

BQA NCQF Qualification Template

DNCQF.FDMD.GD04

Issue No.: 01

QUALIFICATION SPECIFICATION							SECTION A
QUALIFICATION DEVELOPER		LIMKOKWING UNIVERSITY OF CREATIVE TECHNOLOGY					
TITLE		Certificate V in Upholstery		NCQF LEVEL		5	
FIELD	Manufacturing, Engineering and Technology	SUB-FIELD	Upholstery				
New qualification		√	Review of existing qualification				
SUB-FRAMEWORK		General Education		TVET	√	Higher Education	
QUALIFICATION TYPE		Certificate	√	Diploma		Bachelor	
		Bachelor Honours		Master		Doctor	
CREDIT VALUE					126		
RATIONALE AND PURPOSE OF THE QUALIFICATION							
<p>Rationale</p> <p>Upholstery is the creative art of providing soft coverings to chairs, sofas, automobile seats, caskets, mattresses, bedsprings and other kinds of furniture. It includes repairing of worn out furniture frames, fabrics covers, installation of springs, filling, padding, covering and finishing of products. Upholsters specialize in protecting furniture from external elements as well as beautifying their appearance and outlook. This qualification is designed to mould an innovative generation of upholsters and manufacturers who would fit well into both the local and international markets. The continued growth of manufacturing industries and consumer product in the modern economy has sustained and shaped economies of many nations and thus has created opportunities for graduates as upholsters in the manufacturing industry.</p> <p>Botswana's market like any other developing country is dominated by upholstered products, which are from other countries. Lack of qualified and skilled upholsters has also contributed to the reliance on imports and thereby increasing the import bill (Botswana Statistics February 2017). The manufacturing industry is lacking qualified and trained upholsters as such more and more goods which require upholstery are imported from neighboring countries. Botswana is blessed with indigenous knowledge, which is not exploited, and there are opportunities and enormous possibilities for the exploration of indigenous craft products for designers and crafts people in Botswana (Molokwane S & Moalosi R, 2010), these opportunities are not taken up because of lack of relevant technical knowledge and skills. This has led to a situation where the few companies, which are in the manufacturing industry, only focus on assembling and fitting and not exploiting the upholstery field. Therefore, this qualification focuses on the development of local skills and abilities in the development and communication of ideas in upholstery industry. The qualification takes a technologically innovative approach to the design and creation of beautiful, upholstered products and upholstery maintenance.</p> <p>The aspirations of this qualification are echoed in a report titled "2002 A frameworks for a long term vision</p>							

for Botswana “The importance of technical training must be stressed throughout the education system. A more difficult task is however to emphasize the importance of technical skills to the Economy, and to upgrade the status of those who are employed in technical jobs. This can only be done through constant emphasis and recognition of the economic contribution of technical skills both within government and outside,” it is therefore clear that technical subjects or courses like upholstery would help and add value to the economy of Botswana.

The National Development Plan 11 of April 2017 – March 2023 under Diversified Industries, *EDD Strategy*: 6.136 states that efforts will continue to consolidate the EDD strategy’s achievements during NDP 11 by implementing the new Industrial Development Policy (IDP), whose main aim is to achieve diversified and sustainable industries, while ensuring beneficiation of locally available raw materials. Measures will be put in place to ensure that goods and services produced in Botswana are of the quality and standard to compete in both local and international markets. Diversification and quality goods and services can only be realized if the country has trained and qualified professionals.

National Human Resources Development Strategy (NHRDS), through its strategic plan 2009-2022 (Ministry of Education and Skills Development, 2009) “Realizing our Potentials” provides the basis for matching skills with national labour market requirements and promoting individuals’ potential to advance and contribute to economic and social development. This strategy reflects government realization that relevant knowledge and skills are essential requirements in moving Botswana’s development trajectory forward. To increase citizen ownership of and participation in economic activities of the country is one of the cardinal objectives of Vision 2016 and 2036. The vision points to the need to create job opportunities through diversification of economy into the services sector and the manufacturing industry.

