



# **Domestic work**

## **Level-II**

### **Learning Guide-19**

**Unit of Competence: wash and iron cloths linen and fabric**

**Module Title: washing and ironing cloths linen and fabric**

**LG Code: LSA DWR2 M05 L01-LG-19**

**TTLM Code: LSA DWR2TTLM 0419v1**

## **L01: Prepare for washing cloths**



## Instruction Sheet

## Learning Guide #1

This learning guide is developed to provide you the necessary information regarding the following content coverage and topics:

- Personal safety needs when preparing for laundry works
- Procedures for Sorting clothes, linens and fabrics
- Types of laundry equipment, agent and supplies
- Steps in checking clothes and treating stains

This guide will also assist you to attain the learning outcome stated in the cover page. Specifically, upon completion of this Learning Guide, you will be able to:

- Sort soiled cloths, linens and fabrics according to required cleaning process and urgency of use.
- Select appropriate laundry equipment, agents and supplies based on the type and manufacturer instructions relevant to cloths, linens and fabrics to be washed.
- Check Clothes, linens and fabrics for stains and stains are treated using the correct procedure.

### **Learning Instructions:**

1. Read the specific objectives of this Learning Guide.
2. Follow the instructions described below 3 to 6.
3. Read the information written in the information “Sheet 1, Sheet 2, Sheet 3 and Sheet 4”.
4. Accomplish the “Self-check 1, Self-check t 2, Self-check 3 and Self-check 4” in page -6, 9, 12 and 14 respectively.
5. If you earned a satisfactory evaluation from the “Self-check” proceed to “Operation Sheet 1, Operation Sheet 2 and Operation Sheet 3 ” in page -15.
6. Do the “LAP test” in page – 16 (if you are ready).



Information Sheet- 1	Personal safety needs when preparing for laundry works
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### 1.1. Laundering:

The process of washing clothes using water and bleach, detergents and soaps

### 1.2. Definition of personal safety

Personal safety refers not only to physical safety (free from physical harm) but also to psychological safety, which involves free from worry about physical safety as well as being victimized by hostility, aggression, and harassment.

### 1.3 Importance of personal safety

Safety is very important. Some of the benefits of a safe work environment include:

- Reduced the likelihood of injury & accidents - Safety reduces the chances of accidents or injury happening.
- Improved productivity a safe work environment with adequate safeguards promote an employee to focus on their works instead of the danger or hazard. Safety reduces injury thereby decreasing lost work hours. Lowered injury occurrence brings down the demand for new staff & additional training.
- Increased financial benefits - Safety is not only about being socially responsible, but it also makes good business sense. The safer employees work, the more productive they are benefiting the overall financial health of the firm.
- Protects firms from legal impacts - Safety reduces the occurrence of accidents & also brings down the overall inherent risks associated with litigation and regulatory fines.
- Raises employee morale – employer who invests in the safety & security of the employee shows them that the firm cares about the



worker.

- Absenteeism reduced - Employees want to work in a safe environment. There are more happy employees as they want to go home safe. Absenteeism drops when effective safety programs are in place.

#### 1.4. Personal safety in laundry work

The washer should be kept personal safety and it is responsibility to know and understand what items of PPE you should be using, where and how it is stored as well as how to care for it.

**PPE can include – but is not necessarily limited to - the following types of item: -**

- **Gloves**



Gloves of various types for use in the Sorting room when handling soiled textiles or in the washroom and stores area when handling chemicals.

- **Aprons**



different types of aprons may be used in the sorting room and washroom areas but, there to protect you and your clothing from splashes or contact with liquids.

- **Eye guards**





used in various areas where there is a risk of chemical splashes, dust and grit

- **Protective foot wear**



ranging from rubber Wellington boots (normally used in wet areas in the washroom) to metal capped shoes for washroom operators

- **Uniforms**



which can be as simple as a tabard(short) or it can be a full uniform that can

include shirts, jackets, trousers, boiler-suits. In some instances, the uniform may be 'color-coded' to identify staff from different working areas in the laundry,

figur 1.1



## Self-Check -1

## Written Test

Directions: Answer all the questions listed below. Use the Answer sheet provided in the next page:

Q1 what are the importance of personal safety in laundering? (each -1point)

Q2 write the definition of safety? (2 point)

Note: Satisfactory rating - 3 points

Unsatisfactory - below 3 points

You can ask you teacher for the copy of the correct answers.

Answer Sheet

Score = \_\_\_\_\_

Rating: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Short Answer Questions

1. \_\_\_\_\_  
\_\_\_\_\_

2. \_\_\_\_\_  
\_\_\_\_\_





<b>Information Sheet- 2</b>	<b>Producers for sorting cloths, linens and fabrics</b>
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### 2.1. Introduction

A sort is a type or a kind of something, or the act of categorizing things. If you're an organized sort of person, sort your clothes by color. Soiled linen is returned to the laundry and is moved through to the sort deck. Linen is sorted into individual wash cycles including sheets, towels and other wash categories



**Fig.2.1 sorted clothes**

### 2.2 The Importance of Sorting Clothes.

- Decreases the chances that a garment is going to bleed onto another when you control the cycle type and water temperature. Sorting Clothes by Color. There are several distinct piles in which to sort clothes: whites, darks, lights, jeans, and delicate.
- Another helpful tip is to throw a color absorbing cloth in with your laundry, as it will absorb some of the dye from the water. Sort by Fabric. Fabrics



vary in weight and texture, which can be harmful for your clothes when you lump them together

- Rougher fabrics and materials can cause damage to your more delicate items, such as shirts with buttons or zippers. So, it is best to sort your clothing by fabric as this will ensure that they are receiving an adequate amount of time in the dryer.

### 2.3 Categories of sorting

- **Darks:** Grays, blacks, navies, reds, dark purples and similar colors are sorted into this load.
- **Lights:** More pastel-type colors such as pinks, lavenders, light blues, light greens and yellows are placed in this pile of laundry.
- **Jeans:** All items with denim material are washed together in this load.

### 2.4 Laundry process

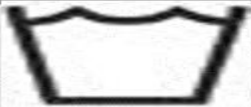



- Collecting soiled cloth, linen & fabric
- Transporting
- Sorting
  - ✓ By color (Color fast, Non color fast)
  - ✓ Types of fabric
  - ✓ Degree of soilage (Light, Moderate, Heavy)
  - ✓ Reading manufactural instruction

Care label Information or instruction for laundering and found at the wrong side of knack











## Washing

Care Symbol	Written Instru
	Machine W
	Machine W
 	Machine W



## DRYING


	<b>Tumble Dry</b>
	<b>Tumble Dry Low Heat</b>
	<b>Tumble Dry, Medium Heat</b>
	<b>Tumble Dry High Heat</b>
	<b>Tumble Dry, No Heat</b>
	<b>Do Not Tumble Dry</b>

## BLEACH

	<b>Bleach When Needed</b>
	<b>Do Not Bleach</b>



## EXTRACTING

	<b>Do Not</b>

## DRY CLEANING

	<b>Dry cleaning</b>
	<b>Dry clean, Any Solvent</b>
	<b>Dry clean, Petroleum Solvent Only</b>
	<b>Do Not Dry clean</b>

- ✓ Checking pocket  
To protect valuable material to damage to find sharpened items from the pocket
- ✓ Checking types of stains  
To identify linen ,fabric, clothes with mark or spot on it surface
- ✓ Mend /repair  
Make sure there are not any loose threads, rips, button repairs, or other sewing repairs. If you find any, repair them before you wash the



clothes. Washing them with problems will only make the problems bigger.

- ✓ **weigh**

to gain available space to wash, avoiding high strangling and overloading

- **Washing**

In the wash process, the following factors must be considered:

- ✓ **Setting Length of Wash Cycle**

If the cycle is too short, the linen will not be cleaned properly and sufficiently. If the cycle is too long, there will be unnecessary wear and tear and the clothes may actually become dirtier as a result of redeposition of soil.

- ✓ **Temperature of Water**

For hot water washing, if the temperature of water is too high, it is likely to damage the linen. If the temperature is inadequate, the chemicals will not work effectively.

- ✓ **Water Level**

Incorrect 'dip' levels can alter the concentration of the laundry agents rendering them ineffective. In case of a gentle action, the water level is usually higher forming a protective covering to the delicate linen.

- ✓ **Type and Amount of Detergent and the Time of Dispensing**

This is also a crucial factor that affects the quality of wash deciding which laundry agent should be used is dependent on the nature of the fabric being washed. Too little detergent will result in an incomplete cleaning process. And too much may remain as a residue on the cloth after the rinse cycle is complete. It is important that the



laundry agent is introduced into the wash cycle at the appropriate time for best results.

✓ **Mechanical Agitation**

This refers to the centrifugal action brought about by the movement of the drum that causes friction between the linen articles and is radically affected by overloading or underloading as it affects the speed of the drum.

- **Rinsing**

Once the wash cycle is completed, rinsing is carried out at least twice. The purpose of this stage is to:

- ✓ Remove residue of laundry agents
- ✓ Remove suspended dirt
- ✓ lower the temperature of the wash load by the use of using cold water

- **Extracting**

Is the removal of excess moisture through centrifugal action and is equivalent to wringing in hand washing Draining must precede hydro-extraction and hydro-extraction must precede tumble drying. Too short an extraction time will increase the drying time and may hinder the proper operation of finishing equipment.

- **Drying**

This process is capable of rendering the linen completely dry by blowing hot air ranging between 40° C and 60° C onto the articles. For articles that are susceptible to damage by heat, there is the option of simply air drying by circulating air at room temperature.

- **Ironing**

The action or process of smoothing or pressing with heated iron,



Is the use of a machine, usually a heated tools (an iron), to remove wrinkles from fabric the heating is commonly done to a temperature of 180-220 Celsius depending on the fabric.

- **Folding (hanging)**

Can be done by machine but in most cases is carried out completely manually. Employees in this area are the one who 'reject' stained or damaged linen. Correct folding is important to the appearance of the article and makes it convenient to store and use.

