

When completing the task, did the Participant:	Tick if satisfactorily completed. Provide comments if left unticked.	
	1st Occasion	2nd Occasion
1 Prepare to make sketches and drawings.		
1.1A. Determine the relevant information from construction plans required for sketching or drawing. <i>(Template available for use- HO2-Planning sheet)</i>	☒	☐
1.1B. Check construction plan information against building and construction regulations, standards and codes for compliance, including safety and the environment. <i>(Template available for use- HO1-Compliance review)</i>	☒	☐
1.1C. Consider the intended audience and purpose of drawings to determine appropriate presentation method. <i>(Template available for use- HO2-Planning sheet)</i>	☒	☐
1.1D. Determine the most suitable format for the information and select and check availability of all materials, tools and equipment and check for serviceability before use. <i>(Template available for use- HO2-Planning sheet)</i>	☒	☐
2 Create simple sketches and drawings.		
1.2A. Determine and record measurements, information and details required for drawing and sketches. <i>(Template available for use- HO2-Planning sheet)</i>	☒	☐
1.2B. Using all the gathered information create two-dimensional and three-dimensional sketches/drawings of one structural section of <u>a typical wall detail</u> (Occasion 1) and one non-structural sectional drawing of the <u>shower base detail</u> (Occasion 2) using standard drawing convention.	☒	☐
1.2C. Clearly identify and label the elements and components in the sectional drawings.	☒	☐
3 Notate and process drawings.		
1.3A. Include all essential information to the drawings using dimension lines, symbols and abbreviations following standard drawing conventions.	☒	☐
1.3B. Include drawing and job title, date, scale and sheet number in the title block.	☒	☐
1.3C. Produce clear and descriptive completed drawings in an appropriate form for presentation.	☒	☐
1.3D. Submit completed drawings with name and date attached to assessor as evidence.	☒	☐