NI who will review demand and provide as appropriate.

## Centre Requirements for Delivering the Qualification

---

### Centre Recognition and Qualification Approval

New and existing OCN NI recognised centres must apply for and be granted approval to deliver the qualification prior to the commencement of delivery.

### Centre Staffing

Centres are required to have the following roles in place as a minimum, although a member of staff may hold more than one role\*:

- Centre contact
- Programme Co-ordinator
- Tutor
- Assessor
- Internal Verifier

\*Note: A person cannot be an internal verifier for their own assessments.

### Assessors

OCN NI qualifications are assessed within the centre and are subject to OCN NI's quality assurance processes. Units are achieved through internally set, internally assessed, and internally verified evidence. The centre must agree an assessment plan with OCN NI to be given approval to deliver the qualification.

#### **Assessors must:**

- hold a qualification at least one level above the level of qualification being delivered
- have a minimum of one year's experience in the occupational area they are assessing
- have direct or related relevant experience in assessment
- have a sound understanding of the current National Occupational Standards (NOS)
- assess all assessment tasks and activities



### **Internal Verification**

OCN NI qualifications must be scrutinised through the centre's internal quality assurance processes as part of the recognised centre agreement with OCN NI. The centre must appoint an experienced and trained centre internal verifier whose responsibility is to act as the internal quality monitor for the verification of the delivery and assessment of the qualifications.

The centre must agree a working model for internal verification with OCN NI prior to delivery of the qualification.

#### ***Internal Verifiers must:***

- have direct or related relevant experience in assessment and verification
- have a sound understanding of the current National Occupational Standards (NOS)
- attend OCN NI's internal verifier training

Internal verifiers are required to:

- support tutors and assessors
- sample assessments according to the centre's sampling strategy
- ensure tasks are appropriate to the level being assessed
- maintain up-to-date records supporting the verification of assessment and learner achievement

## Structure and Content

### OCN NI Level 2 Certificate in Craft

Learners must successfully complete a minimum of 15 credits from the Optional units.

Total Qualification Time (TQT) for this qualification: 150 hours

Guided Learning Hours (GLH) for this qualification: 120 hours

Unit Reference Number	OCN NI Unit Code	Unit Title	TQT	Credit Value	Level
<a href="#">L/507/9448</a>	CBD234	Art and Design: Colour Theory and Design	30	3	Two
<a href="#">R/507/9449</a>	CBD235	Constructed Textiles: Methods	30	3	Two
<a href="#">L/507/9451</a>	CBD236	Creative Craft Skills	30	3	Two
<a href="#">J/507/9450</a>	CBD238	Making Mosaics	30	3	Two
<a href="#">D/505/0729</a>	CAW989	Develop Ceramic Techniques Using Materials and Resources	30	3	Two
<a href="#">R/505/0730</a>	CAW990	Develop Floral Crafts Techniques Using Materials and Resources	30	3	Two
<a href="#">Y/505/0731</a>	CAW991	Developing Garment Construction Skills	30	3	Two
<a href="#">D/505/0732</a>	CAW993	Produce and Present Item/s of Jewellery	30	3	Two
<a href="#">R/507/9452</a>	CBD240	Textile Design Skills Development - Production Realisation	30	3	Two
<a href="#">Y/507/9453</a>	CBD241	Textile Workshop - Techniques and Processes	30	3	Two
<a href="#">D/507/9454</a>	CBD242	Use Materials and Resources to Develop Embroidery Techniques	30	3	Two

<a href="#">H/507/9455</a>	CBD243	Use Materials and Resources to Develop Silversmithing Techniques	30	3	Two
<a href="#">K/507/9456</a>	CBD237	Design Project	30	3	Two
<a href="#">M/507/9457</a>	CBD239	Preparation for Employment in the Creative and Cultural Industries	30	3	Two

