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རིག་ཐུང་ཤོད་འཕེལ་དང་ལས་མི་འཆར་གཞི་ལས་ཁུངས་།
ཤེས་རིག་དང་རིག་ཐུང་ཤོད་འཕེལ་ལྷན་ཁག་།



Technical Trainers Training and
Resource Center
Department of Workforce Planning and
Skills Development
Ministry of Education and Skills
Development



སྦྱོགས་གྲུབ་གཞི་བཞག་གི་རྩ་གཞུང་།
ཤིང་གི་ནང་ཆས་བཟོ་སྐྱུ་ན།
ལག་ཁྱེར་3 པ།

COMPETENCY BASED CURRICULUM
WOODEN FURNITURE MAKING
CERTIFICATE 3



ཕྱགས་གྲུབ་གནི་བཞག་གི་རྩ་གཞུང་།
ཤིང་གི་ནང་ཆས་བཅོ་སྒྲུབ།
ལག་བྱེད་༣ པ།

Competency Based Curriculum
Wooden Furniture Making
Certificate 3

Technical Trainers Training and Resource Center
Department of Workforce Planning and Skills Development
Ministry of Education and Skills Development
Thimphu

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FOREWORD

Bhutan has seen a gradual increase in the requirement of skilled workers in recent years due to rapid growth of industries. However, an acute shortage of skilled workers has affected the growth of industries. Since the skilled workers are crucial for socio-economic development of the country, it is important to have adequately trained and certified workers. The “Wooden Furniture Makers” are not only the most significant occupation but also have high demand in the labour market. To meet the demand for skilled Furniture Makers, it is necessary to offer Competency Based Training on Wooden Furniture Making to meet the requirements; in terms of number and level of competence of Wooden Furniture Makers.

Therefore, the Department of Workforce Planning and Skills Development (DWPSD) is pleased to present the second edition of Competency Based Curriculum for Wooden Furniture Making NC III course developed based on National Competency Standard (NCS) following the standard curriculum development guidelines. Since it is a product of a more participatory process of curriculum development, it is expected to provide training delivery with reformed approaches having its content being directly related to labour market needs, focusing on imparting of skills and assessment based on industry work standards. Thus, bridging the skill gap between industry’s needs and training institutes whereby enhances the employability of its graduates.

The Department acknowledges the valuable contributions made by institutes, officials, and experts from relevant stakeholders who were involved in the design and development of this curriculum. Further, we look forward for successful implementation of the Competency Based Curriculum. As curriculum is a dynamic document which has to be improved and revised timely based on the needs of the changing labour market and its users. The Department welcomes valuable feedbacks from the institutes and industries to further improve the design and the content of the curriculum that shall be pursued considering the change in labour market scenario.



(Sangay Dorji)

Officiating Director

Department of Workforce Planning and Skills Development

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The TVET Professional Services Division (TPSD) under the Department of Technical Education, MoLHR would like to express our appreciation and with particular thanks to the following subject experts and facilitators who have participated in the development and validation of Furniture Making NC-III Curriculum.

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COMPETENCY PROFILE

Trade: Wooden Furniture Making Certificate Level-3

Competency Area	Sub-Competency Area	Competencies 					
A: Make Traditional Furniture	A1: Prepare parts for making traditional furniture	A1.01 Make Tog	A1.02 Make Dung	A1.03 Make Pem	A1.04 Make Choe-tsi	A1.05 Make Rig-nga	A1.06 Make backrest for Zhug-thri
	A2: Make joints for traditional furniture	A2.01 Make butt joints	A2.02 Make mitre joints	A2.03 Make tenon and mortise joints	A2.04 Make half-lap joints		
	A3: Assemble traditional furniture parts	A3.01 Assemble Tor-thri	A3.02 Assemble Tshok-thri	A3.03 Assemble Dong-thri	A3.04 Assemble Chog-tse (Chentey)	A3.05 Assemble Lectern (podium)	A3.06 Assemble Choe-thri
		A3.07 Assemble Zhug-thri	A3.08 Perform finishing				
B: Make Choesham and Choe-thri/Chagam	B1: Prepare parts for making Choesham	B1.01 Make Cabinet (Zhi-Khor)	B1.02 Make Norbu Horzhu	B1.03 Make Norbu Bagam	B1.04 Make Dung	B1.05 Make Pem Choe-tsi	B1.06 Make Bhog Nyi-tse
		B1.07 Make Phana	B1.08 Make Nyingkhep	B1.09 Make Chukheb	B1.10 Make Horzhu/Zing	B1.11 Make Kachu	B1.12 Make Norbu Tog

		B1.13 Make Tse-gay					
	B2: Assemble Choesham parts	B2.01 Assemble Norbu Horzhu	B2.02 Assemble Norbu Bagam	B2.03 Assemble Dung	B2.04 Assemble Pem Choe-tsi	B2.05 Assemble Bhog Nyi-tse	B2. 2.06 Assemble Phana
		B2.07 Assemble Chukheb	B2.08 Assemble Nyingkheb	B2.09 Assemble Jadang Tagzi	B2.10 Perform finishing		
	B3: Prepare parts for making Choe-thri/Chagam	B3.01 Make Choe-thri Zhi-kor	B3.02 Make Pem kha-thap	B3.03 Make Dung	B3.04 Make top plank with Pem	B3.05 Make shutter components	
	B4: Assemble Choe-thri/Chagam parts	B4.01 Fix Choe-thri Components	B4.02 Assemble shutter	B4.03 Fix hardware fitting	B4.04 Perform finishing		

COURSE INFORMATION

COURSE TITLE	Wooden Furniture Making
LEVEL	Certificate Level 3
COURSE OBJECTIVE	Upon completion of this training program, the trainees will be able to: • Make Traditional Furniture • Make Choesham and Choe-thri/Chagam
COURSE DESCRIPTION	This course is designed to provide trainees with the knowledge, skills and attitudes required to be competent in Wooden Furniture Making. This course will prepare the trainees to exhibit professionalism, teamwork, adaptability, and safety practices as per the requirement of workplace. To obtain certification of this course, all learning outcomes prescribed must be achieved.
COURSE DURATION	984 Hours
TRAINER AND TRAINEE RATIO	1:12 (Practical) 1:20 (Theory)
ENTRY REQUIREMENT	Completed Furniture Making Certificate-2
TVET TRAINER REQUIREMENTS	• Must have a minimum qualification of Diploma in relevant field with three years of working experience; • Must have undergone Training of Trainers-Technical Instruction and Pedagogy; • Must¹ have at least 5 years job/industry experience

¹ Applicable only if institutes hire instructor or guest lecturer from industry

COURSE OUTLINE

Sl. No	Subject /Module	Duration (Hours)	Content Competencies (Mapped)
1.	Core modules	448	CC
2.	OJT	272 (2months)	CC
Total hours for Core Competencies (CC)			
1.	Applied Dzongkha	42	SS
2.	ICT	48	SS
3.	Applied Mathematics	53	SS
4.	Technical English	51	SS
Total hours for Soft Skills (SS)		194	
1.	Assessment	70	
Entire Course Duration		984	

Note: (*) This curriculum contains core modules which cover main competencies of Wooden Furniture Making Certificate level-3 and OJT component. There are separate curricula for subjects/modules for delivery of soft skills, professional development & values and environmental concern & safety. In order to achieve the qualification of Wooden Furniture Making Certificate level-3, the subjects and modules listed must be accomplished as per the credit hours provided.

