



NCFE

Activity sheets

**NCFE Level 3 Certificate in Creative Craft
QN: 603/3253/0**

Statement of authenticity

Learner name:

Centre number:

Centre name:

Signatures

Learner: Date:

Assessor: Date:

Internal quality assurer (IQA)*: Date:

External quality assurer (EQA)*: Date:

*for completion if part, or all, of the evidence has been sampled by the internal and/or external quality assurer

Learner introduction

Thank you for choosing an NCFE qualification. These activity sheets are yours to keep and a place to record your progress. Keeping organised is a key skill for successfully completing any qualification.

What are the creative craft activity sheets?

These activity sheets, together with your practical work and your final craft item(s), can provide you with the evidence required to achieve the qualification. They're also a useful reference guide to help you keep track of the work you've done and the work you still need to do.

When you complete each activity you should use the evidence reference column to record the location of your practical work (eg in your portfolio or development file). This will direct your Assessor to the correct piece of evidence. The activities on the sheets don't have to be completed in order, and it's likely that you will complete activities across the units as you progress through the qualification.

Please remember these activity sheets cover a wide range of crafts. For this reason some of the examples given won't relate to your craft area. Please include only what's appropriate adding to the suggestions where necessary.

Craft techniques, materials, tools and equipment (K/617/0575)**Learning outcome 1**

Activity and assessment criteria (AC) (to be completed by the learner)	Evidence reference
<p>AC 1.1, 1.2 – Materials</p> <p>Describe the possibilities of the materials you have explored and researched.</p> <p>Describe the limitations of the materials.</p> <p>What are the functional properties of the materials?</p> <p>Describe the aesthetic qualities of the materials.</p> <p>What would it be suitable to produce?</p>	

Craft techniques, materials, tools and equipment (K/617/0575) (cont'd)**Learning outcome 1 (cont'd)**

Activity and assessment criteria (AC) (to be completed by the learner)	Evidence reference
<p>AC 1.2 – Materials, tools, equipment and techniques</p> <p>Describe the strengths of the techniques, materials, tools and equipment you have chosen to use to develop your ideas.</p> <p>Describe the weaknesses of the techniques, materials, tools and equipment you have chosen to use to develop your ideas.</p> <p>What are the functional properties of the techniques, materials, tools and equipment you have chosen to use to develop your ideas?</p> <p>Describe the aesthetic qualities of the techniques and materials you have chosen to use to develop your ideas.</p> <p>Why are the techniques, materials, tools and equipment you have chosen suitable for developing your ideas?</p>	

Craft techniques, materials, tools and equipment (K/617/0575) (cont'd)**Learning outcome 2 (cont'd)**

Activity and assessment criteria (AC) (to be completed by the learner)	Evidence reference
<p data-bbox="121 551 715 584">AC – 2.3 Suitability and progress (continued)</p> <p data-bbox="121 618 1158 685">Explain how you have further developed your use of craft techniques. Link your explanations to your practical work.</p> <p data-bbox="121 1290 1206 1323">Which materials, tools and equipment have you used to good effect? Explain how?</p>	

Develop craft ideas (M/617/0576)**Learning outcome 1**

Activity and assessment criteria (AC) (to be completed by the learner)	Evidence reference
<p>AC 1.1 – Sources</p> <p>Explain how you have used a wide range of both primary and secondary sources within the development of your ideas.</p> <p>You must link your explanations to the annotation within your practical work.</p>	

Develop craft ideas (M/617/0576) (cont'd)**Learning outcome 1 (cont'd)**

Activity and assessment criteria (AC) (to be completed by the learner)	Evidence reference
<p>AC 1.2 – Visual communication</p> <p>How do the visual qualities of your ideas help to communicate your intentions? Link your descriptions to your practical work.</p> <p>Why did you choose specific colours, textures, densities, sizes, forms and shapes?</p>	

Develop craft ideas (M/617/0576) (cont'd)**Learning outcome 1 (cont'd)**

Activity and assessment criteria (AC) (to be completed by the Learner)	Evidence reference
<p>AC 1.3 – Develop ideas</p> <p>Explain how you developed your initial ideas.</p> <p>After creating your initial ideas, which ideas did you choose to refine and why?</p> <p>What changes did you make to further refine your ideas?</p>	

Develop craft ideas (M/617/0576) (cont'd)**Learning outcome 1 (cont'd)**

Activity and assessment criteria (AC) (to be completed by the learner)	Evidence reference
<p data-bbox="114 566 458 602">AC 1.4 – Safe workspace</p> <p data-bbox="114 633 1166 701">Describe the precautions you took within your workspace when developing your ideas.</p> <p data-bbox="114 1072 1129 1140">Give examples of how you worked safely and considered the safety of others working within the same environment.</p> <p data-bbox="114 1543 1198 1610">Which safety precautions did you take for specific equipment, tools or materials, in order to keep the workspace safe?</p>	