## Unit Details

Title	Art and Design: Colour Theory and Design	
Level	Level 2	
Credit Value	3	
Guided Learning Hours (GLH)	24	
OCN NI Unit Code	CBD234	
Unit Reference No	L/507/9448	
<p><i>Unit purpose and aim(s):</i> This unit will enable learners to use colour terminology and understand characteristics of colour schemes. Learners will define a colour spectrum and the use of colour in design from an historical perspective. Learners will also outline psychological associations in design plans, describe the spatial impact of colour and evaluate their significance in design projects.</p>		
<b>Learning Outcomes</b>		<b>Assessment Criteria</b>
1. Understand the terminology and concepts employed by colour.	1.1. Discuss the colour features of plans and/or projects using appropriate terminology. 1.2. Describe the characteristics of Monochromatic, Harmonious and Complementary colour schemes.	
2. Know about the elements of the colour spectrum.	2.1. Define what is meant by the colour spectrum. 2.2. Define primary, secondary and tertiary colours. 2.3. Describe how various systems have attempted to standardise colour.	
3. Know about the relevance of colour in different historical periods.	3.1. Describe the historical associations linked to colour. 3.2. Apply elements of design in a contemporary and historical context.	
4. Know about the psychological associations linked to colour.	4.1. Describe the significance of psychological associations when planning design plans and projects. 4.2. Outline ways they can be employed.	
5. Know about the spatial impact of colour.	5.1. Describe the impact of colour on an individual's perception of space.	
6. Be able to recognise the psychological associations linked to colour.	6.1. Analyse the psychological associations linked to specified colours. 6.2. Evaluate the significance of these associations when planning design projects.	
<b>Assessment Guidance</b>		
<p>The following method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.</p>		
<b>Assessment Method</b>	<b>Definition</b>	<b>Possible Content</b>
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion

Practical demonstration /assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log
Oral examination	An assessor poses questions to the learner in spoken form. The learner has to answer the question in such a way as to demonstrate sufficient knowledge of the subject in order to pass the exam.	Tutor notes / record Audio/video record Record of observation
Coursework	Research or projects that count towards a learner's final outcome and demonstrates the skills and/or knowledge gained throughout the course	Record of observation Learner notes/ written work Tutor notes/record Audio/video/photographic record Learner log/diary

Title	Constructed Textiles: Methods	
Level	Level 2	
Credit Value	3	
Guided Learning Hours (GLH)	24	
OCN NI Unit Code	CBD235	
Unit Reference No	R/507/9449	
<i>Unit purpose and aim(s):</i> This unit will enable learners to carry out textile research using a sketchbook to develop ideas. Learners will experiment safely with textiles and produce samples of work. Learners will also apply technical and theoretical information to practical processes and investigate historical and contemporary influences.		
Learning Outcomes		Assessment Criteria
1. Know the value of sketchbook methodology.	1.1. Collect and use supporting research and notation including sketchbooks. 1.2. Select items from research and sketchbooks to influence and develop own textile work.	
2. Be able to experiment with constructed textiles.	2.1. Experiment with constructed textile processes to explore the following: a) colour b) texture c) pattern d) line and tone 2.2. Use ideas to produce samples.	
3. Know how to use technical equipment within constructed textiles.	3.1. Produce samples, showing the scope and potential of equipment within constructed textiles. 3.2. Apply technical and theoretical information to practical processes within constructed textiles.	
4. Understand historical and contemporary practice pertaining to constructed textiles.	4.1. Give examples of historical and contemporary practice. 4.2. Relate examples of historical and contemporary practice to practical work.	
5. Understand Health and Safety issues.	5.1. Carry out identified Health and Safety procedures. 5.2. Demonstrate safe studio practice.	
Assessment Guidance		
The following method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.		
Assessment Method	Definition	Possible Content
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Practical demonstration /assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log

Oral examination	An assessor poses questions to the learner in spoken form. The learner has to answer the question in such a way as to demonstrate sufficient knowledge of the subject in order to pass the exam.	Tutor notes / record Audio/video record Record of observation
Coursework	Research or projects that count towards a learner's final outcome and demonstrates the skills and/or knowledge gained throughout the course	Record of observation Learner notes/ written work Tutor notes/record Audio/video/photographic record Learner log/diary