Content Competencies:

CC-Core Competencies

SS-Soft Skills

PD-Professional Development and Values

ES-Environmental concern and Safety

COURSE STRUCTURE FOR CORE COMPETENCIES

Training Modality	Module Title	Learning outcomes	Nominal Duration
1. Institute Training	1.1 Making traditional furniture	1.1.1 Prepare parts for making traditional furniture 1.1.2 Make joints for traditional furniture 1.1.3 Assemble traditional furniture parts	124 Hours
	1.2 Making Choesham and Choe-thri/Chagam	1.2.1 Prepare parts for making Choesham 1.2.2 Assemble Choesham parts 1.2.3 Prepare parts for making Choe-thri/Chagam 1.2.4 Assemble Choe-thri/Chagam parts	324 Hours
TOTAL			448 Hours
2. On the Job Training	2.1 Making traditional furniture	2.1.1 Prepare parts for making traditional furniture 2.1.2 Make joints for traditional furniture 2.1.3 Assemble traditional furniture parts 2.1.4	136 Hours
	2.2 Making Choesham and Choe-thri/Chagam	2.2.1 Prepare parts for making Choesham 2.2.2 Assemble Choesham parts 2.2.3 Prepare parts for making Choe-thri/Chagam 2.2.4 Assemble Choe-thri/Chagam parts	136 Hours
TOTAL			272 Hours
GRAND TOTAL			720 Hours

ASSESSMENT AND CERTIFICATION SYSTEM	
ASSESSMENT	Diagnostic assessment of each skill will be conducted to identify areas where trainees may require additional support or intervention. This assessment will also evaluate their existing knowledge, skills, and understanding prior to a specific learning experience or unit of study. Methods such as pre-tests, concept mapping, KWL charts, and observations of student work will be utilized. Formative assessment for every module and learning outcome will be conducted through assignments, project works, continuous assessment, demonstration of practical skills/observations, oral questioning and written test. Summative assessment after completion of each national certificate level will be conducted by TVET Quality Council, Bhutan Qualifications and Professional Certification Authority (BQPCA), MoESD as per the National Competency Standards and Guidelines for National Assessment and Certification System, provided the course is accredited with TVET Quality Council, Bhutan Qualifications and Professional Certification Authority, MoESD.
CERTIFICATION	On successful completion of every module, the institute will award a certificate of achievement to the trainees. The TVET Quality Council, Bhutan Qualifications and Professional Certification Authority, MoESD will award a BQF Certificate to the trainees upon the successful completion of BQF Certificate level assessment.
Course Delivery	1. Modular 2. Demonstration 3. Lecture 4. Industrial training/attachment 5. Project work 6. Problem-based learning 7. Project-based learning
RESOURCES	Materials • Timber, plywood, drawing, pencil/pen, eraser, cello tape, cutting list chart, paper/notepad, glue, wooden dowels, sand paper, screw, wire nails, panel pin, polish, wood filler, wood stain, brush, markin cloth, thinner, fasteners, shutters set, hinges, shutter handles, rim locks, tower bolts, and magnet Tools • Hand saw, hand plane, chisel, skew chisel (sek-chu), hammer, mallet, rebate plane, grooving plane, sash clamp, screwdriver, knife, template, marking gauge, compass/divider, tack bits, and poker

	Instrument • Measuring tape and try square Equipment • Portable power planer, surface planer machine, router, spindle moulder, circular saw (including portable and machine type), compound miter saw, jig saw, thicknesser machine, drilling machine, band saw machine, spray gun, sander machine, and air compressor PPE • Apron, safety boots, hand gloves, safety goggles, dust mask, respiratory mask, workshop dress, and earmuff or ear plug. Learning Materials • Competency Based Learning Materials (CBLM) • Reference books • Hand-outs • Audio visuals Infrastructure and training facilities • <i>Theory classroom size:</i> Minimum of 1 m² per trainee; <i>Practical Workshop size:</i> Minimum of 2.25 m² per trainee. Variables must be considered depending upon type of skills being taught and the number of trainees participating at a time.
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MODULE 1: MAKING TRADITIONAL FURNITURE

MODULE INFORMATION

Occupation	Wooden Furniture Maker
Competency Area	Make Traditional Furniture
Module Title	Making Traditional Furniture
Module Code	7115- L3- M1
Module Description	This module provides the learners with the knowledge, skills and right attitude required to prepare parts for making traditional furniture, make joints for traditional furniture and assemble traditional furniture parts.
Nominal Duration	124 Hours
Qualification Level	Certificate level 3
Pre-requisite	Certificate level 2
Learning Outcome	1. Prepare parts for making traditional furniture 2. Make joints for traditional furniture 3. Assemble traditional furniture parts

Module Title	Making Traditional Furniture		
Module Code	7115-L3-M1		
Learning Outcome 1	Prepare parts for making traditional furniture		
Duration	Theory: 12 hours	Practical: 34 hours	Total: 46 hours
Assessment Criteria	• Tog is made to the desired shape with correct dimensions as per the size of post following standard procedure • Dung is made as per the job requirement following standard procedure • Pem is made according thickness proportion of work piece following standard procedure • Choe-tsi is made as per the job requirement following standard procedure • Rig-nga is cut with accurate proportion of curves maintaining correct angle following standard procedure		
CONTENT	A1.00 Introductory knowledge • Definition and scope of furniture making • Importance of craftsmanship and quality • Types of furniture (indoor, outdoor, built-in, freestanding) • Common wood types used in furniture • Importance of conservation of traditional architects A1.01 Making Tog Knowledge • Definition of Tog • Parts of Tog • Application of Tog • Proportion of Tog Skills • Chiseling skills • Basic curving • Interpreting drawing • Observation skills • Planning skills • Teamwork skills • Communication skills		

	• Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensuring accurate marking of Tog A1.02 Making Dung <i>Knowledge</i> • Definition of Dung • Purpose of Dung • Application of Dung • Proportion of Dung <i>Skills</i> • Chiseling skills • Interpreting drawing • Basic curving • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills
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	<i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensuring accurate marking of Dung A1.03 Making Pem <i>Knowledge</i> • Definition of Pem • Parts of Pem • Application of Pem • Proportion of Pem <i>Skills</i> • Using Hand planer • Using Rebate plane and grooving plane • Operating Circular saw machine • Marking skills • Interpreting drawing • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources
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	• Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensuring accurate marking of Pem • Ensuring safety while operating machine A1.04 Making Choe-tsi <i>Knowledge</i> • Definition of Choe-tsi • Proportion of Choe-tsi <i>Skills</i> • Operating Surface planner machine • Operating Spindle moulder machine • Operating Thicknesser machine • Using Circular saw • Interpreting drawing • Observation skills • Communication skills • Teamwork skills • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment
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	• Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensuring accurate marking of Choe-tsi • Ensuring safety while operating machine A1.05 Making Rig-nga <i>Knowledge</i> • Definition of Rig-nga • Application of Rig-nga • Proportion and angle of Rig-nga <i>Skills</i> • Using Jig saw • Marking skills • Interpreting drawing • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensuring accurate marking of Rig-nga
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	- Ensuring safety while operating machine A1.06 Making backrest for Zhug-thri Knowledge - Definition of backrest - Origin of backrest shape - Designs of backrest Skills - Using Jig saw machine - Operating Band saw machine - Using Circular saw machine - Using Drilling machine - Interpreting drawing - Observation skills - Planning skills - Teamwork skills - Communication skills - Problem-solving skills - Interpersonal relationship skills - Creativity skills - Time management skills - Innovation skills Attitude, safety, and environmental concern - Effective time management - Being a team player - Being efficient in using resources - Being vigilant and patient - Having work ethics and integrity - Proper handling of tools, materials, and equipment - Having a sense of ownership and accountability - Ensuring correct use of PPE - Ensuring proper disposal of waste - Ensuring to follow environmental rules and regulations - Ensuring to follow OHS rules and regulation - Ensuring accurate marking of backrest - Ensuring safety while operating machine
Resources/conditions	Learning Materials Competency-Based Learning Materials (CBLM)

	● Hand-outs ● Audio Visuals ● Reference books ● Manuals ● LMS Learning facilities and infrastructure ● Classroom with adequate facilities ● Information Technology (IT) lab ● Library ● Workshop Materials ● Timber, eraser, cello tape, cutting list chart, drawing, panel board, paper/notepad, glue, wooden dowels, wire nail/screws Tools ● Chisel, hand saw, knife, hand planer, rebate plane, grooving plane, mallet, template, clamp, hand saw and marking gauge Instrument ● Measuring tap, and try square Equipment ● Jig saw, portable power circular saw, circular saw machine, router and spindle moulder machine, surface planer machine, thicknesser machine, circular saw machine, drilling machine and band saw machine PPE ● Apron, safety boots, safety gloves, safety goggles, dust mask, workshop dress and earmuff/ear plug
Instructional Methodologies	The trainer shall use <i>inter alia</i>, the following instructional methods: ● Lecture ● Interactive discussion ● Demonstration ● Industrial visit/training

	• Guided practice • Group practice with project-based learning • Individual practice with problem-based learning
Method of Assessment	The trainer shall use <i>inter alia</i>, the following assessment methods: • Practical observation • Oral/viva-voce • Written test • Assignment • Project work

Module Title	Making Traditional Furniture		
Module Code	7115-L3-M1		
Learning Outcome 2	Make joints for traditional furniture		
Duration	Theory: 4 hours	Practical: 17 hours	Total: 21 hours
Assessment Criteria	• Butt joints are made as per the job requirement following standard procedure • Mitre joints are made as per the job requirement following standard procedure • Tenon and mortise joints are made as per the job requirement following standard procedure • Half-lap joints are made as per the job requirement following standard procedure		
CONTENT	A2.01 Making butt joints Knowledge • Types butt joints • Purpose of butt joints • Application of butt joints Skills • Operating Surface planner machine • Operating Thicknesser machine • Using Compound mitre saw/circular saw • Interpreting drawing • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills Attitude, safety, and environmental concern • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient		

	• Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensuring careful operation of machines A2.02 Making mitre joints <i>Knowledge</i> • Types of mitre joint • Application of mitre joint • Characteristics of mitre joint <i>Skills</i> • Operating Surface planner machine • Operating Thicknesser machine • Using Compound mitre saw/circular saw • Interpreting drawing • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation
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	• Ensuring careful operation of machines A2.03 Making tenon and mortise joints <i>Knowledge</i> • Types of tenon and mortise joint • Application of mortise and tenon joint <i>Skills</i> • Operating Surface planner machine • Operating Thicknesser machine • Using Compound mitre saw/circular saw • Using Router machine • Interpreting drawing • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensuring safety while operating machine A2.04 Making half-lap joints <i>Knowledge</i> • Types of half-lap joint • Application of half-lap joint
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	<i>Skills</i> • Operating Surface planner machine • Operating Thicknesser machine • Operating Circular saw • Using Compound mitre saw • Interpreting drawing • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensuring safety while operating machine
Resources/conditions	Learning Materials • Competency-Based Learning Materials (CBLM) • Hand-outs • Audio Visuals • Reference books • Manuals • LMS Learning facilities and infrastructure • Classroom with adequate facilities • Information Technology (IT) lab

	• Library • Workshop Materials • Timber, drawing, and pencil Tools • Chisel, hand saw, mallet, hand plane and hammer Instrument • Measuring tape, try square Equipment • Surface planer machine, thicknesser machine, compound mitre saw/circular saw and router machine PPE Apron, safety boots, hand gloves, safety goggles, dust mask, workshop dress and earmuff/ear plug
Instructional Methodologies	The trainer shall use <i>inter alia</i>, the following instructional methods: • Lecture • Interactive discussion • Demonstration • Industrial visit/training • Guided practice • Group practice with project-based learning • Individual practice with problem-based learning
Method of Assessment	The trainer shall use <i>inter alia</i>, the following assessment methods: • Practical observation • Oral/viva-voce • Written test • Assignment • Project work

Module Title	Making Traditional Furniture		
Module Code	7115-L3-M1		
Learning Outcome 3	Assemble traditional furniture parts		
Duration	Theory: 8 hours	Practical: 49 hours	Total: 57 hours
Assessment Criteria	• Tor-thri is assembled as per the job requirement following standard procedure • Tshog-thri is assembled as per the job requirement following standard procedure • Dong-thri is assembled as per the job requirement following standard procedure • Chog-tse (Chentey) is assembled as per the job requirement following standard procedure • Lectern (Podium) is assembled as per the job requirement following standard procedure • Choe-thri is assembled as per the job requirement following standard procedure • Zhug-thri is assembled as per the job requirement following standard procedure • Finishing is performed as per the job requirement following standard procedure		
Contents	A3.01 Assembling Tor-thri Knowledge • Definition of Tor-thri • Purpose of Tor-thri • Application of Tor-thri • Designs of Tor-thri • Components of Tor-thri Skills • Using Cordless drilling machine • Interpreting drawing • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills		