The qualification meets the growing need for graduates with a strategic vision in upholstery and manufacturing and an understanding of all stages upholstery and furnishing, who are ready to work in a variety of exciting careers related to consumer product development, furniture and more.

Purpose

The purpose of this qualification is to produce graduates:

- (a) With technical knowledge, skills and competence for entry level jobs in the upholstery industry as:
 - General Upholsters
 - Furniture Upholsters
 - Maintenance Technicians
 - Assistant Furniture Manufacturer
 - Carpenters
- (b) Who have the practical skills and ability to measure and cut materials to cover furniture.
- (c) Who have problem-solving skills to solve upholstery related problems in the work place on a daily basis.
- (d) Who are grounded in the application of technology, creativity and innovation in the invention and production of unique consumer products.
- (e) Who are skilled in repairing structural aspects of furniture such as wooden framework and springs,

replacing old or damaged material with new fabric, stuffing, and padding.

ENTRY REQUIREMENTS (including access and inclusion)

Access and inclusion measures have been created and considered in this qualification to allow fair and equal entry requirements for learners from a wide spectrum of learning.

▪ Minimum Entry Requirements

Certificate IV, NCQF level 4 (General Education or TVET) or equivalent with a pass in Design and Technology, Art & Design, Mathematics, Physics, combined sciences and English.

▪ CAT and RPL

Applicants who do not meet the above criterion but possess relevant industry experience may be considered using RPL and CATS policies for access.

QUALIFICATION SPECIFICATION		SECTION B
GRADUATE PROFILE (LEARNING OUTCOMES)	ASSESSMENT CRITERIA	
1. Describe the Upholstery Process	<ul style="list-style-type: none"> • Collect data from a wide range of sources. • Read and interpret drawings. • Visualize and apply basic drafting fundamentals. • Adhere to good habits of work such as cleanliness, accuracy, neatness, orderliness and speed. • Create simple structural and decorative designs, in sketching pictorial drawings, and in making orthographic working sketches. 	
2. Conduct essential basic design research using appropriate methodologies and analysis techniques based on the upholstery process, meaning, and user experience.	<ul style="list-style-type: none"> • Identify upholstery problems. • Collect data using appropriate data collection methods. • Draw conclusions from data analysis. • Make upholstery recommendations based on research findings. 	
3. Apply problem solving, creativity, decision-making and innovative process techniques in the manufacturing and upholstery of products.	<ul style="list-style-type: none"> • Use collected data from research to inform new products specifications and finishing. • Apply critical thinking and creativity in measuring, cutting and removal of damaged materials. • Translate upholstery-drawing visuals into technical drawings and visa v. • Draw sketches of the envisaged upholstery outlook 	
4. Communicate upholstery ideas and concepts using written, oral, visual and digital presentations.	<ul style="list-style-type: none"> • Identify appropriate visual presentation techniques. • Present a set of upholstery solutions to a specific target audience. 	

	<ul style="list-style-type: none"> • Defend the integration of innovative ideas into upholstery and design products. • Justify the use of new materials and technologies in upholstery. • Communicate upholstery ideas and concepts in written reports. • Use technology in communicating upholstery ideas and concepts.
<p>5. Apply technical skills, knowledge and upholsteric-craftsmanship to prove feasibility of concepts.</p>	<ul style="list-style-type: none"> • Explain the suitability of available materials, colours, etc. for specific design projects. • Select and incorporate suitable materials and alternative colours for the selected product. • Distinguish between positive space and negative space on a drawing medium such as paper. • Generate and conceptualize ideas and work using variety of tools. • Use a variety of media and/or processes to categories rendering techniques.
<p>6. Build prototypes/models of hard-goods, soft goods and packaging using fabrication methods.</p>	<ul style="list-style-type: none"> • Identify the desired material for the prototype. • Develop work stages and methods alongside product qualities. • Justify the optimum configurations for performance, reliability, cost, modes of behavior under varying conditions, etc. • Explain basic family of materials used in soft goods and hard goods, including sustainable materials and manufacturing processes.
<p>7. Scale up/scale down a model.</p>	<ul style="list-style-type: none"> • Draw models in different scales. • Convert models from one scale to another by up-scaling or down-scaling. • Convert a 2D drawing/pictorial drawing into a 3D prototype. • Assemble a 3D prototype into a semi-finished product. • Quantify components for a designed product.
<p>8. Apply different upholstery and manufacturing processes.</p>	<ul style="list-style-type: none"> • Use different manufacturing techniques to produce a variety of upholstered products. • Convert a model into the actual materials. • Machine the different parts of an envisaged product. • Join parts of a product into a complete and finished product. • Apply finishing to the completed item/product. • Justify the use of the selected manufacturing processes.
<p>9. Design and manufacture different products</p>	<ul style="list-style-type: none"> • Design parts, components and products for manufacturing

