

City & Guilds Level 2 Award/Certificate/Diploma in Fashion (7160-02/12/22)

February 2023
Version 3.3



Qualification at a glance

Subject area	Fashion
City & Guilds number	7160
Age group approved	All
Assessment	Assignment
Fast track	Available
Support materials	Centre handbook Assessment pack
Registration and certification	Consult the Walled Garden/Online Catalogue for last dates

Title and level	City & Guilds number	Accreditation number
Level 2 Award in Fashion - Sampling Fashion Techniques	7160-02	600/8746/8
Level 2 Award in Textiles– Textile Decoration	7160-02	600/7422/X
Level 2 Award in Fashion - Blouses and Shirts	7160-02	600/7532/6
Level 2 Award in Fashion - Fitted Lined Skirt	7160-02	600/7533/8
Level 2 Award in Fashion - Fitted Unlined Trousers	7160-02	600/7547/8
Level 2 Award in Fashion - Lined Jacket	7160-02	600/7534/X
Level 2 Award in Fashion - Dress	7160-02	600/7536/3
Level 2 Award in Fashion – Lingerie	7160-02	600/7537/5
Level 2 Award in Fashion - Fashion Corset	7160-02	600/7538/7
Level 2 Award in Fashion - Character Costume	7160-02	600/7539/9
Level 2 Award in Fashion - Pattern Cutting for Shirts and Blouses	7160-02	600/7540/5

Level 2 Award in Fashion - Pattern Cutting for a one piece garment	7160-02	600/7541/7
Level 2 Award in Fashion - Pattern Cutting for Skirts and Trousers	7160-02	600/7535/1
Level 2 Award in Fashion – Accessory	7160-02	600/7542/9
Level 2 Award in Fashion - Illustration	7160-02	600/7543/0
Level 2 Award in Fashion - Blocked Straw Hat	7160-02	600/7544/2
Level 2 Award in Fashion - Blocked Felt Hat	7160-02	600/7545/4
Level 2 Certificate in Fashion	7160-12	600/7531/4
Level 2 Diploma in Fashion	7160-22	600/7619/7

Version and date	Change detail	Section
2.0 March 2013	Addition of unit 223. Amendment to structure.	5. Units
3.0 April 2013	Amendment to structure, a new award 'Sampling Fashion Techniques' has been added.	1. Introduction
3.1 September 2017	Adding GLH and TQT Removed QCF	Structure Appendix 1
3.2 March 2022	Adding GLH and TQT to more single unit awards Amending address	Structure Appendix 1
3.3 Feb 2023	Added PoS to 'Pattern Cutting for Skirts and Trousers' in table.	Qualification at a glance



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1 Introduction

This document tells you what you need to do to deliver the qualifications:

Area	Description
Who are the qualifications for?	For learners who want to develop their skills and creativity in fashion design and construction.
What do the qualifications cover?	They allow candidates to learn, develop and practise the creative skills required for career progression in the fashion sector.
What opportunities for progression are there?	They allow learners to progress to the following City & Guilds qualifications: <ul style="list-style-type: none">• Level 3 Award in Fashion (7160-03)• Level 3 Certificate in Fashion (7160-13)

Structure

To achieve the **Level 2 Award in Fashion (Sampling Fashion Techniques)** learners must achieve 4 credits from the mandatory unit.

Unit accreditation number	City & Guilds unit number	Unit title	Credit value
Mandatory			
L/504/5705	202	Sampling fashion techniques	4

To achieve the **Level 2 Award in Fashion (Blouses and Shirts)** learners must achieve 6 credits from the mandatory unit.

Unit accreditation number	City & Guilds unit number	Unit title	Credit value
Mandatory			
R/504/5706	204	Design and make a blouse or shirt	6

To achieve the **Level 2 Award in Fashion (Fitted Lined Skirt)** learners must achieve 6 credits from the mandatory unit.

Unit accreditation number	City & Guilds unit number	Unit title	Credit value
Mandatory			
Y/504/5707	205	Design and make a fitted lined skirt	6

To achieve the **Level 2 Award in Fashion (Fitted Unlined Trousers)** learners must achieve 6 credits from the mandatory unit.

Unit accreditation number	City & Guilds unit number	Unit title	Credit value
Mandatory			

D/504/5708	206	Design and make fitted unlined trousers	6
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To achieve the **Level 2 Award in Fashion (Lined Jacket)** learners must achieve 6 credits from the mandatory unit.