	<i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensuring safety while operating machine A3.02 Assembling Tshok-Thri <i>Knowledge</i> • Definition of Tshok-thri • Purpose and application of Tshok-thri • Components of Tshok-thri <i>Skills</i> • Using Cordless drilling machine • Interpreting drawing • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE
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	• Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensuring safety while operating machine • Ensuring precision and accuracy to prevent imperfections and weakness in furniture A3.03 Assembling Dong-thri <i>Knowledge</i> • Definition of Dong-thri • Application of Dong-thri • Design of Dong-thri • Components of Dong-thri <i>Skills</i> • Using Compound mitre saw • Using Drilling machine • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensuring safety while operating machine • Ensuring precision and accuracy to prevent imperfections and weakness in furniture
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	A3.04 Assembling Chog-tse (Chentey) Knowledge • Definition of Chog-tse • Application of Chog-tse • Design of Chog-tse Skills • Using Circular saw • Using Cordless drilling machine • Interpreting drawing • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills Attitude, safety, and environmental concern • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensuring safety while operating machine • Ensuring precision and accuracy to prevent imperfections and weakness in furniture A3.05 Assembling Lectern (Podium) Knowledge • Definition of Lectern • Purpose of Lectern • Components of Lectern
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	<i>Skills</i> • Using Cordless drilling machine • Interpreting drawing • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensuring safety while operating machine A3.06 Assembling Choe-thri <i>Knowledge</i> • Definition of Choe-thri • Application of Choe-thri • Design of Choe-thri <i>Skills</i> • Using Circular saw • Using Compound mitre saw • Using Drilling machine • Interpreting drawing • Observation skills • Planning skills • Teamwork skills • Communication skills
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	• Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensuring safety while operating machine A3.07 Assembling Zhug-thri <i>Knowledge</i> • Definition of Zhug-thri • Application of Zhug-thri • Design of Zhug-thri <i>Skills</i> • Using Circular saw • Using Cordless drilling machine • Interpreting drawing • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player
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	• Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensuring safety while operating machine A3.08 Perform finishing <i>Knowledge</i> • Types of finishing materials • Methods of sanding • Methods of polishing <i>Skills</i> • Using Air compressor machine • Using Sanding machine • Operating Belt sanding machine • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations
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	• Ensuring to follow OHS rules and regulation • Ensuring safety while operating machine
Conditions/resources	Learning Materials • Competency-Based Learning Materials (CBLM) • Hand-outs • Audio Visuals • Reference books • Manuals • LMS Learning facilities and infrastructure • Classroom with adequate facilities • Information Technology (IT) lab • Library • Workshop Materials • Timber, drawing, pencil, screw, panel pin, nails, glue, sand paper, polish, wood filler, wood stain, brush, markin cloth, and thinner Tools • Clamp, mallet, hammer, hand plane and hand saw Instrument • Measuring tape and try square Equipment • Cordless drill machine, circular saw and compound mitre saw, spray gun, sander machine and air compressor PPE • Apron, safety boots, safety gloves, safety goggles, dust mask, respiratory mask, workshop dress and earmuff/ear plug
Instructional Methodologies	The trainer shall use <i>inter alia</i>, the following instructional methods: • Lecture • Interactive discussion • Demonstration • Industrial visit/training

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	• Guided practice • Group practice with project-based learning • Individual practice with problem-based learning
Method of Assessment	The trainer shall use <i>inter alia</i>, the following assessment methods: • Practical observation • Oral/viva-voce • Written test • Assignment • Project work

MODULE 2: MAKING CHOESHAM AND CHOE-THRI/CHAGAM

MODULE INFORMATION

Occupation	Wooden Furniture Maker
Competency Area	Make Choesham and Choe-thri/Chagam
Module Title	Making Choesham and Choe-thri/Chagam
Module Code	7115- L3- M2
Module Description	This module provides the learners with the knowledge, skills and right attitude required to prepare parts for making Choesham, assemble Choesham parts, prepare parts for making Choe-thri/Chagam and assemble Choe-thri/Chagam parts
Nominal Duration	324 Hours
Qualification Level	Certificate level 3
Pre-requisite	Completed Module 7115-L3-M1
Learning Outcome	1. Prepare parts for making Choesham 2. Assemble Choesham parts 3. Prepare parts for making Choe-thri/Chagam 4. Assemble Choe-thri/Chagam parts

Module Title	Making Choesham and Choe-thri/Chagam		
Module Code	7115- L3- M2		
Learning Outcome 1	Prepare parts for making Choesham		
Duration	Theory:21 hours	Practical: 146 hours	Total: 167 hours
Assessment Criteria	● Cabinet (Zhi-Khor) is made by maintaining uniform squareness and diagonality as per the drawing following standard procedure ● Norbu Horzhu is made as per the drawing following standard procedure ● Norbu Bagam is made without splitting or cracks as per the drawing following standard procedure ● Dung is made as per the drawing following standard procedure ● Pem Choe-tse is made with proper proportion and uniform dimension following standard procedure ● Bhog Nyi-tse is made with accurate alignment and uniform size and spacing following standard procedure ● Phana is made with uniform spacing and proportion following standard procedure ● Nyingkheb is made with proper finishing according to the drawing following standard procedure ● Chukheb is made with accurate proportion and smooth finishing as per the job requirement following standard procedure ● Horzhu/zing is made with correct proportion as per the drawing following standard procedure ● Kachu is made as per the height of statue and drawing following standard procedure ● Norbu Tog is made as per the drawing following standard procedure ● Tshe-gay is made with accurate dimension as per the drawing following standard procedure		
CONTENT	B1.00 Introductory knowledge ● Definition of Choesham ● Types of Choesham ● Proportion of Choesham ● Definition of Choe-thri/Chagam		

