Workplace Learning Record

VCE VET Applied Fashion Design and Technology



MST20616 Certificate II in Applied Fashion Design and Technology

**Student name**:

Modification history

|  |  |  |  |
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SWL Recognition

Structured Workplace Learning (SWL) recognition provides you with the opportunity to gain credit into your VCE or VCAL for undertaking SWL that matches your VCE VET program.

To receive recognition and credit, you will be required to reflect on your experience in the workplace and how this relates to your VET course. Your reflections are to be recorded in the three sections of this Workplace Learning Record (WLR).

About this workplace learning record

This WLR helps you gather evidence for assessment and is part of the requirement for obtaining SWL recognition.

To be eligible for one unit of credit towards your VCE or VCAL, you must:

* be enrolled in a minimum of 180 nominal hours of units of competency (UoCs) from the MST20616 Certificate II in Applied Fashion Design and Technology
* undertake a minimum of 80 hours (equivalent to 10 days of work) in an applied fashion design and technology industry placement
* reflect on a minimum of six UoCs from your program including the WHS UoC (MSMWHS200 - see page 8).

VCE VET Applied Fashion Design and Technology

MST20616 / Certificate II in Applied Fashion Design and Technology

The VCE VET Applied Fashion Design and Technology program is drawn from a national training package and offers a portable qualification which is recognised throughout Australia.

This qualification provides students with a broad range of knowledge and skills to pursue a career or further training in the fashion industry.

It includes skills used in the design and production of garments and millinery, as well as in the development of unique fashion and textile designs used in Indigenous Australian culture.

The qualification is designed to introduce students to the fashion industry environment.

MST20616 Certificate II in Applied Fashion Design and Technology is designed to introduce students to the fashion industry environment.

Specifically, a graduate of this course may:

* learn skills in design principles, sewing, garment construction, pattern making, colour and fabric
* undertake a higher-level qualification in Applied Fashion Design and Technology, or higher education, or gain employment in the industry.

Workplace Learning Record

The WLR is divided into three sections.

**Section 1**: Learner profile

**Section 2**: Learning about VET UoCs in the workplace

**Section 3**: Post-placement reflections

Please complete the details of your workplace.

|  |  |
| --- | --- |
| Employer/Company/Business |  |
| Supervisor name |  |
| Contact phone number |  |

|  |  |
| --- | --- |
| Employer/Company/Business |  |
| Supervisor name |  |
| Contact phone number |  |

|  |  |
| --- | --- |
| Employer/Company/Business |  |
| Supervisor name |  |
| Contact phone number |  |

Section 1: Learner profile

Complete the learner profile and discuss this with your host employer on or before your first day of placement.

|  |  |
| --- | --- |
| **Name** |  |
| **School**  |  |
| **Phone number** |  |
| **Email** |  |
| **Explain why you decided to undertake this VET course?** |
|  |
| **List the other subjects that you are undertaking.** |
|  |
| **Explain why you have chosen this overall program.**  |
|  |
| **Outline what interests you about the industry.** |
|  |
| **What is your planned career path or future career aspiration?**  |
|  |
| **Describe any workplace skills you have developed through previous work experience, SWL or part time employment.** |
|  |
| **How have you developed these skills?**  |
|  |

Section 2: Learning about VET units of competency in the workplace

This WLR contains three key questions per UoC designed to draw out related experiences you may be exposed to in a workplace.

This does not cover all the elements or performance criteria within the units and is not designed as a UoC assessment tool.

You should comment on the UoCs you have experienced in the workplace and reflect on actual observations or activities that you have been exposed to. Your observations will:

* reinforce the training you have undertaken
* identify differences in practice or equipment
* identify areas requiring further training or practical experience.

You are encouraged to take photos and/or video where appropriate to showcase learning in the workplace. Evidence you collect can include:

* observations
* descriptions of activities and tasks
* conversations with employers and other staff
* participation in meetings
* workplace documents
* research in the workplace
* photos of equipment/processes/events
* video of workplace activities.

**Note**: please speak to your host employer before taking photos or video. Do not use the names or details of any clients / stakeholders external to the organisation / other. This record does not require identifying actual people or events, as this may breach confidentiality.

Program outline

MST20616 Certificate II in Applied Fashion Design and Technology

UoCs included in this program are listed below. There are compulsory UoCs, along with a selection of electives. You can make a note of any UoC that relates to your experiences in the workplace. Indicate the year you are undertaking each UoC.

| Unit code | Unit of Competency | Nominal Hours | Year | Page |
| --- | --- | --- | --- | --- |
| **Work, Health and Safety Units** |
| MSMWHS200 | Work safely | 30 |  | 8 |
| **Compulsory** |
| MSMENV272 | Participate in environmentally sustainable work practices | 30 |  | 9 |
| MSS402051 | Apply quality standards | 30 |  | 10 |
| MSTCL2011 | Draw and interpret a basic sketch | 30 |  | 11 |
| **Electives** |
| MSTCL1001 | Produce a simple garment | 40 |  | 12 |
| MSTCL2010 | Modify patterns to create basic styles | 50 |  | 13 |
| MSTCL2020 | Lay up and mark uncomplicated fabrics and lays | 50 |  | 14 |
| MSTCL3007 | Embellish garment by hand or machine | 40 |  | 15 |
| MSTFD2001 | Design and produce a simple garment | 80 |  | 16 |
| MSTFD2005 | Identify design process for fashion designs | 40 |  | 17 |
| MSTFD2006 | Use a sewing machine for fashion design | 80 |  | 18 |
| MSTGN2018 | Work in the TCF industry | 40 |  | 19 |
| MSTTX1001 | Produce a simple textile fabric or product | 40 |  | 20 |

List any other units you are undertaking and include comments regarding additional units on page 21.

