



basic education

Department:
Basic Education
REPUBLIC OF SOUTH AFRICA

CONSUMER STUDIES (PRODUCTION OF CLOTHING ITEMS)

GUIDELINES FOR PRACTICAL ASSESSMENT TASKS

2015

These guidelines consist of 25 pages.

THE PRACTICAL ASSESSMENT TASK FOR CONSUMER STUDIES PRODUCTION OF CLOTHING ITEMS

1. INTRODUCTION

The 16 Curriculum and Assessment Policy Statement subjects which contain a practical component all include a practical assessment task (PAT). These subjects are:

- **AGRICULTURE:** Agricultural Management Practices, Agricultural Technology
- **ARTS:** Dance Studies, Design, Dramatic Arts, Music, Visual Arts
- **SCIENCES:** Computer Applications Technology, Information Technology
- **SERVICES:** Consumer Studies, Hospitality Studies, Tourism
- **TECHNOLOGY:** Civil Technology, Electrical Technology, Mechanical Technology and Engineering Graphics and Design

A practical assessment task (PAT) mark is a compulsory component of the final promotion mark for all candidates offering subjects that have a practical component and counts 25% (100 marks) of the end-of-year examination mark. The PAT is implemented across the first three terms of the school year. This is broken down into different phases or a series of smaller activities that make up the PAT. The PAT allows for learners to be assessed on a regular basis during the school year and it also allows for the assessment of skills that cannot be assessed in a written format, e.g. test or examination. It is therefore important that schools ensure that all learners complete the practical assessment tasks within the stipulated period to ensure that learners are resulted at the end of the school year. The planning and execution of the PAT differs from subject to subject.

- During the practical assessment task the learner must demonstrate his/her knowledge and practical ability/skills to produce garments focusing on suitability for selling.
- The practical assessment task for Consumer Studies for Grade 12 consists of a layout and cutting session (part of practical examination 1) and two practical examinations of three hours each. Learners perform these practical examinations individually.
 - **Term 2: Practical examination 1 (plus layout and cutting session)**
Learners will make half of the garments selected for the micro-enterprise for the project in term 1.
 - **Term 3: Practical examination 2**
Learners will complete the garments started in practical examination 1.

2. MARK ALLOCATION

- Each exam consists of 100 marks. The mark for the final practical assessment task is obtained by combining the marks for the two exams as indicated below:

Practical examination: term 2 (includes layout and cutting)	100
Practical examination: term 3	100
Total	200 ÷ 2
Final mark for PAT	100

- The marks for the PAT are part of the end-of-the-year assessment.
- The province will provide two separate computerised mark sheets, one for SBA and one for the PAT. After the marks have been captured both mark sheets must be signed by the teacher, principal and moderator.

3. REQUIREMENTS FOR THE PRACTICAL EXAMINATIONS

Consumer Studies is a choice subject with five practical options. If the school chooses to offer Consumer Studies as a subject and selects the clothing practical option, the equipment and funds necessary to conduct the PAT, as well as the specified number of practical lessons is the responsibility of the school as specified in the CAPS document.

Ensure the following:

- A suitable classroom with the necessary equipment must be available: large tables for cutting out; a minimum of 12 sewing machines; two overlockers; two or more ironing boards and irons; cutting-out scissors (one for each learner); electricity and equipment for sewing and making garments.
- A minimum of R30 to a maximum of R75 per learner for EACH of the two practical examinations is required, besides the funding required for the SBA practical lessons, to make the required articles.
- A number of learners can do the examination simultaneously according to the number of work stations and resources available to complete the examination comfortably.
- Divide the learners into groups with a maximum of 12. Twenty four learners (two groups of 12 learners) can perform the examination on the same day, e.g. from 08:00 to 11:00 and from 12:00 to 15:00.
- The teacher needs time between the two sessions to prepare the classroom for the following group.
- Schools with large numbers of learners will need more than one day to complete this examination.

4. REQUIRED TIMEFRAME

- Layout and cutting is done beforehand in a ONE-HOUR PERIOD under examination conditions.
- A timeframe of 3 HOURS in total is required per examination (excluding the one-hour layout and cutting session before practical examination 1).

