



# **Trainee Enrolment Pack**

## **National Certificate in Design (Introductory Skills)**

### **Level 2**

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# Introduction

This qualification can only be gained through assessment of your prior learning. InfraTrain contracts The Open Polytechnic of New Zealand to facilitate this assessment of prior learning process for this qualification.

## What is InfraTrain?

InfraTrain is responsible for setting national unit standards and qualifications, providing information and advice to employers and trainees and assisting with arranging on/off job training and assessment. Monitoring the quality of training and assessment is another essential task undertaken by InfraTrain.

All InfraTrain qualifications are recognised by NZQA and have been designed by people in your industry, for your industry. We are constantly looking at ways to keep our qualifications relevant and up to date, because investing in your industry through training will help keep it alive.

## What is The Open Polytechnic of New Zealand

The Open Polytechnic of New Zealand is a nationwide distance tertiary education provider, specialising in open, blended, flexible delivery.

One of its dedicated arms is the Centre for Assessment Services (CAS). The prime function of this centre is that of assessing prior learning and current competency, giving credit for the skills, knowledge and understanding that a candidate currently possesses. The Centre measures this learning against the stated learning outcomes of a recognised qualification.

The Centre provides the expertise to guide candidates through the stages leading to assessment. This includes mentoring by subject specialists, who advise on gathering and collation of relevant valid workplace documentation, into a portfolio of evidence.

## What is assessment of prior learning?

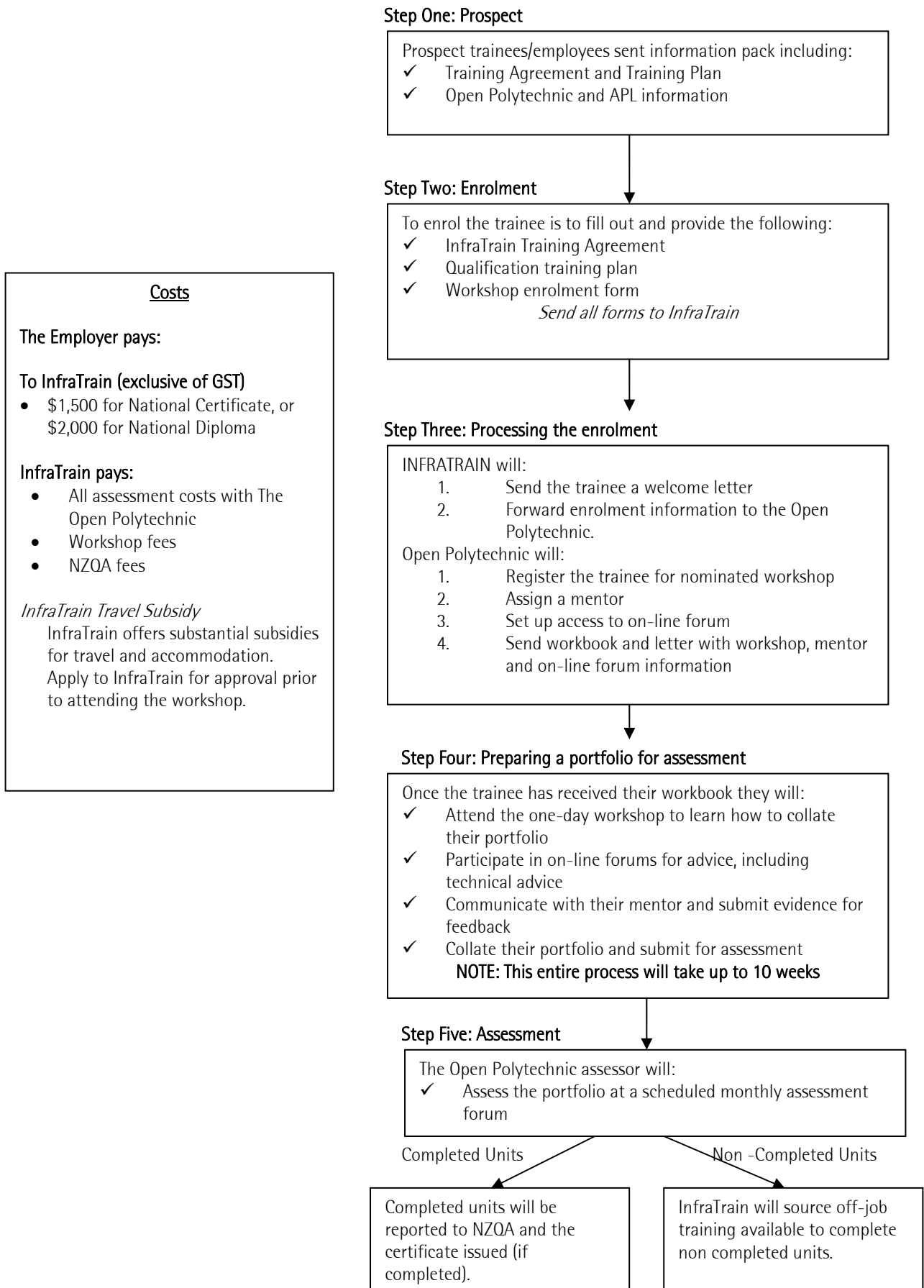
It is a process that recognises and assesses learning and gives credit for life experience, employment or courses that you have gained to date. The idea is to give you credit for what you have already learned and achieved.

