Cabinet and Joinery Detailing

About the Course

This course has been developed in response to industry demand and sets a benchmark for professionals detailing built-in cabinetry or joinery within the manufacturing sector. The course has been designed to take a comprehensive, holistic approach to the role of a cabinet and joinery detailer and prepares the participant for the varied roles, skills and knowledge required of the position.

It is suitable for those wanting to advance their career in the manufacturing sector with a specialty area of expertise or those who are exploring a new career path and have a general interest or understanding of trade, design, manufacturing or engineering.

The course is designed to give industry skills to work in a role within a cabinet making business or other specialty shop fitting or joinery company where a specialist detailer is required to interpret design requirements and prepare machine ready working documents for procurement, purchasing, scheduling, manufacture and installation.

Course Duration and Delivery

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<tr>
<th>Duration</th>
<th>Delivery mode</th>
<th>Location</th>
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<tr>
<td>9 months – 12 months</td>
<td>Distance Education</td>
<td>Flexible study in your own time and place.</td>
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Learning is done in your own time and place with learner guides, virtual lectures, private online tutorials, and research. Whilst the distance education workload is manageable in six months, course enrolment is for up to nine months to allow participants flexibility to balance their study load with other commitments.

Participants working in industry should allow up to six hours per week of private study time, and those new to the industry should allow up to ten hours of private study time. An industry experienced person may take less time whereas someone new to the field of study may take longer. Private study time includes reading through the learner guides, watching virtual lectures, completing learning activities, conducting independent research and completing assessment tasks. The time required by each individual may differ depending on their prior knowledge in each topic area, learning style, past experience and level of education.

Dates

Enrolments for this course are available on a monthly basis and you can elect to start your training at the beginning of any month. Enrolments finalised by the 28th of the month can commence in the first week of the following month.
# Course Outline

Learning areas have been split into 8 Modules which are completed in the following sequence.

## Module 1 - Work safely in the construction industry
This unit of competency specifies the outcomes required to undertake Occupational Health and Safety (OHS) induction training within the construction industry. It requires the ability to demonstrate personal awareness of OHS legislative requirements, and the basic principles of risk management and prevention of injury and illness in the construction industry.

## Module 2 - Read and interpret cabinet and joinery design
This module covers the requirements of interpreting design documents including architectural plans, elevations and mechanical requirements including plumbing, electrical and other trade services as well as specifications. It requires the ability to demonstrate knowledge of Australian Standards for technical drawings and analyse complex design requirements from a set of design documents intended to be manufactured. This module focuses on interpreting formal and informal documentation used at the design stage of the manufacture process and includes reading, analysing and interpreting orthographic drawings, legends, specifications, selection schedules and other commonly used documents.

## Module 3 - Job site evaluation
This module covers the requirements of interpreting information obtained from a site survey and check measure. It builds on the skills and knowledge required to evaluate documents and details captured at a site measure and requires assessment of the findings such as levels and squareness of wall and floors, construction types, location of services, as well as requirements for customisation of cabinets to accommodate the unique site conditions.

## Module 4 - Cabinet construction and manufacture
This module covers cabinet construction and installation methods for built in cabinetry. It requires the ability to understand complex construction methods, joining techniques, machining and manufacturing technologies and processes for cabinetry as well as properties and availability of materials used during the manufacture process.

## Module 5 - Computer aided design basics
This module covers the basics of computer aided design such as technical orthographic drawings and three dimensional views. It requires the ability to draw varying wall types, insert and customise cabinets, apply finishes and materials and provide other two dimensional detailing to drawings used for production purposes.

## Module 6 - Computer aided design and manufacture
This module covers the preparation of design files for manufacture. It requires the ability to create and edit library parts, incorporate specialty hardware and generate a complete setout under different site conditions and design requirements. This module explores the detail required to optimise materials, generate cutting lists and prepare reports and codes to communicate with CNC machines.

## Module 7 - Job management
This module requires the ability to input job details into a comprehensive job management system to generate work orders, stock forecasting and manage stock levels. It covers the communication skills to liaise with suppliers and negotiate pricing and supply of materials as well as documentation skills to accurately record the particulars of a manufactured job.