5. SETTING THE EXAMINATIONS

5.1 Practical examination 1 (term 2)

- This practical examination **must be slotted into the examination timetable in the second term.**
- Learners will complete half of the garment that has been selected for their micro-enterprise (project term 1). The production process, workmanship and saleability of the garments form an important aspect of the examination.
- The teacher must identify and select ONE suitable garment for the micro-enterprise (project in term 1). The learners will make this garment during practical examination 1 and practical examination 2.
- The teacher must buy a commercial pattern for an article that can be completed in 6 hours with the skills learners gained during the practical lessons for SBA in Grades 10 and 11.
- Teachers have TWO options when selecting the pattern for the practical examinations:
 - Buy a commercial pattern for a garment that can be completed in 7 hours; **OR**
 - Use the same commercial pattern used in the practical lessons and remake the garment once more in 7 hours.

- The article should carry a total weighting of 100 points on the skills-code list.
- The techniques to be completed per examination should have a total weighting of 50 points for each PAT task.
- Learners should start and complete half of the garment in practical examination 1.
- Learners must complete the one-hour layout and cutting session prior to the day of practical examination 1.
- After three hours learners should hand in their garments for assessment. After the assessment has been completed the garments are returned to learners for correction and finishing off if necessary. The garments will NOT be remarked after the corrections have been made.

5.2 Practical examination 2 (term 3)

- This examination will take place on a date agreed upon with the moderator.
- The learners will be assessed on the production process, workmanship and the saleability of the articles.
- A timeframe of 3 hours in total is required per examination (excluding the one-hour layout and cutting session).
- The garment selected will carry a total weighting of 100 points on the skills-code list.
- The techniques to be completed per examination should have a total weighting of 50 points for each PAT task.
- After three hours learners should hand in their garments for final assessment. After the assessment has been completed the garments are returned to learners for correction and finishing off if necessary. The garments will NOT be remarked after the corrections have been made.

6. PREPARING FOR THE EXAMINATION

The teacher is responsible for the following:

- Set the dates for both examinations. Communicate these dates to the SMT of the school to ensure that these dates do not clash with other school activities.
- Copy the pattern, illustration(s) and instruction sheet for each learner or buy a pattern for each learner. It is compulsory for each learner to work from an instruction sheet.
- Prepare the mark sheets provided with learners' names and their examination numbers.
- Learners must receive the instructions **one week (7 school days)** prior to the layout and cutting session so that they can prepare.
- Purchase the fabric and haberdashery, cut the fabric to the required size for each learner.
- Make up a 'kit' for each learner to include the following:
 - Fabric in the required size
 - The pattern and instruction sheet
 - The necessary haberdashery, such as a zip, buttons, pins, etc.

- Check and service all sewing machines that are available to ensure they are all in good working order.
- Divide learners into groups according to the number of sewing machines that is available.
- Thread all the sewing machines with the appropriate colour thread and test the tension beforehand.
- Prepare the classroom and ensure the availability of the following:
 - Electrical power points and extension cords for all irons and sewing machines
 - Irons and ironing boards
 - Large tables for the layout and cutting out of articles
 - Enough small equipment such as scissors, needles, quick-unpicks, pins, thread, bobbins, extra sewing machine needles and sharp scissors

7. PERFORMING THE EXAMINATION

7.1 Practical examination 1 in term 2: 4 hours

7.1.1 The layout and cutting out session: 1 hour (a day prior to practical examination 1)

- Hand out each learner's 'kit' with the fabric, pattern, instruction sheet and haberdashery, such as the zip.
- The teacher is NOT allowed to assist the learner at all during the cutting session.
- During the cutting session the teacher allocates marks.
- Learners may improve/correct the cut-out pattern pieces or cut out new pieces after the cutting session is over and marks have been allocated, but this will NOT be remarked.
- The teacher then keeps all the learners' pattern pieces in a safe place until the day of practical examination 1.

7.1.2 Practical examination 1 in term 2: 3 hours

- When learners enter the classroom hand them their 'kits' with the cut-out pattern pieces and extra scraps of material (to test the sewing machine, should they wish to).
- Enough scissors, pins and needles should be available.
- The sewing machines must be ready at the tables.
- Individual learners, under the supervision of the teacher, carry out this practical examination.
- The products should be ready for assessment after 3 hours.
- Learners will lose **2 marks for every 5 minutes late** up to a maximum of 20 marks.
- Only the teacher, the moderator and the candidates may be in the room during the practical examination.
- The teacher must invigilate and assess the learners while they are performing the practical examination and he/she may NOT do any other work or assist the learners in any way.
- The teacher must mark practical examination 1 and capture the marks. Then the learners may correct mistakes and make improvements. The garment will NOT be remarked after the corrections have been made.
- After the corrections have been made the garments go back into the 'kit', to be kept in a safe space until the day of practical examination 2 in term 3.

