

## Overview

This standard covers the skills and knowledge required to process products and materials by shaping. This involves preparing the products and materials for shaping and ensuring the correct type and quality are available. Using the appropriate equipment to shape the product or material in a way that enables it to meet the specification. It also covers identifying any problems with the process and taking the appropriate action.

## Performance criteria

### *You must be able to:*

1. comply with health and safety requirements and procedures at all times
2. identify and confirm specifications for the work being undertaken
3. confirm products and materials are available for processing
4. select type, quantity, and quality of products and materials to be used during the preparation
5. prepare products and materials following schedule and standard operating procedures
6. store products and materials following standard operating procedures
7. identify methods for shaping products and materials to meet specifications
8. select equipment for shaping products and materials to meet specifications
9. position products and materials for shaping to meet specifications
10. shape products and materials to meet specifications
11. monitor shaping to ensure it achieves the specification
12. use products and materials to minimise wastage
13. dispose of unwanted products and materials following standard operating procedures
14. identify any problems and deal with them following standard operating procedures
15. record information in the appropriate information systems

## Knowledge and understanding

### *You need to know and understand:*

1. relevant health and safety responsibilities and obligations
2. relevant health and safety procedures that need to be followed
3. methods for shaping different types of product
4. how to position products and materials
5. how to utilise products and materials to minimise wastage
6. the type of problems that could occur and the standard operating procedures for dealing with them
7. information systems used
8. why it is important to use the information systems

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Process products and materials by shaping

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**Relevant Occupations** Glass and Ceramic Maker Decorator Finisher

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**Suite** Glass Processing

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