Title	Creative Craft Skills	
Level	Level 2	
Credit Value	3	
Guided Learning Hours (GLH)	24	
OCN NI Unit Code	CBD236	
Unit Reference No	L/507/9451	
<p><i>Unit purpose and aim(s):</i> This unit will enable learners to source information to develop craft ideas and demonstrate practical activities following agreed safety procedures. Learners will use a sketchbook to develop ideas. Learners will also select appropriate materials/equipment, experiment with different creative techniques and assess their own performance.</p>		
<b>Learning Outcomes</b>		<b>Assessment Criteria</b>
1. Understand the health and safety requirements related to creative activity.	1.1. Identify studio and/or work room safety rules. 1.2. Follow studio and/or work room safety rules. 1.3. Use materials and art room equipment safely.	
2. Be able to develop own ideas for creative activity.	2.1. Identify information sources that can be used to develop own ideas. 2.2. Use identified sources to develop own ideas. 2.3. Identify ways of incorporating ideas creatively to take forward practical activity.	
3. Know how to experiment with media using a sketchbook and/or journal.	3.1. Refer to the work of other artisans/craft workers/designers and/or cultures to initiate own ideas. 3.2. Draw upon the work of others when using a sketchbook and/or journal to illustrate development of own ideas. 3.3. Comment on ideas development identifying possible outcomes in relation to creative activity.	
4. Know how to use a range of materials and equipment.	4.1. Select and use a range of materials/equipment needed for chosen activity to meet intended outcomes. 4.2. Experiment with the materials/equipment selected giving reasons for choice/s. 4.3. Comment on results.	
5. Understand techniques that can be used to undertake creative activity.	5.1. Select techniques to execute activity and meet intended outcomes. 5.2. Experiment with selected techniques. 5.3. Comment on the effectiveness of the selected techniques in meeting intended outcomes.	
<b>Assessment Guidance</b>		
<p>The following method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.</p>		
<b>Assessment Method</b>	<b>Definition</b>	<b>Possible Content</b>
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion



Practical demonstration /assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log
Oral examination	An assessor poses questions to the learner in spoken form. The learner has to answer the question in such a way as to demonstrate sufficient knowledge of the subject in order to pass the exam.	Tutor notes / record Audio/video record Record of observation
Coursework	Research or projects that count towards a learner's final outcome and demonstrates the skills and/or knowledge gained throughout the course	Record of observation Learner notes/ written work Tutor notes/record Audio/video/photographic record Learner log/diary

Title	Making Mosaics	
Level	Level 2	
Credit Value	3	
Guided Learning Hours (GLH)	24	
OCN NI Unit Code	CBD238	
Unit Reference No	J/507/9450	
<i>Unit purpose and aim(s):</i> This unit will enable learners to design a piece of mosaic work, demonstrate material manipulation, cutting and support. Learners will select and use appropriate adhesives, apply grout and demonstrate safe studio practice.		
<b>Learning Outcomes</b>		<b>Assessment Criteria</b>
1. Be able to design a piece of work suitable for mosaic.	1.1. Produce a series of designs that show the development of a piece of work for mosaic. 1.2. Describe potential problems related to the design and images needed for mosaics.	
2. Be able to work with tesserae.	2.1. Manipulate materials. 2.2. Cut tesserae accurately. 2.3. Prepare supports and base with the correct seal.	
3. Be able to use glues and adhesives to lay and seal the tesserae.	3.1. Select glues and adhesives to use with tesserae. 3.2. Use glues and adhesives to lay and seal the tesserae.	
4. Be able to grout up the final panel.	4.1. Apply grout suitable for a mosaic.	
5. Understand Health and Safety procedures and safe studio practice.	5.1. Identify Health and Safety procedures. 5.2. Work safely in the studio.	
<b>Assessment Guidance</b>		
The following method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.		
<b>Assessment Method</b>	<b>Definition</b>	<b>Possible Content</b>
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Practical demonstration /assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log
Oral examination	An assessor poses questions to the learner in spoken form. The learner has to answer the question in such a way as to demonstrate sufficient knowledge of the subject in order to pass the exam.	Tutor notes / record Audio/video record Record of observation
Coursework	Research or projects that count towards a learner's final outcome and demonstrates the skills and/or knowledge gained throughout the course	Record of observation Learner notes/ written work Tutor notes/record Audio/video/photographic record Learner log/diary