VCE VET units of competency

MSMWHS200 Work safely

This unit of competency covers the skills and knowledge required to apply workplace policies and procedures to maintain a safe work environment for self and others.

|  |  |
| --- | --- |
| **Respond to the following** | **Comments/observations** |
| Name three hazards in the work area at your workplace. |  |
| Briefly describe three workplace procedures that you followed, e.g. standard operating procedures (SOPs)? |  |
| What was the process in your workplace for providing suggestions for enhancing tasks and job safety? |  |

MSMENV272 Participate in environmentally sustainable work practices

This unit of competency covers the skills and knowledge required to effectively find out current resource use and carry out improvements, in own work area, including those that reduce the negative environmental impacts of work practices.

|  |  |
| --- | --- |
| **Respond to the following** | **Comments/observations** |
| What environmental policies were followed by workers in the workplace? |  |
| Briefly outline the environmental hazards/ risks that were considered by the workplace. |  |
| How did the business aim to improve environmental performance and to promote more efficient production and consumption of resources? |  |

MSS402051 Apply quality standards

This unit of competency covers the skills and knowledge required to apply quality standards to work operations in an organisation. The unit is designed to complement competitive systems and practices units.

|  |  |
| --- | --- |
| **Respond to the following** | **Comments/observations** |
| Briefly describe the process in the workplace for reporting faults, faulty parts, materials and identified causes to the supervisor. |  |
| What quality checking procedures did you observe/were you involved with in your workplace? |  |
| Name three policy and procedures documents you learned about in your workplace. |  |

MSTCL2011 Draw and interpret a basic sketch

This unit of competency covers the skills and knowledge required to draw and interpret a two-dimensional sketch of a garment, and to identify construction features.

|  |  |
| --- | --- |
| **Respond to the following** | **Comments/observations** |
| What pattern pieces or components of garments did you use at your workplace? |  |
| In your workplace, what were the quality criteria for basic sketches? |  |
| Outline the drawing tools and equipment you used/observed in the workplace. |  |

MSTCL1001 Produce a simple garment

This unit of competency covers the skills and knowledge to assemble garment components using a domestic machine and operation techniques.

The unit of competency applies to selecting fabrics, laying up pattern pieces, and cutting and assembling garments in a non-commercial environment.

|  |  |
| --- | --- |
| **Respond to the following** | **Comments/observations** |
| What personal protective equipment (PPE) did you use during production of garments? |  |
| In your workplace, what types of fabrics and patterns did you use? |  |
| When pressing garments what workplace procedures did you follow? |  |

MSTCL2010 Modify patterns to create basic styles

This unit of competency covers the skills and knowledge required to modify patterns to create basic styles.

The unit of competency applies to the modification of existing styled patterns to create new styles with minimal modification.

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| --- | --- |
| **Respond to the following** | **Comments/observations** |
| What was the process in the workplace for checking pattern components against pattern specifications? |  |
| What pattern modifications did you use in the workplace? |  |
| What key information was included on pattern specifications in the workplace? |  |

MSTCL2020 Lay up and mark uncomplicated fabrics and lays

This unit of competency covers the skills and knowledge required to lay up and mark uncomplicated fabrics and lays.

|  |  |
| --- | --- |
| **Respond to the following** | **Comments/observations** |
| Describe the workplace procedures for setting up the work area? |  |
| What fabrics did you work with in the workplace? |  |
| What equipment did you use/observe in the lay-up process? |  |

MSTCL3007 Embellish garment by hand or machine

This unit of competency covers the skills and knowledge required to embellish a garment using hand or machine techniques.

The unit of competency applies to selecting and applying an embellishment on garments, either at the completion of production, or during the production stage. The embellishments may be added by either hand or machine, as determined by the design brief.

|  |  |
| --- | --- |
| **Respond to the following** | **Comments/observations** |
| What were your experiences using specifications, drawings, job sheets or work instructions in your workplace? |  |
| Outline three embellishing methods/ equipment you used in your workplace. |  |
| Outline three embellishing methods/ equipment you used in your workplace. What was the process in your workplace for directing completed garments to the next operation? |  |

MSTFD2001 Design and produce a simple garment

This unit of competency covers the skills and knowledge required to design, plan and produce a simple garment. Production of the garment involves the use of a domestic sewing machine or plain lock stitch machine. Designs involve modification of existing blocks or patterns.

|  |  |
| --- | --- |
| **Respond to the following** | **Comments/observations** |
| Describe the tools and equipment you use during the production process of a simple garment. |  |
| What components of the design process did you use/observe in garment production? e.g. storyboard |  |
| What improvements did you make to your simple garment and why? |  |

MSTFD2005 Identify design process for fashion designs

This unit of competency covers the skills and knowledge required to identify the design process for fashion designs.