7.2 Practical examination 2 in term 3: 3 hours

- When learners enter the classroom, hand them their 'kits' with the half completed articles and extra scraps of material (to test the tension of the sewing machine, should they wish to).
- Enough scissors, pins and needles should be available.
- The sewing machines must be ready at the tables.
- Individual learners, under the supervision of the teacher, carry out this practical examination.
- The products should be ready for assessment after 3 hours. Learners will lose **2 marks for every 5 minutes late** up to a maximum of 20 marks.
- Only the teacher, the moderator and the candidates may be in the room during the practical examination.
- The teacher must invigilate and assess the learners while they are performing the practical examination and he/she may NOT do any other work or assist the learners in any way.
- The teacher must mark practical examination 2 and capture the marks. Then the learners can correct mistakes, make improvements and complete the garments. The garments will NOT be remarked after the corrections have been made.
- After corrections have been made the garments are kept in a safe place until the day of moderation

8. EVALUATION

- The teacher and external moderator have 30 minutes to evaluate the final products, inspect the learners' work stations and complete the mark sheets.
- The learners should tidy their work stations on completion of the examination so that the teacher/moderator may inspect it for the final allocation of marks.

9. MODERATION OF THE PRACTICAL EXAMINATION**9.1 BEFORE practical examination 1**

The subject advisor must receive and moderate the following before the end of term 1 to ensure the examination is of an appropriate standard:

- A photocopy of the pattern envelope
- An illustration of the garment
- The list of fabrics, haberdashery, etc. to be purchased
- The estimated cost per learner
- The completed checklist, checked and signed by the principal
- An instruction page for the learners with the assessment criteria and mark allocation for the practical examination sessions
- The mark sheet for the practical examinations
- Planning for both sessions (layout and cutting, practical examination 1 and practical examination 2 sessions) indicating the total weighting of techniques

The PAT cannot be done unless it was approved by the subject advisor.

9.2 ON THE DAY of practical examination 2

- During term 3 the last group of a maximum of 12 learners will be externally moderated by the subject advisor while performing the practical examination at the school.
- The teacher must have the following available for the moderator on the day of moderation:
 - All the garments that learners made during the practical classes for SBA (if not moderated during SBA moderation)
 - A copy of the completed mark sheet for practical lessons
 - The completed garments (marked) of all the learners who have already completed the examination
 - The marks of all learners who have already completed the examination
 - A separate set of assessment tools for the moderator to use, with the names and examination numbers of the learners already on the mark sheet
- The moderator will randomly select six learners and independently assess them while they are performing the examination as well as the garments produced by the selected learners.
- Afterwards the moderator will compare his/her assessment with the assessment of the teacher. If the moderator finds that the marks of the teacher differ more than 10% from his/her marks, a block adjustment upwards or downwards should be made based on the difference.
- The computerised mark sheet must be completed on the day of moderation.

- The table below demonstrates how to determine the difference between the moderator's marks and teacher's marks to determine if adjustment is needed and the margin of adjustment required:

Learner's Name					PAT 2	
					100	
					*T	*M
Learner A					84	69
Learner B					83	70
Learner C					68	53
Learner D					59	44
Learner E					49	40
Learner F					45	40
TOTAL					388	316
AVERAGE MARK = TOTAL ÷ 6 (number of learners)					66	53
DIFFERENCE = 66 (*T) – 53 (*M)					13	
ADJUSTMENT	DOWNWARDS	✓	UPWARDS		– 3	

***T = Teacher; *M = Moderator**

- A block adjustment can also be made based on the professional judgement of the moderator, if the practical exam of the school is not of the expected standard.
- The moderator will discuss the outcome and any adjustments with the teacher. The final moderated marks should then be entered on the computerised mark sheet.
- The marks of all learners will be affected if an adjustment is made.
- The marks of all the learners need to be finalised and signed by the subject advisor and principal on the day of this examination. The computerised mark sheet must be completed on the day of moderation.