Title	Develop Ceramic Techniques Using Materials and Resources	
Level	Level 2	
Credit Value	3	
Guided Learning Hours (GLH)	24	
OCN NI Unit Code	CAW989	
Unit Reference No	D/505/0729	
<i>Unit purpose and aim(s):</i> This unit will enable learners to use materials and resources to develop ceramic techniques giving reasons for the selection made. Learners will demonstrate ceramic techniques safely.		
<b>Learning Outcomes</b>	<b>Assessment Criteria</b>	
1. Understand how to use materials and resources to develop ceramics techniques.	1.1. Describe available materials and techniques for your ceramics item(s). 1.2. Use a range of tools and equipment. 1.3. Demonstrate the use of materials, techniques and resources to make ceramics. 1.4. Give reasons for your choice of resources, materials and techniques. 1.5. Demonstrate technical skills required to make effective use of materials, techniques and resources for your ceramic item(s). 1.6. Maintain a safe working environment.	
<b>Assessment Guidance</b>		
The following method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.		
<b>Assessment Method</b>	<b>Definition</b>	<b>Possible Content</b>
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Practical demonstration /assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log
Oral examination	An assessor poses questions to the learner in spoken form. The learner has to answer the question in such a way as to demonstrate sufficient knowledge of the subject in order to pass the exam.	Tutor notes / record Audio/video record Record of observation
Coursework	Research or projects that count towards a learner's final outcome and demonstrates the skills and/or knowledge gained throughout the course	Record of observation Learner notes/ written work Tutor notes/record Audio/video/photographic record Learner log/diary

Title	Develop Floral Crafts Techniques Using Materials and Resources	
Level	Level 2	
Credit Value	3	
Guided Learning Hours (GLH)	24	
OCN NI Unit Code	CAW990	
Unit Reference No	R/505/0730	
<i>Unit purpose and aim(s):</i> This unit will enable learners to demonstrate the use of appropriate tools/equipment, techniques and resources to develop floral craft techniques. Learners will demonstrate safe working practices.		
<b>Learning Outcomes</b>	<b>Assessment Criteria</b>	
1. Understand how to use materials and resources to develop floral crafts techniques.	1.1. Describe available materials and techniques for your floral crafts item(s). 1.2. Use a range of tools and equipment. 1.3. Demonstrate the use of materials, techniques and resources to make floral crafts. 1.4. Give reasons for your choice of resources, materials and techniques. 1.5. Demonstrate technical skills required to make effective use of materials, techniques and resources for your floral crafts item(s). 1.6. Maintain a safe working environment.	
<b>Assessment Guidance</b>		
The following method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.		
<b>Assessment Method</b>	<b>Definition</b>	<b>Possible Content</b>
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Practical demonstration /assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log
Oral examination	An assessor poses questions to the learner in spoken form. The learner has to answer the question in such a way as to demonstrate sufficient knowledge of the subject in order to pass the exam.	Tutor notes / record Audio/video record Record of observation

Coursework	Research or projects that count towards a learner's final outcome and demonstrates the skills and/or knowledge gained throughout the course	Record of observation Learner notes/ written work Tutor notes/record Audio/video/photographic record Learner log/diary
------------	---	--

Title	Developing Garment Construction Skills	
Level	Level 2	
Credit Value	3	
Guided Learning Hours (GLH)	24	
OCN NI Unit Code	CAW991	
Unit Reference No	Y/505/0731	
<i>Unit purpose and aim(s):</i> This unit will enable learners to research current fashion trends, identify fabric/pattern factors and demonstrate safe working practices. Learners will cut out garment pieces, prepare samples using appropriate equipment and produce a garment.		
<b>Learning Outcomes</b>		<b>Assessment Criteria</b>
1. Understand safe working procedures.	1.1. Demonstrate safe working practice.	1.2. Use equipment safely.
2. Understand current fashion trends.	2.1. Carry out research into current fashion trends.	
3. Understand factors in relation to choice of fabric, haberdashery and pattern.	3.1. Describe factors in relation to choice of fabric, haberdashery and pattern.	
4. Be able to cut out the garment pieces correctly to the given lay plan.	4.1. Demonstrate how to cut out the garment pieces correctly to the given lay plan.	
5. Be able to construct and press samples and garment pieces using appropriate equipment and techniques.	5.1. Create and press samples and garment pieces using appropriate equipment and techniques.	
6. Be able to produce garment to specification.	6.1. Produce garment to specification.	
<b>Assessment Guidance</b>		
The following method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.		
<b>Assessment Method</b>	<b>Definition</b>	<b>Possible Content</b>
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Practical demonstration /assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log
Oral examination	An assessor poses questions to the learner in spoken form. The learner has to answer the question in such a way as to demonstrate sufficient knowledge of the subject in order to pass the exam.	Tutor notes / record Audio/video record Record of observation
Coursework	Research or projects that count towards a learner's final outcome and demonstrates the skills and/or knowledge gained throughout the course	Record of observation Learner notes/ written work Tutor notes/record Audio/video/photographic record Learner log/diary