- **Storing**

placing fresh (ironed) linens, fabrics, clothes at designated shelf /area

- **Dispatching**

Transport the ready laundered linen to the family members and send the linen that need repair to the tailor room. Then subsequently deliver the linen at the time of keeping and cleaning the various premises such as bed rooms, dining area.





## Self-Check -2

## Written Test

Directions: Answer all the questions listed below. Use the Answer sheet provided in the next page:

Q1 how you sort clothes, linens and fabric?

Q2 which one of the following is not laundry process?

- A. collecting      B. washing      C. sorting      D. safety

Note: Satisfactory rating - 3 points

Unsatisfactory - below 3 points

You can ask you teacher for the copy of the correct answers.

Answer Sheet

Score = \_\_\_\_\_

Rating: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Short Answer

1. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. \_\_\_\_\_





### Information Sheet-3

### Types of laundry equipment, agent& supplies

#### 3.1. Definition of Laundry equipment

is a washing machine that washes laundry such as sheets and clothing. They are also known as clothes washer, laundry machine and washer. The term is mostly applied to machines that use water as opposed to dry cleaning.

#### 3.2. Types of laundry equipment

- **WASHING MACHINE**

is a machine designed to clean laundry, such as clothing, towels and sheets. The term is most applied to machines that use water as primary cleaning solution, a opposed to dry cleaning.



Fig 3.1. semi- automated washing machine      Fig. 3.2. automatic washing machine

- **DRYER or TUMBLE DRYER**



is used to remove the moisture from a load of clothing and other textiles, generally shortly after they are cleaned in a washing machine. Most dryer consist of rotating drum called a tumbler through which heated air is circulated to evaporate the moisture from the load. The tumbler is rotated

Figure 3.3Dryer or tumble dryer



relatively slowly in order to maintain space between the articles in the load.

- **hand wash**

used for washing fabrics, linen, and clothes on hand



**Fig. 3.4 hand wash**

- **SPOTTING TABLE**



for removal of spots/stains of garments used with spotting chemicals

**3.5 Figure spotting table**

- **HYDRO EXTRACTOR**



for extracting moisture from linen. It removes excess water from the linen.



### 3.6 Figurehydro extractor

- **LAUNDRY CART**



used for delivery of Cloths










### 3.7 Figurelaundry cart



no	Laundry agent and supplies	Type & Purpose	Pictures
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**Table 3.1 Laundry agent and supplies**



1	bar soap	used in conjunction with water for washing and cleaning.	
2	Liquid soap	liquid detergent can be used for cleaning clothes	
3	Powder soap	Soap powder is a powder made from soap and other substances that you use for washing your clothes, especially in a machine.	
4	Fabric softener	it uses to soften the fabrics and prevent static. It can also use to keep clothes smelling good while being store.	
5	Color removal	may be used on certain white fabrics. These contain sodium hydrosulfite, a strong bleaching agent.	
6	Bleach	are used in stain removal to render the staining material colorless and invisible, as well as to help actually remove it.	
7	Fabricstain remover	the best stain remover for practically all types of textile "stains" is plain detergent and water.	



### Self-Check -3

### Written Test

Directions: Answer all the questions listed below. Use the Answer sheet provided in the next page:

1. The machine is used to remove the moisture from a load of clothing and other textiles (3 points)
  - A. Hydro extractor
  - B. tumble dryer
  - C. washing machine
  - D. iron
2. write the uses of softener? (Each 2 points)

Note: Satisfactory rating - 3 points

Unsatisfactory - below 3 points

You can ask you teacher for the copy of the correct answers.

Answer Sheet

Score = \_\_\_\_\_

Rating: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

1. \_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



<b>Information Sheet-4</b>	<b>Steps in checking clothes and treating stains</b>
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#### 4.1. Definition of stain

Stain is a spot or localized discoloration left on fabric by reaction with or absorption of a foreign substance. Stain removal or spot cleaner is skill that demand special attention, specific technique and long experience.

#### 4.2. classification of stain

Stains are broadly classified under six headings. Namely,

- ✓ Protein stain
- ✓ Tannin stains
- ✓ Oil – based stains
- ✓ Dye stains
- ✓ Combination Stains
- ✓ Stains require special treatment methods

- **Protein Stains:**

Baby food, Milk, Blood, Cream, Cheese sauce, Pudding, Egg, Ice cream

- ✓ **Removal Techniques:**

Soak and agitate the fabric having fresh protein stains in cold water and rub it against itself to remove stains (use of hot water at first time is useful to remove the stain) If the built-up stains of old, scrape or brush off crusted matter, then soak in cold water using a detergent

- **Tannin Stains:**

Types of Tannin stains are as follows: - Alcoholic beverages, Beer, Berries, Coffee, Tea, Juice, Perfume, Washable ink, Soft drinks.

- ✓ **Removal of Tannin Stains:**

These are usually removed by laundering the cloth using detergent in hot water without any treatment. Natural soap should never be used





due to tannin stain will be stayed permanent and more different to remove it.

- **Oil – based stains:**

The following are known as oil- based stains: Automobile oil, Hair oil, Lotion, Butter, Grease, Cooking oil,

- ✓ **Removal of oil- based stains:-**

These stains are “built up stains” and can be used only by the use of hard removal substance like an spray petroleum based solvent pre-treatment spray, or a pump type detergent based spray is used on an oil stain surface. Even heavy-duty liquid detergents are more useful to remove oil stains.

- **Dye Stains:**

Types or dye stains are as follows: - color bleeding in wash (dye transfer) Grass, Paint, pen ink.

- ✓ **Removal of dye Stains:-**

Using of heavy-duty liquid detergent, then rinse thoroughly. Soak the stained cloth / garment in a dilute solution of all fabric powdered bleach.

A few highlighter (maker) stains also be removed by applying and rubbing gently with isopropyl alcohol and flushing with hot water is the quick & easy remedial measure

- **Combination Stains:**

Combination of these type of stains are grouped under A and B titles.

The following are the mentioned here under

**Group A**

Candle wax, Carbon paper, Crayon, Eye make-up pencils, Floor wax, shoe polish.

**Group B**



lotion / tomato sauce, Cocoa or Chocolate, Face  
make up, Hair spray

✓ **Removal of group A mentioned stains.\_**

Spray or sponge with dry cleaning solvent like perchloroethylene, trichloroethylene, after that gently rub with heavy – duty liquid detergent before washing. If fabrics are colorfast to bleach, use liquid chlorine bleaches for tough dye stains for the group B type or stains before washing.

✓ **Stains require special treatment methods.**

Chewing gum, Deodorants, Nail polish, Lead Pencil varnish, pesticide, Rust, smoke, water spots.

**Removal techniques:\_**

Removal techniques of light stains can be pre-treated with liquid laundry detergent and then launder.

**For heavy stains:** Pre – treat with pre wash stain remover for 5 to 15 minutes. After that laundering is to be done using an oxygen bleach.

Nail Polish can be removed with acetone and spot treatment method.

Lead pencil, Spray with pre-treatment aerosol product, rub in heavy duty liquid detergent, rinse in warm water and then launder.

Mildew is removed with heavy duty liquid detergent and then launder in hot water. Bleach as safe for cloth.

**Paint / Varnish:** using of thinner turpentine spot washing and then heavy-duty detergent work is recommended perspiration, stubborn stains may be responded to washing in an enzyme. Containing product or oxygen bleach in hottest water as safe for cloth.

**Rust:** Hydrofluoric acid, oxalic acid

**Smoke:** Heavy – duty phosphate-based detergent or liquid.

Applying stain removers are four methods namely, Dip method, Steam method, Drop method, Sponge method.



**Stain removal products** are Five types namely, Absorbent materials, Detergents, Bleach, Pre-treatment products, Odor reducing agent's pre-treatment products are, Aerosol sprays, Pump spray, squeeze bottle, stain stick.

**Stain removal chemical** are Alcohol, Ammonia, color remover, color whitener, Dry cleaning fluid, glycerin white vinegars.

#### **Pre caution Tips:**

The precautions are necessary to observe in spotting are as follows. Consider the kind and characteristics of material, color of the material, Nature of the stain, using of the simplest reagents first, using of medicine dropper, providing plenty of padding, and change frequently, place a stain downwards and work from the wrong side, always doing the stain removal much faster and quicker is yield the best result.

#### **4.3. Types of Stain remover**



**Fig 4.1. tannin stain remover**



Fig .4.2. protein stain remover



Fig 4.3 oil stain remover



Fig 4.4dye stain remover



**Fig 4.5 combination stain remover**



Self-Check -4	Written Test
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Directions: Answer all the questions listed below. Use the Answer sheet provided in thispage:

1. What is stain? (define)? (3 points)
2. List procedure for stain removal? (each 0.5)

Note: Satisfactory rating – 3 points                      Unsatisfactory - below 3 and 4 points  
You can ask you teacher for the copy of the correct answers.

