

# Preparing for installation

## KITCHEN AND CABINET BATHROOM MAKING

Supporting:

**LMFKB2001A**

***Prepare for cabinet installation***



## Work book

Developed in 2011-2012 for the WELL Program



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# Preparing for installation

## Workbook

Containing print-version written assignments supporting the unit of competency:  
***LMFKB2001A Prepare for cabinet installation***

These assignments are also available in an electronic 'Word' version, downloadable from the Kitchen and Bathroom Cabinetmaking website at:

[www.kbcabinetmaking.com.au](http://www.kbcabinetmaking.com.au)



Developed by Workspace Training for the 2011-2012  
Workplace English Language and Literacy (WELL) Program  
Kitchen and Bathroom Cabinetmaking resource development project



[www.workspacetraining.com.au](http://www.workspacetraining.com.au)

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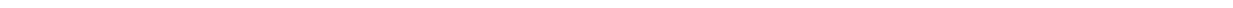
Questions about the design and content of the resource itself should be addressed to the project manager:

David McElvenny  
Workspace Training  
PO Box 1954 Strawberry Hills, NSW, 2012  
Email: [david@workspacetraining.com.au](mailto:david@workspacetraining.com.au)

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# The assessment process

Kitchen and bathroom cabinetmaking is a practical trade that requires good hands-on skills and a sound knowledge of construction methods. Your assessor will use a range of methods to assess your 'competence' in the units that make up this qualification.

These may include:

- on-the-job discussions about how you go about particular workplace activities
- learning activities undertaken while you're progressing through the unit
- practical demonstrations of your ability to use certain pieces of equipment competently and safely
- examples of products you have made and documents you have completed
- written assignments contained in the Workbooks.

The assignments contained in this Workbook are only a part of the overall assessment process for the unit. However, they are an essential part, because they allow you to demonstrate your understanding of the concepts and principles behind the skills involved.

Your assessor will talk to you about the other activities and practical demonstrations you'll need to carry out and the timetable for completion.

## Literacy and numeracy skills

Literacy is the ability to read and write. To complete this trade qualification, you will need sufficient literacy skills to fill in forms and other types of workplace documents correctly. You will also need the skills to be able to read and understand workplace documents such as order sheets, project briefs and safe operating procedures.

Numeracy is the ability to work with numbers. Cabinetmakers need to do lots of calculations with measurements and quantities, so there will be many opportunities for you to learn and practice your numeracy skills.

When it comes to completing the written assignments for this qualification, a certain level of literacy ability is required to read the questions and write down your answers. Obviously, it's important that you clearly understand what the assignment is asking you to do, and that your answers are a good reflection of what you really know. So if

you're having trouble reading the questions or writing down your answers, make sure you speak to your trainer before you hand the assignment in.

There are various ways your trainer can help you. For example, they may be able to ask the assignment questions verbally and help you to write down your answers. They may also be able to show you sample answers to similar questions, which will let you look at the way they're written and give you hints on how to write your own. You may also be allowed to do the assignment with the assistance of another person.

## **Applying for RPL**

RPL stands for Recognition of Prior Learning. It is a form of assessment that acknowledges the skills and knowledge you have gained through:

- on-the-job experience
- formal training in other courses
- life experience, through your hobbies or other outside activities.

If you believe that you are already competent in some or all of the skills covered in this unit, ask your assessor about how to apply for RPL.

You'll find an RPL checklist for this unit on the Kitchen and Bathroom Cabinetmaking website.



## Completing the assignments

There are two assignments for the unit *Preparing for installation*.

These are shown on the following pages, in a layout suitable for hand-written answers. You should detach each assignment from the workbook when you have finished it and hand it to your trainer for marking.

If you prefer to complete the assignments on your computer, go to the website version of this unit and look for the *Assignment* link in each of the three sections. This will allow you to save your answers in an electronic file, which can either be printed out as a hard copy or emailed direct to your trainer as an attachment.

Before you begin each assignment, make sure you read the information in the Learner Guide or on the website for this unit. You'll find a page relating to the assignment that summarises the questions and provides extra material and pointers to help you complete them.

## Assignment 1

Name		Date	
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Provide short answers to the following questions:

1. How would you decide which tools to take with you to the jobsite for a kitchen or bathroom installation?

2. What sorts of checks should you carry out on the tools as you pack them up ready to go?

3. How would you know what components and hardware items to take?

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4. What sorts of checks should you carry out on the components and hardware to make sure that they're right for the job and in proper working order?

5. What is a White Card, and when do you need to have one?

## Assignment 2

Name		Date	
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Provide short answers to the following questions:

1. If it was raining on the day that you were delivering the cabinets to the site, what sorts of problems might occur, and how would you address them?

2. Name five good practices relating to using extension leads on-the-job.

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3. What steps should you follow when lifting and carrying large or awkward objects to avoid a back injury?