	B1.01 Preparing Cabinet (Zhi-kor) <i>Knowledge</i> • Definition of cabinet • Types of joints used in cabinet <i>Skills</i> • Operating Power portable planer • Operating Surface planer machine • Operating Thicknesser machine • Interpreting drawing • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensuring safety while operating machine B1.02 Making Norbu Horzhu <i>Knowledge</i> • Definition of Norbu Horzhu • Significance of Norbu Horzhu • Application of Norbu Horzhu • Proportion of Norbu Horzhu
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	<i>Skills</i> • Basic curving skills • Operating Spindle module machine • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensuring safety while operating machine B1.03 Making Norbu Bagam <i>Knowledge</i> • Definition of Norbu Bagam • Application of Norbu Bagam • Layers of Norbu Bagam • Proportion of Norbu Bagam <i>Skills</i> • Chiseling technique • Interpreting drawing • Observation skills • Planning skills • Teamwork skills • Communication skills
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	• Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensuring safety while operating machine • Ensuring to follow Bhutanese traditional practices B1.04 Making Dung <i>Knowledge</i> • Application of Dung • Purpose of Dung • Proportion of Dung <i>Skills</i> • Chiseling technique • Using Circular saw machine • Using Power planer • Interpreting drawing • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills
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	• Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation B1.05 Making Pem Choe-tsi <i>Knowledge</i> • Proportion of Pem Choe-tsi <i>Skills</i> • Using Template • Using Router machine • Operating Spindle moulder machine • Basic curving skills • Interpreting drawing • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity
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	• Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensure safety while operating machine B1.06 Making Bhog Nyi-tse <i>Knowledge</i> • Definition of Bhog Nyi-tse • Application of Bhog Nyi-tse • Proportion of Bhog Nyi-tse <i>Skills</i> • Basic curving • Chiseling technique • Interpreting drawing • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation
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	• Ensure safety while operating machine B1.07 Making Phana <i>Knowledge</i> • Definition of Phana • Application of Phana • Proportion of Phana • Background and significance of Phana <i>Skills</i> • Using Circular saw machine • Interpreting drawing • Basic curving skills • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensure safety while operating machine B1.08 Making Nyingkheb <i>Knowledge</i> • Definition of Nyingkheb
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	• Application of Nyingkheb • Proportion of Nyingkheb <i>Skills</i> • Using power Planer • Operating Planer machine • Using Circular saw machine • Interpreting drawing • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensure safety while operating machine B1.09 Making Chukheb <i>Knowledge</i> • Definition of Chukheb • Application of Chukheb • Proportion of Chukheb <i>Skills</i> • Using Circular saw machine • Using Compound mitre saw
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	• Operating Thicknesser machine • Operating Surface planer machine • Using power Planer • Interpreting drawing • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensure safety while operating machine B1.10 Making Horzhu/Zing <i>Knowledge</i> • Definition of Horzhu/Zing • Proportions of Horzhu/Zing • Application of Horzhu/Zing • Design of Horzhu/Zing <i>Skills</i> • Using Jig saw machine • Making Template • Using Router machine
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	• Operating Band saw machine • Interpreting drawing • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensure safety while operating machine • Ensuring accurate marking of work piece B1.11 Making Kachu <i>Knowledge</i> • Definition of Kachu • Application of Kachu • Proportion of Kachu <i>Skills</i> • Marking skills • Chiseling technique • Interpreting drawing • Observation skills • Planning skills • Teamwork skills
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	• Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensure safety while operating machine • Ensuring accurate marking of work piece B1.12 Making Norbu Tog <i>Knowledge</i> • Application of Norbu Tog • Proportion of Norbu Tog • Significance of Norbu Tog <i>Skills</i> • Marking skills • Chiseling technique • Interpreting drawing • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills
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	• Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensure safety while operating machine • Ensuring accurate marking of work piece B1.13 Making Tshe-gay • Definition of Tshe-gay • Application of Tshe-gay • Proportions of Tshe-gay <i>Skills</i> • Marking skills • Using Jig saw • Using Router machine • Operating Band saw machine • Using Drilling machine • Interpreting drawing • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management
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	• Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensure safety while operating machine • Ensuring accurate marking of work piece
Resources/conditions	Learning Materials • Competency-Based Learning Materials (CBLM) • Hand-outs • Audio Visuals • Reference books • Manuals • LMS Learning facilities and infrastructure • Classroom with adequate facilities • Information Technology (IT) lab • Library • Workshop Materials • Timber, plywood, eraser, fasteners, glue and pencil Tools • Hand planer, hand saw, clamps, hammer, mallet, chisel, skew chisel (sek-chu), rebate plane, compass/divider, and template Instrument • Measuring tape, and try square,

	Equipment • Portable power planer, surface planer machine, router, spindle moulder, thicknesser machine, circular saw, jig saw and drilling machine PPE • Apron, safety boots, safety gloves, safety goggles, dust mask, respiratory mask, workshop dress and earmuff/ear plug
Instructional Methodologies	The trainer shall use <i>inter alia</i>, the following instructional methods: • Lecture • Interactive discussion • Demonstration • Industrial visit/training • Guided practice • Group practice with project-based learning • Individual practice with problem-based learning
Method of Assessment	The trainer shall use <i>inter alia</i>, the following assessment methods: • Practical observation • Oral/viva-voce • Written test • Assignment • Project work

Module Title	Making Choesham and Choe-thri/Chagam		
Module Code	7115- L3- M2		
Learning Outcome 2	Assemble Choesham parts		
Duration	Theory: 18 hours	Practical: 44 hours	Total: 62 hours
Assessment Criteria	- Norbu Horzhu is assembled as per the job requirement following standard procedure - Norbu Bagam is assembled as per the job requirement following standard procedure - Dung is assembled as per the job requirement following standard procedure - Pem Choe-tsi is assembled as per the job requirement following standard procedure - Bhog Nyi-tse is assembled as per the job requirement following standard procedure - Phana is assembled as per the job requirement following standard procedure - Nyingkheb is assembled as per the job requirement following standard procedure - Chukheb is assembled as per the job requirement following standard procedure - Jadang Tazi is assembled as per the job requirement following standard procedure - Finishing is performed as per the job requirement following standard procedure		
CONTENT	B2.01 Assembling Norbu Horzhu Knowledge - Definition of Norbu Horzhu - Importance of Norbu Horzhu distribution - Importance of aligning Norbu Horzhu with Cabinet (Zhi-kor) Skills - Using Circular saw - Using Compound mitre saw - Using Drilling machine - Interpreting drawing - Observation skills - Planning skills - Teamwork skills - Communication skills - Problem-solving skills		

	• Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensuring safety while operating machine • Ensuring proper measurement of Norbu Horzhu for uniform distribution B2.02 Assembling Norbu Bagam <i>Knowledge</i> • Definition of Norbu Bagam • Importance of aligning Norbu Bagam with Norbu Horzhu <i>Skills</i> • Using Compound mitre saw • Interpreting drawing • Using Drilling machine • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management
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	• Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensuring safety while operating machine B2.03 Assembling Dung <i>Knowledge</i> • Definition of Dung • Design of Dung <i>Skills</i> • Using Compound mitre saw • Using drilling machine • Interpreting drawing • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management r • Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste
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	• Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensuring safety while operating machine B2.04 Assembling Pem Choe-tsi Knowledge • Definition of Pem Choe-tsi • Application of Pem Choe-tsi Skills • Using Compound mitre saw • Using Drilling machine • Interpreting drawing • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills Attitude, safety, and environmental concern • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensuring correct measurement of Pem Choe-tsi for uniform distribution B2.05 Assembling Bhog Nyi-tse Knowledge • Purpose of Bhog Nyi-tse • Importance of aligning Bhog Nyi-tse
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	<i>Skills</i> • Using Compound mitre saw • Using Drilling machine • Interpreting drawing • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensure safety while operating machine B2.06 Assembling Phana <i>Knowledge</i> • Importance of aligning Phana with Bhog Nyi-tse <i>Skills</i> • Using Compound mitre saw • Using Drilling machine • Interpreting drawing • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills
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	• Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensure safety while operating machine B2.07 Assembling Chukheb <i>Knowledge</i> • Application of Chukheb • Importance of alignment and angles of each component <i>Skills</i> • Using Compound mitre saw • Using Drilling machine • Interpreting drawing • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources
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	• Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensure safety while operating machine B2.08 Assembling Nyingkheb <i>Knowledge</i> • Designs of Nyingkheb • Proportion of Nyingkheb <i>Skills</i> • Using Compound mitre saw • Using Drilling machine • Interpreting drawing • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation
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	• Ensure safety while operating machine • Ensuring to use appropriate nail while fixing Nyingkheb B2.09 Assembling Jadang Tagzi Knowledge • Purpose of pre-assembling Jadang Tagzi • Purpose of setting glue Skills • Interpreting drawing • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills Attitude, safety, and environmental concern • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensure safety while operating machine B2.10 Perform finishing Knowledge • Types of finishing materials • Methods of sanding • Methods of polishing Skills • Using Air compressor machine • Using Sanding machine
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	• Operating Belt sanding machine • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensure safety while operating machine • Ensuring accurate marking of work piece
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Resources/conditions	Learning Materials • Competency-Based Learning Materials (CBLM) • Hand-outs • Audio Visuals • Reference books • Manuals • LMS Learning facilities and infrastructure • Classroom with adequate facilities • Information Technology (IT) lab • Library • Workshop Materials • Timber (or sawn timber), pencil or pen, glue, wooden dowels, sand paper, screw or wire nails, panel nails or panel pin, and Jadang Tagzi Tools • Hand saw, hand plane or hand planer, hammer, mallet, chisel, curving chisel, clamp, and screwdriver Instruments • Measuring tape and try square Equipment • Circular saw machine, compound mitre saw, jig saw machine, band saw machine, planer machine, and drilling machine PPE • Apron, safety boots, safety gloves, safety goggles, dust mask, workshop dress, and earmuff, earplug, or ear protector
Instructional Methodologies	The trainer shall use <i>inter alia</i>, the following instructional methods: • Lecture • Interactive discussion • Demonstration • Industrial visit/training • Guided practice • Group practice with project-based learning