Answer Sheet

Score = \_\_\_\_\_  
Rating: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Short Answer

1. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



<b>Operation Sheet-1</b>	<b>Procedures for Sorting clothes, linens and fabrics</b>
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### **1.1. Steps for Sorting clothes, linens and fabrics**

Step-1. Sort By color

Step-2. Sort Types of fabric

Step-3. Sort Degree of soilage

Step-4. Sort by Check manufactural instruction

Step-5. Sort by Check pocket

Step-6. Sort by Checktypes of stains

Step-7. Sort Mend /repair

Step-8. Sort by weigh

<b>Operation Sheet-2</b>	<b>Steps in checking clothes and treating stains</b>
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### **Steps in checking clothes and treating stains**

**Step-1.** Identify the stains

**Step-2.** Classify the stain

**Step-3.** Select the agent to be used

**Step-4.** Select the procedure to be used

**Step-5.** Proceed step by step to remove the stain





LAP Test	Practical Demonstration
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Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Time started: \_\_\_\_\_ Time \_\_\_\_\_ finished: \_\_\_\_\_

**Instructions:** Given necessary templates, tools and materials you are required to perform the following tasks within **90 min.**

**Task-1** Sort clothes, linens and fabrics

**Task-2** check clothes and treat stain



### List of Reference materials

- <https://www.google.com/search?tbm=isch&sa=1&ei=NPO-XPHJCsqhkwXqyLioCA&q=laundry+liquid+soap&oq=laundry+liquid+soap&gs>
- <https://www.google.com/search?tbm=isch&sa=1&ei=NPO-XPHJCsqhkwXqyLioCA&q=laundry+liquid+soap&oq=laundry+liquid+soap&gs>
- <https://www.youtube.com/watch?v=yOsBn-nbycg>
- [https://www.youtube.com/watch?v=bj0BW\\_uyN3I](https://www.youtube.com/watch?v=bj0BW_uyN3I)
- [https://www.youtube.com/watch?v=757\\_NkAvecw](https://www.youtube.com/watch?v=757_NkAvecw)
- <https://www.youtube.com/watch?v=HYzI9n0-nms>
- <https://www.youtube.com/watch?v=diYqcvx4UWs>
- <https://www.youtube.com/watch?v=Yvz3UNMMSVA>



# **Domestic work Level-II Learning Guide-20**

**Unit of Competence: wash and iron cloths linen and fabric**

**Module Title: washing and ironing cloths linen and fabric**

**LG Code: LSA DWR2 M05 L02-LG-20**

**TTLM Code: LSA DWR2 TTLM 0419v1**

## **L02: Complete laundering process**



## Instruction Sheet

## Learning Guide #20

This learning guide is developed to provide you the necessary information regarding the following content coverage and topics:

- Procedure to Operate laundry equipment
- Safe launder of clothes linens and fabrics
- Acceptable drying process of laundered clothes
- Clean laundry area
- Safe handling and disposal methods of laundry chemical agent
- Store supplies and agent
- Replenish supplies and agents

This guide will also assist you to attain the learning outcome stated in the cover page. Specifically, upon completion of this Learning Guide, you will be able to:

- Operate laundry equipment and safely laundered cloths, linens and fabrics and according to instructions.
- Dry laundered cloths, linens and fabrics with sun dried/ machine free from dirt and dour.
- Store Laundry area cleaned and supplies and agents in their designated place. Laundry supplies and agents are replenished where necessary.
- Identify and wear Appropriate Personal Protective Equipment (PPE) relevant to cleaning tasks

Learning Instructions:

### Learning Instructions:

7. Read the specific objectives of this Learning Guide.
8. Follow the instructions described below 3 to 6.
9. Read the information written in the information “Sheet 1, Sheet 2, Sheet 3 and Sheet 4”.
10. Accomplish the “Self-check 1, Self-check t 2, Self-check 3 and Self-check 4” in page -6, 9, 12 and 14 respectively.
11. If you earned a satisfactory evaluation from the “Self-check” proceed to “Operation Sheet 1, Operation Sheet 2 and Operation Sheet 3” in page -15.



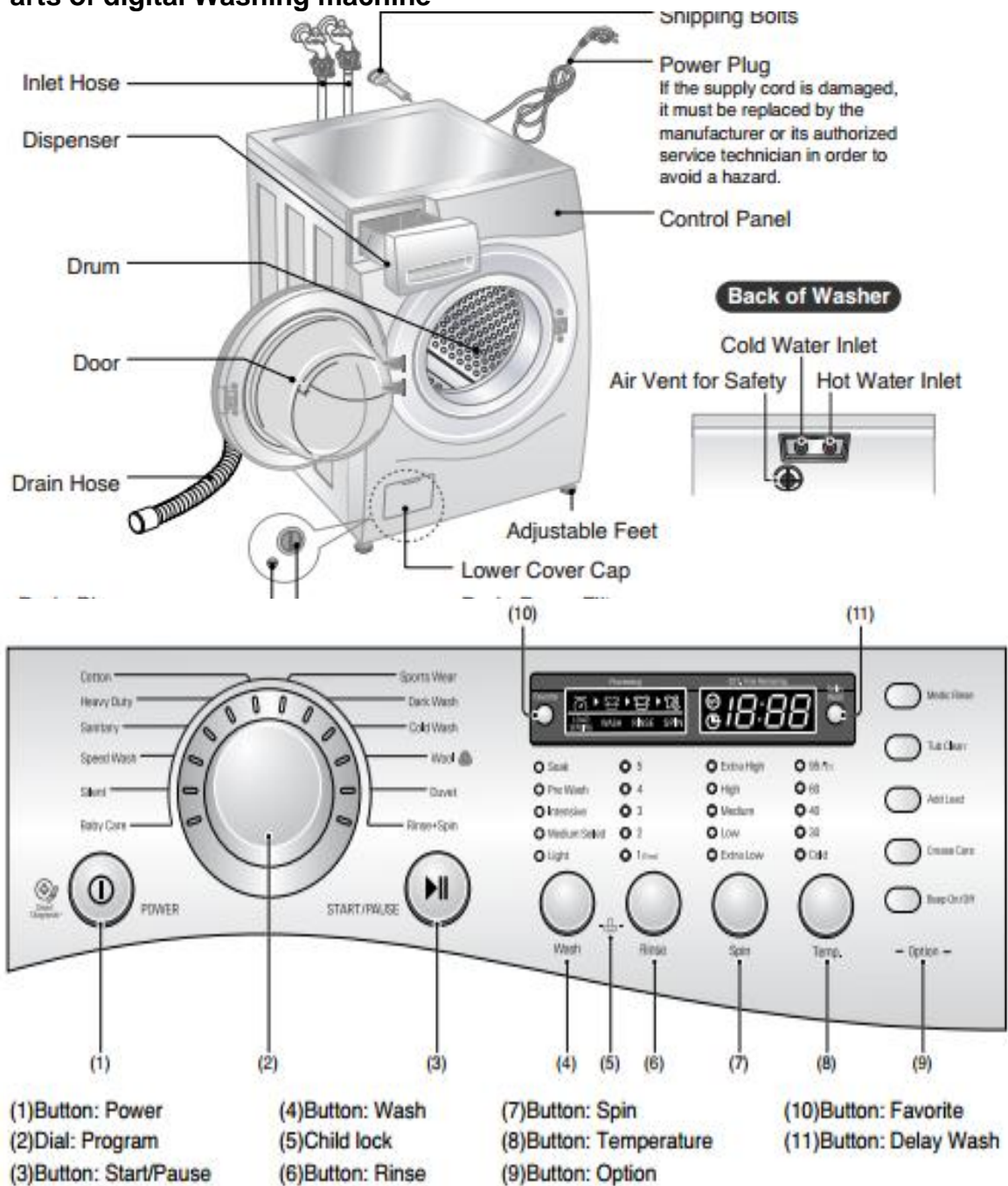
## Information Sheet- 1

## Procedure to Operate laundry equipment

12. Do the “LAP test” in page – 16 (if you are ready).

### 1.1. Parts of Laundry equipment

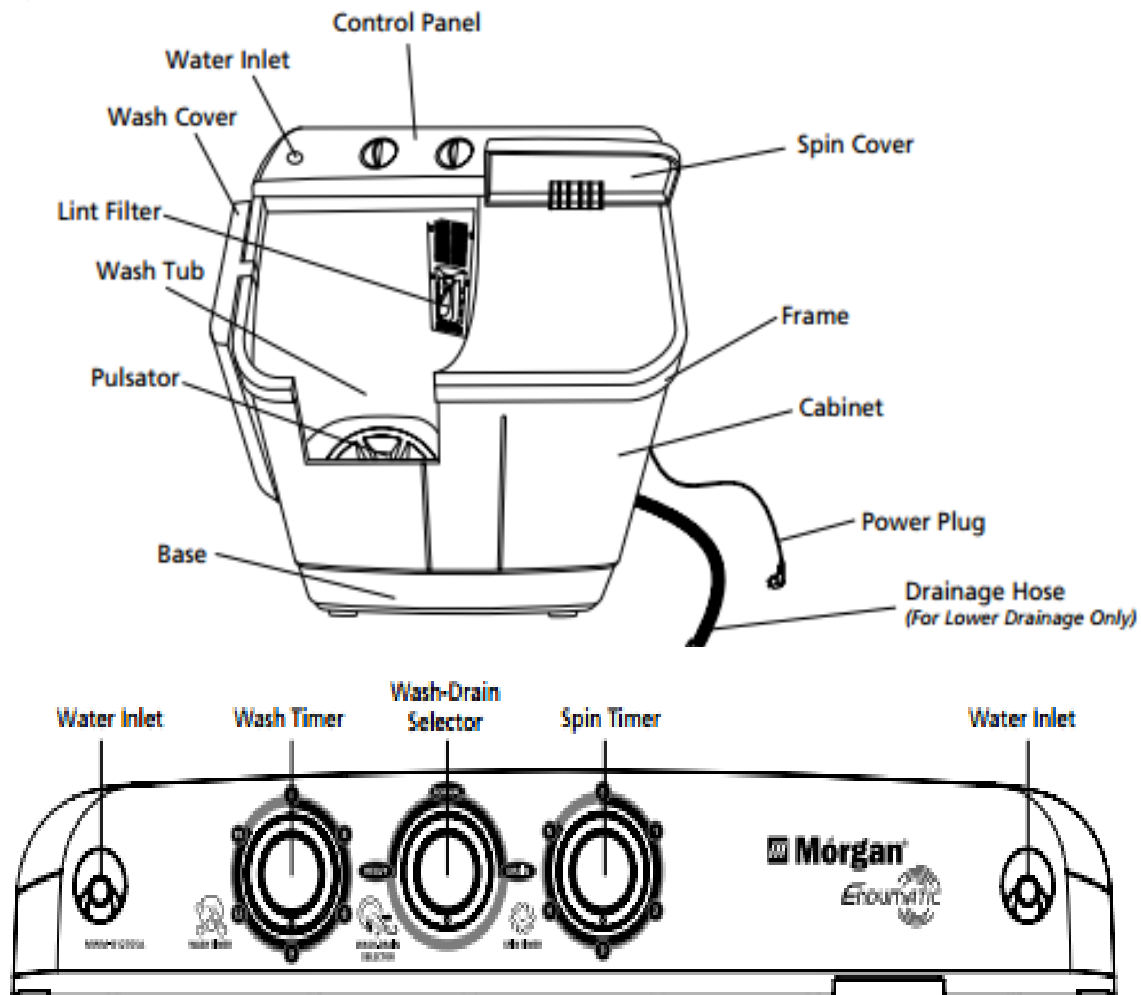
#### • Parts of digital Washing machine





**Fig 1.1 Parts of digital Washing machine**

- **Parts of semi-automatic Washing machine**



The illustration above is for reference only. Specific illustration applies to actual models.