Title	Produce and Present Item/s of Jewellery	
Level	Level 2	
Credit Value	3	
Guided Learning Hours (GLH)	24	
OCN NI Unit Code	CAW993	
Unit Reference No	D/505/0732	
<i>Unit purpose and aim(s):</i> This unit will enable learners to use ideas and technical skills to produce jewellery items. Learners will work safely and present jewellery in an appropriate context.		
<b>Learning Outcomes</b>		<b>Assessment Criteria</b>
1. Produce item(s) of jewellery.	1.1. Plan and prepare for production of jewellery item(s). 1.2. Use ideas and experiences to inform production of jewellery item(s). 1.3. Produce the jewellery item(s) using a competent level of technical skill.	
2. Present jewellery item(s).	2.1. Present jewellery item(s) in an appropriate context. 2.2. Maintain a safe working environment.	
<b>Assessment Guidance</b>		
The following method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.		
<b>Assessment Method</b>	<b>Definition</b>	<b>Possible Content</b>
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Practical demonstration /assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log
Oral examination	An assessor poses questions to the learner in spoken form. The learner has to answer the question in such a way as to demonstrate sufficient knowledge of the subject in order to pass the exam.	Tutor notes / record Audio/video record Record of observation
Coursework	Research or projects that count towards a learner's final outcome and demonstrates the skills and/or knowledge gained throughout the course	Record of observation Learner notes/ written work Tutor notes/record Audio/video/photographic record Learner log/diary

Title	Textile Design Skills Development - Production Realisation	
Level	Level 2	
Credit Value	3	
Guided Learning Hours (GLH)	24	
OCN NI Unit Code	CBD240	
Unit Reference No	R/507/9452	
<p><i>Unit purpose and aim(s):</i> This unit will enable learners to use textile design applications, develop an idea through production to a finished item. Learners will apply practical and technical skills in production, use time management to work to deadlines and carry out appropriate health and safety practice.</p>		
<b>Learning Outcomes</b>		<b>Assessment Criteria</b>
1. Know how to execute a finished piece of textile design work using textile design applications.	1.1. Use textile design applications to execute a finished piece of textile design work. 1.2. Describe the execution process and how textile design applications were incorporated.	
2. Know how to translate research and design development work through all the stages of production.	2.1. Demonstrate the ability to develop on an initial idea through all the stages of design and production to a finished piece/body of textile design work.	
3. Know how to combine personal creativity and technical competence in the production of work.	3.1. Apply a range of practical and technical skills to develop work.	
4. Understand the need for time management and work to set deadlines.	4.1. Use time management skills to organise work, work in an orderly manner and adhere to deadlines.	
5. Understand Health and Safety issues and safe studio practice.	5.1. Carry out Health and Safety procedures and safe studio practice.	
<b>Assessment Guidance</b>		
The following method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.		
<b>Assessment Method</b>	<b>Definition</b>	<b>Possible Content</b>
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Practical demonstration /assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log
Oral examination	An assessor poses questions to the learner in spoken form. The learner has to answer the question in such a way as to demonstrate sufficient knowledge of the subject in order to pass the exam.	Tutor notes / record Audio/video record Record of observation