Unit accreditation number	City & Guilds unit number	Unit title	Credit value
Mandatory			
T/504/5715	207	Design and make a lined jacket	6

To achieve the **Level 2 Award in Fashion (Dress)** learners must achieve 6 credits from the mandatory unit.

Unit accreditation number	City & Guilds unit number	Unit title	Credit value
Mandatory			
A/504/5716	208	Design and make a dress	6

To achieve the **Level 2 Award in Fashion (Lingerie)** learners must achieve 6 credits from the mandatory unit.

Unit accreditation number	City & Guilds unit number	Unit title	Credit value
Mandatory			
F/504/5717	209	Design and make lingerie	6

To achieve the **Level 2 Award in Fashion (Fashion Corset)** learners must achieve 6 credits from the mandatory unit.

Unit accreditation number	City & Guilds unit number	Unit title	Credit value
Mandatory			
L/504/5719	210	Design and make a fashion corset	6

To achieve the **Level 2 Award in Fashion (Character Costume)** learners must achieve 6 credits from the mandatory unit.

Unit accreditation number	City & Guilds unit number	Unit title	Credit value
Mandatory			
R/504/5723	211	Design and make a character costume	6

To achieve the **Level 2 Award in Fashion (Pattern Cutting for Shirts and Blouses)** learners must achieve 6 credits from the mandatory unit.

Unit accreditation number	City & Guilds unit number	Unit title	Credit value
Mandatory			
K/504/5842	212	Pattern cutting for shirts and blouses	6

To achieve the **Level 2 Award in Fashion (Pattern Cutting for a One Piece Garment)** learners must achieve 6 credits from the mandatory unit.

Unit accreditation number	City & Guilds unit number	Unit title	Credit value
Mandatory			
L/504/5736	213	Pattern cutting for a one piece garment	6

To achieve the **Level 2 Award in Fashion (Pattern Cutting for Skirts and Trousers)** learners must achieve 6 credits from the mandatory unit.

Unit accreditation number	City & Guilds unit number	Unit title	Credit value
Mandatory			

R/504/5737	214	Pattern cutting for skirts and trousers	5
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To achieve the **Level 2 Award in Fashion (Fashion Accessory)** learners must achieve 6 credits from the mandatory unit.

Unit accreditation number	City & Guilds unit number	Unit title	Credit value
Mandatory			
Y/504/5738	215	Design and make a fashion accessory	6

To achieve the **Level 2 Award in Fashion (Illustration)** learners must achieve 6 credits from the mandatory unit.

Unit accreditation number	City & Guilds unit number	Unit title	Credit value
Mandatory			
D/504/5739	216	Fashion illustration	6

To achieve the **Level 2 Award in Fashion (Blocked Straw Hat)** learners must achieve 6 credits from the mandatory unit.

Unit accreditation number	City & Guilds unit number	Unit title	Credit value
Mandatory			
R/504/5740	217	Design and make a blocked straw hat with a brim	6

To achieve the **Level 2 Award in Fashion (Blocked Felt Hat)** learners must achieve 6 credits from the mandatory unit.

Unit accreditation number	City & Guilds unit number	Unit title	Credit value
Mandatory			
Y/504/5741	218	Design and make a blocked felt hat with a brim	6

Please note there is one pathway (shown below) from the **7161-02 Level 2 Award in Textiles** that can be also achieved under the **7160-02**.

To achieve the **Level 2 Award in Textiles (Textile Decoration)** learners must achieve **6** credits from the mandatory unit

Level 2 Award in Textiles (Textile Decoration)

Unit accreditation number	City & Guilds unit number	Unit title	Credit value
Mandatory			
T/504/5648	203	Textile decoration	6

To achieve the **7160-12 Level 2 Certificate in Fashion**, learners must achieve a minimum of **19** credits, **8** credits must come from the mandatory units and a minimum of **11** credits must come from the optional units.