Develop craft ideas (M/617/0576) (cont'd)

Assessor observations and assignment feedback (to be completed by the Tutor/Assessor)	
Learner name:	
Assignment title:	
Assessment criteria:	
Feedback	Reference to observation records
<p>Please record your observations of the learner. This should cover the selection and use of craft techniques, materials, tools and equipment.</p> <p>Please record your written feedback for the assignment/project completed by the learner.</p>	
Learner signature:	Date:
Assessor signature:	Date:

Explore commercial craft briefs (T/617/0577)**Learning outcome 1**

Activity and assessment criteria (AC) (to be completed by the learner)	Evidence reference
<p>AC 1.1 – Commercial briefs and commissions</p> <p>What is a commercial craft brief and what are its main features?</p> <p>Describe what a commission is and what the main features are.</p> <p>Explain the purpose of the commercial craft brief within the craft production process</p> <p>Explain how commercial briefs and commissions work including how the associated contracts operate in relation to both of these.</p>	

Explore commercial craft briefs (T/617/0577) (cont'd)**Learning outcome 1 (cont'd)**

Activity and assessment criteria (AC) (to be completed by the learner)	Evidence reference
<p>AC 1.1 – Budgets</p> <p>Explain how budgets work throughout the commercial brief process.</p> <p>How does the budget impact on the craft design process?</p> <p>What adjustments might you have to make to your work or ideas in relation to the available budget?</p>	

Explore commercial craft briefs (T/617/0577) (cont'd)**Learning outcome 3**

Activity and assessment criteria (AC) (to be completed by the learner)	Evidence reference
<p>AC 3.1 – Selecting materials to support the chosen idea.</p> <p>Why have you chosen specific materials to use with your ideas?</p> <p>Justify why you chose these materials over others that would have been suitable for the same purpose.</p>	

Explore commercial craft briefs (T/617/0577) (cont'd)

Assessor observations and assignment feedback (to be completed by the Tutor/Assessor)	
Learner name:	
Assignment title:	
Assessment criteria:	
Feedback	Reference to observation records
<p>Please record your observations of the learner. This should cover the selection and use of craft techniques, materials, tools and equipment.</p> <p>Please record your written feedback for the assignment/project completed by the learner.</p>	
Learner signature:	Date:
Assessor signature:	Date:

Produce craft work in response to a commercial craft brief (A/617/0578) (cont'd)**Learning outcome 1**

What are you going to produce? (to be completed by the learner)	
Activity and assessment criteria (AC)	Evidence reference
AC 1.1 – Production Explain how you have used different tools, materials, equipment and techniques within the production of your final work.	

Produce craft work in response to a commercial craft brief (A/617/0578) (cont'd)**Learning outcome 1 (cont'd)**

Activity and assessment criteria (AC) (to be completed by the learner)	Evidence reference
<p data-bbox="124 553 336 584">AC 1.3 – Safety</p> <p data-bbox="124 618 1195 685">What precautions did you take within your workspace when preparing the work for presentation?</p> <p data-bbox="124 1055 1094 1122">What precautions did you have to take when relocating the work to its final presentation context?</p> <p data-bbox="124 1491 1094 1559">Did you have to take any additional precautions to ensure the safety of the viewers/consumers of the work? Describe these.</p>	

Produce craft work in response to a commercial craft brief (A/617/0578) (cont'd)

Learning outcome 2

Activity and assessment criteria (AC) (to be completed by the learner)	Evidence reference
<p>2.1 – Evaluating and improving</p> <p>Evaluate your final pieces of work against the commercial brief, using the feedback from your client as a key indicator of your success or otherwise.</p> <p>What went well?</p> <p>What could be improved upon and how?</p>	

Produce craft work in response to a commercial craft brief (A/617/0578) (cont'd)

Assessor observations and assignment feedback (to be completed by the Tutor/Assessor)	
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Assignment title:	
Assessment criteria:	
Feedback	Reference to observation records
<p>Please record your observations of the learner. This should cover the selection and use of craft techniques, materials, tools and equipment.</p> <p>Please record your written feedback for the assignment/project completed by the learner.</p>	
Learner signature:	Date:
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Contact us

NCFE
Q6
Quorum Park
Benton Lane
Newcastle upon Tyne
NE12 8BT

Tel: 0191 239 8000*

Fax: 0191 239 8001

Email: customersupport@ncfe.org.uk

Website: www.ncfe.org.uk

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