The unit of competency applies to identifying the criteria for a fashion design brief, and how they impact on the process of producing fashion items. It includes the impact of colour on the design process in a production environment.

|  |  |
| --- | --- |
| **Respond to the following** | **Comments/observations** |
| What specific elements were listed in fashion design briefs in your workplace? |  |
| Describe the commercial considerations that were important in the workplace for producing a design. |  |
| Provide examples of colour combinations you used or observed for designs in your workplace? |  |

MSTFD2006 Use a sewing machine for fashion design

This unit of competency covers the skills and knowledge required to use a sewing machine to align and sew pattern pieces and sew components.

The unit of competency applies to aligning and sewing straight seams, joining flat pieces of stable fabric together, sewing components and stitching hems, using basic stitching.

|  |  |
| --- | --- |
| **Respond to the following** | **Comments/observations** |
| How did you identify poor machine performance? |  |
| What sewing operations did you use in your workplace? |  |
| Describe how completed work was inspected and assessed in your workplace. |  |

MSTGN2018 Work in the TCF industry

This unit of competency covers the skills and knowledge required to identify key production processes within the textiles, clothing and footwear (TCF) sector.

|  |  |
| --- | --- |
| **Respond to the following** | **Comments/observations** |
| What are the key industry associations, unions and relevant government bodies that you learned about in your workplace? |  |
| Outline five industry terms or acronyms you learned while in the workplace. |  |
| Briefly outline two key personnel and their roles in the workplace? |  |

MSTTX1001 Produce a simple textile fabric or product

This unit of competency covers the skills and knowledge required to produce a simple fabric or product.

The unit of competency applies to the production of a simple fabric or product on commercial or craft level equipment for spinning, weaving, knitting or sewing operations.

|  |  |
| --- | --- |
| **Respond to the following** | **Comments/observations** |
| How did the workplace assess suitability of materials, tools and equipment for producing a simple textile product? |  |
| What types of equipment were available in the workplace for producing fabric or products? |  |
| Briefly describe the fault finding procedures used in the workplace. |  |

Comments/observations on any other unit(s) of competency not listed

|  |  |
| --- | --- |
| **Unit(s)** | **Comments/observations** |
|  |  |

Section 3: Student post-placement reflection

Employability skills are a set of eight skills we use every day in the workplace.

1. Communication
2. Teamwork
3. Problem solving
4. Self-management
5. Planning and organising
6. Technology
7. Learning
8. Initiative and enterprise

When you are on work placement, you will be using employability skills in many ways.

This record will assist you when applying for jobs and in interviews. The skills you are developing may be transferred to a range of occupations. Assessment of SWL recognition is based on a discussion of each of the sections from this booklet with a school representative.

In Section 3, identify the employability skills you have used and how you have demonstrated them in the workplace. Identify how the skills you have acquired and used during your 80 hours of SWL might assist you in the future.

List of employability skills

How did you demonstrate **communication skills**? For example, by listening and understanding, speaking clearly and directly, or reading and writing.

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|  |

How did you demonstrate **teamwork**? For example, by working as part of a team or sharing ideas and resources with co-workers.

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How did you demonstrate **problem solving**? For example, by identifying problems or developing solutions to workplace issues.

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How did you demonstrate **self-management**? For example, by taking responsibility, managing time and tasks effectively, monitoring your own performance or having the ability to work unsupervised.

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How did you demonstrate **planning and organising**? For example, by time management, setting priorities, making decisions, setting goals, collecting, or analysing and organising information.

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How did you demonstrate the use of **technology**? For example, by being prepared to use a range of technology systems, IT skills (typing or data entry), or being able to learn new skills from the technology used in this industry.

|  |
| --- |
|  |

How did you demonstrate **learning**? For example, by being willing to learn new things, being open to new ideas or adapting to change.

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|  |

How did you demonstrate **initiative and enterprise**? For example, being creative, adapting to new situations, turning ideas into actions, coming up with a variety of options.

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| --- |
|  |

Summary of industry learning

At the conclusion of your SWL for this VET Qualification, think about the experiences you have had in the workplace, your reflection of learning against the UoCs and the employability skills you have developed.

How will these learnings assist you in your pathway to employment or further training in this industry?

|  |
| --- |
|  |

Student declaration

I confirm that I have undertaken work placement with:

|  |  |
| --- | --- |
| **Employer/Company/Business name** | **Total hours of placement** |
|  |  |
|  |  |
|  |  |
| **TOTAL** |  |

I have completed the reflections and evidence submitted in this WLR and they are from my own experiences.

**Signed** (Student)

**Name** (Block letters)

**Date**