

Self-Assessment Guide

Qualification	FOOTWEAR MAKING NC II	
Project :	ASSEMBLE LEATHER SHOES BY MACHINE AND HAND USING CEMENTED CONSTRUCTION	
Units of Competency Covered	<ul style="list-style-type: none"> • Check cut upper and lining components • Perform skiving operation • Perform upper leather splitting operation • Perform folding operation • Perform machine perforating and gimping operation • Perform stitching operation on upper and/or lining components • Perform blocking/crimping • Perform hand stitching operation • Prepare upper for handlasting • Perform basic handlasting • Attach insole by machine • Perform toe-puff and stiffener activation • Perform basic machine lasting • Perform chilling operation • Perform pre-bonding operation • Perform bonding operation • Perform heel attaching operation • Perform polishing operation • Perform sock attachment and cleaning operation • Perform quality checking, repairing and packaging of de-lasting shoes 	
<p>Instruction:</p> <ul style="list-style-type: none"> • Read each of the questions in the left-hand column of the chart. • Place a tick in the appropriate box opposite each question to indicate your answers. 		
Can I?	YES	NO
• Check and segregate upper and lining components	<input type="checkbox"/>	<input type="checkbox"/>
• Perform blocking/crimping	<input type="checkbox"/>	<input type="checkbox"/>
• *Split and skive upper components	<input type="checkbox"/>	<input type="checkbox"/>
• *Perforate and gimps upper components	<input type="checkbox"/>	<input type="checkbox"/>

• *Fold, assemble and stitch upper and lining components		
• *Perform hand stitching for men's shoe upper components		
• *Prepare and attach toe-puff and stiffeners to upper by hand		
• *Attach insoles to lasts by hand		
• *Perform manual lasting		
• *Activate and attach toe-puff and stiffeners to uppers		
• *Attach insoles to last by machine		
• *Perform toe, seat and side lasting by machine		
• *Roughen and scour lasted uppers		
• *Attach heel to sole		
• *Apply primer, filler and adhesive to lasted upper and sole		
• *Attach sole to lasted upper and performs bottom pressing, chilling and de-lasting		
• Attach sock lining and cleans shoes		
• Perform polishing of shoes		
• Check quality, repair and package shoes		
• Interpret and act on the specification of work ticket		
• Observe safety procedure and practice in handling of tools and equipment		
Candidate's Signature:	Date:	

Self-Assessment Guide

Qualification	FOOTWEAR MAKING NC II	
Title of Certificate of Competency	Perform Footwear Upper Components	
Units of Competency Covered	<ul style="list-style-type: none"> • Check cut upper and lining components • Perform blocking/crimping operation • Perform skiving operations • Perform upper leather splitting operation • Perform machine perforating and gimping operation • Perform folding operation • Perform stitching operation on upper and/or lining components • Perform hand stitching operation 	
<p>Instruction:</p> <ul style="list-style-type: none"> • Read each of the questions in the left-hand column of the chart. • Place a tick in the appropriate box opposite each question to indicate your answers. 		
Can I?	YES	NO
• Check and segregate the quality of received upper and lining components		
• Identify and report defective components *		
• Set up blocking/crimping machine		
• Perform blocking/crimping		
• Set up and adjust skiving and splitting machine		
• Split and skive upper components *		
• Perform splitting and skiving machine maintenance		
• Set up and adjust perforating and gimping machine		
• Perforate and gimps upper components		
• Identify and use correct reinforcement material and adhesive used in folding *		

• Perform folding operations *		
• Attach component according to work specification *		
• Set up and adjust stitching machines		
• Perform stitching operation on upper and lining components		
• Maintain stitching machine working condition		
• Prepare materials needed for hand stitching		
• Punch holes for hand stitching		
• Perform hand stitching of shoe upper components *		
• Clean and organize work area		
• Interpret and act on the specifications of work ticket		
• Observe safety procedure and practice in handling tools and equipment		
Candidate's Name:	Date:	

Self-Assessment Guide

Qualification	FOOTWEAR MAKING NC II	
Certificate of competency	Perform Footwear Lasting by Machine and by hand	
Units of Competency Covered	Prepare uppers for hand lasting Perform basic hand lasting Attach insole by machine Perform toe-puff and stiffener activation Perform basic machine lasting Perform chilling operation Perform pre-bonding operation Perform bonding operations Perform heel attaching operations	
Instruction: <ul style="list-style-type: none"> • Read each of the questions in the left-hand column of the chart. • Place a tick in the appropriate box opposite each question to indicate your answers. 		
Can I?	YES	NO
• Check the last, insole and assembled upper		
• Attach insole by hand		
• Insert and attach toe-puff and counter stiffeners into the uppers*		
• Perform manual/basic hand lasting*		
• Set up latex-spraying unit and backpart moulding machine		
• Activate and attach toe-puff and counter stiffener to upper*		
• Attach insole by machine*		
• Adjust toe, side and seat lasting machine		
• Perform toe, side and seat lasting by machine*		

• Roughen and scour lasted upper*		
• Carry out priming operation		
• Perform bottom cementing and attaching of fillers*		
• Analyze quality of lasted uppers and recognizing uppers' defect		
• Attach sole to lasted upper and performs bottom pressing*		
• Perform chilling and de-lasting operations*		
• Perform heel attaching*		
• Follow instruction from the work ticket		
• Observe safety procedure and practice in handling of tools and equipment		
Candidate's Name:	Date:	

Self-Assessment Guide

Qualification	FOOTWEAR MAKING NC II	
Certificate of Competency	Perform Footwear Finishing Operations	
Units of Competency Covered	Perform polishing operation Perform sock attachment and cleaning operation Perform quality checking, repairing and packaging of de-lasted shoes	
<p>Instruction:</p> <ul style="list-style-type: none"> • Read each of the questions in the left-hand column of the chart. • Place a tick in the appropriate box opposite each question to indicate your answers. 		
Can I?	YES	NO
• Inspect shoes		
• Identify product defect and production damages*		
• Clean shoes in accordance with company procedures*		
• Repair minor defects/damages of shoes*		
• Identify type of polishing materials and equipment*		
• Attach sock lining and company/product label*		
• Apply first and final coating on the leather shoes		
• Perform cotton brushing on the leather shoes		
• Perform final shoe polishing and brushing*		
• Pack shoes in boxes*		

<ul style="list-style-type: none"> • Cleans and organizes work area 		
<ul style="list-style-type: none"> • Accomplishes reports of inspected and repaired shoes 		
<ul style="list-style-type: none"> • Observes safety procedures and practices in handling of tools and equipment for shoes finishing 		
Candidate's Name:	Date:	