	• Individual practice with problem-based learning
Method of Assessment	The trainer shall use <i>inter alia</i>, the following assessment methods: • Practical observation • Oral/viva-voce • Written test • Assignment • Project work

Module Title	Making Choesham and Choe-thri/Chagam		
Module Code	7115- L3- M2		
Learning Outcome 3	Prepare parts for making Choe-thri/Chagam		
Duration	Theory: 10 hours	Practical:61 hours	Total: 71 hours
Assessment Criteria	- Choe-thri Zhi-kor is made as per the drawing following standard procedure - Pem kha-thap is made with straight and smooth moulding as per drawing following standard procedure - Dung is made with uniform curving as per drawing following standard procedure - Top plank with Pem is made as per the drawing following standard procedure - Shutter components are made as per drawing following standard procedure		
CONTENT	B3.01 Making Choe-thri Zhi-kor <i>Knowledge</i> - Components of Choe-thri Zhi-kor - Importance of tagging - Shelf spacing - Ergonomic design <i>Skills</i> - Tagging skills - Operating Surface planer machine - Operating Thicknesser machine - Using Compound mitre saw machine - Using Circular saw - Using Drilling machine - Observation skills - Planning skills - Teamwork skills - Communication skills - Problem-solving skills - Interpersonal relationship skills - Creativity skills - Time management skills - Innovation skills <i>Attitude, safety, and environmental concern</i> - Effective time management		

	• Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensuring safety while operating machine B3.02 Making Pem Kha-thap <i>Knowledge</i> • Definition of Pem Kha-thap • Application of Pem Kha-thap • Proportion of Pem Kha-thap <i>Skills</i> • Operating Surface planer machine • Operating Circular saw machine • Operating Spindle machine • Using Compound mitre saw • Operating Thicknesser machine • Interpreting drawing • Basic curving skills • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient
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	• Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensuring safety while operating machine B3.03 Making Dung <i>Knowledge</i> • Methods of making Dung • Application of Dung • Proportion of Dung <i>Skills</i> • Chiseling technique • Operating Surface planer machine • Operating Circular saw machine • Operating Spindle machine • Using Compound mitre saw • Operating Thicknesser machine • Interpreting drawing • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability
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	• Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensuring safety while operating machine B3.04 Making top plank with Pem <i>Knowledge</i> • Shapes and designs of Spindle moulder cutters • Safety and procedure of wood working machines <i>Skills</i> • Operating of Circular saw machine • Operating of Surface planning machine • Operating of Thicknessing machine • Operating of Spindle moulder machine • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensuring correct stacking methods to prevent damage to workpieces
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	B3.05 Making shutter components <i>Knowledge</i> • Definition shutter • Components of shutter • Importance of checking diagonality after pre-assembling • Types of joints used in shutter <i>Skills</i> • Operating of Circular saw machine • Operating of Surface planning machine • Operating of Thicknessing machine • Operating of Spindle moulder machine • Using Router machine • Using Drilling machine • Using power Planer • Interpreting drawing • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensure safety while operating machine
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Resources/conditions	Learning Materials • Competency-Based Learning Materials (CBLM) • Hand-outs • Audio Visuals • Reference books • Manuals • LMS Learning facilities and infrastructure • Classroom with adequate facilities • Information Technology (IT) lab • Library • Workshop Materials • Timber, plywood, eraser, fasteners, glue, and pencil Tools • Hand planer, hand saw, clamps, hammer, mallet, chisel, skew chisel (sek-chu), rebate plane, compass/divider, sash clamps and template Instrument • Measuring tape, try square Equipment • Portable power planer, surface planer machine, router, spindle moulder, circular saw, planner machine, jig saw, thicknesser machine and drilling machine PPE • Apron, safety boots, safety goggles, dust mask, workshop dress and earmuff/ear plug
Instructional Methodologies	The trainer shall use <i>inter alia</i>, the following instructional methods: • Lecture • Interactive discussion • Demonstration • Industrial visit/training • Guided practice • Group practice with project-based learning

	• Individual practice with problem-based learning
Method of Assessment	The trainer shall use <i>inter alia</i>, the following assessment methods: • Practical observation • Oral/viva-voce • Written test • Assignment • Project work

Module Title	Making Choesham and Choe-thri/Chagam		
Module Code	7115- L3- M2		
Learning Outcome 4	Assemble Choe-thri/Chagam parts		
Duration	Theory: 4 hours	Practical: 20 hours	Total: 24 hours
Assessment Criteria	• Choe-thri components are fixed as per the job requirement following standard procedure • Shutter is assembled as per the job requirement following standard procedure • Hardware fittings are fixed as per the job requirement following standard procedure • Finishing is performed as per the job requirement following standard procedure		
CONTENT	B4.01 Fixing Choe-thri components <i>Knowledge</i> • Components of Choe-thri • Application of Choe-thri • Choe-thri design <i>Skills</i> • Tagging skills • Using Drilling machine • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE		

	• Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensuring safety while operating machine B4.02 Assembling shutter <i>Knowledge</i> • Importance of pre-testing the fitting of the shutters to Choe-thri • Types of hinges used in shutter • Importance of checking for free movement of shutters <i>Skills</i> • Using Drilling machine • Using power Planer • Interpreting drawing • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensuring safety while operating machine B4.03 Fixing hardware fittings <i>Knowledge</i> • Types of hardware fittings
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	• Application of hardware fittings Skills • Using Cordless drilling machine • Interpreting drawing • Observation skills • Planning skills • Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills Attitude, safety, and environmental concern • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation • Ensuring safety while operating machine • Ensuring respect for Bhutanese traditional practices B4.04 Performing finishing Knowledge • Types of finishing materials • Methods of sanding • Methods of polishing Skills • Using Air compressor machine • Using Sanding machine • Operating Belt sanding machine • Observation skills • Planning skills
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	• Teamwork skills • Communication skills • Problem-solving skills • Interpersonal relationship skills • Creativity skills • Time management skills • Innovation skills <i>Attitude, safety, and environmental concern</i> • Effective time management • Being a team player • Being efficient in using resources • Being vigilant and patient • Having work ethics and integrity • Proper handling of tools, materials, and equipment • Having a sense of ownership and accountability • Ensuring correct use of PPE • Ensuring proper disposal of waste • Ensuring to follow environmental rules and regulations • Ensuring to follow OHS rules and regulation
Resources/conditions	Learning Materials • Competency-Based Learning Materials (CBLM) • Hand-outs • Audio Visuals • Reference books • Manuals • LMS Learning facilities and infrastructure • Classroom with adequate facilities • Information Technology (IT) lab • Library • Workshop Materials • Timber, plywood, eraser, fasteners, glue, shutters set, pencil/pen, hinges, screws, shutter handles, rim locks, tower bolts, and magnet

	Tools • Hand planer, hand saw, clamps, hammer, mallet, chisel, skew chisel (sek-chu), rebate plane, compass/divider, tack bits, screw driver, poker and template Instrument • Measuring tape and try square Equipment • Portable power planer, surface planer machine, router, spindle moulder, circular saw, portable planner machine, jig saw, and drilling machine PPE • Apron, safety boots, safety gloves, safety goggles, dust mask, workshop dress and earmuff/ear plug
Instructional Methodologies	The trainer shall use <i>inter alia</i>, the following instructional methods: • Lecture • Interactive discussion • Demonstration • Industrial visit/training • Guided practice • Group practice with project-based learning • Individual practice with problem-based learning
Method of Assessment	The trainer shall use <i>inter alia</i>, the following assessment methods: • Practical observation • Oral/viva-voce • Written test • Assignment • Project work

ANNEXURE

Annex I: Time Distribution

Time Distribution (Regular Course)					
Wooden Furniture Making Certificate 3					
Module Title	Learning outcomes	Tasks	Theory (Hours)	Practical (Hours)	Total (hours)
A: Make Traditional Furniture	A1: Prepare parts for making traditional furniture	A1.00 Introductory knowledge	3	0	3
		A1.01 Make Tog	1	5	6
		A1.02 Make Dung	1	5	6
		A1.03 Make Pem	1	5	6
		A1.04 Make Choe-tsi	2	8	10
		A1.05 Make Rig-nga	2	5	7
		A1.06 Make backrest for Zhug-thri	2	6	8
	Sub Total		12	34	46
	A2: Make joints for traditional furniture	A2.01 Make butt joints	1	4	5
		A2.02 Make mitre joints	1	4	5
		A2.03 Make tenon and mortise joints	1	5	6
		A2.04 Make half lap-joints	1	4	5
	Sub Total		4	17	21
	A3: Assemble traditional furniture parts	A3.01 Assemble Tor-thri	1	4	5
		A3.02 Assemble Tshok-thri	1	4	5
		A3.03 Assemble Dong-thri	1	4	5
		A3.04 Assemble Chog-tse (Chentey)	1	4	5
		A3.05 Assemble Lectern (Podium)	1	8	9
		A3.06 Assemble Choe-thri	1	10	11
		A3.07 Assemble Zhug-thri	1	10	11
		A3.08 Perform finishing	1	5	6
	Sub Total		8	49	57
	Total Duration (A)		24	100	124
B: Make Choesham and Choe-thri/Chagam	B1: Prepare parts for making Choesham	B1.01 Make Cabinet (Zhi-kor)	2	13	15
		B1.02 Make Norbu Horzhu	2	7	9
		B1.03 Make Norbu Bagam	2	22	24
		B1.04 Make Dung	2	7	9
		B1.05 Make Pem Choe-tsi	2	22	24
		B1.06 Make Bhog Nyi-tse	2	17	19
		B1.07 Make Phana	2	17	19
		B1.08 Make Nyingkheb	2	5	7
		B1.09 Make Chukheb	1	6	7
		B1.10 Make Horzhu/Zing	1	8	9
		B1.11 Make Kachu	1	8	9
		B1.12 Make Norbu Tog	1	6	7
		B1.13 Make Tse-gay	1	8	9
	Sub Total		21	146	167
	B2: Assemble Choesham parts	B2.01 Assemble Norbu Horzhu	2	5	7
		B2.02 Assemble Norbu Bagam	2	5	7
		B2.03 Assemble Dung	2	5	7

CBC Wooden Furniture Making Certificate-3

		B2.04 Assemble Pem Choe-tsi	2	5	7
		B2.05 Assemble Bhog Nyi-tse	2	5	7
		B2.06 Assemble Phana	2	5	7
		B2.07 Assemble Chukheb	1	4	5
		B2.08 Assemble Nyingkheb	1	4	5
		B2.09 Assemble Jadang Tagzi	2	4	6
		B2.10 Perform finishing	2	2	4
	Sub Total		18	44	62
	B3: Prepare parts for making Choe-thri/Chagam	B3.01 Make Choe-thri Zhi-kor	2	17	19
		B3.02 Make Pem Kha-thap	2	11	13
		B3.03 Make Dung	2	11	13
		B3.04 Make top plank with Pem	2	9	11
		B3.05 Make shutter components	2	13	15
	Sub Total		10	61	71
	B4: Assemble Choe-thri/Chagam parts	B4.01 Fix Choe-thri components	1	8	9
		B4.02 Assemble shutter	1	6	7
		B4.03 Fix hardware fitting	1	4	5
		B4.04 Perform finishing	1	2	3
	Sub Total		4	20	24
	Total Duration (C)		53	271	324
	Total Duration		77	371	448

Annex II: Assessment Sample

Unit of competency	Drive Light Vehicle
Unit Code	8322-U4-L2
Module Title	Driving Light Vehicle
Module Code	8322-U4-L2-M1
Time Duration	45 min *
Problem or Project: Drive Light Vehicle	
Introduction: Perform pre-operating procedures before starting the vehicle. Drive light vehicle under different environment conditions following standard traffic rules and defensive driving techniques. Perform post operating procedures after parking the vehicle.	
Observation: (How will you be assessed as Competent?) Your performance will be assessed based on the following criteria: • Performance of pre and post operating procedures as per standard practices; • Application of standard procedures while starting the LMV; • Demonstrating the driving skills in different road condition using the system of vehicle control (SOVC); • Demonstrating your adherence to RSTA Rules, Defensive Driving; • The final outcome of your driving skills	
Note: For Assessor/Institute for preparation for assessment. Materials and Equipment for 1 candidate • LMV in good running condition with all necessary vehicle documents Roles and responsibilities of assessors (before/during and after assessment) • Identify in advance the different road environment (rough road, town, simulated night and poor light condition, highway) • During assessment let the candidate demonstrate moving off, reversing, overtaking, and parking.	