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	<ul style="list-style-type: none"> • Interpret technical drawings to assemble a wide range of products. • Join parts of a product into a complete and finished entity. • Plan and commission a product from start to finish.
10. Fit, install, and secure material on frames, using hand tools, power tools, glue, cement, and/or staples	<ul style="list-style-type: none"> • Use measuring tools to measure the product and material needed to cover the product. • Read and convert units of materials in different unit standards. • Use different cutting tools for specific materials. • Optimize material cutting techniques to reduce waste. • Join materials correctly and neatly. • Remove worn out material pieces without destroying the whole product. • Prepare surface for the new material. • Insert and finish the product with new material.
11. Maintain records of time required to perform upholstery tasks and material costing	<ul style="list-style-type: none"> • Identify stage by stage task required for the job. • Quantify time needed to complete tasks. • Read and interprets time. • Read and write tasks requirements. • Apply costing to materials and labour. • Estimate time and materials for the project

QUALIFICATION STRUCTURE		SECTION C	
FUNDAMENTAL COMPONENT	Title	Level	Credits
Subjects / Units / Modules /Courses	Measurements and calculations	5	10
	Technical Documentation and Interpretation	5	12
	Estimation and job costing	6	10
	Upholstery hand and power tools	5	10
	End user Computing	5	8
	Contextual Research and Presentation skills	4	10
CORE COMPONENT	Technical Drafting	5	8
	Basic upholstery machine sewing	5	10
	Workshop Technology	5	10
	Basic Entrepreneurship	4	8
	Upholstery Project	5	12
	Upholstery Materials	5	10
ELECTIVE COMPONENT	Presentation Techniques	5	8
	Basic Photography	5	8
Total			126

The table below shows module distribution in relation to fundamental, core and elective components. Students are to choose 1 module out of 2 electives in semester 2. The total number of credits required for a

student to graduate in this qualification is 126 credits.

Module Classification	Module status	Total number of modules	Total number of Credits	Credit Percentages
Fundamental Component	Compulsory	6	60	48%
Core Component	Compulsory	6	58	46%
Elective Component	Students choose 1 out of 2 modules	1	8	6%
Totals		13	126	100%

RULES OF COMBINATIONS, CREDIT DISTRIBUTION (WHERE APPLICABLE):

Minimum NCQF Credit Level	NCQF Descriptor Level Credit Composition Rule	Qualification credit distribution
120	<ul style="list-style-type: none"> • Level 4 (18) • Level 5 (98) • Level 6 (10) 	126

ASSESSMENT AND MODERATION ARRANGEMENTS

Assessment arrangements

The qualification will encompass both formative and summative assessment, which will be designed by assessors who are BQA accredited.

The weightings for the assessments will be as follows.

Assessment Method	Weight
Formative Assessments	60
Summative Assessments	40

Moderation arrangements

There will be internal and external moderation undertaken by moderators accredited by BQA. All processes and procedures will be in line with NCQF requirements. This will be conducted in reference to the institution's moderation policy and procedures.

RECOGNITION OF PRIOR LEARNING (if applicable)

The Qualification will be awarded through RPL and CAT inline with BQA RPL policy and well-established ETP policy.