- **WATER INLET:** For filling water
- **WASH TIMER:** For selecting washing duration.
- **SPIN TIMER:** For selecting spinning duration.
- **WASH-DRAIN SELECTOR:** Select "Normal" or "Heavy" for washing or rinsing. Select "DRAIN" for draining.



Self-Check -1	Written Test
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Directions: Answer all the questions listed below. Use the Answer sheet provided in the next page:

Q1. list the procedure of operate manual washing machine? (each -1point)

Q2. write the steps to Operate Dry machine (each 1 point)

Note: Satisfactory rating - 5 points

Unsatisfactory - below 4 points

You can ask you teacher for the copy of the correct answers.

Answer Sheet

Score = \_\_\_\_\_

Rating: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Short Answer Questions

1. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



## Information Sheet- 2

## Safe launder of clothes linens and fabrics

### 2.1 safe launder clothes

- **linens, clothes, fabrics Wash separately**

giving them lots of space to move around in the machine. If you cram in too many clothes at once you will increase the likelihood of creasing.

- **Linen wash On A Medium to Cool Water Cycle.**

Check the care label of your linen garment to find out the maximum water temperature recommended by the manufacturer.

- **detergent must be in good quality**

Always check the safety and usage instructions on the label and test products on a discreet part of clothing before using on the entire garment. To give your clothes a beautiful fresh scent, try a detergent like Surf.

- **Choose a gentle cycle**

such as one designed for wool. Gentle cycles usually include a soak at the beginning followed by a short wash to minimize agitation in the drum (which can lead to shrinkage).

- **Line dry immediately.**

If linen is left to sit in the machine it's more likely to get creased. Avoid using the dryer as this will set wrinkles in place and may even shrink the fabric

### 2.2 Safe hand wash cloths, linen and fabric

Washing linen clothes in the machine is really the easiest method, but embroidered or lace linens, like tablecloths, should really be washed by hand:

- Detergent added to a large bucket of cool water.
- the linen Soaked in the water for 15-20 minutes.





- Agitate gently then rinse in cool clean water.
- the process is Repeated if any stains remain.
- Hang on the line to dry.



Self-Check -1	Written Test
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Directions: Answer all the questions listed below. Use the Answer sheet provided in the next page:

Q1. Explain the safe ways of washing clothes? (5 points)

Note: Satisfactory rating – above 3 points      Unsatisfactory - below 3 points

You can ask you teacher for the copy of the correct answers.

### Answer Sheet

Score = \_\_\_\_\_

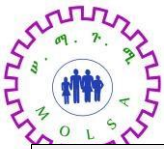
Rating: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

### Short Answer

1. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



## Information Sheet- 3

## Acceptable drying process of laundered clothes

### 3.1 Definition of drying

Drying is capable of rendering the linen completely dry by blowing hot air ranging between 40° C and 60° C onto the articles. For articles that are susceptible to damage by heat, there is the option of simply air drying by circulating air at room temperature.

### 3.2. Types of drying laundered clothes

- Air dry
- Sun dry
- Tumble dry

#### 3.2.1 Importance of air-dry clothes

Consider the benefits of air-drying clothing rather than using a clothes dryer.

- Air-drying uses less energy,
- saves money and makes less of an impact on the environment.
- Air-drying prevents static cling.
- Air-drying outside on a clothesline adds a fresh, clean smell.
- Air-drying extends the lifetime of clothing by reducing wear and tear in the dryer.

#### 3.3. Tips for Air drying clothes:

- Hang clothes from a rod or lay them flat on a drying rack when air-drying garments inside the home.
- Keep garments separated to allow air circulation and faster drying.
- Place clothes near a fan or a heat vent to air-dry more quickly.



- Lay sweaters and other stretchy garments flat on a drying rack to help retain their shapes; turn them at least once to help them dry evenly.
- Hang fleece(wool) garments from a rod to dry.
- Reshape any foam or batting in bra cups before draping bras over a clothing rack to air-dry.
- Air-dry camisoles(satin) on hangers; use clothespins if the garments seem in danger of slipping off.
- Pin panties and slips to hangers by the waistbands, or hang them over a drying rack to air-dry.

### 3.4. Hang Clothes on a Clothesline

Whether you air-dry clothes from a clothesline inside or outside, each type of item should be hung in a particular way so it ends up looking its best.

- **Pants(trouser)** : Match the inner leg seams of pants, and clothespin the hems of the legs to the line, with the waist hanging down.
- **Shirts and tops**: Shirts and tops should be pinned to the line from the bottom hem at the side seams.
- **Socks**: Hang socks in pairs, pinning by the toes and letting the top opening hang down.
- **Bed linens**: Fold sheets or blankets in half and pin each end to the line. Leave room between the items, if possible, for maximum drying.



**Fig, 3.4.Clothesline**

### **3.5 perfect conditions for drying clothes**

Ways of evaporation of water from wet clothes:

- High temperatures—to increase the number of molecules that can turn from liquid to vapor.
- Air movements—to carry water away and prevent the air near your clothes from becoming **saturated** with vapor.
- Low humidity—so evaporation will continue steadily and water molecules won't return to your clothes from the air.



Self-Check -1	Written Test
---------------	--------------

Directions: Answer all the questions listed below. Use the Answer sheet provided in the next page:

Q1. Write the benefits of air-drying clothing rather than using a clothes machine dryer? (5 points)

Q2. What is drying? (5 points)

Note: Satisfactory rating 5-points

Unsatisfactory 5- below points

You can ask you teacher for the copy of the correct answers.

**Answer Sheet**

Score = \_\_\_\_\_

Rating: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Short Answer

1. \_\_\_\_\_

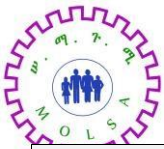
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2. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



## Information Sheet- 4

## Clean laundry area

### 4.1. Definition of cleaning

Cleaning means is the process of removing or avoiding dirt, dust, waste, trash, unused and unwanted materials from the environment.

Is reducing, minimizing and removing the growth and transmission disease cause harmful organism from the environment

### 4.2. Consideration taken to Clean laundry area

- Nothing spells disorganization more than clothes strewn all over the floor.

To take control of your laundry room, start by putting away clean clothes.

Hang anything that belongs in your closet.

- Organize undergarments and haul everything to the room where it belongs. Wash dirty clothes and put those away, too.
- This is particularly important if your laundry room doubles as office space, mud room, pet area or storage spot. Even if you have a dedicated laundry room, the space will be more comfortable to spend time in if you clear the clutter.
- If you store cleaning supplies in the laundry room, safely dispose of outdated items, especially if you don't use them anymore or if the container is ripped or dented. To dispose of household chemicals, contact your city about proper disposal procedures.
- Place remaining items on shelves or in cabinets and bins so that the items you use most are close at hand but out of sight.
- Lint in laundry rooms can wreak havoc on walls. You can take care of this unsightly lint build-up with a long-handled duster or mop.
- the outsides of washer and dryer Wipe with a mild, diluted spray cleaner and a rag or sponge.
- if necessary. Laundry sinks often end up getting the messiest(untidiest) jobs, like rinsing paint brushes and muddy shoes or serving as doggie baths. So,



don't worry if it doesn't look like it did in the store. Just clean the worst of it and move on

- While blockages aren't visible, they pose fire hazards and reduce dryer efficiency. A clogged vent could also contribute to dust in your home, which may trigger allergies. To keep a handle on dryer lint and maximize appliance performance, clean the lint trap after every load.
- Also, shake out area rugs and mats.
- to keep your machine clean. The acid will help dissolve minerals.





## Self-Check -1

## Written Test

Directions: Answer all the questions listed below. Use the Answer sheet provided in the next page:

Q1. How to clean laundry area? (5 points)

Note: Satisfactory rating -3points

Unsatisfactory - below 3 points

You can ask you teacher for the copy of the correct answers.

### Answer Sheet

Score = \_\_\_\_\_

Rating: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

### Short Answer

1. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



## Information Sheet- 5

## Safe handling and disposal methods of laundry chemical agent

### 5.1. Handling of chemicals

- Always read the safety data sheet and the text on the packaging carefully when you are about to use a product with which you are not completely familiar with the risks.
- Use personal protection equipment (e.g. gloves, face mask) where necessary.
- Surplus chemicals and hazardous waste must be dealt with in accordance with the information in the safety data sheet.
- First Aid equipment must be available.
- Workplaces must be cleaned regularly. There must not be chemical spills on the floor.

### 5.2. Follow these guidelines to make sure that you are using chemical safely:

- Buy the right chemical for the job.
- Only buy the amount you need to do the job.
- Read the label carefully and follow instructions closely.
- Be aware of the first aid advice.
- Use only as directed.
- Handle carefully.
- Close properly chemical container lid
- Keep away from children.

### 5.4. Waste management

is collection, transportation, and disposal of garbage, sewage and other waste products. Waste management is the process of treating solid wastes and offers variety of solutions for recycling items that don't belong to trash. It is about how garbage can be used as a valuable resource.