Coursework	Research or projects that count towards a learner's final outcome and demonstrates the skills and/or knowledge gained throughout the course	Record of observation Learner notes/ written work Tutor notes/record Audio/video/photographic record Learner log/diary
------------	---	--

Title	Textile Workshop - Techniques and Processes	
Level	Level 2	
Credit Value	3	
Guided Learning Hours (GLH)	24	
OCN NI Unit Code	CBD241	
Unit Reference No	Y/507/9453	
<i>Unit purpose and aim(s):</i> This unit will enable learners to develop safe practical/technical skills in textile applications. Learners will document technical, research and sourced information. Learners will use a variety of techniques in textile production, highlighting problems and solutions.		
<b>Learning Outcomes</b>		<b>Assessment Criteria</b>
1. Understand processes and technical skills relevant to specific applications of textile design.	1.1. Demonstrate a progressive development of practical skills and awareness of techniques relevant to specific textile applications.	
2. Understand the need to document technical information, research and source material.	2.1. Demonstrate how to show evidence of the documentation of technical information and personal research and source material.	
3. Understand a wide range of techniques and their potential for applications within the wider context of textile design.	3.1. Use a variety of techniques, processes and materials to produce a range of experimental samples.	
4. Understand different ways to solve problems with textiles.	4.1. Give the positive and negative points of examples of work, which show problem solving activities. 4.2. Assess how effective these are/were.	
5. Understand Health and Safety issues and safe studio practice.	5.1. Carry out Health and Safety procedures and safe studio practice.	
<b>Assessment Guidance</b>		
The following method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.		
<b>Assessment Method</b>	<b>Definition</b>	<b>Possible Content</b>
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Practical demonstration /assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log
Oral examination	An assessor poses questions to the learner in spoken form. The learner has to answer the question in such a way as to demonstrate sufficient knowledge of the subject in order to pass the exam.	Tutor notes / record Audio/video record Record of observation
Coursework	Research or projects that count towards a learner's final outcome and demonstrates the skills and/or knowledge gained throughout the course	Record of observation Learner notes/ written work Tutor notes/record Audio/video/photographic record Learner log/diary

Title	Use Materials and Resources to Develop Embroidery Techniques	
Level	Level 2	
Credit Value	3	
Guided Learning Hours (GLH)	24	
OCN NI Unit Code	CBD242	
Unit Reference No	D/507/9454	
<i>Unit purpose and aim(s):</i> This unit will enable learners to identify and select appropriate materials, tools and equipment to develop embroidery techniques. Learners will safely demonstrate different embroidery techniques using a variety of materials.		
<b>Learning Outcomes</b>	<b>Assessment Criteria</b>	
1. Know how to use material and resources to develop embroidery techniques.	1.1. Identify the properties of available materials that can be used for embroidery. 1.2. Select suitable materials and techniques to use for own embroidery. 1.3. Give reasons for choices of materials and techniques. 1.4. Use tools and equipment to embroider items.	
2. Be able to embroider using different techniques and materials.	2.1. Identify the technical skills required to make effective use of materials, techniques and resources for own embroidery item(s). 2.2. Use own technical embroidery skills to make effective use of materials, techniques and resources. 2.3. Justify choice of resources, materials and techniques. 2.4. Maintain a safe working environment.	
<b>Assessment Guidance</b>		
The following method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.		
<b>Assessment Method</b>	<b>Definition</b>	<b>Possible Content</b>
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Practical demonstration /assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log
Oral examination	An assessor poses questions to the learner in spoken form. The learner has to answer the question in such a way as to demonstrate sufficient knowledge of the subject in order to pass the exam.	Tutor notes / record Audio/video record Record of observation

Coursework	Research or projects that count towards a learner's final outcome and demonstrates the skills and/or knowledge gained throughout the course	Record of observation Learner notes/ written work Tutor notes/record Audio/video/photographic record Learner log/diary
------------	---	--