SKILL-CODE WEIGHTING FOR TECHNIQUES USED IN CLOTHING PRODUCTION

- Use the following skill-code weighting to choose patterns for the PAT as well as for the weekly practical lessons.
- The skills code indicates the weighting for the techniques and NOT the mark allocation.
- The weighting for a specific technique should only be allocated ONCE.
- The teacher could add a technique not listed below, after discussing it with the subject advisor. The teacher and subject advisor should then decide on the weighting for the new technique.

Layout and cut from commercial pattern <ul style="list-style-type: none"> • Fabric folded correctly • Pattern placed on straight grain of fabric • All relevant pieces placed on fold • Pattern pieces pinned correctly onto fabric • Straight cutting on cutting lines • Notches accurately cut • Pattern markings 	12	Make and attach sleeves <ul style="list-style-type: none"> • Easing or gathers (3 rows) around top edge • Sleeves fit neatly into armhole • All seams and seam finishing neat • Sleeve hem 	15
	1		3
	2		5
	2		4
	2		3
Darts <ul style="list-style-type: none"> • Stitch from wide to narrow • Straight stitching • Press downwards or towards the middle • Knot threads at narrow point and insert thread into the dart 	10	Zip <ul style="list-style-type: none"> • Seam allowance correct and even width • Seam finishing • Insert zip: stitching straight, correct width from zip • Corners at bottom of zip neat and square • Corners at top of zip neat and square 	15
	2		2
	2		2
	3		4
	3		3
Tacks/Top stitching <ul style="list-style-type: none"> • Marking transferred correctly • Evenly spaced • Straight sewing • Suited to item/material 	10	Crossway binding <ul style="list-style-type: none"> • Cutting bias strips • Join bias strips <ul style="list-style-type: none"> ○ Attach binding for edge finishing ○ Correct and even width ○ Lies flat and even ○ Machine or hand-stitched 	20
	2		5
	3		5
	3		3
	2		2
Open or closed straight seams with a finish <ul style="list-style-type: none"> • Straight stitching/smooth curve/square corner • Seam allowance correct and even width • Seam finishing 	10	Pleats <ul style="list-style-type: none"> • Pattern marking transferred correctly • Evenly spaced • Even width • Suited to material/pattern • Fold of pleats on straight grain of fabric 	12
	4		2
	3		2
	3		3
	3		2
Fasteners: loop and hook/button <ul style="list-style-type: none"> • Same size • Spacing • Suitable for garment • Firmly stitched 	5	Stitched-on pocket <ul style="list-style-type: none"> • Pocket shape, size, hem/seams • Correct position on garment • Stitching to attach pocket to item 	10
	1		3
	1		3
	1		3
	2		4
Shaped facing (for opening such as armhole or neckline) <ul style="list-style-type: none"> • Prepare facing and baste to opening • Attach facing • Facing lies flat and fits neatly into opening • Seam allowance graded inside, understitching • Facing even width • Finishing off of edges • Facing attached to shoulder/side seams 	20	Buttons and buttonholes <ul style="list-style-type: none"> • Buttonholes: even size (hand/machine) • Spacing • Appearance • Firmly stitched 	10
	3		3
	4		2
	3		2
	4		3
		Hems <ul style="list-style-type: none"> • Even and correct width all around • Lies flat, no pleats/gathers on the right side • Neat, straight stitching/neatly sewn by hand • Correct stitch length/correct hand stitch 	10
	2		3
	2		2
	2		3
	2		2

Make and attach collar	20	Narrow single hems	8
• Preparing the collar before stitching (stay-stitch and baste parts together)	5	• Even and correct width	2
• Collar edge smoothly stitched, thus smooth curve and/or sharp corners	4	• Neatly overlocked	2
• Both sides alike	2	• Folded over evenly	2
• Seam allowance inside collar graded and notched correctly	2	• Neatly stitched	2
• Edge of collar understitched, basted and ironed	2	Layout and cutting from measurements, no pattern	15
• Attach collar to garment: fits properly	3	• Fabric folded correctly	3
• Seam smoothly stitched, graded, seam finish	2	• Measurements marked on fabric accurately	4
		• Straight grain of fabric used correctly	4
		• Straight cutting	4

**TEACHER PLANNING:
GRADE 12 PRACTICAL ASSESSMENT TASKS 1 AND 2**

(To be submitted to the subject advisor for moderation at the end of term 1 or earlier)

Name of school:
Name of teacher:
Date and time of examination sessions:

**TESTS FOR PRACTICAL EXAMINATION GRADE 12
(Attach copies of patterns and instruction sheets)**

LAYOUT AND CUTTING	
TECHNIQUES	WEIGHTING
TOTAL	

PRACTICAL EXAMINATION 1 IN TERM 2	
TECHNIQUES	WEIGHTING
TOTAL	

PRACTICAL EXAMINATION 2 IN TERM 3	
TECHNIQUES	WEIGHTING
TOTAL	

EXAMPLE OF TEACHER PLANNING FOR PURCHASES*(To be submitted to subject advisor for moderation at the end of term 1 or earlier)*

Total number of learners	Groups	Number of learners per group	Dates	Time
25	1	8	10/09/2015	08:00–11:00
	2	8	10/09/2015	12:30–15:30
	3	9	11/09/2015	08:00–11:00

Exam	Requirements	Quantity required per learner	Number of learners	Total
1	Poly cotton	1 m	25	25 metres
	Sewing thread	1 reel		25 reels
	Pattern	1		25 patterns
	Vilene	0,50 m		12,5 metres
	Thread for basting	1		25 reels
	Zip	1		25 zips

TEACHER'S SHOPPING LIST

Requirements	Amount	Approximate cost
Poly cotton	25 metres	
Sewing thread	25 reels	
Pattern	25 patterns	
Vilene	12,5 metres	
Thread for basting	25 reels	
Zip	25 zips	

Approximate cost of shopping list:**ESTIMATED COST PER LEARNER:**

TEACHER PLANNING FOR PURCHASES*(To be submitted to subject advisor for moderation at the end of term 1 or earlier)*

Total number of learners	Groups	Number of learners per group	Dates	Time

Exam	Requirements per learner	Quantity required per learner	Number of learners	Total

TEACHER'S SHOPPING LIST

Requirements	Amount	Approximate cost

Approximate cost of shopping list:

ESTIMATED COST PER LEARNER:

**CONSUMER STUDIES CLOTHING PRODUCTION
PRACTICAL ASSESSMENT TASK
CHECKLIST FOR PLANNING TO BE HANDED IN FOR MODERATION**

SCHOOL		
TEACHER		
PRINCIPAL		
DATE SUBMITTED		
Dates of all PAT sessions	Proposed moderation date	Approved moderation date

CRITERIA	YES/NO	COMMENTS BY MODERATOR
Articles included for PAT 1		
An illustration of the garment/ photo copy of the pattern envelope		
Copy of the pattern instruction sheet for learners		
Completed list of techniques and weighting of article for PAT 1 and PAT 2		
List of purchases		
Estimated cost per learner		

APPROVED/NOT APPROVED**RESUBMISSION DATE:** _____**Signatures:****TEACHER:** _____ **DATE:** _____**PRINCIPAL:** _____ **DATE:** _____**MODERATOR:** _____ **DATE:** _____

MARK SHEET FOR CLOTHING PRACTICAL ASSESSMENT TASK

			PAT 1											
SCHOOL			NAMES OF LEARNERS											
DATE			1	2	3	4	5	6	7	8	9	10	11	12
EXAMINER														
1	PRACTICAL SKILLS AND TECHNIQUES													
	Layout and cutting of pattern	15												
	Material folded correctly	2												
	Economical placing of pattern pieces	3												
	Pattern pieces on fold of material	2												
	Straight cutting	3												
	Follow pattern instructions	5												
	Use of equipment	5												
	Correct handling of small equipment, e.g. tape measure, scissors, needles, etc.	2												
	Correct handling of large equipment, e.g. sewing machine, overlocker, iron, etc. (Machines correctly threaded and used, safe and correct use of equipment.)	3												
	Order of work and efficient use of time	5												
	Ability to follow given pattern instructions	3												
	Efficient use of time	2												
2	NEATNESS AND ECONOMIC USE OF RESOURCES													
	Organisation of work station and equipment	5												
	Workstation well organised	2												
	Small equipment not lying around	1												
	Handling of equipment after use, correct handling of off-cuts and waste (Teacher observes each learner regularly during the exam to determine the final mark.)	2												
	Personal appearance	5												
	Appropriately dressed (school uniform, clean hands)													
	Neatness of work station after practical	5												
	Equipment unplugged, cleaned and stored securely	2												
	Electrical power points switched off	2												
	Work area neat and clean	1												
3	SUITABILITY FOR SELLING:													
	General appearance	20												
	Neatness of article	10												
	Prescribed techniques completed	10												
	Workmanship	40												
	Stitching	10												
	Construction	20												
	Finishing	10												
	TOTAL	100												