## Module 8 - Production scheduling
This module covers the processes and planning requirements to sequence a project. It requires the ability to delineate stages and accountabilities including timelines, stakeholders, required resources and contingency management. This module explores the various trades people and trade work required during the manufacture and installation of cabinets and joinery and the communication of these requirements through comprehensive scheduling.
Assessment

You may be assessed in the following ways throughout the course:

- Written or oral questioning including multiple choice, short answer and true/false questions
- Direct observation of practical tasks in a virtual setting
- Projects including written reports, design documentation and client presentation

The training plan will detail due dates for completion of assessments. Most assessments are sent in via a Drop Box in electronic format. It is the responsibility of each individual student to ensure they meet the due dates for completion of assessments to ensure on-going enrolment in the course.

**Module 1** – Work safely in the construction industry (CPCCOHS1001A) includes ungraded assessment where upon completion you will be awarded either Competent or Not Competent. Upon successful completion, a Statement of Attainment will be issued along with a White Card which is valid for use in all states of Australia.

The following modules include graded assessment:

- Module 2 - Read and interpret cabinet and joinery design
- Module 3 - Job site evaluation
- Module 4 - Cabinet construction and manufacture
- Module 5 - Computer aided design basics
- Module 6 - Computer aided design and manufacture
- Module 7 - Job management
- Module 8 - Production scheduling

On completion you will receive one of the following grades, depending on your level of achievement:

- Distinction
- Credit
- Pass
- Pass (RPL)
- Fail

On successful completion of all modules, you will receive the Certificate in Cabinet and Joinery Detailing.

Cost

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<tr>
<th>Description</th>
<th>Fee</th>
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<tr>
<td>Administration Fee:</td>
<td>$200 Inc GST</td>
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<tr>
<td>Course fee for Module 1:</td>
<td>$150 (No GST charged on accredited training)</td>
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<tr>
<td>(Work Safely in the Construction Industry – please note if participants already hold a valid White Card they will not need to enrol in this unit.)</td>
<td></td>
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<tr>
<td>Course Fees Modules 2 – 8:</td>
<td>$4640 Inc GST</td>
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<tr>
<td>Total Fees:</td>
<td>$4990 (Inc GST as outlined above)</td>
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The administration fee is paid when the enrolment form is submitted. DTA will then issue an invoice for the full amount or if requested, provide a direct debit agreement to pay for the course fees over a nine month period.

Course fees include the following:

- Electronic Learner Guides for each module
- Assessment tasks for each module
- Access to Student Support for the duration of your enrolment
- Access to Cabinet Vision by Planit whilst undertaking Module 5 and Module 6
- Access to Manager Software whilst undertaking Module 7 and Module 8
Resource Requirements

Participants will need to have access to:

- computer with Microsoft Office or equivalent (e.g., Google Apps)
- high-speed internet
- stationery as required (e.g., pens, pencils, and notepad)
- a scale rule which is 300mm long and includes 1:20, 1:50, and 1:100
- tape measure (metric) – needs to be at least 5 to 8 metres long with a wide blade that remains rigid when extended. [For those new to the industry an Ezi-Read tape measure may be preferred]

Recognition of Prior Learning or Direct Credit

Recognition of Prior Learning and Credit Transfer is available for those who have skills and knowledge obtained through either previous training or experience. Upon successful completion of an RPL assessment where you are able to provide suitable evidence of your current knowledge and skills you may be granted RPL.

Direct Credit is also available for Module 1 – Work safely in the construction industry (CPCCOHS1001A).

Student Support

Our Student Support team offer a range of options for assistance. Participants can make contact during business hours via phone or email to log a request for general assistance, guidance, and feedback. Bookings can be made with a specialist trainer where dedicated software support is required.

About DTA

Designer Training Australia (DTA) is a Registered Training Organisation (RTO32284) offering specialist training to the industry. Our trainers and tutors are all industry professionals and experienced trainers.

It is important that you understand what is involved prior to enrolling in the course. Please give us a call on 1300 850 725 and we would be happy to assist you and answer any questions you may have.

Scholarships

Industry scholarships offer financial support to cover a part of the course fees. Scholarships are awarded throughout the year as they become available. There are currently scholarships on offer from Planit and Manager Software. Please contact us for more details.