## How does the assessment work?

In order to assess any prior learning experience or skills you have acquired, the Open Polytechnic will work with you to:

- Review the experience and learning that you have achieved to date
- Identify the skills you have acquired
- Help you to build a portfolio of your achievements
- Provide the guidance and support you need in pursuing your career and/or personal goals
- Establish how and what you need to do in order to be awarded this qualification

This flowchart outlines the process for starting and completing your qualification.



**Costs**

**The Employer pays:**

**To InfraTrain (exclusive of GST)**

- \$1,500 for National Certificate, or \$2,000 for National Diploma

**InfraTrain pays:**

- All assessment costs with The Open Polytechnic
- Workshop fees
- NZQA fees

*InfraTrain Travel Subsidy*

InfraTrain offers substantial subsidies for travel and accommodation. Apply to InfraTrain for approval prior to attending the workshop.

# National Certificate in Design (Introductory Skills) (Level 2) Training Plan

## Qualification Requirements

This qualification will be awarded to people credited with all of the compulsory unit standards, and who meet the requirements of the elective sections.

## Instructions

Please tick the elective units that you wish to complete.

Core Compulsory Units			
All the unit standards listed below are required.			
Unit No.	Unit Standard Title	Level	Credit
Design - graphics communication			
7507	Use freehand sketching techniques to show design development	2	4
Design - design			
7489	Identify design problems and carry out investigation	2	4
7490	Apply visual design elements to solve design problems	2	4
7491	Develop and refine design solutions	2	3
7492	Present design work	2	3

Elective A				
<i>A minimum of 6 credits is required from the following unit standards.</i>				
Unit No.	Unit Standard Title	Level	Credit	Select ✓
Design - computer graphics				
7481	Produce design ideas and images using computer graphics programs	2	3	
7482	Produce orthographic, scale working drawings using computer aided draughting (CAD) programs	2	3	
Design - graphic communication				
7508	Produce illustration and advertising graphics	2	4	
7509	Produce circuits and/or systems graphics	2	4	
7510	Produce working drawings for production requirements in design - graphic communication	2	4	
7511	Produce perspective and axonometric freehand sketches and instrumental drawings	2	4	
7512	Produce production drawings to meet final design requirements	2	3	
Technology - materials technology				
7525	Select materials and establish processes for a manufacturing task	2	4	
7526	Use, and care for, portable machine tools in materials technology	2	4	
7527	Apply fabrication, assembly, and finishing methods in materials technology	2	4	
7528	Work to design tolerances using marking out and measuring tools safely in materials technology	2	4	
Technology - process technology				
7537	Use information technology to obtain and present information for a project in process technology	2	3	

