



**OROMIA TVET BUREAU**

**Basic Leather Garment and Goods  
Production Operation  
NTQF Level II**

# **Assessment Packet**

**TTLM Code: IND BLG1 TTLM 0519V1**

**Evidence Plan**

<b>TVET Program:</b>	<b>Basic Leather Garment and Goods Production Operations Level I</b>		
<b>Module Title:</b>	<b>Using Hand Tools and Equipment</b>		
<b>Learning Outcome(s) Covered:</b>	<ul style="list-style-type: none"> <li>• Prepare for work</li> <li>• Select and use hand tools</li> <li>• Clean up</li> </ul>		
<b>Ways in which evidence will be collected:</b>	<b>Observation with Oral Questioning</b>	<b>Demonstration with Oral Questioning</b>	<b>Written Test</b>
<b>The evidence must show that the trainee should</b>			
Obtains, confirms and interprets specifications, quality requirements and operational details relevant to the tasks.			X
Obtains safety requirements from the organizational policies and procedures, confirm and apply to the allotted task			X
Selects hand tools and equipment to carry out tasks.		X	X
Checks hand tools for serviceability and safety, and rectify or report any faults.		X	X
uses appropriate tool to perform the given task.			X
Uses hand tools safely and effectively according to their intended use.			X
locates hand tools safely when not in immediate use.			X
Clean s work area following workplace standard procedures.		X	X
Cleans hand tools and equipment.		X	X
Maintains and stores poor hand tools and equipment in a safe position		X	X
<b>Prepared by:</b>		<b>Date: 09/11/2013</b>	
<b>Checked by:</b>		<b>Date:</b>	

<b>Trainee's Name:</b>	
<b>Teacher's Name:</b>	
<b>Learning Module Title:</b>	

<b>Learning Outcome covered:</b>	<ul style="list-style-type: none"> <li>• Prepare for work</li> <li>• Select and use hand tools</li> <li>• <b>Clean up</b></li> </ul>		
<b>Batch Class:</b>			
<b>Date of assessment:</b>			
<b>Time of assessment:</b>			
<b>Instruction</b>	Given the necessary materials use and maintain hand tools with in 1hr <ul style="list-style-type: none"> <li>• Work area is cleaned as per the standard procedure</li> <li>• All the hand tools are checked properly</li> <li>• All OHS instructions should be hang over in all machine</li> </ul>		
<b>Material and Equipment</b>	Measuring tools Punching tools Cutting tools Marking tools Preparation tools Finishing tool		
<b>OBSERVATION</b>	Please check (✓) to show if evidence is demonstrated		
During the demonstration of skills, did the trainee:	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Select hand tools and equipment to carry out tasks.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check hand tools for serviceability and safety, and rectify or report any faults.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clean work area following workplace standard procedures.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clean hand tools and equipment.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maintain and store poor hand tools and equipment in a safe position	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>The trainee's demonstration was:</b> <b>Satisfactory</b> <input type="checkbox"/> <b>Not Satisfactory</b> <input type="checkbox"/>			

ORAL QUESTIONS

Trainee's Name:		
Teacher's Name:		
Batch Class:		
Learning Module Title:		
Learning Outcome/s covered:		
<b>Oral questions</b>	<b>Satisfactory response</b>	
	<b>Yes</b>	<b>No</b>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
The trainee's underpinning knowledge was:		
<b>Satisfactory</b>	<input type="checkbox"/>	<b>Not satisfactory</b> <input type="checkbox"/>
<b>Teacher's Signature:</b>	<b>Date:</b>	
<b>Feedback to trainee</b>		
<b>Acceptable answers are:</b>		
Q1		
Q2		
Q3		
Q4		
Q5		

## WRITTEN Test

### Table of Specifications

Content	Total Number of Questions	Equivalent Marks	Earned Marks
Test I: Multiple Choice Questions	15	15	
Test II. Matching Type Questions	6	6	
Test II: Short Answer Questions	3	4	
Total		25 points	

### Instructions

Read the directions carefully

#### Test I: Multiple Choice Type

Choose the best answer for each question.