### 5.5. Dispose of detergent safely

- Recommended product disposal information on the label must be followed.
- Any remaining detergent, or flush any unwanted detergent down the drain. When flushing powder detergent, add some warm water to help dissolve any clumps. This will help prevent clogging the drain.
- In the case of liquid detergent, rinse the container before recycling it or placing it in the rubbish.
- Never use empty laundry detergent containers to store other materials, especially food or drinks



Fig.5.1 waste disposal

### 5.6. Use detergent safely

- Follow the recommended product instructions.
- Pay attention to any warning statements, like **“danger”**, **“poison”**, **“caution”**, or **“warning”**.
- Clean up any spills immediately.
- Wash your hands after doing the laundry, and wash any tools you use to handle or measure the products.
- If you have children, try to do the laundry when your child is at school or taking a nap. This way you can keep distractions at bay while handling the laundry and it



helps prevent your child coming into contact with the  
detergents



Fig 5.2. Danger, warning and poison sign



## Self-Check -1

## Written Test

Directions: Answer all the questions listed below. Use the Answer sheet provided in the next page:

Q1. Explain handling methods of chemicals? (4 points)

Q2. How to use and dispose chemicals? (4 points)

Note: Satisfactory rating -above 4points

Unsatisfactory - below 4points

You can ask you teacher for the copy of the correct answers.

Answer Sheet

Score = \_\_\_\_\_

Rating: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Short Answer Questions

1. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



## Information Sheet-6

## Store supplies and agent

### 6.1. Definition of Store

- is a quantity or supply of something kept for use as needed.
- Is keep or accumulate (something) for future use.



Fig 6.1. cleaning agent store

### 6.2. Store supplies and agent

- single utility shelf that's high enough to be out of the reach of children. Make sure it's installed securely and use it to keep your detergent, measuring devices, scoop, and other odds and ends
- In a laundry room you can get a drawer cart where you can safely keep your detergents you can also put childproof locks on them, just in case
- use a clean rubbish bin for detergent, if you buy powdered detergent in bulk, you can pour it into a large bin. Make sure you can close the bin properly, and fix a childproof seal on it, if necessary
- Heavy materials placed at bottom of store shelves
- Light materials placed at the top of store shelves
- Place separately flammable chemicals from non-flammable
- Close tightly the lids of the chemical containers
- Place or put or store the equipment assembly or disassembly as its nature or as



manufactures instruction

- the store rooms should be wide (have enough space move)
- the store must have enough light
- store rooms must be cool and dry
- use ladder for overreaching
- register outgoing and incoming materials
- use FIFO and LIFO system (Out first because prevent damaging and last first out if necessary, especially cleaning chemicals.)

### 6.3. store different laundry detergents

#### 6.3.1. store powder detergent:

- **store in a dry place.**

Moisture will make the product harden and make it difficult to dissolve and wash with, plus it can also plug the dispensers in your washing machine.

- **keep at a stable temperature.**

Very low temperatures can cause powder detergent to harden over time, and high temperatures can cause the product to lose oxygen, making it less effective at stain removal. Ideally, keep it in a place that's between 10 to 25 degrees Celsius

#### 6.3.2. store liquid detergent:

- **keep at a stable, cool temperature.**

While liquid detergents are not sensitive to moisture, they are sensitive to heat. At a very low temperature, it can freeze and become unstable, while at a high temperature its active components can separate and also destabilize. 10 to 25 degrees Celsius is ideal.

- **keep closed.**

Aside from the potential health hazards if left open, liquid detergents are also, more prone(disposed) to microbial contamination and can spread to your clothes if you use it.



#### **6.4. All detergents should be:**

- Kept out of reach of children.
- Kept in their original container with their label intact.
- Closed after use.
- Put back in their appropriate storage location in your laundry room or in another safe place right after use.





Self-Check -1	Written Test
---------------	--------------

Directions: Answer all the questions listed below. Use the Answer sheet provided in the next page:

Q1. What is store? (3 point)

Q2. How to keep laundry detergent? (3 point)

Note: Satisfactory rating – 3 points

Unsatisfactory - below 3 points

You can ask you teacher for the copy of the correct answers.

Answer Sheet

Score = \_\_\_\_\_

Rating: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Short Answer

1. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



## Information Sheet-7

## Replenishing supplies and agent

### 7.1 Replenishing supplies and agent

Few things are more frustrating than rushing to do an emergency load of laundry, only to discover that you're all out of detergent. When cleaning your laundry room, make a habit of checking your supply levels. Take inventory of detergent, fabric softeners, bleach, dryer sheets, and more. Then add any items you're running low on to your grocery list.



**Fig 7.1 Replenishing supplies and agent**





Self-Check -7	Written Test
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Directions: Answer all the questions listed below. Use the Answer sheet provided in the next page:

Q1. Which agent and supplies replenish? (5 points)

Note: Satisfactory rating – 3 points

Unsatisfactory - below 3 points

You can ask you teacher for the copy of the correct answers.

Answer Sheet

Score = \_\_\_\_\_

Rating: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Short Answer

1. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



<b>Operation Sheet-1</b>	<b>Procedure to Operate laundry equipment</b>
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### **1.1 Procedure to Operate digital washing machine**

Step 1 wear /use PPE

Step 2 check equipment working condition

Step 3 Plug socket appropriately

Step 4 open the door

Step 5 put the cloth

Step 6 shut the door

Step 7 choose the program (water level, water temperature)

Step 8 pour the chemical

Step 9 press start button

Step10 wait for finished four laundry cycles (soak, washing, rinsing, extracting)

Step11 press the opening button

### **1.2. Procedure to Operate dryer machine**

Step 1 wear /use PPE

Step 2 Clean the lint filter or screen before each load.

Step 3 Rotate the empty drying machine to check functionality

Step 4 Inspect washed items before placing them in the dryer.

Step 5 Shake each garment before transferring it from the washer to the dryer.

Step 6 Choose a dryer cycle.

Step 7 After completing drying cycle airing clothes, linen, fabric

Step 8 Remove the clothes once they're dry

Step 9 move to hang or iron them immediately



### 1.3. Steps to operate manual washing machine

- Step 1 wear /use PPE
- Step 2 check equipment working condition
- Step 3 Plug socket appropriately
- Step 4 open the door
- Step-5 Pour the water
- Step-6 Pour detergent
- Step-7 Mix detergent and water for few minutes
- Step-8 Insert sorted clothes, linen & fabrics
- Step-9 shut the door
- Step-10 Adjust wash timer and temperature
- Step-11 Apply for finished four laundry cycles (soak, washing, rinsing)
- Step-12 After completing washing cycle spinning clothes, linen and fabric
- Step -13 Remove the clothes
- Step -14 send to drying (sun, air and tumble dry)

Operation Sheet-2	Clean laundry area
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#### 2.1. Steps to clean laundry area

- Step-1. Wear PPE
- Step-2. Catch up on laundry.
- Step-3. Fold towels.
- Step-4. Clear away unnecessary items
- Step-5. Dispose of extra bottles and boxes.
- Step-6. Organize. shelves or cabinets
- Step-7. Dust walls and cabinets.
- Step-8. Clean appliance surfaces.
- Step-9. Scrub counter tops and wipe out the laundry sink
- Step-10. Clean your dryer vent once a year.
- Step-11. Sweep and mop or vacuum the floor.
- Step-12. Run an empty load with vinegar



<b>Operation Sheet-3</b>	<b>Safe disposal methods of laundry chemical agent</b>
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## **2.2. Steps to dispose laundry chemical agent**

**Step 1** Use up or give away.

**Step 2** Rinse out empty container

**Step 3** Recycle empty container

**Step 4** Chose the type of color of plastic or paperboard your area.

**step 5** Flush household amounts of unwanted liquid detergent down an inside drain with plenty of water.

**Step 6** Hold for a household hazardous waste collection

**Step 7** insert into garbage can



LAP Test	Practical Demonstration
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Name: \_\_\_\_\_ Date: \_\_\_\_\_

Time started: \_\_\_\_\_ Time finished: \_\_\_\_\_

**Instructions:** Given necessary templates, tools and materials you are required to perform the following tasks within **30 min.**

**Task-1** Operate digital washing machine

**Task-2** Operate dryer machine

**Task-3** Operate manual washing machine

**Task-4.** Clean laundry area

**Task 5** Dispose laundry chemicals



### List of Reference materials

- <https://www.youtube.com/watch?v=jpyDwYBpilc&t=13s>
- <https://www.youtube.com/watch?v=kgbVz3Zq4Zg&pbjreload=10>
- <https://www.youtube.com/watch?v=Jjzvo1vK3H4>
- <https://www.youtube.com/watch?v=-v8yf94LZ1k&t=406s>
- <https://www.youtube.com/watch?v=dzgQrteULeY>
- <https://www.youtube.com/watch?v=WThSXZhH1h0>
- <https://www.youtube.com/watch?v=Ns9ibSedRg&t=93s>
- <https://www.youtube.com/watch?v=gVzmuv1psJk>





# **Domestic work Level-II**

## **Learning Guide-21**

<b>Unit of Competence:</b>	<b>wash and iron cloths linen and fabric</b>
<b>Module Title:</b>	<b>washing and ironing cloths linen and fabric</b>
<b>LG Code:</b>	<b>LSA DWR2 M05 L02-LG-21</b>
<b>TTLM Code:</b>	<b>LSA DWR2 TTLM 0419v1</b>

### **L03: Iron laundered items**



## Instruction Sheet

## Learning Guide #20

This learning guide is developed to provide you the necessary information regarding the following content coverage and topics

- Proper ways of sorting washed items
- Check ironing equipment's for cleanliness & visible damage
- Set temperature according to type of fabric
- Steps in ironing clothes
- Ironed laundered items safely and properly:

This guide will also assist you to attain the learning outcome stated in the cover page.