Unit accreditation number	City & Guilds unit number	Unit title	Credit value
Mandatory			
F/503/7147	201	Developing design ideas	4
L/504/5705	202	Sampling fashion techniques	4
Optional			
T/504/5648	203	Textile decoration	6
R/504/5706	204	Design and make a blouse or shirt	6
Y/504/5707	205	Design and make a fitted lined skirt	6
D/504/5708	206	Design and make fitted unlined trousers	6
T/504/5715	207	Design and make a lined jacket	6
A/504/5716	208	Design and make a dress	6
F/504/5717	209	Design and make lingerie	6

L/504/5719	210	Design and make a fashion corset	6
R/504/5723	211	Design and make a character costume	6
K/504/5842	212	Pattern cutting for shirts and blouses	6
L/504/5736	213	Pattern cutting for a one piece garment	6
R/504/5737	214	Pattern cutting for skirts and trousers	5
Y/504/5738	215	Design and make a fashion accessory	6
D/504/5739	216	Fashion illustration	6
R/504/5740	217	Design and make a blocked straw hat with a brim	6
Y/504/5741	218	Design and make a blocked felt hat with a brim	6
L/504/7289	223	Design and make a 3D felt item	6

To achieve the **7160-22 Level 2 Diploma in Fashion**, learners must achieve a minimum of **49** credits, **14** credits must come from the mandatory units and a minimum of **35** credits must come from the optional units.

Unit accreditation number	City & Guilds unit number	Unit title	Credit value
Mandatory			
F/503/7147	201	Developing design ideas	4
L/504/5705	202	Sampling fashion techniques	4
M/504/5907	219	Understand how to work for a client to create a product	2
T/504/5908	220	Create a website using web design application templates	2
M/504/5910	222	Producing promotional publications	2
Optional			
T/504/5648	203	Textile decoration	6
R/504/5706	204	Design and make a blouse or shirt	6
Y/504/5707	205	Design and make a fitted lined skirt	6
D/504/5708	206	Design and make fitted unlined trousers	6
T/504/5715	207	Design and make a lined jacket	6
A/504/5716	208	Design and make a dress	6
F/504/5717	209	Design and make lingerie	6
L/504/5719	210	Design and make a fashion corset	6
R/504/5723	211	Design and make a character costume	6
K/504/5842	212	Pattern cutting for shirts and blouses	6
L/504/5736	213	Pattern cutting for a one piece garment	6

R/504/5737	214	Pattern cutting for skirts and trousers	5
Y/504/5738	215	Design and make a fashion accessory	6
D/504/5739	216	Fashion illustration	6
R/504/5740	217	Design and make a blocked straw hat with a brim	6
Y/504/5741	218	Design and make a blocked felt hat with a brim	6
A/504/5909	221	Product promotion using social media	2
L/504/7289	223	Design and make a 3D felt item	6

Total Qualification Time

Total Qualification Time (TQT) is the total amount of time, in hours, expected to be spent by a Learner to achieve a qualification. It includes both guided learning hours (which are listed separately) and hours spent in preparation, study and assessment.

Title and level	GLH	TQT
Level 2 Award in Fashion - Blouses and Shirts	36	60
Level 2 Award in Fashion - Fitted Lined Skirt	35	60
Level 2 Award in Fashion - Lined Jacket	35	60
Level 2 Award in Fashion - Dress	41	60
Level 2 Certificate in Fashion	132	190
Level 2 Diploma in Fashion	315	490
Level 2 Award In Fashion - Blocked Felt Hat	42	60
Level 2 Award In Fashion - Fitted Unlined Trousers	35	60
Level 2 Award In Fashion - Sampling Fashion Techniques	33	40
Level 2 Award in Fashion - Pattern Cutting for Shirts and Blouses	39	60
Level 2 Award in Fashion - Pattern Cutting for Skirts and Trousers	35	50



2 Centre requirements

Approval

If your Centre is approved to offer the Level 2 Award/Certificate/Diploma in Creative Techniques - Fashion (7112-02/12/19) you can apply for the new Level 2 Award in Fashion (7160-02), Level 2 Certificate in Textiles(7160-12) and Level 2 Diploma in Fashion approval using the **fast track approval form**, available from the City & Guilds website.

Centres should use the fast track form if:

- there have been no changes to the way the qualifications are delivered, and
- they meet all of the approval criteria in the fast track form guidance notes.

Fast track approval is available for 12 months from the launch of the qualification. After 12 months, the Centre will have to go through the standard Qualification Approval Process. The centre is responsible for checking that fast track approval is still current at the time of application.

To offer these qualifications, new centres will need to gain both centre and qualification approval. Please refer to the *Centre Manual - Supporting Customer Excellence* for further information.

Centre staff should familiarise themselves with the structure, content and assessment requirements of the qualifications before designing a course programme.