MARK SHEET FOR CLOTHING PRACTICAL ASSESSMENT TASK

			PAT 2											
SCHOOL			NAMES OF LEARNERS											
DATE			1	2	3	4	5	6	7	8	9	10	11	12
EXAMINER														
1	PRACTICAL SKILLS AND TECHNIQUES													
	Pattern interpretation	15												
	Follow pattern instructions	8												
	Correct handling of small equipment, e.g. tape measure, scissors, etc.	3												
	Correct handling of large equipment, e.g. sewing machine, overlocker, iron, etc. (Machines correctly threaded and used, safe and correct use of equipment.)	4												
2	Order of work and efficient use of time	10												
	Ability to follow given pattern instructions	5												
	Efficient use of time	5												
	NEATNESS AND ECONOMIC USE OF RESOURCES													
	Organisation of work station and equipment	5												
	Workstation well organised	2												
	Small equipment not lying around	1												
	Handling of equipment after use, correct handling of off-cuts and waste (Teacher observes each learner regularly during the exam to determine the final mark.)	2												
3	Personal appearance	5												
	Appropriately dressed (school uniform, clean hands)													
	Neatness of work station after practical	5												
	Equipment unplugged, cleaned and stored securely	2												
	Electrical power points switched off	2												
	Work area neat and clean	1												
	SUITABILITY FOR SELLING:													
General appearance	20													
Neatness of article	10													
Prescribed techniques completed	10													
3	Workmanship	40												
	Stitching	10												
	Construction	20												
3	Finishing	10												
	TOTAL	100												

EXAMPLE OF A CLOTHING ITEM FOR THE PRACTICAL ASSESSMENT TASK**BOY'S SHIRT (Simplicity 5581)****WEIGHTING:**

TECHNIQUE	WEIGHTING
Layout and cutting out	15
Open/Closed seams and finishes	10
Make and attach collar	20
Sleeves	15
Hems	10
Shaped facing	20
Buttons and buttonholes	10
TOTAL:	100

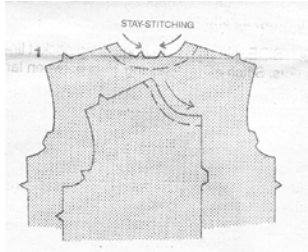
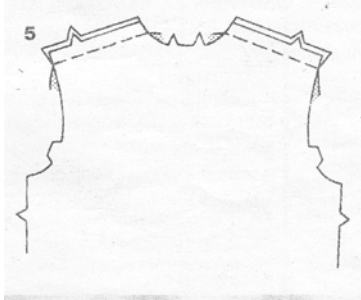
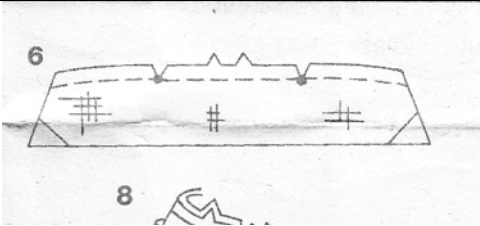
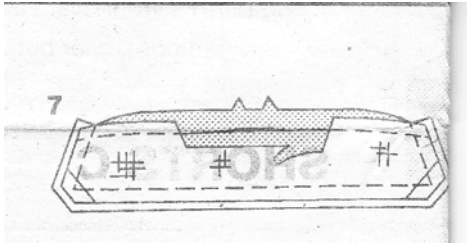
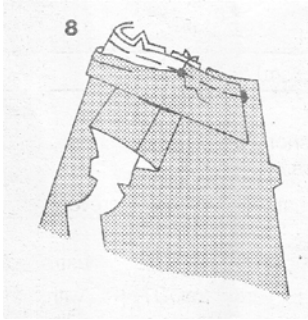
REQUIREMENTS:

0,75 m polyester cotton
 Two 0,5 cm buttons
 0,50 m fusible interfacing
 Thread
 Needles
 Pins
 Measuring tape
 Quick-unpick (optional)
 Scissors (cutting out and utility)