PROGRESSION PATHWAYS (LEARNING AND EMPLOYMENT)

This qualification is designed to facilitate vertical, horizontal and diagonal progression both locally and internationally.

Horizontal Progression

Students may progress horizontally between qualifications if they meet the minimum requirements for admission to the target qualification. Other comparable qualification to this Certificate includes,

- Certificate in Furniture Design and manufacturing
- Certificate in carpentry and joinery
- Certificate in Design and Technology
- Certificate in product Design

Vertical progression – Exit

Students graduated from this qualification may progress to the following.

- Diploma in Furniture Design
- Diploma in Interior Decoration and Design
- Diploma in Design and Technology
- Diploma in product Design

Diagonal Progression

Students may progress diagonally between qualifications by presenting a completed Qualification or credits towards a qualification in a similar study area and must meet the minimum requirements for admission to the target qualification, which they will often do by virtue of the credits obtained towards an equivalent qualification.

Employment Pathways

Other than progressing academically students may get into the field and work as;

- General Upholsters
- Furniture Upholsters
- Car and Accessory Upholster
- Interior maintenance Technicians

- Assistant Furniture Manufacturer
- Carpenters

QUALIFICATION AWARD AND CERTIFICATION

To qualify for qualification award and certification, a students must

- Attain a minimum of 126 credits overall.
- Complete satisfactorily any additional and specified requirements of the qualification.
- Have official verification that he/she has covered and passed all the modules.

A Certificate V in Upholstery will be awarded upon successful completion of the qualification.

REGIONAL AND INTERNATIONAL COMPARABILITY

Currently there is no institution that offers Certificate in Upholstery in Botswana for benchmarking purposes, The only closest courses to Certificate in Upholstery, both in Botswana and other Southern African Countries are Carpentry and joinery, which are offered at most Brigades at trade, B, C and at NCC (National Craft Certificate) level, and these levels provide students with basic manufacturing skills, however these trades lack design aspect of the field.

Table 1: Benchmark Summary

Criteria	AUSTRALIAN GOVERNMENT	THE GOODLIFE CENTRE (LONDON)	AMUSF (ENGLAND)
Duration	1 year	1 year	1 year
Total number of modules	25 Modules	20 Modules	15 Modules
Number Of Core modules	14 Modules	20 Modules	15 Modules
Number of specialization Modules	None	None	None
Number of Elective Modules	11 Modules	None-elective course	None-elective course
Entry Requirements	Mature Entry/Working Experience	Mature Entry/Working Experience	Mature Entry/Working Experience
a. Progression			

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b. Exemptions	Yes	Yes	Yes
Mode of Study	a. Fulltime b. Part time	Fulltime	a. Fulltime b. Part time
Common Modules	Work safely	Health and Safety	Health & Safety issues
	Machine sew basic upholstery	Basic machine Stewing Techniques	
	Upholstery materials and labour costing	Material costing	Product Estimates, work sheets and costing
	Traditional vs. modern upholstery techniques	Traditional and modern upholstery techniques	Upholstery techniques to include both traditional and modern materials
	Upholstery sector hand and power tools	Tools and safety	General Product Safety Regulations

SIMILARITIES

The following are noted similarities:

- The duration of training is the same; the key core modules taught in the qualifications are almost similar.
- The number of modules offered for the qualification are 80% to 100% the same.
- Most qualifications offer electives.
- All qualifications enroll from high school students, mature entry students and progression students.
- Almost all qualifications offer core modules only.

DIFFERENCES

Key differences are noted in the following areas:

- The modules have different notional hours and hence credits for awarded to each module.
- Another difference is of names as most of them have different names but similar learning outcome.

CONTEXTUALISED APPROACH

- The Certificate is offered in a period of 1-year in-line with other qualifications of the same level.
- The certificate has widened its scope to enable graduating students to progress to other non-upholstery qualifications.

REVIEW PERIOD

This qualification will be reviewed every five (5) years.