Resource requirements

Centre staffing

Staff delivering these qualifications must be able to demonstrate that they meet the following occupational expertise requirements. They should:

- be occupationally competent or technically knowledgeable in the areas for which they are delivering training and/or have experience of providing training. This knowledge must be to the same level as the training being delivered
- have recent relevant experience in the specific area they will be assessing
- have credible experience of providing training.

Centre staff may undertake more than one role, eg tutor and assessor or internal verifier, but cannot internally verify their own assessments.

Continuing professional development (CPD)

Centres must support their staff to ensure that they have current knowledge of the occupational area, that delivery, mentoring, training, assessment and verification is in line with best practice, and that it takes account of any national or legislative developments.

Candidate entry requirements

City & Guilds does not set entry requirements for these qualifications. However, centres must ensure that candidates have the potential and opportunity to gain the qualifications successfully.

Age restrictions

There is no age restriction for these qualifications unless this is a legal requirement of the process or the environment.



2 Delivering the qualification

Initial assessment and induction

An initial assessment of each learner should be made before the start of their programme to identify:

- if the learner has any specific training needs
- support and guidance they may need when working towards their qualifications
- any units they have already completed, or credit they have accumulated which is relevant to the qualifications
- the appropriate type and level of qualification.

We recommend that centres provide an induction programme so the learner fully understands the requirements of the qualifications, their responsibilities as a learner, and the responsibilities of the centre. This information can be recorded on a learning contract.

Support materials

The following resources are available for these qualifications:

Description	How to access
Assessment Pack for centres	www.cityandguilds.com
fast track approval forms	www.cityandguilds.com

Recording documents

Learners and centres may decide to use a paper-based or electronic method of recording evidence.

City & Guilds endorses several ePortfolio systems, including our own, **Learning Assistant**, an easy-to-use and secure online tool to support and evidence learners' progress towards achieving qualifications. Further details are available at: www.cityandguilds.com/eportfolios.



3 Assessment

Assessment of the qualification

All units are assessed by assignments.

Please refer to the City & Guilds assessment pack which can be found at www.cityandguilds.com

Assessment strategy

Assessments

This qualification is assessed by assignments. These assignments assess in a number of ways to provide a clear indication of candidate knowledge and skills. These include:

- practical tasks
- knowledge and understanding tasks.

The assessments are set by City & Guilds and are administered by the centre when the learner is ready. They are graded internally, using the information provided and the outcomes recorded on the documents provided by City & Guilds. Assessments are subject to internal and external verification.

For further details please refer to the Assessment Pack.

Recognition of prior learning (RPL)

Recognition of prior learning means using a person's previous experience or qualifications which have already been achieved to contribute to a new qualification.

RPL is not allowed for this qualification.

Unit 218

Design and make a blocked felt hat with a brim

UAN:	Y/504/5741
Level:	Level 2
Credit value:	6
GLH:	42
Endorsement by a sector or regulatory body:	This unit is endorsed by Creative Skillset, the Sector Skills Council for creative industries including fashion and textiles.
Aim:	This unit provides the learner with the practical skills and knowledge needed to design and make a blocked felt hat with a brim.

Learning outcome
The learner will: 1. be able to work safely and effectively using tools, equipment and materials.
Assessment criteria
The learner can: 1.1 Identify health and safety regulations relating to millinery 1.2 describe tools, equipment and materials used for millinery 1.3 describe safety factors in the use of tools, equipment and materials relating to millinery 1.4 use tools, equipment and materials safely for millinery.

Range
Regulations Portable Appliance Testing (PAT), Health and Safety at Work Act, COSHH.
Tools Pins, needles, scissors, knives.
Equipment Sewing machines, steamers, millinery irons.
Materials Natural fibres, studs, feathers, leather, colouring mediums, wire,

felt stiffener.

Safely

Daily use and maintenance eg care, cleaning and storage, visual checks

Use of Personal Protective Equipment (PPE): masks, gloves, goggles, apron, surface protection.

Learning outcome

The learner will:

2. know the characteristics of materials for making blocked felt hats.

Assessment criteria

The learner can:

- 2.1 describe the characteristics of **materials suitable** for making blocked felt hats.

Range

Materials

Cones and capelines made from wool felts, peach bloom, fur felts and similar items.

Suitable

Comfort of the wearer is paramount, weight, pliability.