Title	Use Materials and Resources to Develop Silversmithing Techniques	
Level	Level 2	
Credit Value	3	
Guided Learning Hours (GLH)	24	
OCN NI Unit Code	CBD243	
Unit Reference No	H/507/9455	
<i>Unit purpose and aim(s):</i> This unit will enable learners to identify materials, techniques, tools and equipment suitable for silversmithing. Learners will safely demonstrate technical skills and justify their choice of materials and resources.		
<b>Learning Outcomes</b>		<b>Assessment Criteria</b>
1. Know how to use material and resources to develop silversmithing techniques.	1.1. Identify the properties of available materials that can be used for silversmithing. 1.2. Select suitable materials and techniques to use for own silversmithing. 1.3. Give reasons for choices of materials and techniques. 1.4. Use tools and equipment to silversmith items.	
2. Be able to use skills in silversmithing.	2.1. Identify the technical skills required to make effective use of materials, techniques and resources for silversmithing item(s). 2.2. Justify choice of resources, materials and techniques. 2.3. Justify choice of resources, materials and techniques. 2.4. Maintain a safe working environment.	
<b>Assessment Guidance</b>		
The following method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.		
<b>Assessment Method</b>	<b>Definition</b>	<b>Possible Content</b>
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Practical demonstration /assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log
Oral examination	An assessor poses questions to the learner in spoken form. The learner has to answer the question in such a way as to demonstrate sufficient knowledge of the subject in order to pass the exam.	Tutor notes / record Audio/video record Record of observation

Coursework	Research or projects that count towards a learner's final outcome and demonstrates the skills and/or knowledge gained throughout the course	Record of observation Learner notes/ written work Tutor notes/record Audio/video/photographic record Learner log/diary
------------	---	--

Title	Design Project	
Level	Level 2	
Credit Value	3	
Guided Learning Hours (GLH)	24	
OCN NI Unit Code	CBD237	
Unit Reference No	K/507/9456	
<i>Unit purpose and aim(s):</i> This unit will enable learners to research appropriate materials for a specific project. Learners will plan work and identify key deadlines within agreed safety guidelines. Learners will meet a project brief, justify any changes made and review the quality of their work.		
<b>Learning Outcomes</b>		<b>Assessment Criteria</b>
1. Know how to source research material appropriate to the needs of the project.	1.1. Identify relevant sources of material. 1.2. Collate research material and background information in a logical order.	
2. Be able to plan work to meet deadlines using time management skills.	2.1. Produce an organised plan of work. 2.2. Monitor work plan, re-scheduling where necessary. 2.3. Adhere to identified key deadlines.	
3. Know how to translate project ideas into final product.	3.1. Use a sketchbook and/or journal to show development of ideas with reference to the work of others. 3.2. Produce work that shows the development of ideas through all stages of production.	
4. Be able to plan, develop and complete the design projects using appropriate materials and techniques.	4.1. Complete the design project to meet the brief. 4.2. Complete the work in line with the work plan. 4.3. Justify any changes to the initial timelines as identified in the work plan. 4.4. Select and apply a range of practical and technical skills relevant to the chosen project.	
5. Understand the need to reflect on own design work.	5.1. Assess their work identifying strengths and weaknesses at each stage. 5.2. Review the quality and effectiveness of the work undertaken to complete the design. 5.3. Make recommendations for improvement or further development.	
6. Understand Health and Safety issues.	6.1. Carry out Health and Safety procedures.	
<b>Assessment Guidance</b>		
The following method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.		
<b>Assessment Method</b>	<b>Definition</b>	<b>Possible Content</b>
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion

Practical demonstration /assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log
Oral examination	An assessor poses questions to the learner in spoken form. The learner has to answer the question in such a way as to demonstrate sufficient knowledge of the subject in order to pass the exam.	Tutor notes / record Audio/video record Record of observation
Coursework	Research or projects that count towards a learner's final outcome and demonstrates the skills and/or knowledge gained throughout the course	Record of observation Learner notes/ written work Tutor notes/record Audio/video/photographic record Learner log/diary