Specifically, upon completion of this Learning Guide, you will be able to:

- Sort washed items according to their type and the order of ironing.
- Check ironing equipment for cleanliness and visible damage.
- set temperature on ironing equipment according to the type of fabric.
- Check the items of clothing for spots, stains and visible cleanliness before ironing.
- iron laundered items in a safe manner

### Learning Instructions:

1. Read the specific objectives of this Learning Guide.
2. Follow the instructions described below 3 to 6.
3. Read the information written in the information “Sheet 1, Sheet 2, Sheet 3 and Sheet 4”. Sheet 5
4. Accomplish the “Self-check 1, Self-check t 2, Self-check 3 and Self-check 4”, self-check 5 in page -6, 9, 12 and 14 respectively
5. If you earned a satisfactory evaluation from the “Self-check” proceed to “Operation Sheet 1, Operation Sheet 2 and Operation Sheet 3” in page -15.
6. Do the “LAP test” in page – 16 (if you are ready).



## Information Sheet- 1 Proper ways of sorting washed items

### 1.1 Introduction

In ancient times cotton, wool, silk and linen fibers were used in the textile industry. But later on nylon, rayon and other synthetic fibers are used. These fibers are very tiny but when put under the microscope, the difference in formation and length can be distinguished. So, we can classify yarn in two different sections: -

- Natural fiber - i.e., Cotton, linen, wool and silk
- Artificial fiber - i.e., Rayon, acetate, nylon, orlon, polyester etc.

#### 1.1.1. Natural yarns may be further classified as follows: -

- **Plants** - as these are obtained from plants, these are called plant yarn. For example, cotton linen and jute.
- **Animals** - as these are obtained from animals and are called animal yarn. For example, silk and wool.
- **Mineral**- these are obtained from minerals. For example, asbestos and basalt.

#### 1.1.2. Artificial fibers can be divided into two groups

- **Regenerated fiber** - discourse rayon, acetate etc.
- **Synthetic fiber** - nylon, polyester, orlon etc.

### 1.2. Types of Fabrics with respective temperature



#### Acetate

cellulose- based synthetic fabrics lustrous, moderately absorbent, often in blend. Acetate is weak fibers and fabrics made of them have poor abrasion resistance. Acetate fabrics become significantly weaker when wet, which means that they must usually be dry- cleaned.

When ironing acetate, use a low temperature setting and no steam. Turn the fabric inside out to prevent shine marks.

Fig 1.1 Acetate



#### Acrylic

When ironing acrylic, turn the fabric inside out, set the temperature to a low setting and do not use any steam. Use a spray if necessary. Make sure to iron the fabric while it is completely dry, so it doesn't stretch out of shape



**Fig 1.2Acrylic**



**Fig 1.3cotton**

**COTTON**-is made into every known woven and knitted structure and every weight, from the flimsiest muslin to the heaviest canvass.

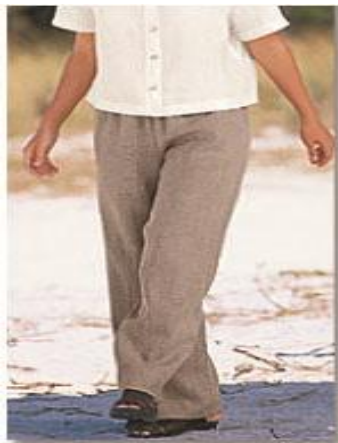
Cotton is the true “miracle fiber”. It is the fiber of democracy: it can be anything it wants to be, ambitious or humble, and its qualities can be enjoyed by rich and poor alike

Iron cotton while the fabric is still damp, or pre-moisten it with a spray bottle. Set the temperature to a high setting and use steam for stubborn wrinkles and creases.

**CARE:** Cotton clothes, bed sheets, and table cloths can be laundered on the regular wash cycle, unless the care label indicates otherwise or less the article in question is delicate in some respect.

#### **Cotton-Blend**

Iron cotton-blends on low heat and use steam. Iron the garment inside out or place a press cloth, such as a clean cotton handkerchief or fabric scrap, between the iron and the fabric to prevent shine.



**Fig 1.4linen**

**LINEN**- one of the world’s oldest fabric, made from fibers from the stalks of the flax plant. Linens are fit for royal boudoirs and fragile, bandages, everyday sheets and other ordinary items. Flax is remarkably strong, durable, and functional fiber.

Iron linen garments inside out or place a press cloth, such as a clean cotton handkerchief or fabric scrap, between the iron and the fabric to prevent shine. Always iron linen while the fabric is still damp, or pre-moisten it with a spray bottle. Use spray-on starch or fabric sizing for collars, cuffs or any other areas that you want to make crisp.



**NYLON**- formerly a trade name, now generic term for strongest synthetic fiber. Pure nylon fabrics are durable but non-absorbent, which may make them uncomfortable, especially in warm weather



When ironing nylon, use the lowest temperature setting on the iron and place a press cloth, such as a clean cotton handkerchief or fabric scrap, between the iron and the fabric. If necessary, convert to the “Steamer” function to gently remove wrinkles from nylon.

**Fig 1.5 nylon**



**POLYESTER**-the most widely used synthetic fiber from petroleum products. Nearly as strong as nylon, it is a chameleon that can imitate silk, serve as pillow stuffing and blend with most other fiber. Polyester is the queen of fabric

When ironing polyester, make sure the fabric is slightly damp, or pre-moisten it with a spray bottle. Set the temperature to low or medium heat. Start ironing at the top and work your way down the garment, pressing firmly on the creases and re-wetting them if necessary.

**Fig 1.6 polyester**



**Fig 1.7 silk**

**SILK**- a natural fiber discovered in China 5,000 years ago, obtained by on winding cocoons of the silkworm larvae. Silk strong but have no delicate appearance and generally have a sheer.

Iron silk while the fabric is still damp, or pre-moisten it with a spray bottle. Turn the garment inside out before ironing, and set the temperature to the lowest heat setting. Place a press cloth, such as a clean cotton handkerchief or fabric scrap, between the iron and the fabric to prevent shine.



**VISCOSE RAYON**– rayon is expensive, soft, and comfortable & dyes well. Viscose rayon fabric may stretch when it gets wet and shrink as it dries, and may even stretch and shrink with changes in



atmospheric humidity; thus, it is usually a poor choice for draperies.

Iron viscose while the fabric is still damp, or pre-moisten it with a spray bottle. Set the temperature to the lowest setting and use a dry iron unless otherwise noted on the tag. Place a press cloth, such as a clean cotton handkerchief or fabric scrap, between the iron and the fabric to prevent shine.

**Fig 1.8 viscose rayon**



**WOOL**- fiber from fleece of domesticated sheep. Wool fabrics are warmest of all-natural fiber and resilient.

Iron wool and wool-blends on low heat and use steam (ironing wool while it is dry can damage the fabric). Turn the garment inside out to prevent iron marks and shine.

**Fig 1.9 wool**

### 1.2.1. Bed linens

- ✓ Bed sheet
- ✓ Pillow case

### 1.2.2. Table linen

- ✓ Table cloth
- ✓ Napkin
- ✓ Nephron



## Self-Check -1

## Written Test

Directions: Answer all the questions listed below. Use the Answer sheet provided in the next page:

Q1. List and explain types of fabrics? (5 points)

Note: Satisfactory rating –5 points

Unsatisfactory - below 4points

You can ask you teacher for the copy of the correct answers.

Answer Sheet

Score = \_\_\_\_\_

Rating: \_\_\_\_\_

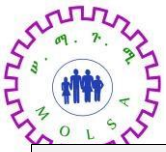
Name: \_\_\_\_\_

Date: \_\_\_\_\_

Short Answer

1. \_\_\_\_\_  
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\_\_\_\_\_





## Information Sheet- 2

## Check ironing equipment's for cleanliness & visible damage

### 2.1. Ironing equipment's

- Flat work ironer



for ironing flat sheet, linen pillow case and other flat linen

- steam press



for pressing delicate fabrics like wool, silk, etc.

- Ironing board



used for pressing garments

- Steam iron

used for ironing /pressing after washing.



garments to remove wrinkle





## Self-Check -2

## Written Test

Directions: Answer all the questions listed below. Use the Answer sheet provided in the next page:

Q1. List and define laundry equipment? (5 points)

Note: Satisfactory rating -5 points

Unsatisfactory - below 3 points

You can ask you teacher for the copy of the correct answers.

Answer Sheet

Score = \_\_\_\_\_

Rating: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Short Answer

1. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_




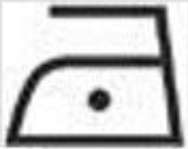




## Information Sheet- 3

## Set temperature according to type of fabric

### 3.1. Care labels /manufactural instruction

All quality fabric care labels indicating how they have to be carry and what precautions need to take in their care to avoid damage to the fabric. determine how to wash, extract, drying, ironed (pressing) and storing

## IRON

	Iron, Any Temperature, Steam or Dry
	Iron, Low (cool) (110C, 230F) only.
	Iron, Medium (warm) (150C, 300F).
	Iron, High (hot) (200C, 290F).
	Do Not Steam
	Do Not Iron



### 3.2 Set temperature

Iron Setting Temperatures in Celsius and Fahrenheit. If your iron uses a different scale or you want to know more exacting temperatures for ironing different types of fabric, follow these guidelines:

- Linen: 230 °C (445 °F)
- Triacetate: 200 °C (390 °F)
- Cotton: 204 °C (400 °F)
- Viscose/Rayon: 190 °C (375 °F)
- Wool: 148 °C (300 °F)
- Polyester: 148 °C (300 °F)
- Silk: 148 °C (300 °F)
- Acetate: 143 °C (290 °F)
- Acrylic: 135 °C (275 °F)
- Lycra/Spandex: 135 °C (275 °F)
- Nylon: 135 °C (275 °F)



Self-Check -3	Written Test
---------------	--------------

Directions: Answer all the questions listed below. Use the Answer sheet provided in the next page:

Q1. What is care labels? (3 point)

Q2. How to set temperature according to type of fabric? (3 point)

Note: Satisfactory rating - points

Unsatisfactory - below points

You can ask you teacher for the copy of the correct answers.