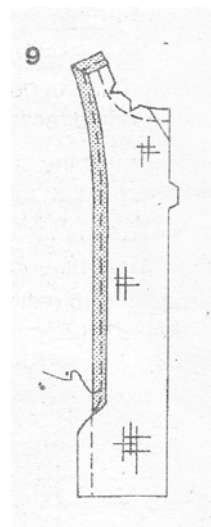
LAYOUT AND CUTTING OUT SESSION: 1 hour prior to practical examination 1 (exam conditions)

1. Lay the pattern pieces on the material and interfacing, pin and cut out.
2. Transfer pattern markings where applicable.
3. Pin interfacing to pattern pieces. Cut diagonally across corners that will be enclosed with seams. Fuse interfacing in place.
4. Fold all pattern pieces and extra material and submit to teacher for marking.
5. You may correct the cutting out **after** the teacher has marked your work. NO marks will be awarded for redoing the cutting out.
6. All pattern pieces must be handed to the teacher for safe keeping until the day of practical examination 1.

PRACTICAL EXAMINATION 1: 3 HOURS

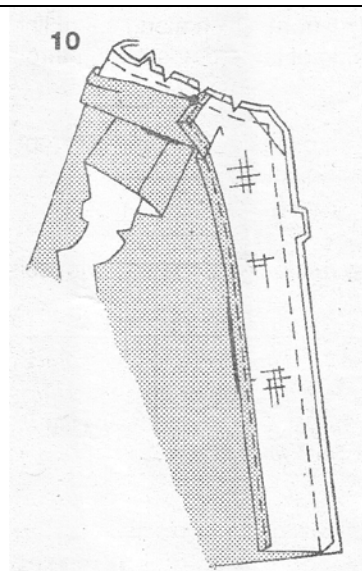
INSTRUCTIONS	ILLUSTRATIONS
<p>1. Stay stitch front and back neck edges 8 mm from cut edge in direction of arrows. This stitching stays in permanently and helps prevent stretching on curved edges.</p>	
<p>5. Stitch front to back at shoulder seams. Overlock or zigzag raw edges of seam.</p>	
<p>6. Machine stitch 1 cm from notched edge of collar. Clip notched edge of collar to stitching at small dots.</p>	
<p>7. Press under (1 cm) on raw edge between clips and iron. With RIGHT sides together, stitch facing to collar, leaving notched edges open. Trim seam and corners.</p>	
<p>8. Turn collar; press. Clip neck edge of garment to stay-stitching. On OUTSIDE, pin collar (facing side) to neck edge, matching centres back, placing small dot at shoulder seam and ends of collar at large dot on front. Baste both collar and facing sections to front neck edge as far as small dot. Baste only the collar facing section to remaining neck edge between small dots.</p>	

9. Machine-stitch 8 mm from neck edge of facing.
To EDGE FINISH long unnotched edge and shoulder edge of facing, overlock or zigzag raw edge.
Clip neck edge of facing to stitching.

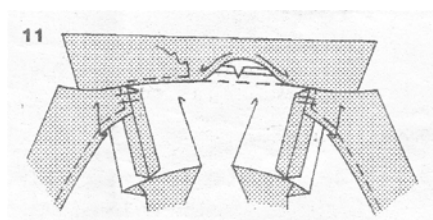


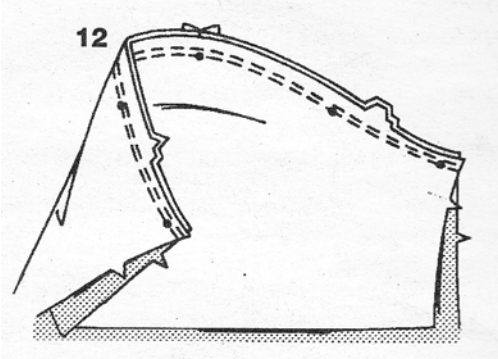
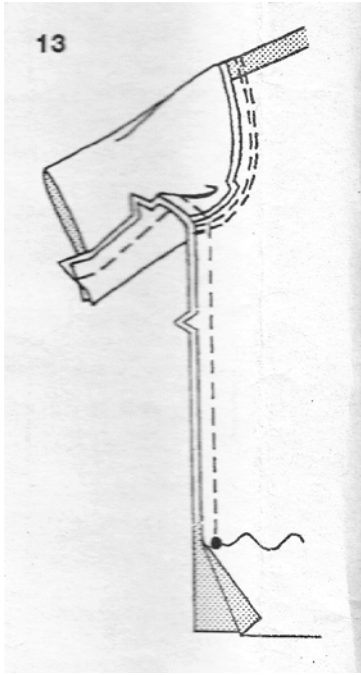
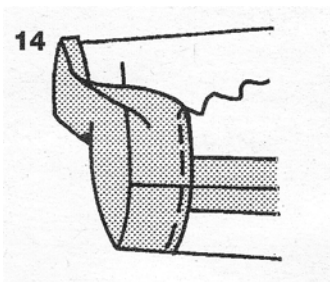
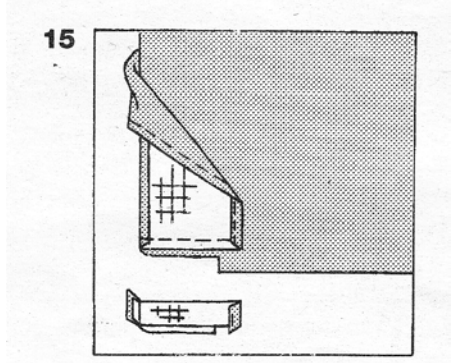
PRACTICAL EXAMINATION 2: 3 HOURS