Title	Preparation for Employment in the Creative and Cultural Industries	
Level	Level 2	
Credit Value	3	
Guided Learning Hours (GLH)	24	
OCN NI Unit Code	CBD239	
Unit Reference No	M/507/9457	
<p><i>Unit purpose and aim(s):</i> This unit will enable learners to identify information sources related to the creative/cultural industries, describe employment roles and knowledge/skills/qualities required. Learners will identify personal goals and actions needed for a future career and provide examples of a CV for a career portfolio.</p>		
<b>Learning Outcomes</b>		<b>Assessment Criteria</b>
1. Be able to recognise employment opportunities in the creative and cultural industries.	1.1. Describe key sources of information, advice and guidance on employment and training in the creative and cultural industries. 1.2. Describe a range of employment roles. 1.3. Comment on two creative and cultural roles of personal career interest.	
2. Be able to recognise own strengths and weaknesses.	2.1. Describe knowledge and qualities acquired through past experiences. 2.2. Comment on the skills, knowledge and personal qualities requiring development.	
3. Be able to identify future opportunities and goals.	3.1. Identify and describe realistic goals for developing skills and acquiring knowledge, to achieve potential career aims. 3.2. Describe actions required to achieve goals.	
4. Understand the value of CVs and portfolios in personal and career development.	4.1. Describe the core elements of a CV. 4.2. Describe the core elements of a portfolio/repertoire. 4.3. Give examples of the use of CVs and/or portfolios for career development.	
<b>Assessment Guidance</b>		
The following method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.		
<b>Assessment Method</b>	<b>Definition</b>	<b>Possible Content</b>
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Practical demonstration /assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log
Oral examination	An assessor poses questions to the learner in spoken form. The learner has to answer the question in such a way as to demonstrate sufficient knowledge of the subject in order to pass the exam.	Tutor notes / record Audio/video record Record of observation

Coursework	Research or projects that count towards a learner's final outcome and demonstrates the skills and/or knowledge gained throughout the course	Record of observation Learner notes/ written work Tutor notes/record Audio/video/photographic record Learner log/diary
------------	---	--

## Quality Assurance of Centre Performance

---

### External Verification

All OCN NI recognised centres are subject to External Verification. External verification visits and monitoring activities will be conducted annually to confirm continued compliance with the conditions of recognition, review the centre's risk rating for the qualification and to assure OCN NI of the maintenance of the integrity of the qualification.

The External Verifier will review the delivery and assessment of this qualification. This will include the review of a sample of assessment evidence and evidence of the internal verification of assessment and assessment decisions. This will form the basis of the EV report and will inform OCN NI's annual assessment of centre compliance and risk. The External Verifier is appointed by OCN NI.

### Standardisation

As a process, standardisation is designed to ensure consistency and promote good practice in understanding and application of standards. Standardisation events:

- make qualified statements about the level of consistency in assessment across centres delivering a qualification
- make statements on the standard of evidence that is required to meet the assessment criteria for units in a qualification
- make recommendations on assessment practice
- produce advice and guidance for the assessment of units
- identify good practice in assessment and internal verification

Centres offering units of an OCN NI qualification must attend and contribute assessment materials and learner evidence for standardisation events if requested.

OCN NI will notify centres of the nature of sample evidence required for standardisation events (this will include assessment materials, learner evidence and relevant assessor and internal verifier documentation). OCN NI will make standardisation summary reports available and correspond directly with centres regarding event outcomes.

## Administration

---

### Registration

A centre must register learners within 20 working days of commencement of this qualification.

### Certification

Certificates will be issued to centres within 20 working days of receipt of correctly completed results marksheets. It is the responsibility of the centre to ensure that certificates received from OCN NI are held securely and distributed to learners promptly and securely.

### Charges

OCN NI publishes all up to date qualification fees in its Fees and Invoicing Policy document. Further information can be found on the centre login area of the OCN NI website.

### Equality, Fairness and Inclusion

OCN NI has considered the requirements of equalities legislation in developing the specification for this qualification.

For further information and guidance relating to access to fair assessment and the OCN NI Reasonable Adjustments and Special Considerations policies, centres should refer to the OCN NI website.

## **OCN NI Level 2 Certificate in Craft**

**Qualification Number: 601/8166/7**

---

Operational start date: 01 December 2015  
Operational end date: 30 September 2029  
Certification end date: 30 September 2031

Open College Network Northern Ireland (OCN NI)  
Sirius House  
10 Heron Road  
Belfast  
BT3 9LE

Phone: 028 90463990  
Web: [www.ocnni.org.uk](http://www.ocnni.org.uk)