#### Test Begins Here:

- Which one is the custom standard size of leather cutting mats?
  - Widths 4ft \* length 3ft. to 40 ft. in 2 increment.
  - Widths 3 ft \*Length 2 ft. to 30 ft. in 1ft. increment.
  - Widths 2 ft. to 30 ft. \* Length 3 ft in 1ft. increment
  - Widths 5 ft. \* Length 3 ft.to 40fit. in 3ft. increment
- Which one of the following are not the quality parameters of products?
  - Raw material
  - Durability
  - Serviceability
  - Features
- Safety can be defined as:
  - Quality of being safe or freedom from danger or risk of injury
  - Curing from danger
  - it is an accident that is happened because of wrong using of electricity only
  - preventing hazards that can destroy building and work shop only
- Which one of the following is not Personal protective equipment?
  - Goggles
  - gloves,
  - gowns,

- D. personal cloth
5. Which one is not marking tools?
- A. Stainless-steel rulers
  - B. Marking tools
  - C. Awl
  - D. Tracing wheels
6. Which one of the following is punching tools?
- A. Scissor
  - B. Seam ripper
  - C. Notch punching tool
  - D. Thread trimmer
7. Which of the following is not element of a good housekeeping?
- A. Floors and Walls
  - B. Materials Handling
  - C. Ventilation
  - D. Bad material handling
8. What is the consequence of nonconformities of a product?
- A. Good material handling
  - B. Effective material utilization
  - C. scrapped or wasted resources
  - D. using skilled man power
9. The goal of quality control in every production system
- A. To eliminate nonconformities
  - B. To produce high quantity product
  - C. To address customers
  - D. To improve the company workers performance
10. Which one of the following is cutting tool?
- A. Steel ruler
  - B. Clicking knife
  - C. Measuring tape
  - D. Awl
11. 5s stands for
- A. Start, sort , standardize , shine and Set in order

- B. Sort, Set in order ,Shine, Standardize , and Sustain
  - C. Sort, store, set in order, standardize and shine
  - D. Store, sustain, shine, start and set in order
12. Which of the following Tool is not needed for Maintaining Cleanliness of Stitching Machine?
- A. Screwdriver for needle plate
  - B. Screwdriver for bobbin case
  - C. Dusting brush
  - D. Sewing Thread
13. Good housekeeping includes all except one
- A. the marking of aisles,
  - B. Poor material handling and storage
  - C. adequate storage arrangements,
  - D. suitable provision for cleaning and maintenance
14. Safety excellence is all about proactively designing, aligning, and improving operational processes.
- A. True
  - B. False
15. Which one of the following tools/equipment are not used in leather garment making ?
- A. Creasing tools
  - B. Ironing equipment
  - C. Thread burning tool
  - D. Button fitting tool

**Test II. Matching Type Questions**

**Direction:** Listed below are different terms used in Sales and their definition. Match column A with column B. Use each letter only once and write it in the blank space provided.

A

B

\_\_\_\_ 1. Safety

A. Gowns

\_\_\_\_2. Safety Rules and Regulations  
for Stitching Machine

\_\_\_\_3. Tools for the Use of Personal  
Protective Equipment

\_\_\_\_4. Punching tool

\_\_\_\_5. Tools used in leather goods

\_\_\_\_6. Elements of a Good  
Housekeeping

B. The quality of being safe from  
danger or risk of injury

C. Flat bed stitching machine

D. Keep Floors Clean

E. Divider

F. Button fitting tools

G. Make sure to set your  
machine on a stable surface.

H. Splitting machine



### Test III. Short Answer Questions

#### Instructions:

- There are three [3] questions in this section.
- Answer all questions and write your answers in the corresponding space provided.

#### BEGIN HERE:

1. List out the most commonly used leather garment and goods making tools and equipment.

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2. What is the cause for accidents occurrence in the work shop?

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### Key Answers

#### Multiple Choice

1. B
2. A
3. A
4. D
5. A
6. C
7. D

- 8. C
- 9. A
- 10. B
- 11. B
- 12. D
- 13. B
- 14. A
- 15. A

### Matching

- 1. B
- 2. G
- 3. A
- 4. F
- 5. E
- 6. D

### Short Answer Questions

- 1) Ans. Cutting knives, scissors, tables, benches, hammer, bone folder, weight (load), ruler, measuring tapes, awls, divider, French curves, T-Square, Set Squares, cutting mat, brush, tracing wheel, edge creaser, etc
- 2) Ans. Mishandling of tools and equipments, misuse of safety wears and equipments, etc

### Assessment Summary Results

Student's Name		
Teacher's Name		
TVET Program Title		
Batch Class		
Module Title		
Date of Assessment		
The performance of the student is –	Satisfactory	Not Satisfactory
A. Demonstration with Oral questioning	<input type="checkbox"/>	<input type="checkbox"/>
B. Written Test	<input type="checkbox"/>	<input type="checkbox"/>
Did the student's overall performance meet the required evidences / standards?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>OVERALL EVALUATION</b>	<input type="checkbox"/> <b>COMPETENT</b>	<input type="checkbox"/> <b>NOT YET COMPETENT</b>
General Comments [Strengths / Improvements needed]		
Student's signature:		Date:
Teacher's signature:		Date:

