

CPCCBC4014 PREPARE SIMPLE BUILDING SKETCHES AND DRAWINGS

PRACTICAL ASSESSMENT

Participant name	Lucy Muston
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FOR THE PARTICIPANT

Instructions

- The tasks outlined on the following pages will require performance of normal workplace activities, as a result of a structured activity set by an Observer in the workplace or a simulated activity set by your Assessor/Observer.
- The timeframe for these tasks will be established by your Assessor/Observer, in consideration of location conditions and industry requirements.
- You must complete all tasks unassisted by the Assessor or other personnel, unless the steps note this assistance.
- You must attempt all tasks (and itemised steps) for a 'Satisfactory' assessment outcome to be awarded.
 - For any observation conducted that is incomplete, or without satisfactory performance, the observation will need to be completed again after further training support.

FOR THE ASSESSOR/OBSERVER

Instructions

- The following observation record should be used to judge and record your observations of the Participant as they complete the task(s) set. You must record your observations of the Participant's performance.
 - For each occasion, indicate the task performed and whether it was a simulation or workplace-based task.
 - Any simulated assessment must ensure the Participant still performs under workplace conditions which reflect industry standards.
 - In the comments, provide clear detail regarding the task that the Participant was required to do (e.g. PPE used, materials handled, attachments connected, plant types).
- All steps must be satisfactorily demonstrated by the Participant for a 'Satisfactory' determination (indicated by an Assessor tick to the right of each itemised step, or an Observer tick to the right of each itemised step, and confirmation by an Assessor in the Assessor Comments).
 - Where you have determined that one or more task steps have not been satisfactorily demonstrated, provide the Participant with additional support and outline details of such assistance in the Assessor/Observer Comments. Allow the Participant two (2) further opportunities to demonstrate the task again to allow an opportunity for a 'Satisfactory' assessment outcome to be achieved.
 - If after three (3) attempts the Assessor determines that the Participant cannot demonstrate the required steps, a 'Not Satisfactory' outcome is to be determined.

TASK OUTCOME					
Task	Date	Task Type (Tick)	Location	Task outcome (Tick)	
				Satisfactory	Not Satisfactory
Task 1 (Occasion 1)	Select Date.	☐ Workplace ☐ Simulation		☐	☐
Task 1 (Occasion 2)	Select Date.	☐ Workplace ☐ Simulation		☐	☐

ASSESSOR COMMENTS: GENERAL

As necessary, outline:

- Details on reattempts, alternative arrangements or reasonable adjustments made.
- Where a Participant is deemed 'Not Satisfactory', provide recommendations for future training.

ASSESSOR COMMENTS: PRACTICAL TASK 1: OCCASION 1 Structural component

- ☐ Individual student (as named on cover page)
- ☐ Multiple students ☐ All from Attendance Report, ☐ Specific students involved – identify students]

Task	Provide detail
1.2B. 1.2C. 1.3B.	Specify Standard drawing conventions applied:
1.3C.	Specify form created for presentation:

ASSESSOR COMMENTS: PRACTICAL TASK 1: OCCASION 2 Non-structural component

- ☐ Individual student (as named on cover page)
- ☐ Multiple students ☐ All from Attendance Report, ☐ Specific students involved – identify students]

Task	Details
1.2B. 1.2C. 1.3A. 1.3B.	Specify Standard drawing conventions applied:
1.3C.	Specify form created for presentation:

Observer comments:

CPCCBC4014

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Practical Task 1 (2X)

Description of task:

The participant must demonstrate the skills and knowledge to produce and prepare two (2) simple sketches of different components of the fabric of a building from a set of construction plans (HO3- CSTC RTO facility plans). The sketches must be of one (1) structural component (Occasion 1- typical wall detail) and one (1) non-structural component (Occasion 2 – shower base detail). During the demonstration, the assessor will be checking for evidence of:

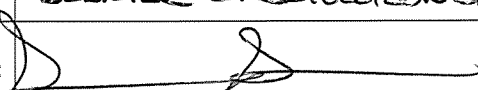
- Prepare to make sketches and drawings.
 - Determine the relevant information from construction plans that is required for sketching or drawing. *(Template available for use- HO2-Planning sheet)*
 - Check construction plan information against building and construction regulations, standards and codes for compliance, including safety and the environment. *(Template available for use- HO1- Compliance review)*
 - Consider the intended audience and purpose of drawings to determine appropriate presentation method. *(Template available for use- HO2-Planning sheet)*
 - 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. *(Template available for use- HO2-Planning sheet)*
- Create simple sketches and drawings.
 - Determine and record measurements, information and details required for drawing and sketches. *(Template available for use- HO2-Planning sheet)*
 - Using all the gathered information create two-dimensional and three-dimensional sketches/drawings of one structural section of a typical wall detail and one non-structural sectional drawing of the shower base detail using standard drawing convention.
 - Clearly identify and label the elements and components in the sectional drawings.
- Notate and process drawings.
 - Include all essential information to the drawings using dimension lines, symbols and abbreviations following standard drawing conventions.
 - Include drawing and job title, date, scale and sheet number in the title block.
 - Produce clear and descriptive completed drawings in an appropriate form for presentation.
 - Submit completed drawings with name and date attached to assessor as evidence.

These tasks may be simulated or real. The Participant is to gather evidence of how they have completed each component of the Practical Task, which is to be submitted with this Practical Assessment sheet. The Observer is to provide detailed comments on the tasks completed by the Participant (on the Observer Comments, overleaf). The Assessor is to verify the Observer's comments, noting their findings in the Assessor Comments (on the back of the Practical Assessment cover page) and provide the assessment outcome.

Resources required:

Construction plans and specifications; Access to current building and construction codes and standards, the NCC, workplace procedures and other quality documentation; Hand drawing materials, tools and equipment; PC, applications and software to access drawings and other relevant information.

Observer details

Name of observer:	BERNARD TRAUERS
Role of observer (Confirm suitability to sign)	PROJECT MANAGER
Email address of observer	BERNIE@GABRIELCONSTRUCTION.COM
Signature of observer:	
Date:	Select Date. 7.04.2025

When completing the task, did the Participant:	Tick if satisfactorily completed. Provide comments if left unticked.	
	1 st Occasion	2 nd 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 a <u>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.	☒	☒