Answer Sheet

Score = \_\_\_\_\_

Rating: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Short Answer

1. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. \_\_\_\_\_  
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\_\_\_\_\_



## Information Sheet- 4

## Steps in ironing clothes

### 4.1. IRONING

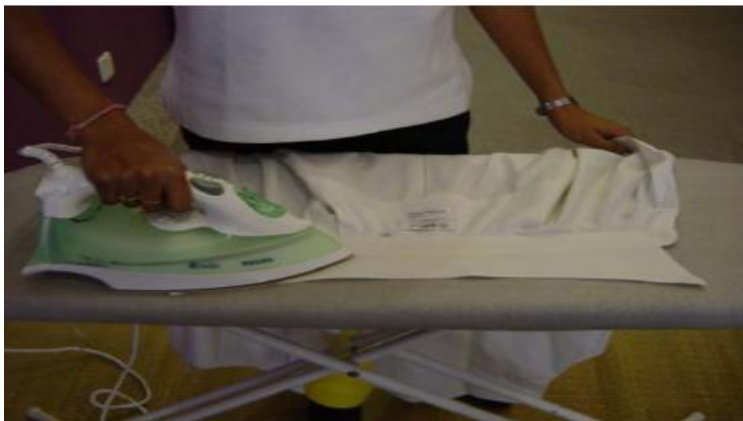
There are certain items of clothing and linen that need to be ironed while others do not; you can wear a shirt or finely embroidered blouse that isn't ironed, but you can live without linens or sheets being ironed-although that can be one of life little luxuries.

#### 4.1.1. steps to press shirt

1. The collar part of shirt should be first
2. Yolk/ shoulder part
3. cuff
4. sleeve
5. The body of shirt



#### 1. Iron the collar



#### 2. Iron the shoulder





### 3. Iron the cuff



### 4. Iron the sleeves



### 5. Iron the body

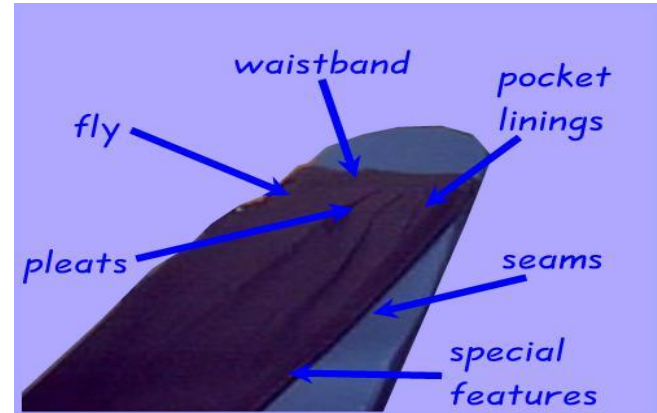






### 5.1.2. Steps to press trousers

1. Start on pocket and lining part of trousers/slacks
2. Press waistband part
3. Press top all around area
4. Finally press legs & creases together.



#### 1. Iron the pocket linings first



#### 2. iron the waist band



3. Start the legs by grouping together the four seams and flattening the legs so the folds at the front and rear represent where you want the creases to go.







4. effectively finishes the trousers. Put them over a hanger



#### 4.2. Basic ironing techniques

Even if you have to do only very small areas of the garment at a time make sure it's flat before you start.

For example, this area here is crinkled when doing a collar so DON'T GO OVER IT or you'll set a crease that will be more difficult to remove.

If you don't make sure that the general area is flat before you start ironing any backward or sideways movement will run over an area that isn't flat and cause a crease. Creases put in by the iron are far harder to remove than normal creases.

##### 1. Use Both Hands

The wrinkles in the edge of this shirt disappear when the top is pulled while pressing the iron down on the bottom. Ironing under this sort of tension will give the best results and can only be done using two hands.



##### 2. Move the Iron in Straight Lines

The iron is a shape similar to that of a ship for a reason. As it goes forward, it pushes fabric aside and smoothest its way forward. If you then move straight back you will be going over a part that is already flat and make it flatter.





### 3. Move Your Body



The aim in good ironing is to move the iron forward in the direction of its nose. You can see what happens in the left-hand picture when you try to do this without moving your body. The arm and body are totally twisted and it's very difficult to iron. Moving to the end of the board (illustrated right) makes it easier to maneuver and better results will follow

#### 4.3. Items needed for ironing

- Iron
- Water container
- spray bottle
- iron cleaner
- iron net/protector
- ironing board



**Fig. 4.1. iron**



**Fig. 4.2. water container**



**Fig. 4.3. spray bottle**



Fig. 4.4. iron cleaner



Fig. 4.5. iron

Fig. 4.6. ironing board

#### 4.4. Body part of steam iron

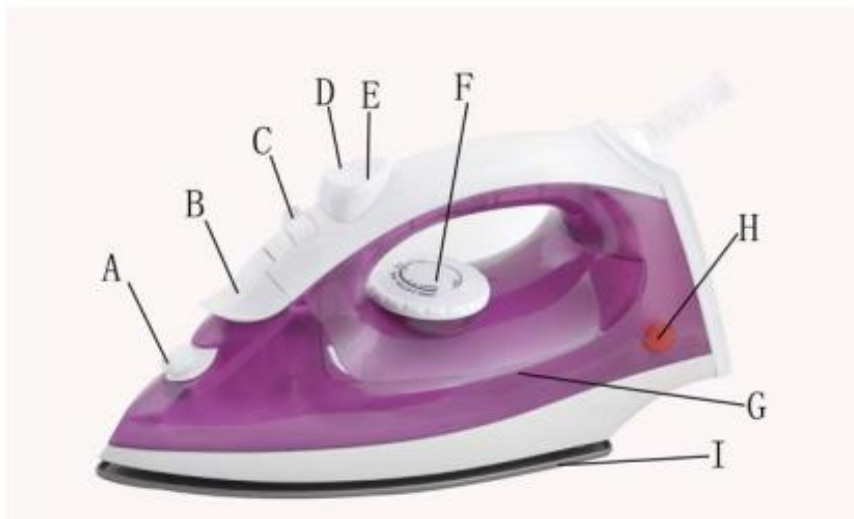





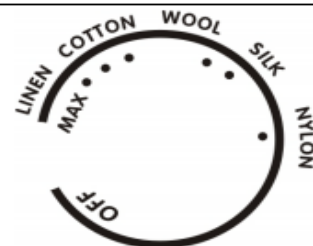


Fig. 4.7. parts of iron

- A. Spray Nozzle
- B. Water Filling Hole
- C. Steam Regulator
- D. Burst Steam Button
- E. Spray Button
- F. Thermostat Dial
- G. Water Reservoir
- H. Power Indicator Light
- I. Soleplate

#### Type of Fabric and Thermostat Dial Form:

<b>Caution:</b>  Please note that  on the label means that this article may not be ironed.		
Instructions on Label	Type of Fabric	Thermostat dial
	Nylon Silk	MIN ↑ MAX
	Wool	
	Cotton	
	Linen	





<b>Self-Check -4</b>	<b>Written Test</b>
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Directions: Answer all the questions listed below. Use the Answer sheet provided in the next page:

Q1. What is ironing? (3 point)

Q2. Write the techniques of ironing clothes? (3 point)

Note: Satisfactory rating – 3 points

Unsatisfactory - below 3 points

You can ask you teacher for the copy of the correct answers.

Answer Sheet

Score = \_\_\_\_\_

Rating: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Short Answer Questions

1. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



## Information Sheet- 5

## Ironed laundered items safely and properly

### 5.1. safe using Steam Press

1. Only trained staff should use the steam press
2. It must be switched off between uses (to minimize load).
3. Displays a “hot surface” sign where machine is left unattended but still hot.
4. At the end of the day, ensure the press is turned off and the thermostat is set to ‘O’
5. the ironing board cover Change weekly and wash at 65 Celsius.
6. sole plate Clean weekly
7. Do not iron poly cotton bedding tablecloths or napkins.

### 5.2. Hot Irons and Ironing Boards

1. before use visual electrical check
2. Store a hot iron safely it cools.
3. Don't leave unattended and still turned on
4. Display a 'hot surface' sign as necessary.
5. Clean regularly
6. Board- ensure the covers are fitted correctly
7. Do not iron any poly cotton bedding, tablecloths or napkins.



Self-Check -5	Written Test
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Directions: Answer all the questions listed below. Use the Answer sheet provided in the next page:

Q1. How use iron for pressing clothes safely? (5 point)

Note: Satisfactory rating –3 points

Unsatisfactory - below 3 points

You can ask you teacher for the copy of the correct answers.

### Answer Sheet

Score = \_\_\_\_\_

Rating: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

### Short Answer Questions

1. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



## Operation Sheet-1

## Steps in ironing clothes

### 1.1. steps to press shirt

**step-1** Do a visual electrical check before use.

**Step-2** Plug in iron into power socket

**Step-3** Set desired temperature

**Step-4** fill the water tanker

**Step-5.**press the collar part of shirt should be first

**Step-6.** press Yolk/ shoulder part

**Step-7.** press Cuff

**Step-8.** press Sleeve

**Step-9.** press Body part

### 1.2. Steps to press trousers

**step 1** Do a visual electrical check before use.

**Step 2** Plug in iron into power socket

**Step 3** Set desired temperature

**Step 4** fill the water tanker

**Step-5.**press pocket and lining part of trousers/slacks

**Step-6.** press waistband part

**Step-7.** press top all around area

**Step-8.** press legs & creases together



LAP Test	Practical Demonstration
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Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Time started: \_\_\_\_\_ Time finished: \_\_\_\_\_

**Instructions:** Given necessary templates, tools and materials you are required to perform the following tasks within **20 min.**

**Task-1** pressing shirt

**Task-2** press trousers





### List of Reference materials

- <https://www.youtube.com/watch?v=YkMdcicVhTk>
- <https://www.youtube.com/watch?v=jbPxbFoP2OU>
- <https://www.youtube.com/watch?v=vnkHbDKnSJ4>
- <https://www.youtube.com/watch?v=Lhuhb2KNqVM>



# **Domestic work Level-II**

## **Learning Guide-22**

**Unit of Competence:** wash and iron cloths linen and fabric  
**Module Title:** washing and ironing cloths linen and fabric  
**LG Code:** LSA DWR2 M05 L04-LG-22  
**TTLM Code:** LSA DWR2 TTLM 0419v1

### **L04: pack and store ironed items**



## Instruction Sheet

## Learning Guide #22

This learning guide is developed to provide you the necessary information regarding the following content coverage and topics

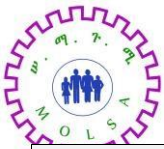
- Quality check of ironed items
- Tips in folding, packing and storing ironed items:

This guide will also assist you to attain the learning outcome stated in the cover page. Specifically, upon completion of this Learning Guide, you will be able to:

- check the quality of ironed items.
- Laundered items *folded, packed* and stored in their designated places/ cabinets

### Learning Instructions:

- 1 Read the specific objectives of this Learning Guide.
- 2 Follow the instructions described below 3 to 6.
- 3 Read the information written in the information “Sheet 1, Sheet 2, Sheet 3 and Sheet 4”.
- 4 Accomplish the “Self-check 1, Self-check t 2, Self-check 3 and Self-check 4” in  
page -6, 9, 12 and 14 respectively.
- 5 If you earned a satisfactory evaluation from the “Self-check” proceed to “Operation  
Sheet 1, Operation Sheet 2 and Operation Sheet 3” in page -15.
- 6 Do the “LAP test” in page – 16 (if you are ready).



