Specification of Competency Standards
for the Fashion Industry
Unit of Competency

Functional Area - Common

Title	Coordinate sample making
Code	108289L3
Description	Coordinate the making of garment sample based on the product development plan and sample specifications. This applies to individuals who are required to organise sample making activities so as to meet the required quality standard and timeframe.
Level	3
Credit	3
Competency	Performance Requirements 1. Knowledge in the subject area Be able to • state the different types of samples and their purposes • understand the process of sample making • communicate sample specifications by using fashion terminology • understand the roles of different parties involved in the making of fashion samples (e.g. material suppliers, sample room) • understand the roles of sample making in the whole fashion supply process 2. Application and process Be able to • identify the purpose of a fashion sample (e.g. prototype for validating the design) • identify the specifications and requirements of a fashion sample • develop an action plan in accordance with the product development plan • coordinate with different parties for the purchase and making of fashion samples according to the action plan • respond to clarify sample making information with related parties in accordance with the requirements • maintain a proper record of expenses and time at essential steps of sample making • monitor and report the progress to related parties 3. Exhibit professionalism Be able to • ensure the completion of the sample making process at the pre-set deadline • demonstrate coordination skills when engaging different parties for the making of a sample to the given requirements
Assessment Criteria	The integrated outcome requirements of this UoC are the abilities to accomplish: • Preparation of an action plan for sample making based on the product development plan of schedule and budget.
Remark	Common UoC across the functional areas: Product Development / Merchandising and Material Procurement