Learning outcome

The learner will:

3. be able to research contextual influences on the design of felt hats.

Assessment criteria

The learner can:

- 3.1 **research** felt hat designs from a range of sources
 - historical
 - cultural
 - contemporary
- 3.2 **visually describe** a range of felt hats with brims
- 3.3 present research in a **logical format**.

Range

Research

eg key designer makers, books, films, museums, websites, millinery magazines.

Visually describe

Annotated sketches of felt hats from recognised sources.

Logical format

Research presented in an organised manner to present to an individual eg folio, sketch book, electronic presentation.

Learning outcome

The learner will:

4. be able to sketch styles for felt hats with brims.

Assessment criteria

The learner can:

4.1 select **design materials**

4.2 **sketch** a range of felt hat styles including **trims** using

- colour
- line
- texture
- shape
- form.

Range

Design materials

Papers, pens, pencil, colouring mediums.

Sketch

Using a head and neck template and source material eg inspirational images from books, journals, films, retail outlets, museum visits.

Trims

Items which are added to the hat to enhance the style. The following trims must be included in the sketches: flowers, feathers, draped fabric, veiling.

Learning outcome

The learner will:

5. be able to plan, prepare and sample materials for felt hats with brims.

Assessment criteria

The learner can:

5.1 use a range of millinery felt pieces to sample **construction techniques**

5.2 measure and record head size accurately

5.3 create a working design visual for a felt hat with a brim

5.4 select **blocks** to ensure a desired hat shape and fit is achieved

5.5 select **felt hoods** which allow sufficient material for a desired hat shape to be achieved

5.6 estimate the cost and time required to make felt hats with brims.

Range

Construction techniques

Steam, stitch, join, wire, hem, apply petersham, trim, embellish.
Brim edge finishes: petersham, folded, cut, scalloped, punched, pierced, stitched.

Application of trims: fabrics, bows, flowers, veiling, feathers, leather, studs, created felt shapes (leaves, flowers, geometric shapes).

Record annotated samples with instructions.

Blocks

Pre shaped, sized moulds of wood or similar material over which hats and brims are shaped.

Felt hoods

Cones, capelines.

Learning outcome

The learner will:

6. be able to construct a blocked felt hat with a brim.

Assessment criteria

The learner can:

- 6.1 develop a **statement of intent**
- 6.2 produce a range of **samples specific to a chosen design**
- 6.3 **block** the crown and brim of a felt hat
- 6.4 work the brim edge of a felt hat to achieve a chosen design
- 6.5 **stiffen** a felt hat
- 6.6 **fit** and **finish** a felt hat
- 6.7 **present** a felt hat following the design specification
- 6.8 produce a **cost sheet**
- 6.9 produce **production timescales**
- 6.10 **evaluate** a completed felt hat.

Range**Statement of intent**

Written description of the suggested design which satisfies client requirements including costs and timescales.

Samples specific to a chosen design

Chosen hat fabrics must be used for these samples.

Block

Use water or steam to wet the felt sufficiently for shaping the hood over the chosen block. Secure in place to dry.

Record the steps followed during the construction process including any adjustments eg photographic, written.

Stiffen

Apply felt stiffener.

Fit

Personally fit the hat to ensure accuracy.

Finish

Add head ribbon to the head line, line and trim the hat, satisfy the design specifications and intended use.

Present

Photograph and display the finished hat eg on a mannequin head, hat stand, block or modelled.

Cost sheet

Material costs.

Production timescale

The time taken to plan, construct and complete the felt hat.

Evaluate

Describe strengths, areas for improvement and any adjustments made for the design and process.

About City & Guilds

As the UK's leading vocational education organisation, City & Guilds is leading the talent revolution by inspiring people to unlock their potential and develop their skills. We offer over 500 qualifications across 28 industries through 8500 centres worldwide and award around two million certificates every year. City & Guilds is recognised and respected by employers across the world as a sign of quality and exceptional training.

City & Guilds Group

The City & Guilds Group operates from three major hubs: London (servicing Europe, the Caribbean and Americas), Johannesburg (servicing Africa), and Singapore (servicing Asia, Australia and New Zealand). The Group also includes the Institute of Leadership & Management (management and leadership qualifications), City & Guilds Licence to Practice (land-based qualifications), the Centre for Skills Development (CSD works to improve the policy and practice of vocational education and training worldwide) and Learning Assistant (an online e-portfolio).

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