## Information Sheet- 1

## Quality check of ironed items

### 1.1. Quality

the standard of something as measured against other things of a similar kind; the degree of excellence of something.

### 1.2. purpose of quality

Quality control involves testing of units and determining if they are within the specifications for the final process. The purpose of the testing is to determine any needs for corrective actions in the ironing process. Good quality control helps to meet employer need.

### 1.3. Quality check ironed item

- Before delivering to be checked quality and finish
- Check the garment for missing buttons, stains, zipper, replacement
- Check trouser seams and any tears
- Pressing finish
- Right way of Folding
- Right way of Hanging
- washing and dry-cleaning Quality
- Whiteness of garments
- Brightness of color
- Free from wrinkle and crease
- Special instruction from employer
- Check unnecessary shine of cloths



Fig .1.1 Folding



Fig. 1.2. Hanging



## Self-Check -1

## Written Test

Directions: Answer all the questions listed below. Use the Answer sheet provided in the next page:

Q1. Write the criteria of ironed items quality? (6 points)

Note: Satisfactory rating – 5 points

Unsatisfactory - below 5points

You can ask you teacher for the copy of the correct answers.

Answer Sheet

Score = \_\_\_\_\_

Rating: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Short Answer

1. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



## Information Sheet- 2

## Tips in folding, packing and storing ironed items

### 2.1. Folding

To bend over or double up so that one part lies on another part. To make compact by doubling or bending over parts.

### 2.3. Folding Cloth Item

cloth items are we worn at day, night, occasion and working time. such as shirt, trouser(pant), skirt etc.

### 2.4. Consideration taken at shirt folding

- Shirt must be fully buttoning, wrinkle-free folded.
- Fold horizontally each sleeve, so that the cuffs cross over the middle of the back. Take care not to fold in the shirt's side seams.
- Fold in both sleeves again, this time bringing the shirt's side seams in evenly from shoulder to hem, so they meet under the collar, forming a broad V shape there. (The sides won't necessarily meet farther down the shirt.)
- Holding the bottom of the shirt with two hands, fold shirt in half lengthwise from the bottom up, so that the bottom edge of the shirt rests below the bottom of the collar. (Do this once or twice, depending on the length of the shirt and the depth of your storage space.) Flip folded shirt over and store.



**Fig 2.4. trouser(pant) hang**



**Fig 2.5. shirt**

## **2.5. Fold Non cloth item**

Non cloth items that uses for different purpose such as bed room, dining room, bathroom



**Fig. 2.5. folded bedsheet**



**Fig. 2.6 folded bath towels**

## **2.2. Packing**

- Flat packing and rolling clothes are equally effective to that end. The best way to pack your clothes would be a combination of both.
- Flat pack bulkier items, like pants, and roll smaller or more delicate pieces of clothing, like a dress or shirt.



**Fig 2.7. packing**

## **2.3. Storage of linen**

- ✓ Linen must be kept free from dust





- ✓ All fresh linen should be stored under cover
- ✓ The linen stock should be rotated in order on FIFO basis
- ✓ Heavier linen should be placed on lower shelves
- ✓ Smaller articles such as face towel and serviette are placed in bundles of 10
- ✓ Table linens and bed linens should be arranged by size, types and neatly stacked on the shelves



**Fig 2.8. storing**



Self-Check -2	Written Test
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Directions: Answer all the questions listed below. Use the Answer sheet provided in the next page:

- Q1. List non cloth item? (3point)  
Q2. How store linens? (3 point)

Note: Satisfactory rating – 3 points

Unsatisfactory - below 3 points

You can ask you teacher for the copy of the correct answers.

Answer Sheet

Score = \_\_\_\_\_  
Rating: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Short Answer Questions

1. \_\_\_\_\_

2. \_\_\_\_\_



## Operation Sheet-1

## Procedures for folding clothes

### 1.2. Steps to fold ironed shirt

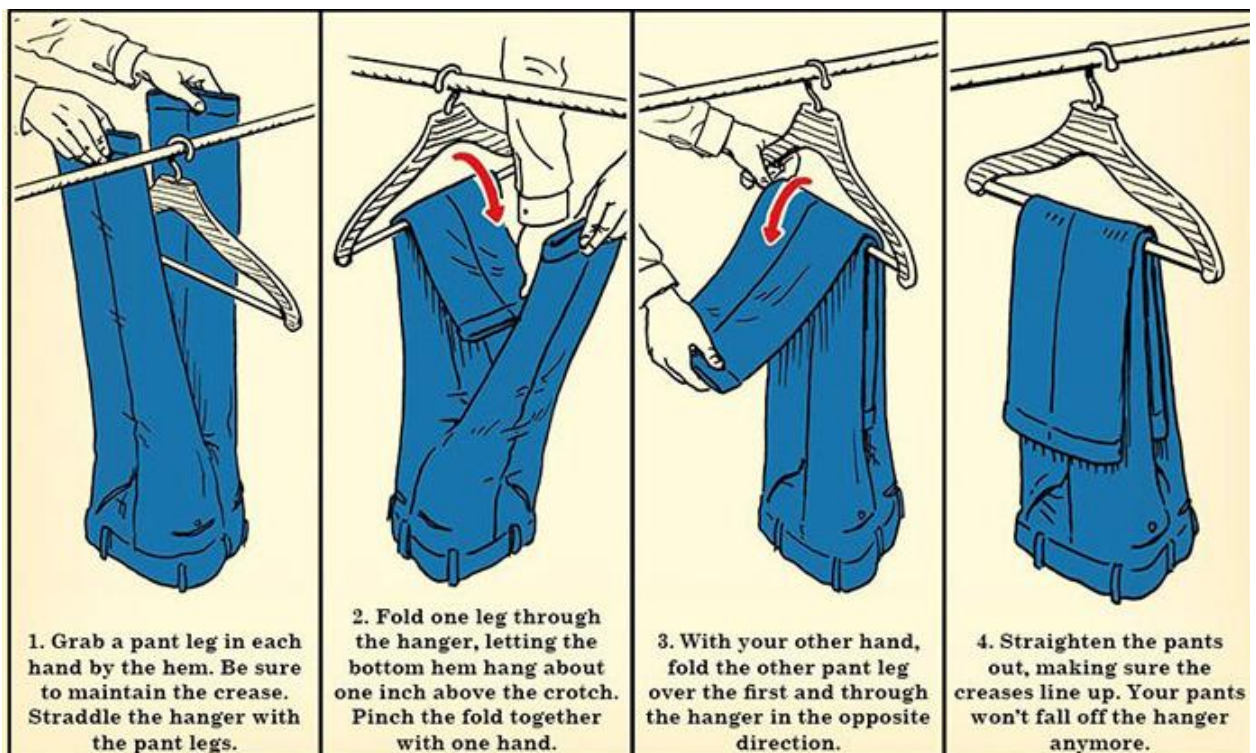
**Step-1.** Lay the shirt flat, making sure it's buttoned up

**Step-2.** Fold the sleeves to the middle of the back

**Step-3.** Fold the sides to the middle

**Step-4.** Fold in half lengthwise

### 1.3. Steps to hang ironed trouser



### 1.4. Steps to fold bed sheet

**Step 1.** Drape the Fitted Sheet Over Your Hands

**Step 2.** Fold the Fitted Sheet in Half and Tuck in the Corners

**Step 3.** Fold the Fitted Sheet in Half Again

**Step 4.** Lay the Folded Sheet on the Bed



## 1.5. Steps to fold bathroom towels

**Step 1**



**Step 2**



**Step 3**



**step 4**





### **1.5 step to pack cloths**

**Step 1.** Gather all the garments you anticipate needing.

**Step 2.** Choose knits, wools, and cottons.

**Step 3.** Roll softer garments and fold stiffer ones

**Step 4.** Arrange rolled items in the bottom of the bag.

**Step 5.** Place folded garments next

**Step 6.** Cover the pile with a dry-cleaning bag

**Step 7.** Top the pile with the clothes you'll need first

**Step 8.** Snake belts around the perimeter of the bag



LAP Test	Practical Demonstration
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Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Time started: \_\_\_\_\_ Time finished: \_\_\_\_\_

**Instructions:** Given necessary templates, tools and materials you are required to perform the following tasks within **40 min.**

**Task-1.** fold ironed shirt

**Task-2.** hang ironed trouser

**Task-3.** fold bed sheet

**Task-4.** fold bathroom towels

**Task-5.** Pack cloths



## List of Reference materials

- <https://www.hospitality-school.com/hotel-laundry-procedures/#laundry-8211-pressing>
- <https://www.youtube.com/watch?v=RgOyymokWa8>
- <https://www.youtube.com/watch?v=rmerdLINHBK0>
- <https://www.youtube.com/watch?v=zKwQk457glw>