Assessor/ Observation Check List

Unit of competency	Drive Light Vehicle		
Unit Code	8322-U4-L2		
Module Title	Driving Light Vehicle		
Module Code	8322-U4-L2-M1		
Problem/Project: Drive Light Vehicle	Psychomotor (Practical) domain level: P2		
Candidate's Name:			
Place of Assessment:		Date of Assessment:	
A. During the demonstration of skills did the candidate do following:	Marks allocated	Marks received	Remarks
1. Check mirror settings, fluid level, tire pressure and required documents.	4		
2. Start LMV according to the procedure of standard starting procedure (Cockpit Drill)	2		
3. Move off and steer LMV wearing seat belts and without stalling the engine*	3		
4. Reverse LMV safely without stalling the engine*	3		
5. Park LMV safely in the centre of given parking area following standard parking procedure	2		
6. Drive LMV on the highway according to the road conditions following the road safety signs.	2		
7. Drive LMV in towns according to the traffic signs and signals.	2		
8. Drive LMV on 4WD safely (if necessary and available)	1		
9. Giving pass and overtake the vehicle safely according to the road and weather condition *	3		
10. Stop LMV safely in a given area according to standard stopping procedure	1		
B. Is the job outcome correct in the following areas?			
Caused no accidents and damages to the vehicle.*	5		
Total marks obtained	28		
The Candidate's performance	Satisfactory:		
	Not Satisfactory:		

Note: The questions marked with * are the critical questions which the trainees must be able to answer. Otherwise, they will be rated unsuccessful even if they perform well in the practical exam. The mark P is for the psychomotor domain level (P1- Simple Routine Assignment; P2- Questions related to Simple Routine Assignment and P3- Questions not related to Simple Routine Assignment)

Oral Questions checklist:

Unit of competency		Drive Light Vehicle		
Unit Code		8322-U4-L2		
Module Title		Driving Light Vehicle		
Module Code		8322-U4-L2-M1		
Problem/Project: Drive Light Vehicle				
Candidate's Name:				
Place of Assessment:		Date of Assessment:		
Questions (and its domain level) to be answered by the trainee / candidate:	Key Answer	Marks allocated	Marks obtained	Remarks
Why do you keep the vehicle in start mode for a few minutes before moving? (Verifying observations) (C1)				
In case of accidents who will you contact first? (contingency questions) (C2)				
While entering intersection, before how many seconds do you have to give signal? (verifying observations) (C3)				
Total Marks Obtained				
The candidate's performance was:		Satisfactory:		
		Not Satisfactory:		
Assessor's Name:		Signature:		

Note: The questions marked with C describes the cognitive level of the questions. C1- Remembering; C2- Functional Understanding and C3- Problem Solving.

Written questions checklist:

Unit of competency		Drive Light Vehicle	
Unit Code		8322-U4-L2	
Module Title		Driving Light Vehicle	
Module Code		8322-U4-L2-M1	
Problem/Project: Drive Light Vehicle			
Candidate's Name:			
Place of Assessment:		Date of Assessment:	
Questions (and its domain level) to be answered by the trainee/ candidate:	Key Answer	Marks Allocated	Marks Obtained
1. List down three types of parking. (Short Answer Question) (C1)	Angle, Straight and	1	

Annex III: Module Recognition

This is to verify that

Mr/Ms.....

has completed module on

.....

Covering following learning outcomes:

1.
2.
3.

Instructor:

Head of the Department:

.....

.....

Signature:

Signature:

Date: / / (dd/mm/yyyy)
.....(dd/mm/yyyy)

Date: / /

Head of the Institute:

Trained Assessor (Institute)/Exam OC:

.....

.....

Signature:

Signature:

Date: / ... / (dd/mm/yyyy)

Date: / /(dd/mm/yyyy)

Annex IV: Lesson Plan

Lesson Plan

Course Title:				NC Level:
Module Code:				Duration:
Module Title:				
Learning Outcome:				
Skill/Task/Topic:				
Terminal Performance Objective: <i>(Note: Write narrative statement extracted from TPO of Task Sheet)</i>				
Enabling Objectives (Related knowledge): <i>By the end of the lesson learners will be able to:</i> i) ii) iii)				
What (Content/Activity)	Who (T/L)	How (Methods/ Media)	Duration (Min.)	Questions
<i>Introduction:</i> <i>Main body</i> <i>Conclusion</i>				
Projects/Problems:				

Instructional Resources Plan				
Skills/Task/Topic:				
No. of Trainees:				
Sl. No.:	Instructional materials/resources	Specifications	Qty.	Remarks
Prepared by :		Signature	Date:	
Revised by:		Signature	Date:	
Approved by:		Signature	Date:	

Task sheet

TS-1/4: Practical Plan

Course Title:				N C Level:	
Module code:				Duration:	
Module Title					
Learning outcome					
Skills/Task Title:				Task no:	
Terminal Performance Objective: <i>Given:</i> <i>Cue:</i> <i>Who:</i> <i>What:</i> <i>Within:</i> <i>How well:</i> - - -					
Enabling Objectives (Related Skills): <i>By the end of a lesson, the learners will be able to:</i> i) ii) iii) iv)					
Activities	Who (T/L)	How (methods/ media)	Duration		
Project/Assignment:					

TS-2/4: Tool and Equipment required:							
<i>Sl no.</i>	<i>Particulars</i>	<i>Specifications</i>	<i>Qty.</i>	<i>Remarks</i>			
Training Materials required:							
<i>Sl no.</i>	<i>Particulars</i>	<i>Specifications</i>	<i>Qty.</i>	<i>Rate</i>	<i>Amount</i>	<i>Remarks</i>	
TS-3/4: Performance Guide							
Skill/Task:					Date:		
Directions: Use the following performances criteria to rate the learner. Check YES/NO to indicate whether the learner performed each step as indicated or not?							
Sl. No:	Steps					Yes	No
Note: Critical steps: All * marked steps should be carried out very carefully. For a quality performance guide, all items should be checked "YES"							

TS-4/4: Instruction and Drawing

General Instructions for Trainees

- i)
- ii)
- iii)
- iv)

Drawing (if any)

Safety Precaution

- i)
- ii)
- iii)

Prepared by:	Signature	Date:
Revised By:	Signature	Date:
Approved by:	Signature	Date:

Annex V: Course Plan
Institutes letter head and Logo

(Trade)YEAR PLAN- _____ Semester _____ (Year)

Trade: NC Level:			Schedule																																								Total Hours																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																							
Module Code	Module Title	Learning Outcome	Feb.				March				April				May				June				July				Aug.				Sept				Oct.				Nov.																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																											
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Prepared by:

Verified & Approved by:

Date:

Monthly/Weekly Plan

Month:

Trade:

Trainer:

Week	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Week 01							
Week 02							
Week 03							
Week 04							
Week 05							

Developed by:

Approved by:



For more information please contact:

Technical Trainers Training and Resource Center (TTTRC), DWPSD

P.O. Box153; Gelephu

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