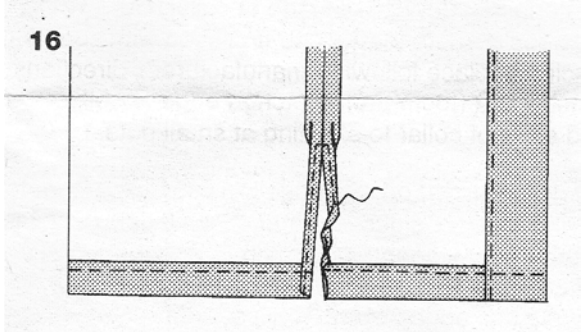
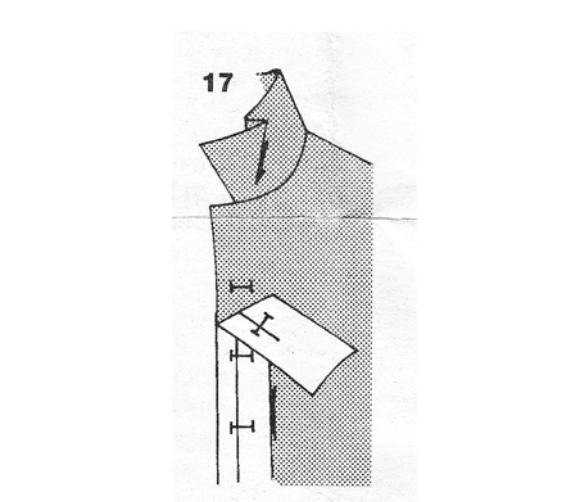
10. With RIGHT sides together, pin facing to front and neck edge.
Baste.
Clip neck edge through all thicknesses at small dot.
Stitch front and neck edge as basted, being careful not to catch in free edge of collar.
Trim seam and corners; clip curves.



11. Turn facing to INSIDE, turning back neck seam towards collar; press.
Stitch pressed edge of collar over neck seam.
To keep the facing in place, tack facing to shoulder seam allowances by hand.



<p>12. With RIGHT sides together, pin sleeve to armhole edge with centre small dot at shoulder seam, matching remaining small dots. Stitch. Stitch again 2 mm from first stitching. Overlock/Zigzag raw edges. Press seam towards sleeves.</p>	
<p>13. Pin front to back at entire underarm seam, matching armhole seams and large dots. Stitch seam from large dot to edge of sleeve. Back-stitch at large dot to reinforce seam.</p>	
<p>14. Press up sleeve hem. Press under 2 mm on raw edge. Stitch close to inner pressed edge.</p>	
<p>15. Turn facing to OUTSIDE. Stitch across facing exactly 1,5 cm above lower edge. Trim facing close to stitching. Trim garment to within 6 mm of inner edge of facing.</p>	

<p>16. Turn facing to INSIDE; press, pressing up hem. Press under 2 to 3 mm on raw edge. Stitch hem in place starting at opening edge. Press under 2 mm on raw edge; stitch, squaring stitching above opening.</p>	
<p>17. To mark buttonholes in LEFT front place guide along finished edge of garment, matching centres, as shown. Transfer buttonhole markings to garment. Make buttonholes at markings. Lap LEFT front over RIGHT, matching centres. Sew buttons under buttonholes.</p>	

PATTERN